

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the January 12, 2011
Regular Session of the Board of Trustees

The Board of Directors of Public Water District #13, Jefferson County Missouri met in regular session at 7:00 p.m. on January 12, 2011 at 5706 N. Lakeshore Dr., Hillsboro, Missouri.

Roll Call of Directors

The following Directors being present or absent as indicated:

<u>Name</u>	<u>Present/Absent</u>
Marilyn Meyer	Present
Rich Hirsch	Present
Rick Lippitt	Present
John Hindrichs	Present
Ken Jost	Present

Also in attendance was Janet Hirsch (JWH, LTPOA Board member) and Carol Kline (PWSD #13 Treasurer).

Approval of Agenda

Motion was made by Rich Hirsch and seconded by John Hindrichs to accept the agenda. On voice vote, all Directors were in favor of accepting the agenda.

Approval of Minutes of Past Meetings

The regular session Minutes of the December 8, 2010 meeting were emailed to the Directors prior to the meeting. Motion was made by Rick Lippitt to approve the regular session Minutes as written. Second was by Ken Jost. On voice vote, the regular session Minutes were approved.

Treasurer's Report

Invoices to be approved

Treasurer Carol Kline reported that six payments were being submitted for payment approval at tonight's meeting. These submissions are listed below.

PWSD#13 Invoices presented for approval January 12, 2011						
date	category	Payee	invoice amt	MO DNR 40% grant	MO DNR RS grant (50%)	USDA-RD loan
1/10/2011	engineering	Taylor Engineering	1,361.20	544.48	680.60	136.12
1/10/2011	engineering	Taylor Engineering	3,230.25	1,292.10	1,615.13	323.03
1/10/2011	engineering	Taylor Engineering	11,067.54	4,427.02	5,533.77	1,106.75
1/10/2011	construction	TGB Inc	84,833.10	33,933.24	42,416.55	8,483.31
12/10/2010	O&M	Lakenen Insurance	803.00	0.00	0.00	0.00
12/31/2010	O&M	MO Lawyers Media	48.00	0.00	0.00	0.00
		Total	101,343.09	40,196.84	50,246.05	10,049.21

Notes

- a) "O&M" items will be paid from a USDA-RD account set up specifically for O&M expenses.
- b) Lakenen Insurance item is for fidelity bond for Board president and treasurer
- c) Lawyer's media item is for ad for April 2011 election
- d) Taylor's bill is \$11,067 for resident inspection; \$3230 for construction inspection/admin.; \$1361 for construction testing

- e) TGB's bill this period is for: force main, 2810 ft., ~\$30k; treatment plant, 19%, ~\$127k; and staging area, 17%, \$21k
- f) At this point TGB is not billing us for material on hand but unused, like force main on spools in the staging area.

John asked if the cost for resident inspection is a separate budget item, or if it would come out of the engineering budget for design/construction. Because, if the current rate of spending continues, there may not be enough money left in the design/construction budget to cover costs.

Janet will look into this.

Motion was made by John Hindrichs to approve payment of the above invoices. Second was by Ken Jost. On voice vote, payment of the invoices was approved.

Contractor's payment estimate inconsistencies

Janet discovered an inconsistency between the amounts TGB was billing the District and the percentage of work completed that they reported. In talking to Sharon Tielke (TGB), Janet learned that the problem resulted from a rounding error. In the future TGB will make sure that the percentage of work completed and billed amounts agree.

Old Business

Construction update

RH reported results from the engineer/contractor meeting. Sharon Tielke was there, Steve was not. For the last period TGB has laid 344 ft of 3 inch pipe and 2,223 ft of 2 inch pipe. They will continue boring on the north side, working on the cove roads next. There are two locations where they've encountered heavy rock. They are able to bore these locations using a more robust and expensive boring machine.

Below the dam at the treatment plant, they will test the recirculation tank for leaks, and then backfill the tank. They will have to backfill the tank before they can begin working on the recirculating sand filters (RSF), because the RSF is so close to the tank. TGB said they hope to have some of the STEP tanks on site by the end of January. Mike Larensen (Taylor Eng.) said he needs two week's notice before a STEP tank is installed to alert the homeowner that the tank will be installed. The tanks will be "roughed in" when initially installed and connected later.

