

JEFFERSON COUNTY PUBLIC SEWER DISTRICT
REGULAR MEETING MINUTES
October 25th, 2017

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, October 25th, 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, Engineer Gene Fribis, Jiaman Xu and Laura Rightler representatives from CDI, Jill Malcom (Public Relations), Tracy Payne and Mike Woolard of Georgetown Manor, and Board Clerk JoAnn Thompson.

Call to Order / Roll Call: Chairman Clyde Pratt called the meeting to order at 6:02 pm., noting all board members present.

Approval of Agenda: Tom made a motion to approve the agenda as amended, tabling Approval of October 18, 2017 Minutes to November's meeting; Wade seconded; Unanimously approved.

Approval of Minutes: Tabled.

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. Discussion Only.

Engineering Report: Gene Fribis provided the Board with an overhead presentation, also passing out a printed outline for board members to follow as he detailed his findings for Weber Hill Terrace and Warren Woods. Gene Fribis detailed the cost involved, options, and stated this is a feasible project. Doug made a motion to approve paying the Fribis engineering bill, Wade seconded; Unanimously Approved.

Vice Chairman's Report: None

Secretary's Report: None

Public Relations Report: Jill Malcom presented:

- **Logo:** Logo choice "D" as presented, Doug seconded; Unanimously Approved.
- **Name:** Tom made a motion to keep the name "Jefferson County Public Sewer District", Wade seconded; Unanimously Approved.
- **Slogan:** Tom made a motion to use "Clean Water Solutions" as the current slogan, Doug seconded; Unanimously Approved.
- **Public Relation Task List (removing, delaying, amended list):** Tom made a motion to approve the Public Relations Task List as amended, Wade seconded; Unanimously Approved.

Financial Officer's Report: Connie Hargis presented :

- **Monthly Reports:** Account Balances, Budget, Profit & Loss (Review, Discussion)
- **Authorization to pay non-recurring bills:** Tom made a motion to approve authorization to pay the non-recurring bills as presented, Wade seconded; Unanimously approved.

- **Report Approval:** Tom made a motion to approve the Financial Report; Wade seconded, Unanimously approved.

OLD BUSINESS:

- **Georgetown Manor - income survey:** Tom made a motion to approve sending a letter to hire Dennis Schneider for Georgetown income survey, Wade seconded; Unanimously Approved.
- **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 :** Discussion Only.
- **Tier Two Update :** Discussion Only.
- **Brookside Parc - Construction Bids:** Discussion Only.
- **Personnel policy - Education, Ethics amendments:** Wade made a motion to approve the personnel policy amendments as presented, Doug seconded; Unanimously approved.

NEW BUSINESS:

- **Generator Proposal:** Wade made a motion to approve Southeast Services annual maintenance agreement for all generators including the load test options for \$7,676.00 (locking in the price for 3 years), Tom seconded; Unanimously Approved.
- **Master Service Agreement:** Tom made a motion to adopt proposed master service agreement, Wade seconded; Unanimously Approved.

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 8:24 pm, Doug seconded, all board members answered Aye, and motion was unanimously approved.

The open meeting resumed at 9:25 pm.

Adjournment: Wade made a motion to adjourn, Tom seconded. Unanimously approved. Meeting Adjourned at 9:25 pm.