

JEFFERSON COUNTY PUBLIC SEWER DISTRICT
REGULAR MEETING MINUTES
January 22nd, 2025

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, January 22nd, 2025, 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, Chairman Peter Birkes attended virtually. There are two open seats.

Others present: Sewer District Manager Doug Bjornstad, and Board Clerk JoAnn Thompson.

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

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

Approval of Minutes – December 18th, 2024: David Keeley made a motion to approve the minutes of the December 18th, 2024 meeting; Peter Birkes seconded; Unanimously approved, Motion Passed.

Citizens to be Heard: None

Chairperson's Report: None

Secretary's Report: None

Financial Officer's Report:

- **Monthly Reports:** Account Balances, Profit & Loss, & Aging Report
- **Financial Reports Approval and Payment of the unpaid bills:** Peter Birkes made a motion to pay the unpaid bills as presented and to approve the Monthly Financial Reports as presented; David Keeley seconded; Unanimously approved, Motion Passed.

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

District Operator / Field Operations Report: None.

NEW BUSINESS:

- A. Festus – Crystal City Influent Pump proposal. Staff recommend approval of quote from Vandeventer for a 45hp Flygt pump for \$85,730.00. Vote Required.** David Keeley made a motion to approve the quote of \$85,730.00 from Vandeventer for a 45hp Flygt pump. Clyde Pratt seconded; Unanimously approved, Motion Passed.
- B. Employee Policy. Staff recommends updating the policy on drug testing. Vote Required.** Clyde Pratt made a motion to approve updating the Jefferson County Sewer District policy on drug testing. David Keeley seconded; Unanimously approved, Motion Passed.

- C. Crown Plastic Sewer Extension: Staff recommends authorizing the District Manager to submit applications and execute agreements to effectuate the sewer main extension along Airport Rd. to connect Crown Plastics. Project cost not to exceed \$116,813.00.** David Keeley made a motion to authorize the Jefferson County Sewer District Manager to submit applications and execute agreements to effectuate the sewer main extension along Airport Rd. to connect Crown Plastics, not to exceed \$116,813.00. Clyde Pratt seconded; Unanimously approved, Motion Passed.
- D. Work truck for District employee: Staff recommends authorizing District Manager to purchase a District vehicle, cost not to exceed \$70,000.00.** David Keeley made a motion to authorize the Jefferson County Sewer District Manager to purchase a vehicle/truck for the District, not to exceed \$70,000.00. Peter Birkes seconded; Unanimously approved, Motion Passed.

OLD BUSINESS:

- A. LBR Regionalization Project Update**
- i. Increased budget sent to USDA RD for State approval and National level approval.
- B. Wildwood Lakes WWTF: Staff recommends authorizing the Chairman to enter into an Asset Purchase Agreement for the wastewater treatment facility, collection system and water distribution system.** Clyde Pratt made a motion to authorize the Jefferson County Sewer District Chairman to enter into an Asset Purchase Agreement with Wildwood Lakes for the wastewater treatment facility, collection system and water distribution system. David Keeley seconded; Unanimously approved, Motion Passed.

Closed Session pursuant to Chapter 610.021(1)(2)(15) RSMo January 2023: David Keeley made a motion to go into closed session at 6:18 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; Peter Birkes seconded. Chairman Peter Birkes called roll call vote: Peter Birkes, Clyde Pratt, and David Keeley all voted Yea; motion approved.

Open Session Resumed 6:22 PM

Adjournment: David Keeley made a motion to adjourn, Clyde Pratt seconded. Unanimously approved. Meeting Adjourned at 6:23 pm.