

JEFFERSON COUNTY PUBLIC SEWER DISTRICT
REGULAR MEETING MINUTES
March 22nd, 2023

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, March 22nd, 2023, 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, Secretary David Keeley and Financial Officer Bill Eultgen were all present. There is one open seat.

Others present: Sewer District Manager Doug Bjornstad, Board Clerk JoAnn Thompson, and Field Operations Manager David Ricks, and John Fribis of EOC were 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, Bill Eultgen and Peter Birkes all reported in attendance.

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

Approval of Minutes – February 22nd, 2023: David Keeley made a motion to approve the minutes of the February 22nd, 2023 meeting; Bill Eultgen seconded; Unanimously approved, Motion Passed.

Citizens to be Heard: None

Chairperson's Report: None

Vice Chairperson's Report: None

Secretary's Report: None

Financial Officer's Report: Financial Officer Bill Eultgen presented:

- **Monthly Reports:** Account Balances, Profit & Loss, & Aging Report
- **Payment of the unpaid bills:** Bill Eultgen made a motion to pay the unpaid bills as presented; David Keeley seconded; Unanimously approved.
- **Report Approval:** Bill Eultgen made a motion to approve the Financial Officer's Report as presented; David Keeley seconded; Unanimously approved.

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. Easement from PWSD#6 for water line across the entrance to the Lower Big River WWTF**

Staff Recommends approval of easement in exchange for a free water connection and meter setter: Peter Birkes made a motion to approve the proposed easement from PWSD#6 for water line across the entrance to the Lower Big River WWTF in exchange for a free water connection and meter setter; David Keeley seconded, Unanimously approved, Motion Passed.

B. Electric Easement for Ameren UE at the Sycamore Springs WWTF

Staff Recommends approval of easement: Peter Birkes made a motion to approve the proposed the proposed Electric Easement for Ameren UE at the Sycamore Springs WWTF; Bill Eultgen seconded, Unanimously approved, Motion Passed.

C. Resolution 23-003, A resolution of the Board of Trustees of Jefferson County Public Sewer District Directing the Execution of an Asset Purchase Agreement with the Fox Run Subdivision, Staff Recommends approval of the resolution pending final inspection of the facility:

Clyde Pratt made a motion to approve Resolution 23-003, A RESOLUTION OF THE BOARD OF TRUSTEES OF JEFFERSON COUNTY DIRECTING THE EXECUTION OF AN ASSET PURCHASE AGREEMENT WITH THE FOX RUN SUBDIVISION as presented; David Keeley seconded, Unanimously approved, Motion Passed.

OLD BUSINESS:

A. Yorktown Equipment Procurement. Price Quote from Parkson, \$38,500.00 Disc Filter

Staff recommends approving the District Manager to enter into an agreement to procure the disc filter equipment pending further evaluation by District Manager. Approval of equipment procurement would be not to exceed \$38,500. Bill Eultgen made a motion to approve the District Manager to enter into an agreement to procure the disc filter equipment not to exceed \$38,500.00 as presented; David Keeley seconded, Unanimously approved, Motion Passed.

Closed Session pursuant to Chapter 610.021(1)(2) RSMo 2019: Clyde Pratt made a motion to go into closed session at 6:48 PM according to 610.021(1)(2) RSMo 2019; David Keeley seconded. Chairman Peter Birkes called roll call vote: Peter Birkes, Clyde Pratt, Bill Eultgen and David Keeley all voted Yea; motion approved.

Open Session Resumed 7:20 PM

Adjournment: Peter Birkes made a motion to adjourn, David Keeley seconded. Unanimously approved. Meeting Adjourned at 7:20 pm.