

**Secretarial Notes
Eastern Iowa Regional Utility Service Systems Commission**

DATE: Wednesday, April 23, 2025

TIME: 9:01 a.m.

PLACE: Zoom/Phone Meeting

MEMBERS PRESENT:	<input type="checkbox"/>	Brad Gaul	Cedar County Representative
	<input type="checkbox"/>	Jeff Kaufmann	Cedar County Alternate
	<input type="checkbox"/>	Erin George	Clinton County Representative
	<input type="checkbox"/>	Vacant	Clinton County Alternate
	<input type="checkbox"/>	Shirley Helmricks	Delaware County Representative
	<input checked="" type="checkbox"/>	Michael Corkery	Delaware County Alternate
	<input checked="" type="checkbox"/>	Nin Flagel	Jackson County Representative
	<input type="checkbox"/>	Elizabeth Townsend	Jackson County Alternate
	<input checked="" type="checkbox"/>	Joe Oswald	Jones County Representative
	<input type="checkbox"/>	Jon Zirkelbach	Jones County Alternate

OTHERS PRESENT:

STAFF PRESENT:	<input checked="" type="checkbox"/>	Matt Specht, Director of Comm/Economic Development
	<input checked="" type="checkbox"/>	Mark Jobgen, Project Manager
	<input checked="" type="checkbox"/>	Steve Stoffel, Director of Finance & Administration
	<input checked="" type="checkbox"/>	Rebecca Kennedy, Finance Accountant
	<input checked="" type="checkbox"/>	Amanda Dupont, Grant Specialist/Inspector

Call to Order

Chair Flagel called the meeting to order at 9:01 a.m.

The members of the EIRUSS are holding this session by electronic means pursuant to the provisions of the Iowa Open Meetings Law, Section 21.8, Code of Iowa, and due to the limited agenda for this meeting, relatively short period of time that this meeting is expected to be held, the expense of transporting the Board members in person is impractical. The meeting is being held by internet originating from the ECIA offices in Dubuque. It is open to the public and those in attendance can hear the proceedings. Public notice of the meeting has been issued in accordance with Iowa Code Section 21.4.

Action on April 23, 2025 EIRUSS Agenda

Motion by Corkery, second by Oswald to approve the EIRUSS agenda for April 23, 2025. The motion passed unanimously.

Review/Action on Minutes and Secretarial Notes of Wednesday, March 26 and Wednesday, April 2, 2025 Meetings

Motion by Oswald, second by Corkery to approve the Wednesday, March 26, 2025 and the Wednesday, April 2, 2025, EIRUSS minutes. The motion passed unanimously.

Center Junction Project

A. Water System

1. Project Status Update

Jobgen reported that he is still working on getting a plumber to replace meters that are not in working order. Jobgen reported that it may be difficult due to not being able to replace the meters in one day, due to accessing the meters in homes. Specht asked Oswald if he knew of a plumber who may be interested. Oswald reported that he would send Specht a list.

2. Review/Action Resolution Approving \$3.00/month minimum charge Rate Increase.

Specht reported that the board approved a \$3.00/month charge rate increase for the Water System at the April meeting.

Motion by Corkery, second by Oswald to approve Resolution #168 approving a \$3.00/month charge rate increase for the Center Junction Water System effective July 1, 2025. The motion passed unanimously.

B. Waste Water System

1. Project Status Update

Jobgen reported no update.

2. Review/Action Resolution Approving \$2.00/month minimum charge Rate Increase.

Specht reported that the board approved a \$2.00/month charge rate increase for the Sewer System at the April meeting.

Motion by Oswald, second by Corkery to approve Resolution #169 approving a \$2.00/month charge rate increase for the Center Junction Sewer System effective July 1, 2025. The motion passed unanimously.

Andover Project

A. Project Status Update

Specht reported that he had received a call from a resident questioning the amount of water being used. Specht reported that maintenance replaced the meter and there is still an excess of water being used. Specht reported that it was determined that the pipes had froze over the winter and there is a use of 1000 gallons per day. The repairs fall on the homeowner and Specht reported that he is finding difficulty in getting the homeowner to make the necessary repairs. Specht questioned if the meter should be shut off until the homeowner makes the needed repairs. Oswald questioned if the meter could be shut off and if EIRUSS can still bill the minimum charge. Specht reported that that was allowable. The board recommended Specht inform the homeowner that the meter will be shut off and charged the minimum rate, unless the homeowner makes the needed repairs.

B. Review/Action Resolution Approving \$4.00/month minimum charge Rate Increase.

Jobgen reported that the board approved a \$4.00/month charge rate increase for the Water System at the April meeting.

Motion by Oswald, second by Corkery to approve Resolution #170 approving a \$4.00/month charge rate increase for the Andover Water System effective September 1, 2025 due to Andover doing a 3-month reading. The motion passed unanimously.

Fairview Project

A. Project Status Update

Jobgen reported that he is working with ICAP to do some smoke testing and hoping to get a contractor in soon to complete the piping in the lagoon to take care of the bubble in the lagoon.

Jobgen referenced the 2nd pump that was discussed at the previous meeting. The 2nd pump arrived earlier than expected and has been installed.

Oswald questioned the generator. Specht reported that he has pushed that task of until July, due to budget and the new fiscal year starting.

B. Review/Action Resolution Approving \$3.00/month minimum charge Rate Increase.

Jobgen reported that the board approved a \$3.00/month charge rate increase for the Sewer System at the April meeting.

Motion by Corkery, second by Oswald to approve Resolution #171 approving a \$3.00/month charge rate increase for the Fairview Sewer System effective July 1, 2025. The motion passed unanimously.

Leisure Lake Project

A. Project Status Update

Jobgen reported that he has been talking to a contractor about Phase 2 of the project and the line work.

B. Review/Action Resolution Approving \$5.00/month minimum charge Rate Increase.

Jobgen reported that the board approved a \$5.00/month charge rate increase for the Sewer System at the April meeting.

Motion by Oswald, second by Corkery to approve Resolution #172 approving a \$5.00/month charge rate increase for the Leisure Lake Sewer System effective July 1, 2025. The motion passed unanimously.

Droessler Subdivision/Spruce Creek Park

A. Project Status Update

Jobgen reported that everyone is caught up and paid.

Petersburg Project

A. Project Status Update

Jobgen reported no update at this time.

B. Review/Action Resolution Approving \$2.00/month minimum charge Rate Increase.

Jobgen reported that the board approved a \$2.00/month charge rate increase for the Sewer System at the April meeting.

Motion by Oswald, second by Corkery to approve Resolution #173 approving a \$2.00/month charge rate increase for the Petersburg Sewer System effective July 1, 2025. The motion passed unanimously.

Other Business

A. Next meeting: Tentatively May 28, 2025, 2025.

Adjournment

Motion by Oswald, seconded by Corkery to adjourn the meeting. The meeting adjourned at 9:23 a.m.

Respectfully submitted,

Steve Stoffel

ECIA Director of Finance and Administration
EIRUSS Board Secretary/Treasurer