

JEFFERSON COUNTY PUBLIC SEWER DISTRICT
REGULAR MEETING MINUTES
October 25th, 2018

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, October 25th, 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, and Board Clerk JoAnn Thompson.

Call to Order / Roll Call: Chairman Clyde Pratt called the meeting to order at 6:14 pm., noting all board members present, with the exception of Financial Officer Peter Birkes.

Approval of Agenda: David Courtway made a motion to amend the agenda, moving Old Business Item e) Summer Set Resolution, up to be heard after Secretary's Report; Wade Amsden seconded; Unanimously approved. David Courtway made a motion to approve the Agenda as amended, Wade Amsden seconded; Unanimously approved.

Approval of Minutes of the September 26th meeting: Wade Amsden made a motion to approve the minutes of the September 26th, 2018 meeting; David Courtway seconded; Unanimously approved.

Citizens to be Heard: None

Chairperson's Report: None

Vice Chairperson's Report: None

Secretary's Report: None

Summer Set Resolution: Wade Amsden made a motion to approve The Proposed Resolution 18-005, A Resolution of the Board of Trustees of The Jefferson County Public Sewer District, Directing the execution of an asset purchase agreement with The Summer Set Property Owners Association and the filing of a lawsuit seeking to amend its decree of incorporation to allow it to furnish potable water to the residents of Summer Set Subdivision; David Courtway seconded; Unanimously approved.

Financial Officer's Report:

- 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 \$533,998.74; David Courtway seconded; Unanimously approved.
- Certificate of Deposit:** David Courtway made a motion to approve investing \$500,000 from the Cash Sweeps Account into the proposed Certificate of Deposit at Midwest Regional Bank, Wade Amsden seconded, Unanimously Approved.
- Financial Controls approval:** Tom Ward made a motion to approve The New Internal Controls Policy as amended, Wade Amsden seconded; Unanimously Approved.
- Report Approval:** Wade Amsden made a motion to approve the Financial Report; Clyde Pratt 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.

OLD BUSINESS:

- A. ECO Lower Big River Operation Contract \$87,000.00/Year:** Need Jonathan's signature.
- B. HWY 30 Sewer / Water SIA:** Discussion Only.
- C. Country Trails, Fawn Meadows, Austin Trails:** Discussion Only.
- D. Health Insurance:** Discussion Only.
- E. Summer Set Resolution: See Above**

NEW BUSINESS: None

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

Wade Amsden made a motion to adjourn Open Session to go into closed session according to 610.021(1), - 610.021(18) RSMO 2016 at 7:38 pm, Tom Ward seconded, all board members answered Aye, and motion was unanimously approved.

The open meeting resumed at 8:10pm.

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