

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the July 20, 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 July 20, 2021. Because of the COVID-19 pandemic, this meeting was held outside, in the Lake Tishomingo Improvement Association pavilion at 5698 Lake Tishomingo Road, Hillsboro, Missouri 63050.

Call to Order

The meeting was called to order at 5:04 p.m.

Roll Call of Directors

The following directors were present.

Marilyn Meyer
John Fechter
Cheryl Miller
Bob Quigley
Denny Schaab

Also in attendance were Janet Hirsch (PWSD#13 bank administrator), Rich Hirsch (former director), Rick Hannick (customer liaison), and Carol Kohnen (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 of June Meeting

Motion was made by John and seconded by Bob to approve the minutes of the meeting conducted on June 15, 2021. On a voice vote, the minutes were approved.

Treasurer's Report

Delinquent Payment Issues.

Janet 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 07/20/2021 (attached). Marilyn brought some printed copies to the meeting also. Janet read the report and explained the items.

The total of all invoices was \$15,295.72. This total included charges from Drain Surgeons for twelve pump-outs. The Board had requested only eleven of these. Cheryl investigated and found that a homeowner had contacted Drain Surgeons and ordered a pump-out of his tank. After discussing the situation with other board members, Cheryl notified the homeowner that it is the Board's policy that services can be paid for only when ordered by the Board or WRM. Homeowners cannot schedule services/repairs and then have PWSD#13 pay. Bob made a motion that the Board not pay for this pump-out; John seconded. The motion passed on a voice vote. The new invoice total was \$14,845.72. Motion was made by Denny and seconded by Bob to pay this total. On a voice vote, the motion was approved.

Financial Reports.

Joan was absent because of illness, but she had emailed the account balances to board members. Marilyn read the balances in each of the district's accounts as of June 30, 2021. The O&M checking balance was \$65,243.74. Debt Service Reserve Restriction was \$107,799.24. Surplus Account was \$381,009.30. Short-Lived Assets Reserve was \$108,588.33.

Collection System

Water Resources Management (WRM) Report.

The WRM invoice included the monthly fee, work at the treatment plant, performance of the WET test (required by the Missouri Department of Natural Resources), the purchase of some floats and lids, nine problem or repair visits to customers, and system maintenance visits to sixty-five residences. Rich noted that several of the repair visits involved replacing bad floats. He commented that during the installation of the system there had been a problem with defective floats. WRM replaced all the alarm floats (but not the pump-on/pump-off floats) at that time. Rich speculated that we may be seeing more float problems in the future.

Rich also discussed the recent sewer backup issue at 5907 S Lakeshore. See attached handout. Since the problem was between the house and the STEP tank, this was not PWSD's responsibility. The customer took care of the repair.

Rich brought a riser and showed how a "seal ring" could be fit to the top to get a better seal with the lid and a "grade ring" could be fit on the bottom to raise the riser above ground level.

Routine STEP Tank Maintenance WRM Report.

WRM has inspected 147 STEP tanks so far, and has approximately forty to go.

Pump Out Activity Drain Surgeons Report.

Cheryl reported that Drain Surgeons pumped out thirty-two tanks in 2020, and twenty-five so far in 2021.

Treatment Plant Operation

Plant Maintenance.

Rich noted that WRM is working on the gravel beds, but more needs to be done. Marilyn asked whether the treatment plant needed lawn service and Rich replied that the grass looks fine.

Old Business

Missouri 1Call Activity.

The invoice from 1Call was for eleven calls. Marilyn asked John whether the contractors involved in the two recent incidents of damage to the sewer system had called Missouri-1-Call/DigRite to have USIC mark the lines. John said he did not see the addresses on his USIC report but he would investigate this further. Carol and Janet suggested that John get remote access to the USIC system.

Because fixing damage to the sewer system caused by homeowners or their contractors is the responsibility of the homeowner or contractor, the Board decided to contact the two homeowners with recently damaged systems. John volunteered to call the owner of 6013 N. Lakeshore, explain the Board's position, and discuss how they might get their system repaired. Cheryl will write a letter to the

homeowner at 6223 S. Lakeshore, notifying them that repairs have been made and they will be receiving a bill from WRM.

Weekend Emergency Call Service Report.

Rick reported that there had been no emergency calls so far in July.

Homeowner Letters.

Denny is now sending out the letters to customers after their STEP tanks are pumped. He is sending the letters to the billing addresses on the accounts.

Plans for No-Access Tanks.

There are currently fourteen customers whose tanks have not been serviced as part of the maintenance project because of access problems, a lack of available water, or other issues. The Board discussed how to document these problem properties.

New Business

Denny proposed a "Did You Know..." article for the next *Tishomingo News*. He will send a rough draft to Janet, who will insert some facts and figures and send it to Carol for the September-October newsletter.

Adjournment

John made a motion to adjourn. It was seconded by Cheryl and approved on a voice vote. The meeting adjourned at 6:29 p.m.

Carol Kohnen _____
Recording Secretary

Marilyn Meyer _____
President