

JEFFERSON COUNTY PUBLIC SEWER DISTRICT
REGULAR MEETING MINUTES
June 25th, 2025

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, June 25th, 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, 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: Clyde Pratt made a motion to approve the agenda, David Keeley seconded; Unanimously approved, Motion Passed.

Approval of Minutes – May 28th, 2025: David Keeley made a motion to approve the minutes of the May 28th, 2025 meeting; Clyde Pratt seconded; Unanimously approved, Motion Passed.

Citizens to be Heard: Greg Kornuta is in attendance to be considered and voted in for the open seat on the Board of Trustees.

Chairperson's Report: Greg Kornuta appointment to the Board of Trustees. Vote Required. Clyde Pratt made a motion to nominate Greg Kornuta for the open seat on the Board of Trustees of the Jefferson County Public Sewer District; David Keeley seconded; Unanimously approved, Motion Passed. Greg Kornuta is now on the Board of Trustees and will be participating as such.

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:** Richard Williams 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.
- **2024 Audit Review. Staff recommends approval the audit, vote required.** David Keeley made a motion to approve the 2024 Audit Review; Richard Williams 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 25-011: A RESOLUTION APPROPRIATING REVENUES OF THE WATER SYSTEM TO PAY CERTAIN EXPENSES RELATED TO THE SEWER SYSTEM. Staff recommends approval, vote required.** David Keeley made a motion to approve Resolution 25-011 as presented, Clyde Pratt seconded; Unanimously approved, Motion Passed.
- B. Billing Policy statement: Staff recommends approval, vote required.** Richard Williams made a motion to approve the Billing Policy Statement as presented; Clyde Pratt seconded; Peter Birkes voted No. Richard Williams, Clyde Pratt, David Keeley and Greg Kornuta voted Yes. Majority approved, Motion Passed.
- C. Development Agreement with Lorenzo LLC., Staff recommends approval, vote required.** Clyde Pratt made a motion to approve the Development Agreement with Lorenzo LLC as presented, Greg Kornuta seconded; Unanimously approved, Motion Passed.
- D. Water Shut Off Agreement with Public Water Supply District No. 12. Staff recommends approval, vote required.** David Keeley made a motion to approve the Water Shut Off Agreement with Public Water Supply District No. 12 as presented, Richard Williams seconded; Unanimously approved, Motion Passed.

OLD BUSINESS:

- A. None**

Adjournment: David Keeley made a motion to adjourn, Clyde Pratt seconded. Unanimously approved. Meeting Adjourned at 6:19 pm.