

**PUBLIC WATER SUPPLY DISTRICT #13**  
**Minutes of the March 9, 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 March 9, 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	Absent
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 John Hindrichs and seconded by Ken Jost 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 February 9, 2011 meeting were emailed to the Directors prior to the meeting. Motion was made by John Hindrichs 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**

Jennie Kimmel completed the Jan. income statement and balance sheet. Treasurer Carol Kline reported the following account balances as of Jan. 31, 2011:

<b>Account</b>	<b>Balance</b>
Escrow (DNR)	\$1,217,473.77
O&M (RD)	\$4,630.00
<b>Total</b>	<b>\$1,222,209.22</b>

Five payments were submitted for payment approval at tonight's meeting. These submissions are listed below.

<b>PWSD#13 Invoices presented for approval March 9, 2011</b>						
<b>date</b>	<b>Category</b>	<b>Payee</b>	<b>Invoice amt</b>	<b>MO DNR 40% grant</b>	<b>MO DNR RS grant (50%)</b>	<b>USDA-RD loan</b>
3/08/2011	Eng testing	Taylor Eng	0.00	0.00	0.00	0.00
3/08/2011	Eng design/cons	Taylor Eng	801.50	320.60	0.00	480.90
3/08/2011	Eng inspection	Taylor Eng	7,301.50	2,920.60	0.00	4,380.90
3/08/2011	Construction	TGB Inc	7,719.08	3,087.63	0.00	4,631.45
3/08/2011	O&M	Sweeney, legal	228.75	0.00	0.00	0.00
		<b>Total</b>	<b>16,050.83</b>	<b>6,328.83</b>	<b>0.00</b>	<b>9,493.25</b>

## Notes

- a) No money was withdrawn from the DNR RS grant because it is greater than 90% consumed and we were told by USDA-RD to keep a reserve in the DNR RS grant account.
- b) Money for legal must come from the O&M account.
- c) TGB's bill this period is for 803 ft 1.5" main, 303 ft 2" main, 115 ft 3" main.

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.

Janet calculated that as of Feb. 28, 46.4% of the scheduled construction time has been consumed and 13.4% of the budgeted amount for construction has been spent.

## Old Business

### Construction update

- a) There was no updated schedule provided by TGB at the eng./contractor's meeting.
- b) Treatment plant progress was limited due to snow, rain, and cold.
  - The recirculation tank is now underwater due to heavy rains. Extra wide footings will help keep the tank underground.
  - Hairline cracks were found on the surface of the walls of the recirculation tank. These will be sealed by epoxy injection from the inside of the tank.
  - The three sand filter locations have been surveyed and staked.
  - AUE is waiting until the soil firms to install the new utility pole and wires.
- c) Collection system
  - Main line installation progress: For this period: 803 ft 1.5" main, 303 ft 2" main, and 115 ft 3" main were bored or trenched.
  - Spillway crossing: A hole was bored from near S. LSD thru the bluff that broke out about 6 feet above the floor of the spillway channel. A second hole was bored on the north side of the spillway channel from high ground beyond the road thru the embankment into the spillway channel. A trench was dug in the channel "connecting" the two holes.
    - Initially plastic 3" pipe was laid that exited the hole in the bluff and entered the 10" iron pipe in the trench without using fittings. The engineers decided that the pipe was too strained as installed and insisted that two fittings be used to reduce the strain.
    - Ideally concrete will be poured before water tops the weir.
- d) TGB realizes they are not making good progress and will bring in extra crews to "catch up".
- e) At the eng. meeting TGB said that they were delayed by the concrete curing more slowly than the spec required. TGB did not want to change formulation because of the time to approve a new formulation. (Spec is: Minimum compressive strength: 4000 psi at 28 days.)
- f) All materials needed for STEP tank installation is ready to ship except the control panels for the treatment plant sand filters.
- g) Mike L. has contacted five homeowners on N. LSD by letter that STEP tanks will soon be installed.
- h) Still no per foot cost of gravity lines from TGB.

## Homeowner's questions/problems, progress in resolving

### Exchange of house to be built for houses excluded in plans

RH read a summary of emails stating MO DNR's and USDA-RD's position on adding a new house to the project. [*House Count Summary.doc*]. Here is a summary:

*"As you guys know we bid the project for 238 connections and as it turned out we are now down to 236 when RD did the final count. There is a new home being built that was not on the original plan. Can we substitute this home for one of the two we lost? We already have the money in the bid since we lost two, so there won't be any additional costs." -- Tim Robbs, Taylor Eng.*

*"Everything would be fine on my end. The location is covered under the FONSI and a change order should cover it. I would need a plan sheet attached to the change order showing the location of the house. Besides that, it sounds like an easy issue to me." -- M. E. Bockstruck, MO DNR.*

*"... before proceeding determine that the house has been started (footing or basement poured). The owner needs to be willing to pay the monthly rate whether the house is completed or not at the time the system and all users are brought on line... Once you receive the approval and concurrence on the change order you would then have the authorization to add." -- D. Martin, RD, USDA*

One question that came up was if the Sewer Rate Schedule Ordinance (Ord. #03-2010) required a \$3,000 connection fee if a homeowner connects to the sewer system after the project starts. This was not resolved.

One Director felt that the owner of the new house should be charged a tap on fee because the house was not in the project before the contract was signed with the contractor. He felt we would be setting a precedent that others could take advantage of. If five other houses were started before the sewer system was finished, we'd have to let them in also without charging a tap on fee.

Another Director argued that the sewer should be finished in Oct. and it is doubtful that anyone else will start a house before then. Also, the contract we signed with TGB only allows for 238 connections, and we're now at 236 or 237 (if we allow the new house into the project). That means we have room for one more only. If three houses are started, we can only accept one into the project. Any others will require spending more money and expanding the contract to 239, which would cost the District more and require a change order with the contractor.

This issue was not resolved.

### **Sewer Office Modification Update**

#### **Boring water line from Comm House to Sewer Office**

We have not yet received a cost estimate from TGB for boring from the Community House to the sewer office to provide water service for the sewer office. JWH also asked TGB for an estimate to bore from the pump house to the sewer office. The thought was that we could get the pump at the pump house working and provide water for the sewer office and the maintenance yard.

Water comes from the pump into the Community House building vertically up thru the floor.

Electrical service for the pump house may have been from the guard shack.

Rick Kardell (plumbing contractor) suggested getting an instant heater to mount under the sink to provide hot water for the sink. Also, he said that there may be a problem with the roughed-in pipe in the sewer office, since it is galvanized pipe. It has never been used, but galvanized pipe does not hold up well underground. At the Community House the

### **New Business**

#### **MO DNR Quarterly Review report**

Postponed because of bad weather.

#### **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 Ken Jost and seconded by John Hindrichs. Motion passed with all Directors in approval. Meeting ended at 7:53.

Respectfully Submitted,

Rich Hirsch  
Recording Secretary

Approved this 13<sup>th</sup> day of April, 2011.

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Secretary  
March 30, 2011

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Chairman