

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the
October 15, 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 October 15, 2019, at 5706 North Lakeshore Drive, Hillsboro, MO 63050. The meeting was called to order at 5:00 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), and Rich Hirsch (former director).

Approval of Agenda

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

Approval of Minutes

Motion was made by Bob Quigley and seconded by Cheryl Miller to approve the minutes of the meeting conducted on September 17, 2019. On a voice vote the minutes were approved.

Treasurer's Report

Delinquent Payment Issues.

Janet Hirsch reported that one customer became eligible for a lien this month.

- 7796 Lakeview

Bob made a motion to file a lien on this property. Lora seconded. The motion was approved on a voice vote.

Invoice Approval.

Janet distributed the "Invoices for Approval" report dated 10/15/2019 (attached) and explained the items on the report. The total was \$3,022.17. Janet noted that the AAQuick charge for pumping the STEP tank at 5978 S Lakeshore should be paid from the Short-Lived Assets Account. Frances will transfer the funds from the Short-Lived account to the O & M checking account.

Lora made a motion to approve the invoices. The motion was seconded by Cheryl. It was approved on a voice vote.

Financial Reports.

Frances Hovis reported the balances in the district's accounts as of September 30, 2019. O & M checking balance was \$50,715.99. Debt Service Reserve Restriction was \$86,967.80. Surplus account was \$379,228.88. The Short-Lived Assets account was \$97,997.08.

Collection System.*Water Resources Management (WRM) Report.*

Rich Hirsch distributed a copy of the WRM invoice dated 10/3/2019 (attached) with his comments on some of the items. The district was billed for services at the following addresses in September.

- 6064 N Lakeshore (2 visits)
- 5883 N Lakeshore
 - This was to mark the system. WRM should have referred the resident to 1Call. Marilyn will call WRM and remind them to use 1Call for locating services.
- 6020 S Lakeshore (2 visits)
- 5828 N Lakeshore
- 7616 Lakeview
- 6064 N Lakeshore
- 5770 N Lakeshore
- 5978 S Lakeshore
- Treatment plant (2 visits)

Three of these calls resulted in referrals to AAQuick. Several Board members expressed concern with AAQuick. Rich emailed WRM on October 10, detailing four issues with AAQuick.

The Board agreed that AAQuick should be replaced if possible. Several companies were mentioned as possible replacements. The Board noted that finding someone to pump the STEP tanks would be fairly easy. However, the district sometimes needs more complicated plumbing services, such as working on the main sewer line. The ideal company would do both pumping and plumbing. Bob agreed to contact some companies and see whether they can meet all the district's needs; he will also get some price quotes.

Treatment Plant Operation.

Treatment Plan Work.

UV Lamp Update.

Maintenance work will be performed on the UV system beginning in late October.

Rich offered to give interested Board members a tour of the treatment plant. The "Sewer Tour" was scheduled for Saturday, November 9, at 10:00 am. Tour participants will meet at the gate at the end of N Lakeshore.

Old Business.*MO 1Call Activity.*

Lora reported that MO 1Call/USIC billed for locating services at the following addresses.

- 5828 N Lakeshore
- 5840 N Lakeshore
- 6020 S Lakeshore (2 visits)
- 6383 S Lakeshore
- 6048 S Lakeshore

New Business.*Renewal of Property and Liability Insurance.*

Marilyn is completing the forms to renew the district's property and liability insurance. She anticipates that the premium will be about \$4200.00.

Adjournment

Bob made a motion to adjourn; it was seconded by Lora and was approved by voice vote. The meeting adjourned at 6:08 p.m.

Carol Kohnen _____
Recording Secretary

Marilyn Meyer _____
President