

JEFFERSON COUNTY PUBLIC SEWER DISTRICT
REGULAR MEETING MINUTES
May 29th, 2025

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, May 28th, 2025, 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 Richard Williams were present. There is one open seat.

Others present: Sewer District Manager Doug Bjornstad, and Board Clerk JoAnn Thompson, Field Operations Manager David Ricks, Office Manager Stacy Ems,

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

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

Approval of Minutes – April 29th, 2025: David Keeley made a motion to approve the minutes of the April 29th, 2025 meeting; Clyde Pratt 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.
- **Draft 2024 Audit Review. Please note that Rob will not be available at the next regular scheduled board meeting. Staff recommends rescheduling or adding a special meeting to present the audit.** Discussion Only.

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

District Operator / Field Operations Report: None.

NEW BUSINESS:

- A. **Resolution 25-009: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE JEFFERSON COUNTY PUBLIC SEWER DISTRICT AWARDING A BID AND SERVICES TO THE LOWEST AND BEST BIDDERS AS REFLECTED IN THE RESPONSES TO BIDS FOR THE LOWER BIG RIVER REGIONALIZATION PROJECT – WASTEWATER TREATMENT PLANT IMPROVEMENTS AND AUTHORIZING THE DISTRICT MANAGER TO EXECUTE ANY NECESSARY**

AGREEMENT OR CONTRACT TO EFFECTUATE THE AWARD OF THE BIDS AND PROPOSALS. Vote required. David Keeley made a motion to approve Resolution 25-009 as presented, Clyde Pratt seconded; Unanimously approved, Motion Passed.

B. Resolution 25-010: A RESOLUTION OF THE BOARD OF TRUSTEES OF THE JEFFERSON COUNTY PUBLIC SEWER DISTRICT AUTHORIZING THE DISTRICT MANAGER TO EXECUTE CHANGE ORDER NUMBER 1 FOR THE LOWER BIG RIVER REGIONALIZATION PROJECT – COLLECTION SYSTEM. Vote required. David Keeley made a motion to approve Resolution 25-010 as presented, Clyde Pratt 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 6:31 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. Chairman Peter Birkes called roll call vote: Peter Birkes, Clyde Pratt, Richard Williams and David Keeley all voted Yea; motion approved.

Open Session Resumed 6:41 PM

Adjournment: David Keeley made a motion to adjourn, Clyde Pratt seconded. Unanimously approved. Meeting Adjourned at 6:41 pm.