

JEFFERSON COUNTY PUBLIC SEWER DISTRICT  
REGULAR MEETING MINUTES  
November 18<sup>th</sup>, 2020

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, November 18<sup>th</sup>, 2020 at 6:00 PM, in the Conference Room of the JCPSD offices, 4629 Yeager Rd., Hillsboro, MO 63050.

**Trustees present:** Chairman Clyde Pratt, Vice Chairman Wade Amsden, Financial Officer Peter Birkes, Secretary David Courtway and David Keeley were all present.

**Others present:** District Manager Doug Bjornstad, District Operator Jon Fribis, Webmaster Trish Fribis, Citizen Bill Eulton and Board Clerk JoAnn Thompson. Also, Citizen Roger Naes, Citizen Ed Mulkey and Citizen Keith Heine of Sandy Branch Subdivision.

**Call to Order / Roll Call:** Chairman Clyde Pratt called the meeting to order at 6:02 PM, noting we have a quorum, Clyde Pratt, Wade Amsden, Peter Birkes, David Courtway and David Keeley reported present.

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

**Approval of Minutes of the September 23<sup>rd</sup>, 2020:** Wade Amsden made a motion to approve the minutes of the September 23<sup>rd</sup>, 2020 meeting; David Keeley seconded; Unanimously approved.

**Citizens to be Heard:** Citizens Roger Naes, who resides at 9543 Bellflower Lane in the subdivision of Sandy Branch Estates, addressed the board with concerns regarding who is actually responsible for the maintenance on the sewer systems (homeowner or sewer district). Roger Naes provided a copy of an advertisement document, that he said came from the original display Home at Sandy Branch Subdivision. The document does not have any JCPSD Logo and appears to be an advertisement produced by Held Brothers Construction. The document states that the homeowner does not own, operate, maintain, or repair the equipment. The document states that the entire sewer system is owned and controlled by the Jefferson County Sewer District which in turn bills the homeowner as a traditional central sewer system.

Ed Mulkey, who resides at 9507 Bellflower Ln in the subdivision of Sandy Branch, also addressed the board with his concerns as to who is responsible for maintenance, as he has always been under the impression it was included in his sewer fees. He also made a formal request all records available that relate to Sandy Branch Subdivision, including all bills and service requests for 2019 and 2020.

Keith Heine, who resides at 9537 Bellflower Lane in the subdivision of Sandy Branch, also addressed the board. Keith Heine addressed the board with concerns about who is responsible for the individual tanks. He requested a break down of monthly cost of his monthly sewer bill. Keith Heine also inquired what were the subdivision's options, as far as outsourcing the maintenance of the sewer system (instead of homeowner or JCPSD).

District Manager Doug Bjornstad responded that the document presented is not endorsed by the Jefferson County Public Sewer District. Doug explained that our rules and regulations clearly state that the JCPSD is not responsible for the maintenance before the main. Doug stated that in the past we erroneously provided repairs and maintenance to the Sandy Branch Subdivision, and at the advice of legal counsel, JCPSD is to immediately stop providing these services as they are in contradiction to the rules and regulations of the JCPSD. A Resolution No. 20-006 is being presented to be voted on by the Board of Trustees of JCPSD that will provide the details assuring consistent and effective sewer service to Sandy Branch Estates.

**Chairperson's Report:** None

**Vice Chairperson's Report:** None

**Secretary's Report:** None

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

- Monthly Reports:** Account Balances, Profit & Loss, & Aging Report
- Authorization to pay non-recurring bills:** David Courtway made a motion to approve the payment of the non-recurring bills as presented; Wade Amsden seconded; Unanimously approved.

- ❑ **Report Approval:** Wade Amsden made a motion to approve the Financial Officer's Report; David Keeley seconded; Unanimously approved.

**District Manager's Report:** Doug Bjornstad presented his report to the board. Discussion Only.

**District Operator Report:** Jon Fribis Presented

**A. CIP Status Report:** Discussion Only

**NEW BUSINESS:**

**A. Resolution 20-006**

- i. Resolution by the District assuring consistent and effective sewer service to Sandy Branch Estates. Wade Amsden made a motion to approve Resolution No. 20-006 as presented; David Keeley seconded; Unanimously approved.

**B. Municipal Advisor – Long range debt plan:** Discussion Only

**OLD BUSINESS:**

**A. Cares Application**

- i. To date: 32 applications for \$14,169.11

**B. Weber Hill Terrace Updates – SRF Application:**

- i. Approved by CWC on 10/26
- ii. Working with SRF on completing the application.
- iii. Municipal Advisor

**C. Legislative Report:**

**D. Cooperation Agreement:**

- i. Consolidation plan complete
- ii. Resolution 20-008 Adopting Consolidation Plan

**E. Mirasol Well No. 3: Status**

- i. Building Construction and working on CT piping.

**F. Summer Set Well No. 1**

**G. Lower Big River Regionalization/USDA RD application**

- i. Application Complete
- ii. Engineering Contract approval: David Courtway made a motion to approve the Engineering Agreement Certification (RUS Bulletin 1780-26) as presented, Peter Birkes seconded; Unanimously approved.
- iii. Resolution 20-007 A Resolution authorizing and ratifying the employment of an attorney to assist in negotiating and closing a loan for the construction and operation of a water or wastewater system. Peter Birkes made a motion to approve Resolution No. 20-007 as presented; Wade Amsden seconded; Unanimously approved.

**Closed Session (per Chapter 610.021(1)(12) RSMo 2018):** Peter Birkes made a motion to go into closed session at 8:32 PM according to 610.021(1)(12), RSMo 2018; Wade Amsden seconded. Chairman Clyde Pratt called roll call vote: Clyde Pratt, Wade Amsden, Peter Birkes, David Courtway and David Keeley all voted Aye, motion approved.

**Open Session Resumed 9:00PM**

**Adjournment:** Peter Birkes made a motion to adjourn, Wade Amsden seconded. Unanimously approved. Meeting Adjourned at 9:02 pm.