

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the January 17, 2023
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 January 17, 2023, 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

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

Approval of Agenda

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

Approval of Minutes of Previous Meeting

Motion was made by John and seconded by Cheryl to approve the minutes of the meeting conducted on December 20, 2022. On a voice vote, the minutes were approved.

Treasurer's Report

Delinquent Payment Issues.

Janet reported that two customers became eligible for a lien this month:

6825 Westwood

7616 Lakeview.

Cheryl made a motion to place liens against these properties. John seconded. The motion was approved on a voice vote.

Invoice Approval.

Janet read the Invoices for Approval report dated 1/17/2023 (attached) and explained the items. The total of all invoices was \$3,914.24. Cheryl made a motion to pay the invoices. John seconded. The motion was passed on a voice vote.

Financial Reports.

Joan reported the account balances as of January 17, 2023. The O&M checking balance was \$42,036.59. Debt Service Reserve Restriction was \$125,613.82. Surplus Account was \$382,455.80. Short-Lived Assets Reserve was \$109,686.45.

Collection System

Water Resources Management (WRM) Report.

The WRM invoice was for the monthly fee, four repair visits to customers, one seed-and-straw landscape repair, repair parts, and maintenance work at the treatment plant. Rich commented that a WRM tech had recently diagnosed and fixed an issue at the treatment plant. Cheryl mentioned that a recent issue at 7736 Lakeview was caused by a frozen pipe. Cheryl also noted that the required annual reports to DNR had been submitted, and she has copies available for other board members to review.

Pump Out WRM.

Drain Surgeons has been doing the maintenance pump-outs for the district. Their work has been satisfactory, but the board has been dissatisfied with their responsiveness. WRM has recently begun offering a pump-out service, and they submitted a bid matching Drain Surgeon's price. They reserved the right to increase that price if the price of diesel fuel continues to increase. Cheryl made a motion to use WRM for maintenance pump-outs, starting in May. John seconded. The motion was approved on a voice vote. Cheryl will cancel the last order (sent in August) with Drain Surgeons.

Weekend Call Activity

There was one call to the weekend emergency number.

Missouri 1 Call Service

USIC Invoice.

The USIC invoice total was \$48.92. This was a call to one residence but there was an upcharge because the job took longer than usual.

Old Business

Letter sent to Owner of 7704 Lakemont

Cheryl read the letter dated January 5 (copy attached) to the owner of 7704 Lakemont regarding sewer fees. This house recently burned.

New Business

Review of Bank Accounts.

Marilyn discussed ways to increase the earnings on the district’s bank accounts. The banker she consulted suggested investing some of the funds in Certificates of Deposit. The board discussed investing \$250,000 of the funds in the Surplus Account in CDs. They also considered the Debt Service Reserves account. Janet will investigate whether there are any restrictions on how funds in this account can be invested. Marilyn will get more details about investment options. The board will discuss again at the next meeting.


7728 Meadow. (This item was moved from earlier in the agenda.)

Rich distributed several handouts (attached) with details about the situation at this address. The homeowners are asking the district to repair/replace a drainage pipe on their property. They also seem to think that most septic systems were decommissioned in 2011 when the STEP tanks were installed. Cheryl volunteered to compose an email to the owners clarifying that the district did not pay for the old septic to be decommissioned. She will also suggest the owners contact MO 1 Call to trace the sewer line on their property. She will send this email to board members first for comments/suggestions.

Adjournment

John made a motion to adjourn. It was seconded by Cheryl and approved on a voice vote. The meeting adjourned at 6:27 p.m.

Marilyn Meyer _____
President

Carol Kohlen  _____
Recoding Secretary