

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the April 22, 2025
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 22, 2025 via Zoom.

Call to Order

The meeting was called to order by President Cheryl Miller at 5:06 p.m.

Roll Call of Directors The following directors were online to the zoom meeting.

Cheryl Miller
Denny Schaab
John Fechter
Marilyn Meyer

Also in attendance were Rich Hirsch (former director), and Janet Hirsch (PWSD#13 bank administrator), and Linda Blaha (volunteer).

Approval of Agenda

The agenda was unavailable.

Approval of Minutes of Previous Meeting

Motion was made by Marilyn and seconded by John to approve the minutes of the regular meeting conducted on March 18, 2025.

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 read the Invoices for Approval report dated 4/22/2025 (copy attached). The total for all the invoices was \$5,530.88.

Marilyn made a motion to pay the invoices. Denny seconded. The motion passed on a voice vote.

Missouri 1 Call Service

John reported that the USIC invoice this month was for one after-hours and six standard visits. Also included is the annual service fee which has been increased by 8%.

Payments for Repairs.

John has not been able to contact the homeowner at 5961 S Lakeshore about the \$515.05 owed to the district. Cheryl will send him another bill emphasizing that the damage is his responsibility.

Financial Reports

Cheryl reported the account balances as of April 14, 2025. Joan had previously emailed these to board members.

O&M checking account (xxx 8161)	\$25,904.04
Commercial checking/surplus account (xxx7801)	\$33,862.22
Short-Lived Asset Reserve account (xxx 0378)	\$109,943.14
Replace and Extension account (xxx2007)	\$36,445.05

CD balances

certificate xxx9136	\$125,629.54
certificate xxx9138	\$272,161.06
certificate xxx9139	\$108,864.41

The CDs will be renewed 4/27/25 at the highest interest rate. Cheryl and Joan will go to the bank to take care of the renewal.

Collection System

No discussion

Treatment Plant

Summary

The flowrates measured at the WWTP have been unusually high the last few weeks. It may be the result of all the rain or problems with the flowmeters. Rich and Janet have been monitoring the data and recommend that we call for technical service to recalibrate the flowmeters.

Detail

The WWTP flowmeters display an instantaneous flow rate in gal/min and a totalized flow in **units of** 100 gal. WRM records the total flow readings every month. And from the week-to-week differences we calculate the average flowrates.

On April 5 we received the following email from John Axton of WRM. FM#1 and FM#2 are the north and south side influents, respectively. FM#3 is the effluent.

"I had to use FM #1 and FM #2 to calculate flow for this month. FM #3 started giving some really high readings that were way off. It seems like there may be something wrong with the calibration or sensor on it. Also, FM #1 had an "invalid" reading one of the weeks in March for some reason. I know Rich usually likes to take care of these kinds of things but if you need us to look into it just let me know."

The WWTP was designed to process 75,000 gal/day. The average annual effluent flowrate had been steadily decreasing from 29,000 in 2015 to 14,000 last year. But as John noted, that changed recently. So far, the average for 2025 is 35,087 gal/day.

The maximum was 92,071 on March 25. (As mentioned above, the wwtp was designed to handle 75,000 gal/day.) The influent flowrates have also increased, but to a lesser extent.

We have rain data for the past year, and a simple comparison does show that effluent increases with rain events. But the most recent readings are much higher than expected. We turned off the pumps and waited for the RSF to drain then rezeroed the effluent flowmeter. That changed the readings, but they are still way out of range.

It was agreed that Rich should contact the flowmeter engineers and have the flowmeters serviced.

Old Business

New home construction.

Marilyn contacted Nathen Reed, LTPOA Building Director, and there have been no applications for a building permit.

Billing Questions

Christine Wilson has not been receiving the postcard invoices and she doesn't want to pay her bill if she doesn't receive an invoice. This is the result of problems with the postal service. Possible solutions:

- Sending paper invoices quarterly instead of monthly postcards
This was rejected because the service fee would seem too expensive to customers.
- Sending a paper invoice every month to Ms. Wilson
This was rejected because one customer doesn't deserve special treatment.
- Sending all regular invoices by email and not relying on the postal service.
This is the preferred solution. Cheryl and Janet will work out the details and report back to the board.

Memorials

Carol Kohnen

Carol was our secretary since 2018, and we learned on April 12 that she died April 11. Rich will purchase a flowering crab apple tree that we will plant near the sewer office as a memorial for Carol. When we have the final price, Rich will collect donations to pay for the tree. John will help dig the hole and plant the tree.

Bob Quigley

Bob was our secretary from 2017 to 2018. Since 2018 he has served on the PWSD#13 board as Vice President. Cheryl reported that he died April 17. Next meeting we will talk about a suitable memorial for Bob.

We are very sad to have lost two important contributors to the sewer district so close together.

Adjournment

John made a motion to adjourn, seconded by Marilyn. The meeting adjourned at 6:10pm.

Cheryl Miller
President

Janet Hirsch
Acting Secretary

meeting date

4/22/2025

Payee	Description	amount	payee total
Ameren	Electric utility at sewer office	20.13	
	Electric utility at WWTP	246.09	
			266.22
Answer National	Telemessage Service	35.00	
	outdials (20)	10.80	
	9 minutes over 30	14.22	
			60.02
Charter	phone at sewer office	39.99	
			39.99
Jennie Kimmel	Bookkeeper services	432.00	
			432.00
PWSD#13	Sewer user fee at sewer office	72.00	
			72.00
Rick Hannick	Customer liaison		
USIC	annual service fee	2,144.80	
	standard rate calls (6)	224.22	
	after hours rate calls (1)	58.91	
			2,427.93
USPS	Postage, monthly billing	132.72	
			132.72
Water Resources	monthly fee	775.00	
	5840 NSLD (D Timmersman) - alarm, leak, reset breaker	125.00	
	5925 NLSD (S Fitzgerald) - alarm, cleaned filter	187.50	
	6187 SLSD (Coyle) - alarm, due to heavy rain	62.50	
	credit for accidental 2-man overcharge	(125.00)	
	wwtp - cleaned RSF filters	625.00	
	wwtp - socket, bulbs, & sleeves	250.00	
	wwtp - sprayed weeds	125.00	
	herbicide	75.00	
			2,100.00
Grand Total		5,530.88	5,530.88