

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the February 16, 2021
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 February 16, 2021. Because of the COVID-19 pandemic, this meeting was held online via the Zoom application.

Call to Order

The meeting was called to order at 5:02 p.m.

Roll Call of Directors

The following directors participated in this meeting.

Marilyn Meyer
John Fechter
Cheryl Miller
Bob Quigley
Denny Schaab

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

Approval of Agenda

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

Approval of Minutes for January Meeting

Motion was made by Bob and seconded by Cheryl to approve the minutes of the meeting conducted on January 19, 2021. On a voice vote, the minutes were approved.

Treasurer's Report

Delinquent Payment Issues.

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

Invoice Approval.

Janet had previously emailed all meeting participants the Invoices for Approval report dated 02/16/2021 (attached). She now shared the report on the screen and explained the items. The invoice total was \$2322.31. Motion was made by Bob and seconded by Cheryl to pay all invoices. However, there was some confusion about a pump out that had been scheduled for December, for which no invoice had been received. Bob volunteered to contact Drain Surgeons and clarify. Cheryl made a motion to conditionally approve paying the invoice; that is, the invoice will be paid if Bob determines that the charge is legitimate. Denny seconded the motion. [Charge was legitimate. New invoice total is \$2812.31.]

Financial Reports.

Frances reported the balances in the district's accounts on January 31, 2021. The O&M checking balance was \$52,421.38. Debt Service Reserve Restriction was \$102,843.85. Short-lived Assets Reserve was \$112,297.86. Surplus Account was \$380,852.96.

Collection System

Water Resources Management (WRM) Report.

WRM invoice. The monthly fee was the only charge on the WRM invoice. There were no customer phone calls or visits.

Denny asked whether the current hard freeze might cause problems with the sewer system. Rich volunteered to check the treatment plant for freeze-related issues. Rich did not anticipate any problems elsewhere, because the lines are buried pretty deep.

Treatment Plant Operation

Pump #3 Repair.

Pump #3 has been replaced. It did generate an error last month, but Rich thinks this was caused by a brief power outage. He will check the pump and reset the error code if necessary.

UV Lamp Repair.

Rich has purchased two of the ballasts required for the new UV lamp. The control panel still needs to be rewired. Rich has volunteered to do the rewiring if TG Rankin cannot get it done by April 1, which is when the UV system must be operational.

Old Business

Missouri 1Call Activity.

Janet displayed the list of service calls by Missouri 1Call. There were four calls and charges this month.

Weekend Emergency Call Service Report.

Rick reported that there were no calls to the emergency number last month.

5903 N Lakeshore repair.

There were continuing issues at 5903 N Lakeshore, even after Drain Surgeons performed a repair. Marilyn reported that Drain Surgeons returned to this address and fixed the problem. They did not charge for this second visit. Marilyn noted that the surrounding ground was still a mess, but perhaps this was because the excessive liquid in the area made it difficult to landscape properly at the time.

Pump Out Schedule and Report.

The Board decided to discuss restarting the pump outs at the March 16 meeting. Cheryl reported that the next batch have readings of between 102-109 pump hours, and four of them have double tanks.

Cheryl noted that the DNR reports have been successfully submitted.

New Business

Ordinance No. 01-2010 Article 5 Section 17 Approval.

Marilyn reported that she placed a follow-up call to the district's attorney about the revised ordinance, but she has not had a response yet.

T. Hill Construction.

Marilyn, Bob, Cheryl, and Rich interviewed Trevor Hill of T. Hill Construction. They were impressed with his descriptions of his company and their procedures. Hill will pump tanks if necessary as part of a

repair, but they do not do pump outs as part of their regular business. The Board decided to try T. Hill for repairs that require excavation. Drain Surgeons will continue with the pump outs.

Report from Rural Development.

Cheryl is working on a report on equity practices in the district, and she will submit it to Rural Development when completed.

Adjournment

Cheryl made a motion to adjourn. It was seconded by John and approved on a voice vote. The meeting adjourned at 6:14 p.m.

Carol Kohnen _____
Recording Secretary

Marilyn Meyer _____
President