

JEFFERSON COUNTY PUBLIC SEWER DISTRICT
REGULAR MEETING MINUTES
January 24th, 2018

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, January 24th, 2018 at 6:05 PM, in the Conference Room of the JCPSD offices, 4632 Yeager Rd., Hillsboro, MO 63050.

Trustees present: Chairman Clyde Pratt, Vice Chairman Wade Amsden, Financial Officer Peter Birkes, and Secretary Tom Ward were all present. One open seat.

Others present: District Manager Doug Bjornstad, District Operator Jon Fribis, David Courtway Citizen applying to fill open board seat, and Board Clerk JoAnn Thompson.

Call to Order / Roll Call: Chairman Clyde Pratt called the meeting to order at 6:05 pm., noting all board members present with one open seat.

Approval of Agenda: Tom Ward made a motion to approve the agenda, Peter Birkes seconded; Unanimously approved.

Approval of Minutes: Peter Birkes made a motion to approve the minutes of the December 27th, 2017 meeting; Tom Ward seconded; Unanimously approved.

Citizens to be Heard: None

Chairperson's Report:

- A. Board Appointments:** Clyde Pratt introduced citizen David Courtney to the board to be considered to fill the open board seat. Peter Birkes made a motion to approve David Courtney filling open board seat, Tom Ward seconded; Unanimously approved.

Vice Chairperson's Report: None

Secretary's Report: None.

Financial Officer's Report: Peter Birkes presented :

- Monthly Reports:** Account Balances, Budget, Profit & Loss (Review, Discussion)
- Authorization to pay non-recurring bills:** Tom Ward made a motion to approve the payment of the non-recurring bills, Wade Amsden seconded; Unanimously approved.
- Report Approval:** Tom Ward made a motion to approve the Financial Report; Wade Amsden seconded, Unanimously approved.

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

- A. Rules Rule Changes :** Jefferson County Public Sewer District Rule #5. Security Deposits, Section F. Tom Ward made motion to approve amending the language of Section F to allow the sewer district to "earn" interest on customer security deposits on account, noting no interest will be paid to customer on said security deposit; Wade Amsden seconded; Unanimously approved.
Rule #8. Billing, Payment of Bills and Collections, Section C. Tom Ward made motion to approve amending the language of Section C as presented, Wade Amsden seconded;
- B. Ordinance adoption:** Ordinance 2018-001 Jefferson County Public Sewer District Section 104. Tom Ward made motion to approve adopting The Ordinance 2018-001 as amended in Section 104 (*including point of interconnection by tapping saddle or other appurtenantences), Wade Amsden seconded; Unanimously approved.
- C. Budget approval:** Wade Amsden made a motion to approve the 2018 Budget as presented; Tom Ward seconded; Unanimously approved.

D. User Rate Implementation

- a. **Jefferson Co, MO House Springs Rate Analysis Report 2017-1**
- b. **Jefferson Co, MO Raintree Rate Analysis Report 2017-1**
- c. **Jefferson Co, MO Mirasol Water Rate Analysis Report 2017-1B**
- d. **Jefferson Co, MO Mirasol Rate Analysis Report 2017-1 (Sewer Only)**
- e. **10% increase for Sunrise Acres, Sandy Branch, Falls of Little Creek, Brookside Parc.**

Peter made a motion to approve all proposed rate increases as presented; Tom Ward seconded; Unanimously approved.

E. Mirasol Water MDNR response: Discussion Only

F. Legislative update

- a. **MASD Membership - \$2,500.00**

G. Cedar Hill PCB:

- a. **Collection of AR :** Accounts Payables Pending Future Acquisition. Peter made a motion to approve the sewer district assuming responsibility for outstanding Accounts Payables, not to exceed \$10,000.00, Wade Amsden seconded; Unanimously approved.

H. Byrnes Mill Acquisition:

- a. Didn't make the agenda, will be on the next agenda: Discussion Only.

I. Yorktown Expansion:

- a. **Patel Easement:** Discussion Only.
- b. **Bid Documents from bids:** Discussion Only.

J. Georgetown Manor Income Survey: Discussion Only.

K. Tier 2 Operating Authority:

- a. **Ordinance passage:** Discussion Only.
- b. **Public Meeting - February 7th:** Discussion Only.

District Operator Report: Jon Fribis provided the Board with and reviewed his monthly Operations Report, updating the board on Weber Hill / Warren Wood SSIA Report. Discussion Only.

Public Relations Report: None at this time.

OLD BUSINESS:

- A. Clyde Hamrick C6 Update:** Project is pending DNR review.
- B. Rate analysis:** See User Rate Implementation under District Manager's Report

NEW BUSINESS:

- A. Surface Water Plant:** Discussion Only.

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

Wade Amsden made a motion to adjourn Open Session to go into closed session according to 610.021(1) RSMO 2016 at 8:15 pm, Tom Ward seconded, all board members answered Aye, and motion was unanimously approved.

The open meeting resumed at 8:26 pm.

Adjournment: Wade Amsden made a motion to adjourn, Tom Ward seconded. Unanimously approved. Meeting Adjourned at 8:26 pm.