

PUBLIC WATER SUPPLY DISTRICT #13
Minutes of the
November 19, 2019
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, 2019, at 5706 North Lakeshore Drive, Hillsboro, MO 63050. The meeting was called to order at 4:58 p.m.

Roll Call of Directors

The following directors were present.

Marilyn Meyer
Cheryl Miller
Bob Quigley
Denny Schaab
Lora Thomas

Also in attendance were Frances Hovis (Treasurer), Janet Hirsch (PWSD#13 bank administrator), Rich Hirsch (former director), and Carol Kohnen (recording secretary).

Approval of Agenda

Bob Quigley made a motion to approve the agenda, seconded by Lora Thomas. On a voice vote the agenda was approved.

Approval of Minutes

Motion was made by Cheryl Miller and seconded by Denny Schaab to approve the corrected minutes (distributed on November 6) of the meeting conducted on October 15, 2019. On a voice vote the minutes were approved.

Treasurer's Report

Delinquent Payment Issues.

Marilyn Meyer reported that the customer at 6223 S Lakeshore is closing on the sale of their house in early December. They have an outstanding balance with the district.

There were no other customers eligible for a lien this month.

Cheryl made a motion to file a lien on 6223 S Lakeshore. Bob seconded. The motion was approved on a voice vote.

Invoice Approval.

Janet distributed the "Invoices for Approval" report dated 11/19/2019 (attached) and explained the items on the report. The total was \$6447.93.

Marilyn reported that the total for Lakenen Insurance included terrorism coverage as well as property, liability and crime. She noted that the Board had added the optional terrorism coverage last year and suggested that it be approved for the new policy as well.

Bob made a motion to add the terrorism coverage to the insurance policy and to approve the invoices. The motion was seconded by Denny. It was approved on a voice vote.

Financial Reports.

Frances Hovis reported the balances in the district's accounts as of October 31, 2019. O & M checking balance was \$51,661.86. Debt Service Reserve Restriction was \$87,929.80. Surplus account was \$379,470.44. The Short-Lived Assets account was \$97,547.08.

Collection System.

Water Resources Management (WRM) Report.

WRM charges this month were for routine maintenance and two visits to 5840 N Lakeshore to check on the status of the repair work done by AAQuick.

Rich distributed copies of an email (attached) about the situation at 5840 N Lakeshore, in which he identified several issues. He noted that the riser at this site has a metal ring sitting atop the (normal) plastic riser, and a metal (not plastic) lid. This is not the standard installation. Of more concern, though, is that the riser is 6–8" below grade. The WRM operator noted that the "lid will more than likely be completely buried/cover[ed] within a few months." Board members expressed dissatisfaction with both AAQuick's work at this site and WRM's response. The Board agreed that WRM should be taking responsibility for remedying the situation, not just reporting it. Marilyn will contact WRM and instruct them to have the riser at 5840 N Lakeshore repaired.

Treatment Plant Operation.

Treatment Plan Work.

UV Lamp Update.

Rich has removed the UV assemblies and is arranging for them to be serviced.

Old Business.

MO 1Call Activity.

Lora reported that MO 1Call/USIC billed for locating services at the following addresses.

- 6013 N Lakeshore
- 7704 Lakeview [Note: this address was recorded incorrectly by USIC; it should read 7705 Lakeview.]

AAQuick Discussion and Repair Options.

Bob Quigley reported on his research on companies similar to AAQuick (*i.e.*, plumbers with experience on septic/sewer systems). He contacted nine companies, but did not find any that he could recommend to the Board. Many of them did not even return his voicemails. The price quotes that he was able to obtain seemed expensive; they all had a minimum visit charge (3-4 hours), for example.

Marilyn reported that WRM is currently working to expand their services to include major plumbing repairs. They plan to offer these additional services around the first of the year. The Board agreed to keep the current arrangement until then.

New Business.

Renewal of Property and Liability Insurance.

Marilyn brought a copy of the renewed insurance policy to the meeting for the directors to review.

Treatment Tour.

Board members thanked Rich for the treatment plant tour on November 9. Several directors commented that it was very helpful to see the actual equipment.

Adjournment

Lora made a motion to adjourn; it was seconded by Bob and was approved by voice vote. The meeting adjourned at 6:16 p.m.

Carol Kohlen _____
Recording Secretary

Marilyn Meyer _____
President