

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the
November 19, 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 November 19, 2017 at 5706 North Lakeshore Drive, Hillsboro, MO 63050. The meeting was called to order at 5:00pm.

Roll Call of Directors

The following directors were present.

Marilyn Meyer
Wayne Evans
Lora Thomas
Denny Schaab
Steve Matzker

Also in attendance Frances Hovis (Treasurer), Janet Hirsch (PWSD#13 bank administrator), Rich Hirsch (former director), Missing Bob Quigley (recording Secretary) .

Approval of Agenda

Wayne made a motion to approve the agenda, seconded by Lora all directors voted to approve the agenda.

Approval of Minutes

Motion was made by Wayne and seconded by Lora to approve the minutes of the meeting conducted on October 17, 2017. On a voice vote the minutes were approved.

Financial Reports

Janet Hirsch, stated that we have one customers currently eligible for a lien. The property at 6160 SLSD is now eligible for a lien to be filed. The directors voted to file that lien.

Janet presented the district bookkeeper's cash flow report for September 2017. Sewer fees invoiced amounted to \$17,516.80, sewer fees received were \$16,391.78. Overdue amounts totaled \$12,195.65. Total cash flow out for the month totaled \$13,953.74 for a net cash flow of \$2,438.04.

Treasurer's Report

Frances reported the balances as September 30, 2017. O&M checking balance is \$65,138.43; Debt Service Reserve is \$62,957.25; Short Lived Assets Reserve is \$64,880.65; Surplus Account is \$324,643.67.

Invoice Approval—See Attached Sheet

A motion was made by Lora and seconded by Denny to accept the Financial and Treasurer's reports. It was approved by a voice vote

Old Business

Missouri One Call

7 calls were reported this last period. All were normal calls to have utilities marked for grading or well service.

Treatment Plant Operations

We had one item where a home owner paid for a repair when a pipe was broken while a dumpster was being removed from the property.

A discussion was held about sending with the first invoices a booklet about the sewer system and how to report a problem including a list of phone number to call.

New Business

A change to the lien policy was brought up. We had a realtor send an inquiry about where there was a lien on a property that she was listing. The customer was overdue but had not had a lien filed yet due to timing. We would like to put a provision to file a lien if the property go up for sale and they have a past due balance. It would allow us to put a lien on the property without having a board meeting to discuss the issue. This would only apply to property being put on the market for sale.

We got our Missouri Safe Operating Permit and it will be posted on the wall in the office. The permit runs from Nov. 1st 2017 thru June 30th 2018.

Lora made a motion to adjourn it was seconded by Wayne and was approved by voice vote.

Bob Quigley _____
Recording Secretary

Marilyn Meyer _____
President