

**PUBLIC WATER SUPPLY DISTRICT #13**  
**Minutes of the February 15, 2022**  
**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 15, 2022, in the Lake Tishomingo Community House at 5698 Lake Tishomingo Road, Hillsboro, Missouri 63050.

**Call to Order**

The meeting was called to order at 5:00 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) and Rich Hirsch (former director).

**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 of December Meeting**

Motion was made by Bob and seconded by John to approve the minutes of the meeting conducted on December 21, 2021. On a voice vote, the minutes were approved. (The January meeting had been cancelled because of bad weather.)

**Treasurer's Report**

*Delinquent Payment Issues.*

Janet reported that three customers became eligible for liens this month: 7696 Lakeview, 7616 Lakeview, and 5902 S Lakeshore. John made a motion to file liens against these properties. Bob seconded. The motion passed on a voice vote.

*Invoice Approval.*

Janet read the Invoices for Approval report dated 2/15/2022 (attached) and explained the items. The total of all invoices was \$2,526.71. Bob made a motion to pay the invoices. John seconded. The motion was passed on a voice vote.

*Financial Reports.*

Because Joan could not attend this meeting, Janet read the Treasurer's Report of account balances as of February 14. The O&M checking balance was \$60,449.17. Debt Service Reserve Restriction was \$114,689.38. Surplus Account was \$381,233.99. Short-Lived Assets Reserve was \$104,397.66.

**Collection System**

*Water Resources Management (WRM) Report.*

The WRM invoice included the monthly fee, a repair at the treatment plant, and one repair visit to a customer.

*Routine STEP Tank Maintenance.*

Cheryl reported that WRM had finished the 2021 scheduled maintenance visits, except for a few residences that

had been inaccessible. WRM has been making maintenance visits to these sites when they can schedule with the homeowners.

Cheryl noted that some tanks need servicing often, apparently because the residents abuse their systems. "Flushable" wipes are a common problem, for example. When recurring problems are identified at an address, the Board will send a letter clearly stating the district's policy of only one district-paid pump-out every five years.

#### **Treatment Plant Operation and Maintenance**

No additional discussion.

#### **Weekend Call Activity**

There were no calls to the emergency number last month.

#### **Missouri 1 Call Service**

*USIC Invoice.*

USIC billed for locating services at 5980 N Lakeshore Dr.

#### **Old Business**

*April Election.*

No one has filed as a candidate for the director's position that is expiring, so there will not be a PWSD13 election in April. Denny agreed to continue to serve as a director.

#### **New Business**

*Replacement Parts*

*Meeting with Rick Kardell.*

The Board talked about stocking some replacement/repair parts at the sewer board office, so that Drain Surgeons would have them available for repairs. Rick Kardell had suggested several companies that carry parts we might need. Marilyn will contact these companies for details on their sales procedures.

Rich and Cheryl both created lists of parts we might want to stock. Bob volunteered to set up an appointment with Drain Surgeons to discuss this.

*Another Volunteer.*

The Board discussed whether to create a new volunteer position to back up the district's liaison and the Board. This person might visit homeowners who report a problem (during the day or after hours), or stop by to observe when WRM or Drain Surgeons is making repairs or pumping tanks. After further discussion, the Board decided not to advertise a specific position at this time. Instead, the "sewer district news" article in the next newsletter will invite any people who are interested in being involved in the work of the sewer board to contact Marilyn.

#### **Adjournment**

Bob made a motion to adjourn. It was seconded by John and approved on a voice vote. The meeting adjourned at 6:25 p.m.

Carol Kohnen  
Recording Secretary

Marilyn Meyer  
President