

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the
October 18, 2016
Regular Session of the Board of Directors

The Board of Directors of Public Water District #13, Jefferson County, Missouri, met in regular session on October 18, 2016, at 5706 N. Lakeshore Drive, Hillsboro, MO., the meeting called to order at 5:19 p.m.

Roll Call of Directors

The following Directors being present or absent as indicated:

Marilyn Meyer	Excused Absence
Wayne Evans	Present
Jim Timmersman	Present
Lora Thomas	Present
Brian Stephens	Present

Also in attendance was Janet Hirsch (PWSD #13 bank administrator), Frances Hovis (Treasurer), Rich Hirsch (former board director) and Ray Lauer, recording secretary.

Approval of Agenda

Motion was made by Lora and seconded by Jim to approve the agenda. All Directors present voted to accept the agenda.

Approval of Minutes of Past Meeting

A motion was made by Jim and seconded by Lora to accept the minutes of the meeting held on September 20, 2016. On voice vote minutes were approved.

Financial reports – Janet Hirsch and Frances Hovis

Janet provided the cash flow report for September 2016 prepared by the District's bookkeeper. Sewer fees invoiced were \$17,532.56; sewer fees received were \$14,897.70. Total overdue amounts are \$12,735.10. Cash inflow from sewer user fees amounted to \$14,897.70, with interest of \$153.17 for a total cash inflow of \$15,050.87. Total cash outflow was \$14,755.63. Net cash flow for the month is \$295.24.

Treasurer's Report – Frances Hovis

Frances reported the balances as of September 30, 2016; O & M checking account \$63,935.59; O & M Surplus \$323,024.81; Debt Service Reserve Restriction \$51,270.69; Short lved Asset Reserve Account \$49,042.03.

Invoice approval – Janet

The following payment requests were submitted for Board approval.

PWSD #13 invoices presented for approval October 2016 – O & M Account

Date	Description	Invoice amount
10-1-16	Electric utility at WWTP	\$ 185.41
10-1-16	Electric utility at sewer office	11.98
10-1-16	phone at sewer office	29.62
10-1-16	Sewer user fee at sewer office	72.00
10-4-16	WWPT Operator	
	Monthly fee	775.00
	6 Home tank inspections	240.00
	Install ballast on UV system at wwtp	90.00
	5794 NLSLD, replaced 12" shutoff lid	30.00
	6051 SLD, system overflow, baby wipes	180.00
	Trip charge 9/23/16	65.00
9-26-16	Postage, monthly billing	75.14
10-16-16	Bookkeeping Services	468.75
8-8-16	USIC locating services, July 2016	51.50
10-5-16	USIC locating services, September 2016	309.00
9-29-16	CEG asphalt road	14,085.00
	Total	\$ 16,668.40

Lora made a motion to approve the payments and it was seconded by Jim. On voice vote the motion was approved.

Collection System and Treatment Plant Operation

Dave reported two tanks were pumped and in one baby wipes were found to be the problem. The tank had overflowed and it was found there were several inches of scum and sledge in the tank. The property owner will be contacted and advised of the problem.

Damage had been reported to the lid in front of 5770 N. Lakeshore, and this has been repaired.

Rich Hirsch then reported on problems with the UV disinfection unit. During the months of April through October, UV disinfection is applied prior to discharge from the TP. The UV radiation kills any remaining E. coli bacteria.

The District spent a total of \$1,101 to maintain the UV unit since April 2016 and it's still not working as per design. Rich was at the plant on October 12, 2016 and on that date there were only 2 of 4 UV lamps lit. Dave said that also he discovered another broken quartz sleeve and bulb. In spite of the problem, E. coli tests for the April to September period are well below the specified limits.

There was a major problem in May when Dave had to replace four broken UV bulbs and quartz sleeves, and one ballast.

Ballasts in the UV disinfection unit control panel at the TP keep failing. The last ballast installed lasted less than two months. The UV unit has 2 ballasts. Each ballast controls two amps using two independent circuits. One circuit in one of the ballasts has failed.

There was a discussion of why the ballasts are failing and what is causing the quartz sleeves and bulbs to break. Rich said he thought water was getting past the O-ring seals and when the bulbs got wet they would burst.

Brian Stephens has special expertise in the area of UV disinfection and will look at the unit to see if he can figure out what's happening.

Road to Treatment Plant

Rich reported the road is finished and photos have been sent to Glenn Lloyd at DNR Dam Safety. The dam is due to be inspected in 2017 so Mr. Lloyd will get a better look at the road.

Leaking 24" riser near 5876 N. Lakeshore Drive

Rich Hirsch reported that on October 16 he received a call about a leak from a 24" riser located at 5876 North Lakeshore Drive. The riser contains a main line shut off valve and a clean out. The leak was not gushing and there were no puddles, but the riser was full of liquid that started to flow out of the hole in the lid when he was there. The leak was reported to Dave who notified AA Quick to repair it. The leak was repaired on October 18.

Wayne Evans mentioned that the Missouri Rural Water Association (MRWA) training session was being offered at Lake of the Ozarks should any board member wish to attend.

There being no further business, the meeting was adjourned at 6:23 p.m.

Prepared by Ray Lauer,
Recording Secretary

Chairman