

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the May 17, 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 May 17, 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
Cheryl Miller
Bob Quigley
Denny Schaab

Also in attendance were Janet Hirsch (PWSD#13 bank administrator), Rich Hirsch (former director), and Joan Jaeger (treasurer).

Approval of Agenda

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

Approval of Minutes of Previous Meeting

Motion was made by Bob and seconded by Cheryl to approve the minutes of the meeting conducted on April 19, 2022. On a voice vote, the minutes were approved.

Treasurer's Report

Delinquent Payment Issues.

One customer became eligible for a lien this month: 6744 S. Lakeshore Dr. This house is currently for sale. Denny made a motion to place a lien against this property and Bob seconded. Motion passed on a voice vote.

The Board briefly discussed whether a customer should be notified when the district places a lien on their property. Currently, our bookkeeper sends a warning letter that a lien will be placed if payment is not made. The Board decided that the warning letter was sufficient.

Invoice Approval.

Janet read the Invoices for Approval report dated 5/17/2022 (attached) and explained the items. The total of all invoices was \$2,673.57. Cheryl made a motion to pay the invoices. Bob seconded. The motion was passed on a voice vote.

Financial Reports.

Joan reported account balances as of May 17, 2022. The O&M checking balance was \$62,292.94. Debt Service Reserve Restriction was \$117,654.79. Surplus Account was \$381,326.96. Short-Lived Assets Reserve was \$104,470.17.

Collection System

Water Resources Management (WRM) Report.

The WRM invoice was for the monthly fee and for cleaning the recirculating sand filters at the treatment plant.

Treatment Plant Operation and Maintenance

WRM worked on the UV lights at the treatment plant, but was unable to resolve the problem.

Weekend Call Activity

There were no calls to the emergency number last month.

Missouri 1 Call Service

USIC Invoice.

The USIC invoice total was \$153.75. Effective June 1, the charge per call will increase to about \$33.00. USIC increased the cost from \$29.85 to \$30.75 in March.

Old Business

None.

New Business

Interview with Dave Axton and John Axton of WRM.

Water Resources Management (WRM) has been providing services to PWSD#13 since the district's inception. They have been responsible for maintaining the treatment plant and testing the effluent. WRM also responds to customer reports of problems, fixing minor issues (e.g., replacing floats in STEP tanks). Repairs that require excavating are referred, currently to Drain Surgeons. Last year, WRM performed inspections on most of the tanks in the system. WRM has not been part of the current pump-out project. John and Dave stated that WRM currently services 40+ lake communities and small towns. They provide testing services only to an additional 30+ locations.

In response to questions from Board members, Dave and John identified services that they can currently provide as well as services that they are planning to add or are considering adding in the future.

- Emergency calls and service. 24/7/365 emergency number: not currently offered. Would provide for additional fee.
- Maintenance of treatment plant. Currently providing.
- Water testing. Currently providing; they have their own lab.
- Reporting to DNR as required. WRM gathers the data and Cheryl submits the reports.
- Reports to the Board. Some detail of repairs is provided on the monthly invoices.
- Pump-outs as part of our system maintenance. Planning to offer in the future. The pump-out service will include cleaning the filters.
- Sewer line repairs. Currently providing for other clients, including Cedar Hill Lakes. Cedar Hill Lakes uses STEP tanks like ours, but they have PVC pipe (not polyethylene like ours).
- Restoration of residents' landscaping after repairs. They currently provide this service to other clients. Grade, seed, straw.
- Billing and collection service available for an additional fee.

Dave and John also responded to questions from the Board about their equipment and employees.

- Inventory of repair parts. They would maintain an inventory if requested.
- Repair equipment. They have recently purchased 2 new trucks, one with a crane. They also have an excavator.
- Trucks for pump-outs: currently shopping for a truck. Money has been set aside to purchase.
- Employees (5 at this time) licensed thru DNR (John is class A, newest hire is class B. Others not specified.) 2 new (DNR-certified) employees were recently hired.
- Online Customer Portal for Board members? No.

Other issues discussed included how to deal with our polyethylene pipe, types of check valves, excavating when there is a break in the pipe. During a discussion of response time, WRM said that they would bring the excavator to all repair jobs (to save time). At Cedar Hill Lakes, they try for same-day response on leaks.

Billing Options.

- Treatment Plant maintenance is a fixed monthly fee, with additional hourly labor charges for specific tasks (cleaning RSF filters, removing weeds from gravel beds, etc.)
- Repairs would be billed on an hourly basis.
- Pump-outs: method of billing has not been decided, as they do not yet offer this service.
- Length of contract is negotiable.
- Contract could be amended to add services.

Board members discussed some pros and cons.

Pricing. ECO (Fribis) provided a very detailed price list and seems to be more expensive, but WRM is very vague on pricing, especially for services not currently offered. Fribis includes 24/7 emergency service; Dave would offer it for an additional unspecified cost.

References. Fribis provided no references in addition to those in the ECO brochure. No references requested from WRM. Board members mentioned both positive and negative experiences with WRM in the past.

Staff. ECO staff live closer than WRM; this might have an effect on response time. WRM has employed incompetent people in the past; we don't know about ECO.

Communication. The Board has had some communication issues with WRM in the past. ECO may have better communication via their online portal but this is unproven.

The Board also identified some additional concerns.

WRM is promising services that they do not currently offer; no track record.

We do not know how ECO would work out. If they don't work out, we may be unable to return to WRM. Must this be an either/or? Perhaps Core & Main or DNR could identify additional operators? Cheryl will email her contact at DNR for names of other possible operators.

The Board decided to give WRM the next six repairs and see how they do. Then discuss again.

Other Business.

The Board also decided to restart the pump-out program; Cheryl will give Drain Surgeons a short list.

There will be no Board meeting in June. Members will handle invoice approval and any other necessary business via email.

Adjournment

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

Marilyn Meyer _____
President

Carol Kohnen _____
Recording Secretary