

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the
April 16, 2019
Regular Session of the Board of Directors

The Board of Directors of Public Water Supply District #13, Jefferson County, Missouri, met in regular session April 16, 2019, at 5706 North Lakeshore Drive, Hillsboro, MO 63050. The meeting was called to order at 5:03 p.m.

Roll Call of Directors

The following directors were present.

Marilyn Meyer
Cheryl Miller
Bob Quigley
Lora Thomas

Also in attendance were Frances Hovis (Treasurer), Janet Hirsch (PWSD#13 bank administrator), Rich Hirsch (former director), and Carol Kohnen (recording secretary).

Approval of Agenda

Cheryl Miller made a motion to approve the agenda, seconded by Bob Quigley. On a voice vote the agenda was approved.

Approval of Minutes

Motion was made by Cheryl and seconded by Bob to approve the minutes of the meeting conducted on March 19, 2019. On a voice vote the minutes were approved.

Treasurer's Report

Delinquent Payment Issues.

Janet Hirsch reported that no customers are eligible for a lien this month.

Invoice Approval.

Janet distributed the "Invoices for Approval" report dated 4/16/2019 (see attached) and explained the items on the report. The invoice total was \$4668.94. There was a brief discussion of a charge on the Water Resources Management invoice for locating a sewer line. The Board addressed this situation again later in this meeting and more details are included in the Water Resources section of these minutes. Lora made a motion to pay all invoices. Bob seconded. The motion was approved on a voice vote.

Financial Reports.

Frances reported the balances in the district's accounts as of March 31, 2019. O & M checking balance was \$90,569.77. Debt Service Reserve Restriction was \$80,880.86. Surplus account was \$327,822.41. The Short-Lived Assets account was \$97,629.62.

The O & M balance has been increasing each month. Deposits are around \$17,000 while withdrawals are approximately \$16,000. Because the O & M account does not earn interest, the Board decided to transfer \$50,000.00 from the O & M account into the Surplus Account. Lora made the motion and Bob seconded. The motion was approved by voice vote.

Collection System.*Water Resources Management Report.*

Rich Hirsch discussed the monthly invoice dated April 1, 2019 (see attached) from Water Resources Management (WRM). The district was billed for services at the following addresses in March.

- 5730 N Lakeshore. The issue of sewer odor at this address was discussed at the March meeting. WRM discovered the problem on March 11 and contacted AA Quick to repair the leaking lateral line.
- 6247 S Lakeshore. WRM charged for marking the sewer line at this address. The Board questioned why WRM had not referred the resident to MO DigRight. This would have been a less expensive option for the district. Rich will contact WRM for more details and to suggest that requests like this be referred when at all possible.

One other residence contacted PWSD#13 about a problem in March.

- 7784 Meadow. A PVC enclosure had ruptured, exposing system wiring to the weather. See attached. Rich took care of this repair.

*Treatment Plant Operation.**Treatment Plan Work.**UV Lamp Update.*

The disinfection system (UV lights in our plant) must run from April through October. Testing for *E. coli* is also required during this time period. Two of our UV units need repairs. Rich is working with Aquaazul and WRM on this project. The Board has already approved the expenditure.

Old Business.

5818 S Lakeshore. WRM was able to solve a problem at this address over the phone. This was not documented on the invoice, apparently because there was no charge. The Board wants to see items such as this on the invoice, charge or no. Marilyn will call Dave at WRM with this request.

5902 S Lakeshore. There are still problems at this address. See attached. The disconnect switch has been rewired and appears to be correct. In the control panel, however, the required wire color code conventions were not followed. After discussing possible confusion and danger if the system needs to be serviced, the Board decided to ask WRM to inspect the wiring and advise what should be done. Possible solutions were suggested, such as requiring that the control panel be rewired or that labels be applied to the wires. WRM will also inspect the tank to make sure the gravity line has been connected.

MO 1 Call Activity.

Lora reported that the quarterly bill from Missouri One Call was \$11.70, for nine locates. Two were done in March: 7736 Fairview and 7741 Meadow. Lora made a motion to pay this invoice; Bob seconded. Motion approved by voice vote.

Grass Cutting.

Marilyn will contact Dale W to cut the grass at the treatment plant.

New Business.

The Board agreed to ask Denny Schaab to serve another term.

Adjournment

Bob made a motion to adjourn; it was seconded by Cheryl and was approved by voice vote. The meeting adjourned at 6:05 p.m.

Carol Kohnen _____
Recording Secretary

Marilyn Meyer _____
President