Tim Robbs (Taylor Eng.) said that it is unlikely that any existing septic tanks will be able to be reused. Explanation for this was that the effluent pump that will be used sits on a lip on the tank opening and very few old septic tanks have the proper mounting lip. RH expected that about 5% of the old tanks could be reused. It now appears that none can be reused.

AUE is ready to install the new utility pole and is waiting for a survey team to mark the area where the pole should go. The survey team will also mark the location of the RSFs, but cannot do this until the recirc tank is backfilled.

There was no updated schedule for us.

There was no progress on where to locate the spillway crossing pipe.

RSF control panel/dialer question: At the engineer/contractor meeting held on Jan. 11, Tim Robbs asked that an item be brought up at the Jan. BOD meeting. Tim asked that the BOD decide if the District should accept one dialer instead of the three that are listed in the design specification. The issue was explained by RH. After some discussion, it was determined that RH did not fully understand the issue; nor did he explain it well. So RL called Tim for clarification.

Here's the issue and the explanation as I understand it:

Flow Systems (FS) is providing three RSF control panels. FS submitted a bid of \$5k for the three panels. According to FS to meet the specifications, they will have to pay \$20k for the three panels and take a \$15k loss. (FS did not read the specs correctly and so under estimated and mis-bid cost for the control panels.)

The spec also requires FS to provide the District with one cell phone/dialer system per RSF or three dialers in all. The dialer calls someone if there is a RSF pump failure or high water alarm. FS's bid should have taken into account buying three dialers, but it didn't. This represents an additional loss for FS. The District can lessen the loss by FS by accepting a single dialer that will connect to all three RSFs. According to FS the single dialer can provide all the features we would get with three dialers, plus we would save \$100/month on cell phone bills. Our engineer Tim agrees that this is the case.

Here's the question: **Should the District accept one dialer instead of the three that are listed in the spec?**

Pros:

- Potentially saves the District \$100/month in cell phone charges
- FS chose to take a loss rather than walk away from the deal. FS is standing by their original bid for the panels.
- FS will provide the Dist. With parts and service for the TP, so there is some good will in accepting a single dialer.

Cons:

- This would be a change from the specifications and might be considered unfair to other bidders, since FS will be allowed to not meet a spec.

The consensus of the Board was to accept a single dialer pending documentation from Tim that he approves the change.

Homeowner's questions/problems, progress in resolving

JWH reported that Mike Larensen (Taylor) continues to work with homeowners. Mike summed costs for the main and lateral lines as proposed by the original collection system design. He then took into consideration possible "shortcuts" in piping and changes requested by homeowners. The results were that he saved the District about \$5k on main and lateral lines. One remaining issue is the cost of gravity lines (the 4 inch pipe conveying waste from the homeowner's plumbing to the STEP tank). Many homeowner requests will require longer gravity lines. Gravity lines were not priced in the original design spec or bid. Mike's modified design has 257 ft of "extra" gravity lines. In many cases the homeowner will likely be charged for the extra gravity line, whatever that cost turns out to be.

[The way the regulations are set up, the homeowner owns (and must maintain) all piping up to the STEP tank including the gravity line, while the District owns and maintains all equipment from the STEP tank to the treatment plant including the STEP tank and pump.]

Election April 2011 issues

RH has not yet registered as a candidate for subdistrict 3. He has until Jan. 18. JH's term is also ending, but he does not live in subdistrict 4 and so cannot be a candidate for subdistrict 4.

Sales Office Modification Update

JWH has talked to Sharon Tielke (TGB) about a cost estimate for boring from the Community House to the Sales Office to provide water service for the building. Sharon has not yet provided a cost. JWH will contact Rick Kardell and discuss the bathroom installation.

Attorney's Report

There was no attorney's report:

Engineer's Report

There was no engineer's report:

Adjournment

There being no other formal business to come before the Board, a motion to adjourn was made by John Hindrichs and seconded by Ken Jost. Motion passed with all Directors in approval. Meeting ended at 7:42.

Respectfully Submitted,

Rich Hirsch
Recording Secretary

Approved this 9th day of February

Secretary
February 6, 2011

Chairman