

JEFFERSON COUNTY PUBLIC SEWER DISTRICT
REGULAR MEETING MINUTES
July 26th, 2023

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, July 26th, 2023, at 6:00 PM, in the Conference Room of the JCPSD offices, 4629 Yeager Rd., Hillsboro, MO 63050.

Trustees present: Vice Chairman Clyde Pratt, and Secretary David Keeley were present; Financial Officer Bill Eultgen attended live video feed. Chairman Peter Birkes was absent on personal business. There is one open seat.

Others present: Sewer District Manager Doug Bjornstad, Sewer District Operator David Ricks, Board Clerk JoAnn Thompson, Jon Fribis of ECO, and JCPSD Attorney Joseph Blanner attended via live video feed.

Call to Order / Roll Call: Vice Chairman Clyde Pratt called the meeting to order at 6:01 PM, noting we have a quorum, David Keeley, Clyde Pratt and Bill Eultgen all answered yes in attendance.

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

Approval of Minutes – June 28th, 2023: David Keeley made a motion to approve the minutes of the June 28th, 2023 meeting; Clyde Pratt 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
- **Financial Reports Approval and Payment of the unpaid bills:** Bill Eultgen made a motion to pay the unpaid bills as presented and to approve the Monthly Financial Reports 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. Resolution No. 23.007: A Resolution of the Jefferson County Public Sewer District Ratifying the Amendment of the Letter of Intent with the City of Festus, the City of Crystal City, and the Festus /Crystal City Sewage Commission to sell the Wastewater Treatment Plant to the Jefferson County Public Sewer District. Staff Recommends approval of the resolution. Vote Required.**

David Keeley made a motion to approve Resolution No. 23.007 as presented, Clyde Pratt seconded. Unanimously approved; Motion Passed.

- B. Ordinance No. 23.008, An Ordinance of the Jefferson County Public Sewer District approving an Intergovernmental Agreement with the Jefferson County Department of the Collector of Revenue to Add the Special Assessments to the Annual Tax Bill for Each Property within the Boundary of any Sanitary Sewer Improvement Area, Withhold Two Percent (2%) for the Cost of Administering the Collection, and Reimburse the District the amount of the Assessment Collected Minus the Administration Cost. Staff Recommends approval of the ordinance. Vote Required.**

Bill Eultgen made a motion to approve Ordinance No. 23.008 as presented, David Keeley seconded. Unanimously approved; Motion Passed.

- C. Resolution No. 23-009, A Resolution of the Jefferson County Public Sewer District To Establish a Procedure to Disclose Potential Conflicts of Interest and Substantial Interests for Certain Officials. Staff Recommends approval of the resolution. Vote Required.**

Bill Eultgen made a motion to approve Resolution No. 23.009 as presented, David Keeley seconded. Unanimously approved; Motion Passed.

OLD BUSINESS:

- A. None.**

Closed Session pursuant to Chapter 610.021(1)(2)(15) RSMo January 2023: David Keeley made a motion to go into closed session at 6:21 PM, according to 610.021(1) legal action, 610.021(2) Leasing, purchase or sale of real estate, 610.021(15) Meetings and public records relating to scientific and technological innovations in which the owner has proprietary interest; Clyde Pratt seconded. Vice Chairman Clyde Pratt called roll call vote: Clyde Pratt, Bill Eultgen and David Keeley all voted Yea; motion approved.

Open Session Resumed 6:52 PM

Adjournment: David Keeley made a motion to adjourn, Clyde Pratt seconded. Unanimously approved. Meeting Adjourned at 6:52 pm.