

JEFFERSON COUNTY PUBLIC SEWER DISTRICT
REGULAR MEETING MINUTES
December 20th, 2018

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, December 20th, 2018 at 6:00 PM, in the Conference Room of the JCPSD offices, 4632 Yeager Rd., Hillsboro, MO 63050.

Trustees present: Chairman Clyde Pratt, Vice Chairman Wade Amsden, Secretary Tom Ward, and David Courtway were all present, Financial Officer Peter Birkes was absent.

Others present: District Manager Doug Bjornstad, District Operator Jon Fribis, Jim Terry, and Board Clerk JoAnn Thompson.

Call to Order / Roll Call: Chairman Clyde Pratt called the meeting to order at 6:03 pm., noting we have a quorum, with all board members present, except Financial Officer Peter Birkes.

Approval of Agenda: Wade Amsden made a motion to amend the agenda, adding the Authorization of Signatories for the Wells Fargo and Enterprise Bank Pledge Securities to the Financial Officers Report, immediately after the Authorization of the non-recurring bills; Tom Ward seconded; Unanimously approved. Wade Amsden made a motion to approve the Agenda as amended, Tom Ward seconded; Unanimously approved.

Approval of Minutes of the November 27th meeting: Tom Ward made a motion to approve the minutes of the November 27th, 2018 meeting minutes; Wade Amsden seconded; Unanimously approved.

Citizens to be Heard: None

Chairperson's Report: None

Vice Chairperson's Report: None

Secretary's Report: None

Financial Officer's Report: District Manager Doug Bjornstad Presented:

- Monthly Reports:** Account Balances, Budget, Profit & Loss: Discussion Only
- Authorization to pay non-recurring bills:** Wade Amsden made a motion to approve the payment of the non-recurring bills in the amount of \$32,686.49; Tom Ward seconded; Unanimously approved.
- Authorization of Signatories for Wells Fargo & Enterprise Bank Pledge Securities:** Tom Ward made a motion to approve the Authorization of Signatories for Wells Fargo & Enterprise Bank Pledge Securities, David Courtway seconded; Unanimously approved.
- Report Approval:** Wade Amsden made a motion to approve the Financial Report; David Courtway seconded; Unanimously Approved.

District Manager's Report: Doug Bjornstad presented his report, reviewing and discussing with the Board.

District Operator Report: Jon Fribis provided the Board with and reviewed his monthly Operations, Equipment and Facilities Report. Discussion Only.

Public Relations Report: Newsletter, review.

OLD BUSINESS:

A. HWY 30 Sewer / Water SIA: Discussion Only.

B. Crawler Camera: Wade Amsden made a motion to rescind last months motion to approve the purchase of a Crawler Camera, Tom Ward seconded; Unanimously approved.

NEW BUSINESS:

- A. Windswept Temporary Easement (Discussion and Motion to Approve):** Tom Ward made a motion to approve the Temporary Construction Easement and License Agreement with Windswept Farms LLC, a Missouri Limited liability company; David Courtway seconded; Unanimously approved.
- B. MASD membership fee - \$500.00, based on number of customers:** Wade Amsden made a motion to approve MASD membership fee of \$500.00, as presented, Tom Ward seconded; Unanimously Approved.

Closed Session (per Chapter 610.021(1), -610.021(18) RSMo 2016)

Tom Ward made a motion to adjourn Open Session to go into closed session according to 610.021(1), - 610.021(18) RSMO 2016 at 7:13 pm, David Courtway seconded, all board members answered Aye, and motion was unanimously approved.

The open meeting resumed at 8:10 pm.

Adjournment: Wade Amsden made a motion to adjourn, Tom Ward seconded. Unanimously approved. Meeting Adjourned at 8:10 pm.