

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the April 19, 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 April 19, 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 5:02 p.m.

Roll Call of Directors

The following directors were present.

Marilyn Meyer
Cheryl Miller
Bob Quigley
Denny Schaab

Also in attendance were Janet Hirsch (PWSD#13 bank administrator), Rich Hirsch (former director), Joan Jaeger (treasurer), Rick Hannick (district liaison) and Carol Kohnen (secretary).

Approval of Agenda

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

Approval of Minutes of March Meeting

Motion was made by Cheryl and seconded by Denny to approve the minutes of the meeting conducted on March 15, 2022. On a voice vote, the minutes were approved.

Treasurer's Report

Delinquent Payment Issues.

Janet reported that no customers became eligible for liens this month.

Invoice Approval.

Janet read the Invoices for Approval report dated 4/19/2022 (attached) and explained the items. The total of all invoices was \$11,161.53. Bob made a motion to pay the invoices. Denny seconded. The motion was passed on a voice vote.

Financial Reports.

Joan reported account balances as of April 19, 2022. The O&M checking balance was \$66,655.42. Debt Service Reserve Restriction was \$116,692.79. Surplus Account was \$381,295.62. Short-Lived Assets Reserve was \$104,470.17.

Collection System

Water Resources Management (WRM) Report.

The WRM invoice was for the monthly fee and four visits to customers.

Drain Surgeons Report.

Drain Surgeons performed three repairs, all involving the replacement of the ball valve/check valve combination. Rich provided a handout with photos and discussed these valves.

Cheryl noted that Drain Surgeons does not repair any landscaping they damage.

Treatment Plant Operation and Maintenance

Rich recommended that the grass at the treatment plant be cut. He also noted that all four UV lamps are working.

Weekend Call Activity

There was one call to the emergency number last month.

Missouri 1 Call Service

USIC Invoice.

The invoice included the annual fee as well as responding to ten calls. The cost per call has increased from \$29.85 to \$30.75.

Old Business

None.

New Business

Core and Main Order.

Cheryl reported that she recently ordered the following parts from Core & Main for the district's repair inventory: 4 Spears ball valves 1.5", 4 Philmac compression fittings 1.5", 4 Philmac compression fittings 1.25", 2 Philmac reducer compression fittings 1.25 to 1.5". She also ordered PVC pipe: 10 ft. of 1.5" pipe and 10 ft. of 1.25" pipe.

Other Maintenance Options.

Cheryl reported that 78 customers have had their STEP tanks pumped by the district so far. Two residents have had their tanks pumped themselves. There are 242 tanks in the system. The Board decided to continue the pump-outs this spring, prioritizing full-time residences.

Marilyn noted that there are still a few customers who have not yet had their tanks inspected. She will work with WRM to schedule appointments for these inspections. Because many of these customers are part-time residents, it is very important that WRM honor the appointment times.

Marilyn also distributed a printout about the Jefferson County Public Sewer District.

Interview with Jonathan Fribis.

Jon Fribis is the owner of Environmental Consulting and Operations, Inc. (ECO). ECO's website describes the company as a "full service water/wastewater company offering services ranging from the initial consulting, design and construction phase to full service operations, maintenance, sampling and laboratory testing. We also provide 24/7 emergency services, equipment upgrade and repair...." Jon stated that his company currently provides services to about 57 drinking water or waste water systems. One of these, Summer Set Lake, uses the same sewage system we do.

Rich and Cheryl explained our system to Jon. Jon wanted to know some details about our system such as the sizes and types of pipes, and types of fittings. He was interested in the types of failures we've been experiencing.

In response to questions from Board members, Jon said that ECO can provide the services we are seeking including

- Emergency calls and service. (24/7/365 emergency number; 2 people always on call)
- Maintenance of treatment plant. ECO has experience with recirculating sand filters.
- Water testing. Some types of testing are performed in their own lab; some they send out.
- Reporting to DNR as required.
- Reports to the Board.
- Pump-outs as part of our system maintenance. This service would include assessing condition of tank, cleaning filters, etc.
- Restoration of residents' landscaping after repairs.

Jon also stated that ECO is fully equipped to provide the services offered. They have

- Inventory of repair parts
- Repair equipment such as a hydro excavator, backhoes, skid steers, etc.
- 2 trucks for pump-outs (one is 2000 gallons; the other is 4000 gallons)
- Employees (10 at this time) licensed thru DNR (2 with A licenses, most with B, some with C)
- Online Customer Portal where Board members can see reports of work done, conditions of tanks, etc. ECO will customize the online reports to our specifications.

Billing Options.

- Treatment Plant maintenance would be a fixed monthly fee.
- Repairs would be billed on an hourly basis.
- Pump-outs can be billed per gallon or per hour.
- Length of contract is negotiable.
- Contract could be amended to add services. Board might decide to start with emergency and/or maintenance pump-outs only. Treatment Plant maintenance could be added later.

Next Steps.

- Jon will send references to Marilyn.
- Jon offered to bring sample parts that would be used in repairs to a Board meeting for discussion/approval.

Adjournment

Cheryl made a motion to adjourn. It was seconded by Bob and approved on a voice vote. The meeting adjourned at 6:50 p.m.

Marilyn Meyer _____
President

Carol Kohnen _____
Recording Secretary