

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the
August 15, 2017
Regular Session of the Board of Directors

The Board of Directors of Public Water Supply District #13, Jefferson County, Missouri met in regular session on August 15, 2017 at 5706 North Lakeshore Drive, Hillsboro, MO 63050. The meeting was called to order at 5:07 p.m.

Roll Call of Directors

The following directors were present:

Marilyn Meyer, chairman
Wayne Evans
Lora Thomas
Steve Matzker
Brian Stephens, ABSENT

Also in attendance were Frances Hovis, treasurer, Janet Hirsch (PWSD#13 bank administrator), Rich Hirsch, former board director and Ray Lauer, recording secretary.

Approval of Agenda

Lara made a motion, seconded by Steve, to approve the agenda. The directors present voted to approve the agenda.

Financial Report

Delinquent Payment issues – Janet reported there was one property owner who was delinquent in the amount of \$339.00. Janet then presented the cash flow report for July 2017 as prepared by the district's bookkeeper. Sewer fees invoiced amounted to \$17,520.00 and sewer fees received amounted to \$21,850.10. Overdue amounts totaled \$11,018.81. Cash inflow from sewer user fees amounted to \$21,850.10 with interest of \$137.69 for a cash inflow total amounting to \$21,987.79. Total cash outflow amounted to 13,578.30. Net cash flow for the month is shown as \$8,409.49.

Treasurer's Report

Frances reported the balances as of July 31, 2017. O & M checking account balance is \$60,547.11; Debt Service Reserve is \$60,994.56; Short Lived Asset Reserve is \$65,114.71 and Surplus Account amounts to \$324,234.87.

Invoice Approval - Janet

The following payment requests were submitted for Board approval.

8/1/2017	Electric utility at WWTP	287.46
8/1/2017	Electric utility at sewer office	13.64
8/1/2017	Phone at sewer office	41.36
8/1/2017	Sewer user fee at sewer office	72.00
	WWTP Operator	1,695.00
8/1/2017	monthly fee	775.00
6/22/2017	7840 Mohawk (Dickinson) wet j box drilled, tested	125.00
7/16/2017	6447 SLSD (Toscano) sewage leaking from riser lid. Called AA Quick to repair – see 7/21/2017 entry below	125.00
7/19/2017	6131 NLSD (Ricotta) called AA Quick to pump tank	275.00
7/24/2017	6136 NLSD (near Marschuetz) replaced 24" lid on main line	15.00
7/25/2017	5925 NLSD (Fitzgerald) alarm, replaced wire nuts, Cleaned filter/pump	185.00
7/31/2017	wwtp cleaned all RSF lines	180.00
7/31/2017	7720 Lakemont, Orlando, checked system, owner's request	15.00
7/26/2017	Postage, monthly billing, paid with PWSD debit card	76.16
8/13/2017	Bookkeeper services	500.00
8/3/2017	USIC locating services	79.56
7/12/2017	AA Quick	700.00
7/21/2017	6447 SLSD (Toscano) Dug up turf box, found check valve bad. Replaced ck valve and ball valve. Line was little deeper than Usual	700.00
	Total	3.465.18

A motion was made by Wayne, seconded by Steve to approve the financial reports. On a voice vote the motion was approved.

Old Business

For MO1 Call Activity, Lora reported USIC submitted a bill for \$79.56, and there were two locations checked – 5891 SLSD and 7784 Fairview.

Treatment Plant Operation

Rich reported on matters submitted by Dave Axton and provided the invoice that had been submitted dated 8/1/2017. The invoice total was \$1,695.50, which had already been approved for payment during this meeting.

The report of Water Resources Management reflected the monthly certified operator services and laboratory sample analysis for July 2017 amounted to \$775.00. There is a description of work performed at 7840 Mohawk Trail, home of Dickinson, where the alarm had sounded. When the system was checked it was discovered the j box was full of water and this caused the alarm to sound, making it a false alarm. Dave reported a hole was drilled in the bottom of the j box and the water was drained. He rechecked the system once the water was emptied, and everything was found to be okay. Rich questioned the hourly rate on this portion of the bill, and this matter will be researched.

There was a clear definition of the work that was performed at Toscano's property, 6447 South Lakeshore Drive, and again the hourly rate of \$65.00 was charged. Rich questioned this, believing the amount should be \$60.00. Again this will be reviewed with Dave Axton.

On July 19, 2017 Dave received an email request to have the tank pumped at 6131 North Lakeshore. On July 21, 2017 he pumped the 800 gallon septic tank, and the charge was \$275.00.

On July 24, 2017 a sewer lid was replaced at Marschuetz's residence, 6136 North Lakeshore Drive. Again the rate of \$65.00 was charged, but the actual cost was \$16.25 because the work only required 15 minutes to complete. The hourly rate will be questioned.

On July 25, 2017, resident (Fitzgerald) at 5925 North Lakeshore Drive called and stated alarm had been sounding and even after reset button was pushed twice, the alarm remained on. Examination discovered there was corrosion on the wire nuts, and they were replaced. The system was rewired, the filter basket was cleaned and the pump was rechecked. There is the questionable \$65.00 per hour charge at this location, too.

On July 31, 2017 two men reported to the treatment plant and they cleaned all RSF Lines. This required 3 hours and the correct rate of \$60.00 was charged, for a total of \$180.00.

Also on July 31, 2017 the homeowner at 7720 Lakemont (Orlando) called asking the system be checked. When checked everything was found to be working properly. But, again, the hourly rate of \$65.00 was charged. Since this only entailed 15 minutes work the bill that was submitted amounted to \$16.25.

Rich will report on the questionable charges at a later meeting.

New Business

Marilyn reported she had received a voice mail message from board member Stephens and he advised that because of him taking a new position with his employer, and because of family obligations, he found it necessary to resign from the board.

After this there was a discussion about two lake residents who volunteered to serve on the board. At the conclusion of this discussion Janet said she would contact those individuals in the order that they volunteered to ascertain if they still had an interest in filling this vacancy.

Adjournment

| There being no further business Wayne made a motion to adjourn the meeting, and this was seconded by Steve. The meeting concluded at 6:01 p.m.▯

Raymond Lauer, Recording Secretary