

JEFFERSON COUNTY PUBLIC SEWER DISTRICT  
REGULAR MEETING MINUTES  
June 28<sup>th</sup>, 2017

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, June 28<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 and Tom Ward were all present. Financial Officer Peter Birkes was absent.

**Others present:** Office Manager Connie Hargis, District Operator Jon Fribis, Website Developer Tricia Fribis and Board Clerk JoAnn Thompson.

**Call to Order / Roll Call:** Chairman Clyde Pratt called the meeting to order at 6:02 pm., noting a quorum was present, and also noting Financial Officer Peter Birkes was absent.

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

**Approval of Minutes:** Wade made a motion to approve the minutes of the May 24, 2017 meeting, Tom seconded; Unanimously approved.

**Citizens to be Heard:** 2 Representatives from CDI Corporation, answered RFP, waiting on DNR to finalize schedule for the C6 school project. Tricia Fribis, web site developer, attending to provide Board with presentation of web site changes, and additions.

**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. Discussion Only.

**Vice Chairman's Report:** None

**Secretary's Report:** None

**Financial Officer's Report:** Connie Hargis presented (Peter Birkes absent)

- **Monthly Reports:** Account Balances, Budget, Profit & Loss (Review, Discussion)
- **Authorization to pay non-recurring bills:** Wade made a motion to approve authorization to pay non-recurring bills; Doug seconded, Unanimously approved.
- **Reimburse Customer per Agreement (Aquasource):** Wade made a motion to approve the Lucas application of reimbursement for cost of line installation; Tom seconded, Unanimously approved.
- **Report Approval:** Tom made a motion to approve the Financial Report; Wade seconded, Unanimously approved.

**OLD BUSINESS:**

- **Brookside Parc - Engineering proposal:** Tom made a motion to approve the Brookside Parc Engineering Proposal; Wade seconded, Unanimously approved.
- **Olympian Village:** None
- **Granada Meadows Report:** Discussion Only.
- **Athena Schools –O&M:** Discussion Only.
- **Website review:** Tricia Fribis gave Board presentation of website changes. Discussion Only.
- **Rate analysis:** Discussion Only.
- **Yorktown expansion proposal:** Discussion Only (Waiting on RFQs due July 12, 2017)

- **Personnel Policy:** Tom made a motion to approve the New Personnel Policy as written; Wade seconded, Unanimously approved.

**NEW BUSINESS:**

- **Sewer Improvement Area - Yorktown WWTP Discussion:** Discussion Only.
- **MASD Membership (Missouri Association of Sewer Districts):** Wade made a motion to join; Doug seconded, Unanimously approved.

**Board Members Comments: None**

**Closed Session (per Chapter 610.021(1), RSMo 2017)**

Wade made a motion to adjourn Open Session to go into closed session according to 610.021(1) RSMO 2017 at 7:30 pm, Doug seconded, all board members answered Aye, and motion was unanimously approved.

The open meeting resumed at 7:51 pm.

**Adjournment:** Wade made a motion to adjourn, Tom seconded. Unanimously approved. Meeting Adjourned at 7:52 pm.