

JEFFERSON COUNTY PUBLIC SEWER DISTRICT  
REGULAR MEETING MINUTES  
November 16<sup>th</sup>, 2022

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, November 16<sup>th</sup>, 2022, at 6:00 PM, in the Conference Room of the JCPSD offices, 4629 Yeager Rd., Hillsboro, MO 63050.

**Trustees present:** Chairman Peter Birkes, Vice Chairman Clyde Pratt and Secretary David Keeley were all present. Financial Officer Bill Eultgen was absent. There is one open seat.

**Others present:** Sewer District Manager Doug Bjornstad, Board Clerk JoAnn Thompson, and Field Operations Manager David Ricks were in attendance. Ed Sewing of Horner & Shifrin was also in attendance.

**Call to Order / Roll Call:** Chairman Peter Birkes called the meeting to order at 6:00 PM, noting we have a quorum, David Keeley, Clyde Pratt, and Peter Birkes all reported in attendance.

**Approval of Agenda:** Clyde Pratt made a motion to approve the agenda, David Keeley seconded; Unanimously approved, Motion Passed.

**Approval of Minutes - October 26<sup>th</sup>, 2022:** Clyde Pratt made a motion to approve the minutes of the October 26<sup>th</sup>, 2022 meeting; David Keeley seconded; Unanimously approved, Motion Passed

**Citizens to be Heard:** Ed Sewing of Horner & Shifrin presented to the board and reviewed with the board the options of short-term plans and long-term plans for the Jefferson County Sewer District plant locations that Horner & Shifrin are making recommendations for as well as providing updated schedules for pending projects.

**Chairperson's Report:** None

**Vice Chairperson's Report:** None

**Secretary's Report:** None

**Financial Officer's Report:**

- **Monthly Reports:** Account Balances, Profit & Loss, & Aging Report
- **Payment of the unpaid bills:** Peter Birkes made a motion to pay the unpaid bills as presented; Clyde Pratt seconded; Unanimously approved.
- **Report Approval:** Peter Birkes made a motion to approve the Financial Officer's Report as presented; David Keeley seconded; Unanimously approved.
- **Signature Cards:** Discussion Only

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

**District Operator / Field Operations Report:** Field Operations Manager David Ricks presented his report to the board. Discussion Only.

**NEW BUSINESS:**

- A. **Resolution 22-006 Approving sewer and water rates of the 2023 fiscal year. Staff recommends approval of resolution, vote required:** Peter Birkes made a motion to approve Resolution 22-006, Approving Sewer and Water Rates of the 2023 fiscal year as presented, Clyde Pratt seconded; Unanimously approved, Motion Passed.
- B. **2023 Holiday Schedule. Staff recommends approval of the 2023 Holiday Schedule. :** David Keeley made a motion to approve the 2023 Holiday Schedule as presented, Clyde Pratt seconded; Unanimously approved, Motion Passed.

## **OLD BUSINESS:**

- A. Lower Big River Regionalization/USDA RD:** Working on project design and easements.
  - i. Currently two properties have been sent final notice of easement offers.
- B. Raintree Funding:** USDA RD application pending RD Approval
  - i. Waiting on USDA
- C. Weber Hill Terrace:**
  - i. Warren Woods, grinder installation and septic tank abandonment complete this week.
  - ii. Paving of Warren Woods and punch list items.
- D. Summer Set Well No. 1:** Building is up and under roof, waiting on electrical controls.
- E. Summer Set Lagoon:** One proposal for ammonia treatment and another vendor working on a proposal.

**Closed Session pursuant to Chapter 610.021(1)(13) RSMo 2019:** Peter Birkes made a motion to go into closed session at 7:29 PM according to 610.021(1)(13) RSMo 2019; David Keeley seconded. Chairman Peter Birkes called roll call vote: Peter Birkes, Clyde Pratt, and David Keeley all voted Yea; motion approved.

## **Open Session Resumed 7:39 PM**

**Adjournment:** Peter Birkes made a motion to adjourn, Clyde Pratt seconded. Unanimously approved. Meeting Adjourned at 7:39 pm.