

JEFFERSON COUNTY PUBLIC SEWER DISTRICT  
REGULAR MEETING MINUTES  
August 22<sup>nd</sup>, 2018

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, August 22<sup>nd</sup>, 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, and David Courtway were all present; Financial Officer Peter Birkes and Secretary Tom Ward were 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 6:00 pm., noting all board members present, with the exception of Financial Officer Peter Birkes and Secretary Tom Ward.

**Approval of Agenda:** Wade Amsden made a motion to approve the agenda, Dave Courtway seconded; Unanimously approved.

**Approval of Minutes of the June 27<sup>th</sup> and the July 25<sup>th</sup> meeting:** Wade Amsden made a motion to approve the minutes of the June 27<sup>th</sup>, 2018 meeting; Dave Courtway seconded; Unanimously approved. Wade Amsden made a motion to approve the minutes of the July 25<sup>th</sup>, 2018 meeting; Dave Courtway 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:**

- 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 \$6,543.10; Dave Courtway seconded; Unanimously approved.
- Report Approval:** Wade Amsden made a motion to approve the Financial Report; Dave Courtway seconded; Unanimously Approved.

**District Manager's Report:** Doug Bjornstad presented his managers report, including the scoring of the RFQs submitted for the Carol Park Sewer Improvement Area.

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

**Public Relations Report:** None

**OLD BUSINESS:**

- A. RFQ scoring:** Wade Amsden made a motion to approve CDI firm out of the submitted RFQs for the Carol Park Sewer Improvement Area, David Courtway seconded; Unanimously approved.
- B. HWY 30 Sewer / Water SIA:** Discussion Only.

**NEW BUSINESS:**

- A. Cedar Hill Rate Increase - \$42.60 flat rate:** Wade Amsden made a motion to approve the proposed rate increase to be a flat rate of \$42.60 for Cedar Hill, effective October 2018 Billing Cycle; David

Courtway seconded, Unanimously approved.

- B. House Springs Rate Increase - Commercial rate same as Byrnes Mill Rate study Year:** Wade Amsden made a motion to set the House Springs Commercial rate to be the same as the Byrnes Mill Rate Study as proposed; David Courtway seconded, Unanimously approved.
- C. Country Trail Estate:** Discussion Only.
- D. Byrnes Mill Gate:** Discussion Only.

**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 7:39 pm, Dave Courtway seconded, all board members answered Aye, and motion was unanimously approved.

The open meeting resumed at 8:16 pm.

**Adjournment:** Wade Amsden made a motion to adjourn, Dave Courtway seconded. Unanimously approved. Meeting Adjourned at 8:17 pm.