

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

DATE: Thursday, July 18, 2024

TIME: 9:00 a.m.

PLACE: Zoom/In-Person Meeting

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

OTHERS PRESENT: Chris Becklin, Origin Design  
Eldon Schneider, Origin Design

STAFF PRESENT:

<input checked="" type="checkbox"/>	Matt Specht, Director of Comm/Economic Development
<input checked="" type="checkbox"/>	Mark Jobgen, Project Manager
<input type="checkbox"/>	Chandra Ravada, Interim Executive Director
<input checked="" type="checkbox"/>	Steve Stoffel, Director of Finance & Administration
<input checked="" type="checkbox"/>	Amanda Dupont, Grants Specialist/Inspector
<input checked="" type="checkbox"/>	Sarah Berning, Supportive Services Manager

A quorum was present.

## **Call to Order**

Chair Oswald called the meeting to order at 9:04 a.m.

## **Action on July 18, 2024 EIRUSS Agenda**

Motion by Gaul, second by Corkery to approve the EIRUSS agenda for July 18, 2024. The motion passed unanimously.

## **Droessler Subdivision/Spruce Creek Park**

### **A. Project status update**

Jobgen informed the Board all connections are complete except for the Spruce Creek Park, due to flooding. Within a couple weeks Anstoetter will be in to complete paving.

### **B. Receive/Action on Anstoetter Construction Pay Application #5**

Origin has reviewed this, and EIRUSS Staff recommend the Board to approve and direct Matt Specht to sign.

Motion by Gaul, second by Corkery to approve Anstoetter Construction Pay Application #5 for the Droessler Subdivision Project and authorize Specht to sign. Motion passed unanimously.

### **C. Review/Action on Anstoetter Change Order #4**

Origin has reviewed this, and EIRUSS staff recommend the Board approve and direct Matt Specht to sign.

Motion by Corkery, second by Gaul to approve Anstoetter Construction change order #4 for the Droessler Subdivision Project and authorize Specht to sign. Motion passed unanimously.

## **Other Business**

### **A. Next meeting: Wednesday, August 28, 2024 – 9:00 am**

## **Adjournment**

Motion by Corkery, second by Gaul to adjourn the Thursday, July 18, 2024, EIRUSS Board meeting. The motion passed unanimously. The EIRUSS Board meeting adjourned at 9:09 a.m.

Respectfully submitted,

Steve Stoffel  
Director of Finance and Administration  
EIRUSS Board Secretary/Treasurer