PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the February 18, 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 February 18, 2025, online via Zoom.

Call to Order
The meeting was called to order by President Cheryl Miller at 5:03 p.m.

Roll Call of Directors
The following directors were present.
Cheryl Miller
Denny Schaab
John Fechter
Bob Quigley
Marilyn Meyer participated via phone

Also in attendance were Carol Kohnen (secretary), Rich Hirsch (former director), and Janet Hirsch (PWSD#13 bank administrator).

Approval of Agenda
Bob made a motion to approve the agenda, seconded by Denny. On a voice vote, the agenda was approved.

Approval of Minutes of Previous Meeting
Motion was made by Bob and seconded by John to approve the minutes of the regular meeting conducted on January 21, 2025. On a voice vote, the minutes were approved.

Treasurer's Report
Invoice Approval.
Janet read the Invoices for Approval report dated 2/18/2025 (copy attached). The total for all of the invoices was $2,787.67. Janet noted that the repair charge for replacing a float at 5860 S Lakeshore was twice what had been charged last month for a similar repair. She emailed all a brief document (attached) comparing the two. The Board discussed and decided to question WRM about this before paying their invoice. Cheryl will contact WRM and ask them to clarify. John suggested that the board should approve the invoice so that the payment would not be delayed a month until the next meeting, in consideration of our long-standing relationship with WRM.
Bob made a motion to pay the invoices, with the final amount paid to WRM to be determined after Cheryl talks to them. Denny seconded. The motion was passed on a voice vote.

Financial Reports.
Cheryl read Joan's report of the account balances as of February 17, 2025. Joan had previously emailed these to board members. The O&M checking account (account number ending in 8161) balance was $24,314.04. The Commercial checking/surplus account (account number ending in 7801) balance was $33,829.40. The Short-Lived Asset Reserve account (account number ending in 0378) balance was $113,768.35. The Replace and Extension account (account number ending in 2007) balance was $34,512.45. The CD balances were as follows: certificate number ending in 9136 was $124,202.40, certificate number ending in 9138 was $269,069.34, and certificate number ending in 9139 was $107,627.73. Interest will next be posted in April.

Delinquent Payment Issues.
Janet reported that no customers became eligible for a lien this month.

Missouri 1Call Service
The USIC invoice this month was $110.46. There were four calls.

Collection System

Water Resources Management (WRM) Report.

The WRM invoice was for the monthly fee and one repair. The charge for the repair was discussed earlier during invoice approval.

Rich noted that WRM has not yet marked the location of the old septic tank at 7802 Mohawk.

Treatment Plant Operation and Maintenance

Rich briefly discussed his report (attached), previously emailed to the Board, on current treatment plant issues.

- Pump #1 on Control Panel #1 needs to be replaced. WRM is aware of the problem and is awaiting a replacement pump.
- Three flowmeter screens are difficult to read, apparently because of exposure to sunlight. Rich will replace the polarizing film on the screens. Also, a shade hood will be added to the Unistrut frame the FMs are mounted on.
- The LTPOA is having a man gate installed in the fence surrounding the treatment plant; this will allow easier access to check on the seepage area north of the TP.
- Rich had been concerned about the effect of the siphon on the drainage ditch in the treatment plant. He was happy to report that even after the extended siphoning this year, damage was minimal.

Cheryl noted that the 4th-quarter DNR report and the annual reporting to the DNR had been successfully submitted. Everything was good.

Old Business

Jefferson County Sewer Conflict Letter.

After investigating, Marilyn recommended that we wait and see whether Jefferson County will require this form. We have already developed one we can use if required.

Invoice from the Liaison.

None.

Payments for Repairs.

Two customers owe the district reimbursement for repairs to their systems. They have been previously contacted about these charges. The homeowner at 5961 S Lakeshore has some questions about the charges. John will contact them and clarify. The customer at 5965 N Lakeshore will be sent a letter giving them thirty days to pay the charges. The letter will notify them that if they don't pay, the district will place a lien on their property for the charges and late fees.

Sewer Fees.

The customer at 6751 S Lakeshore has not been paying sewer fees, contending that no fees are due because no house is being serviced. The house at this address was recently torn down. Board members noted that the district has always charged the $70 fee on previous tear-downs. Some residents have continued to pay the $72 fee. Cheryl will contact the homeowner via letter or email and explain this.

The conflict with the customer at 5981 S Lakeshore has been resolved.

New Business.

Digital Backup.

Cheryl suggested purchasing an external hard drive on which to backup up all of the district's digital files. After some discussion, the Board agreed. John made a motion to buy a 4T external hard drive. Denny seconded.

Adjournment

The next meeting will be March 18, 2025, at 5 p.m.

John made a motion to adjourn. It was seconded by Bob and approved on a voice vote. The meeting adjourned at 6:05 p.m.

Cheryl Miller _____
President

Carol Kohnen _____
Recording Secretary