

**PUBLIC WATER SUPPLY DISTRICT #13**  
**Minutes of the**  
**December 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 December 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), Missing Janet Hirsch (PWSD#13 bank administrator), Rich Hirsch (former director), 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 November 19, 2017. On a voice vote the minutes were approved.

**Financial Reports**

Janet Hirsch, was missing and her report was read by Marilyn Meyer stated that we have four customers currently eligible for a liens. The property at 5982 SLSD owes \$301.40, 7696 Lakeview owes \$309.60, 6460 SLSD owes \$309.40 and 6508 SLSD owes \$344.70 these are now eligible for liens to be filed. The directors voted to file that liens.

**Treasurer's Report**

Frances reported the balances as November 30, 2017. O&M checking balance is \$69,275.02; Debt Service Reserve is \$64,881.25; Short Lived Assets Reserve –no bank statement received; Surplus Account is \$324,915.00.

**Invoice Approval—See Attached Sheet**

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

**Old Business**

Missouri One Call

1 call was reported this last period at 6036 NLSD. It was a normal call to have utilities marked for grading or well service.

## **Treatment Plant Operations**

Dave's report was for 30 hours replacing broken or missing lids

## **New Business**

We have an election for two positions on the board coming up on April 3<sup>rd</sup>. A notice announcing the election needs to be published in a local newspaper. The Countian was suggested and the notices will be sent.

New construction on the second tier by Mohawk Dr. just passed Tishomingo Forest Rd needs to be provided with an equipment list. A list of approved contractors can be provided. NWS Properties is the contractor.

A discussion was held on the possible installation of a new HVAC system in the office. The subject was tabled until further notice.

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

Bob Quigley \_\_\_\_\_  
Recording Secretary

Marilyn Meyer \_\_\_\_\_  
President