

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the August 18, 2020
Regular Session of the Board of Directors

The Board of Directors of Public Water Supply District #13, Jefferson County, Missouri, held their regular monthly meeting August 18, 2020. Because of the COVID-19 pandemic, this meeting was held online via the Zoom application. The meeting was called to order at 5:02 p.m.

Roll Call of Directors

The following directors participated in this meeting.

Marilyn Meyer
Cheryl Miller
Bob Quigley
Denny Schaab

Also participating were Frances Hovis (treasurer), Janet Hirsch (PWSD#13 bank administrator), Rich Hirsch (former director), Carol Kohnen (recording secretary), and Joan Jaeger (liaison).

Approval of Agenda

Bob made a motion to approve the agenda (attached), seconded by Denny. On a voice vote, the agenda was approved.

Approval of Minutes

Motion was made by Cheryl and seconded by Denny to approve the minutes of the meeting conducted on July 21, 2020. 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 had previously emailed all meeting participants the Invoices for Approval report dated 8/18/2020 (attached). She now shared the report on the screen and explained the items. Janet noted that the charge for tank pump-outs should be paid from the Short-Lived Assets fund. The total of all invoices was \$5671.22. Bob made a motion to pay all invoices. Cheryl seconded. The motion was approved on a voice vote.

Financial Reports.

Frances Hovis reported the balances in the district's accounts on July 31, 2020. The O & M checking balance was \$62,023.38. Debt Service Reserve Restriction was \$96,932.81. Surplus account was \$380,661.47. There was no new balance for the Short-Lived Assets account.

Collection System

Water Resources Management (WRM) Report.

WRM invoice. WRM charges this month included the monthly fee and five house calls. There was some discussion of rather extensive repair work that WRM performed at one residence. A worrisome aspect

of the repair is that some rewiring was done, and the normal color-coding was not followed. Rich volunteered to document the wiring.

Treatment Plant Operation.

UV Lamp Repair.

Rich reported that the non-working UV lamp has not yet been repaired. However, the remaining three lamps are taking care of the effluent. Rich recommended that the UV repair be made after the UV system is turned off in the fall (October) and the board agreed.

Mowing.

Marilyn reported that WRM had notified her that the grass around the treatment plant was getting long. It has since been mowed. Rich commented that the gravel beds need to be weeded (by WRM).

Old Business

Missouri 1Call Activity.

Janet displayed the list (attached) of service calls by Missouri 1Call. There were eight entries last month.

Weekend Call Service.

The new weekend call service began on August 1. There have been two calls so far. Board members complimented Joan, the liaison, on how well she handled the calls. Joan remarked that the homeowners seemed appreciative of getting immediate attention.

There was a discussion about ways to improve the service. Joan requested that she be notified whenever an emergency call is resolved. Board members agreed that some follow-up is necessary. Joan had asked WRM to notify her when a problem is resolved but so far, they have not. There was some discussion about following up with the homeowner, as well. This issue will be addressed again after the emergency call system has been in place for a while longer.

Pump Out Schedule.

Drain Surgeons pumped tanks at four residences last month. As well as pumping, the operator performs some routine maintenance tasks. The board decided to have Drain Surgeons continue servicing the "high meter reading" systems. Improvement to procedures and forms may be made in the future after more data has been gathered.

New Business

Newsletter Information.

Board members commended Janet for the notice about the new emergency service she sent out in This Week. They requested that this notice be included in the September-October *Tishomingo News*. In addition, they want a reminder to all homeowners NOT to drive over sewer lids.

Rock Barriers to Protect Lids.

The rocks donated by LTPOA will be used to protect particularly vulnerable sewer lids. Marilyn requested that the addresses of such lids be sent to her. The board will contract out the work of moving the rocks; several people will be contacted for quotes.

Open Board Position.

Lora Thomas has submitted her resignation from the board. Members were asked to think of people to fill out her term. Notice of this opening and a request for volunteers will be included in the next issue of

Tishomingo News. Janet will find out how much time is left in Lora's term, and also the boundaries of her sub-district.

Adjournment

Bob made a motion to adjourn. It was seconded by Denny and approved on a voice vote. The meeting adjourned at 6:35 p.m.

Carol Kohnen _____
Recording Secretary

Marilyn Meyer _____
President