

JEFFERSON COUNTY PUBLIC SEWER DISTRICT
REGULAR MEETING MINUTES
November 29th, 2017

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, November 29th, 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, Jiaman Xu and Laura Rightler representatives from CDI, Jill Malcom (Public Relations), 2 Citizens from Weber Hill in attendance to observe meeting (did not sign in), Attorney David Linton, and Board Clerk JoAnn Thompson.

Call to Order / Roll Call: Chairman Clyde Pratt called the meeting to order at 6:03 pm., noting all board members present except Peter Birkes was absent.

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

Approval of Minutes: Tom Ward made a motion to amend the minutes of the October 25th, 2017 meeting under Public Relations Report, the vote on the "Name" should state while keeping the legal name "Jefferson County Public Sewer District", we approve continuing the use "JeffCo Public Sewer District" for advertising and "name recognition" purposes Wade seconded; Unanimously approved. Tom Ward made a motion to approve the October 18th, 2017 meeting minutes and the October 25th, 2017 minutes as amended; Wade Amsden seconded, Unanimously approved.

Citizens to be Heard: None

Chairperson's Report: Chairman Clyde Pratt updated the Board on his discussions and meeting with City of Pevely. Chairman Clyde Pratt announced the hiring of Doug Bjornstad for the position of District Manager, leaving one seat on the board open.

District Operator Report: Jon Fribis provided the Board with his Monthly Report, reading and explaining details, repairs, and concerns. Wade Amsden made a motion to approve repairs as proposed, specifically authorizing the use of stainless steel guide rails. Tom Ward seconded; Unanimously approved. Tom Ward made a motion to approve the 3 year service contract with ECO (Jon Fribis) as amended, noting a commencement date of September 15, 2017; Wade Amsden seconded, Unanimously approved.

Engineering Report: Discussion Only.

Vice Chairman's Report: None

Secretary's Report: Wade Amsden made a motion to nominate Tom Ward as the Board Secretary, Clyde Pratt seconded; Unanimously approved.

Public Relations Report: None

Financial Officer's Report: Connie Hargis presented :

- **Monthly Reports:** Account Balances, Budget, Profit & Loss (Review, Discussion)
- **Authorization to pay non-recurring bills:** Discussion Only.
- **2017 Audit proposal:**
- **Report Approval:** Tom made a motion to approve the Financial Report; Wade seconded, Unanimously approved.

OLD BUSINESS:

- **Georgetown Manor - income survey:** Discussion Only.
- **Clyde Hamrick C6 Update:** Jiaman Xu and Laura Rightler representatives from CDI (Civil Design Inc) presented the board on the details of the progress on the Clyde Hamrick C6 new system proposed, providing a written Project Status Outline to the Board to follow presentation.
- **Rate analysis, notification timeline:** Discussion Only.
- **Cedar Hill facilities update:** Discussion Only.
- **Yorktown expansion :** Discussion Only.
- **Tier Two Update :** Discussion Only.
- **Brookside Parc - Construction Bids:** Discussion Only.
- **Weber Hill SSIA:** Discussion Only.

NEW BUSINESS:

- **ECC Support Agreement:** Wade made a motion to approve the ECC Support Agreement, annual cost of \$1,500.00; Clyde Pratt seconded; Unanimously Approved.

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 7:05 pm, Tom Ward seconded, all board members answered Aye, and motion was unanimously approved.

The open meeting resumed at 8:17 pm.

Adjournment: Wade made a motion to adjourn, Tom seconded. Unanimously approved. Meeting Adjourned at 8:18 pm.