

JEFFERSON COUNTY PUBLIC SEWER DISTRICT
REGULAR MEETING MINUTES
November 19th, 2025

A regular meeting of the Jefferson County Public Sewer District (JCPSD) was held on Wednesday, November 19th, 2025, at 6:00 PM, in the Conference Room of the JCPSD offices, 4629 Yeager Rd., Hillsboro, MO 63050.

Trustees present: Chairman Clyde Pratt, Secretary David Keeley, Financial Officer Richard Williams and Greg Kornuta were present. There is one open seat.

Others present: Sewer District Manager Doug Bjornstad, Board Clerk JoAnn Thompson and Office Manager Stacy Ems were present.

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

Approval of Agenda: David Keeley made a motion to amend the agenda, adding The Festus Rate Study to New Business as Item C., Greg Kornuta seconded; Unanimously approved, Motion Passed. David Keeley made a motion to approve the agenda as amended, Greg Kornuta seconded; Unanimously approved, Motion Passed.

Approval of Minutes – October 22nd, 2025: David Keeley made a motion to approve the minutes of the October 22nd, 2025 meeting; Richard Williams seconded; Unanimously approved, Motion Passed.

Citizens to be Heard: None

Chairperson's Report: Clyde Pratt stated that the December 2025 meeting will be held one week early on December 17, 2025 due to the holiday on the regular scheduled time. No Vote Required.

Vice Chairperson's Report: None

Secretary's Report: None

Financial Officer's Report:

- **Financial Reports: Account Balances, Profit & Loss, Aging Report, and approval to pay the unpaid bills:** David Keeley made a motion to approve the Financial Reports as presented; Greg Kornuta seconded; Unanimously approved, Motion Passed.
- **Auditor's Financial Statement Audit Risk Communication:** Discussion Only.
- **2026 Budget Review:** David Keeley made a motion to approve the 2026 Budget Review as presented; Greg Kornuta 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. 2026 Holiday Schedule. Staff recommends approval, vote required.** David Keeley made a motion to approve the 2026 Holiday Schedule as presented, Greg Kornuta seconded; Unanimously approved, Motion passed.
- B. Resolution 25-018: A RESOLUTION OF THE BOARD OF TRUSTEES OF JEFFERSON COUNTY PUBLIC SEWER DISTRICT AWARDING SERVICES TO THE BEST AND MOST RESPONSIVE CONTRACTOR FOR THE LOWER BIG RIVER REGIONALIZATION PROJECT – WASTEWATER TREATMENT FACILITY ELECTRICAL CONTROLS BUILDING AUTHORIZING THE DISTRICT MANAGER TO EXECUTE ANY NECESSARY AGREEMENTS OR CONTRACTS TO EFFECTUATE THE AWARD OF THE BIDS AND PROPOSALS. Staff recommends approval, vote required.** David Keeley made a motion to approve Resolution 25-018 as presented, Greg Kornuta seconded; Unanimously approved, Motion passed.
- C. Festus Rate Study. Staff recommends approval, vote required.** David Keeley made a motion to approve the Festus Rate Study as presented, Greg Kornuta seconded; Unanimously approved, Motion passed.

OLD BUSINESS:

- A. None**

Closed Session pursuant to Chapter 610.021(1) RSMo January 2023: David Keeley made a motion to go into closed session at 6:17 PM, according to 610.021(1) Legal action; Greg Kornuta seconded. Chairman Clyde Pratt called roll call vote: Clyde Pratt, Richard Williams, David Keeley and Greg Kornuta all voted Yea; motion approved.

Open Session Resumed 6:31 PM

Adjournment: David Keeley made a motion to adjourn, Greg Kornuta seconded. Unanimously approved. Meeting Adjourned at 6:32 pm.