

JEFFERSON COUNTY PUBLIC SEWER DISTRICT  
REGULAR MEETING MINUTES  
September 27<sup>th</sup>, 2017

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, September 27<sup>th</sup>, 2017 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 Doug Bjornstad, Financial Officer Peter Birkes and Tom Ward were all present.

**Others present:** Office Manager Connie Hargis, District Operator Jon Fribis, Engineer Gene Fribis, Jiaman Xu and Laura Rightler representatives from CDI, and Jill Malcom (Public Relations).

**Call to Order / Roll Call:** Chairman Clyde Pratt called the meeting to order at 6:00 pm., noting all board members present.

**Approval of Agenda:** Peter made a motion to amend the agenda adding Director of Public Relations Report after Secretary's Report, Wade seconded; Unanimously approved. Wade made a motion to approve the agenda as amended, Tom seconded; Unanimously approved.

**Approval of Minutes:** Peter made a motion to approve the minutes of the August 23, 2017 meeting, Wade seconded. Unanimously approved.

**Citizens to be Heard:** None

**Chairperson's Report:** Chairman Clyde Pratt. Discussion Only.

**District Operator Report:** Jon Fribis provided the Board with his Monthly Report, reading and explaining details, repairs, and concerns.

**Engineering Report:** Gene Fribis verbally provided the Board with his monthly reporting. Doug made a motion to approve Gene Fribis proposal to provide engineering services for the sewer expansion, Wade seconded; Unanimously approved.

**Vice Chairman's Report:** Discussion Only.

**Secretary's Report:** Discussion Only.

**Public Relations Report:** Jill Malcom discussed with the board the key points of Public Relations.

**Financial Officer's Report:** Peter Birkes presented:

- **Monthly Reports:** Account Balances, Budget, Profit & Loss (Review, Discussion)
- **Authorization to pay non-recurring bills:** Wade made a motion to approve authorization to pay the non-recurring bill to Eco Ink for \$7,045.53; Peter seconded, Unanimously approved.
- **Report Approval:** Tom made a motion to approve the Financial Report; Doug seconded, Unanimously approved.

**OLD BUSINESS:**

- **Athena Schools –Update:** Discussion Only.
- **Clyde Hamrick C6 Update:** Jiaman Xu and Laura Rightler representatives from CDI (Civil Design Inc) updated the board on the details of the progress on the Clyde Hamrick C6 new system proposed.
- **Rate analysis - Update:** Discussion Only.

- **Yorktown expansion** : Wade made a motion to approve one sewer tap on at no cost to Mr. Lehnhoff exchange for the easement agreement, Peter seconded. Unanimously approved.
- **Tier Two Update** : Discussion Only.

**NEW BUSINESS:**

- **Mirasol - Insurance Claim:** Discussion Only.
- **Brookside Parc - construction bids:** Discussion Only.
- **Personnel Policy - Education, Ethics Amendment:** Tom made a motion to table this item until the next board meeting, Doug seconded. Unanimously Agreed.

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

Wade made a motion to adjourn Open Session to go into closed session according to 610.021(1) RSMO 2016 at 8:13 pm, Doug seconded, all board members answered Aye, and motion was unanimously approved.

The open meeting resumed at 9:13 pm.

**Adjournment:** Wade made a motion to adjourn, Tom seconded. Unanimously approved. Meeting Adjourned at 9:14 pm.