

JEFFERSON COUNTY PUBLIC SEWER DISTRICT
REGULAR MEETING MINUTES
April 29th 2025

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Tuesday, April 19th, 2025, at 3:00 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 Richard Williams were present. There is one open seat.

Others present: Sewer District Manager Doug Bjornstad, and Board Clerk JoAnn Thompson, Senior Engineering Assistant Christofer Norwood, Office Manager Stacy Ems, Sewer District Bond Council Attorney Sean Flynn. Also attendance was Landon Boehm the Municipal Advisor from Baird Financial, as well as Whittney Watts and Jason Hartkey of USDA.

Call to Order / Roll Call: Chairman Peter Birkes called the meeting to order at 3:00 PM, noting we have a quorum, Peter Birkes, Clyde Pratt, David Keeley and Richard Williams 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 – March 19th, 2025: David Keeley made a motion to approve the minutes of the March 19th, 2025 meeting; Richard Williams 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:** David Keeley made a motion to pay the unpaid bills as presented and to approve the Monthly Financial Reports as presented; Clyde Pratt 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. **Resolution 25-003: A RESOLUTION OF THE JEFFERSON COUNTY SEWER DISTRICT, APPROVING AND AUTHORIZING AN ADVANCE AGREEMENT BY AND BETWEEN THE SEWER DISTRICT AND THE MISSOURI PUBLIC UTILITIES COMMISSION, Staff recommends approval of the resolution, vote required.** David Keeley made a motion to approve Resolution 25-003 as presented, Clyde Pratt seconded; Unanimously approved, Motion Passed.

- B. Resolution 25-004: A RESOLUTION AUTHORIZING THE ISSUANCE OF SEWERAGE SYSTEM REVENUE BONDS, SERIES A AND SERIES B, OF THE JEFFERSON COUNTY PUBLIC SEWER DISTRICT; PRESCRIBING THE FORM AND DETAILS OF SAID BONDS AND THE COVENANTS AND AGREEMENTS TO PROVIDE FOR THE PAYMENT AND SECURITY THEROF; AND AUTHORIZING CERTAIN ACTIONS AND DOCUMENTS AND PRESCRIBING OTHER MATTERS RELATING THERTO, Staff recommends approval of the resolution, vote required.** David Keeley made a motion to approve Resolution 25-004 as presented, Richard Williams seconded; Unanimously approved, Motion Passed.
- C. Resolution 25-005: A RESOLUTION AMENDING RESOLUTION AUTHORIZING THE ISSUANCE OF SEWERAGE SYSTEM REVENUE BONDS, SERIES 2022C, OF THE JEFFERSON COUNTY PUBLIC SEWER DISTRICT; PRESCRIBING THE COVENANTS AND AGREEMENTS TO PROVIDE FOR THE PAYMENT AND SECURITY THEROF; AND AUTHORIZING CERTAIN ACTIONS AND DOCUMENTS AND PRESCRIBING OTHER MATTERS RELATING THERTO, Staff recommends approval of the resolution, vote required.** David Keeley made a motion to approve Resolution 25-005 as presented, Clyde Pratt seconded; Unanimously approved, Motion Passed.
- D. Resolution 25-006: A RESOLUTION AMENDING RESOLUTION AUTHORIZING THE ISSUANCE OF SEWERAGE SYSTEM REVENUE BONDS, SERIES 2023, OF THE JEFFERSON COUNTY PUBLIC SEWER DISTRICT; PRESCRIBING THE COVENANTS AND AGREEMENTS TO PROVIDE FOR THE PAYMENT AND SECURITY THEROF; AND AUTHORIZING CERTAIN ACTIONS AND DOCUMENTS AND PRESCRIBING OTHER MATTERS RELATING THERTO, Staff recommends approval of the resolution, vote required.** Clyde Pratt made a motion to approve Resolution 25-006 as presented, Richard Williams seconded; Unanimously approved, Motion Passed.
- E. Resolution 25-007: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE JEFFERSON COUNTY PUBLIC SEWER DISTRICT AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS PUBLIC SEWER DISTRICT FACILITY TO SERVICE AN AREA LAWFULLY WITHIN IT'S JURISDICTION TO SERVE. \$9,600,000.00.** Clyde Pratt made a motion to approve Resolution 25-007 as presented, David Keeley seconded; Unanimously approved, Motion Passed.
- F. Resolution 25-008: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE JEFFERSON COUNTY PUBLIC SEWER DISTRICT AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS PUBLIC SEWER DISTRICT FACILITY TO SERVICE AN AREA LAWFULLY WITHIN IT'S JURISDICTION TO SERVE. \$9,900,000.00.** David Keeley made a motion to approve Resolution 25-008 as presented, Richard Williams seconded; Unanimously approved, Motion Passed.
- G. Supplemental Financing Discussion:** Landon Boehm Presented. Discussion Only.
- H. Leak Detection Equipment: District Staff worked to find leaks in the Raintree Water Distribution system and further investigations will require advanced leak detection equipment. Staff requests approval to purchase combined correlators and leak listening equipment for a not to exceed cost of \$25,000.00. Vote Required.** Clyde Pratt made a motion to approve the purchase of advanced leak detection equipment not to exceed the cost of \$25,000.00 as requested; Richard Williams seconded; Unanimously approved, Motion Passed.

OLD BUSINESS:

A. None

Closed Session pursuant to Chapter 610.021(1)(2)(15) RSMo January 2023: Peter Birkes made a motion to go into closed session at 3:51 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; David Keeley seconded. Chairman Peter Birkes called roll call vote: Peter Birkes, Clyde Pratt, Richard Williams and David Keeley all voted Yea; motion approved.

Open Session Resumed 3:58 PM

Adjournment: David Keeley made a motion to adjourn, Clyde Pratt seconded. Unanimously approved. Meeting Adjourned at 3:58 pm.