

Cape Girardeau County Reorganized Common Sewer District  
Board Meeting Minutes – July 28, 2015

**I. Call to Order**

Betty Brooks, Secretary, called the meeting to order on July 28, 2015, at 6:30pm at District Office at 113 W. Main Street, Suite 6, in Jackson, MO. Other board members present Beth Bollinger, Mike Matthews, and Drenna Shive. Absent was Joe Tousignant. Ms. Brooks declared a quorum was present. Ms. Brooks welcomed Mr. Matthews who was reappointed to a five year term to the Board of Directors effective 07/01/2015 to 07/01/2020.

**II. Reports**

A. **Secretary:** The minutes from the previous meeting held 06/16/15 were approved as presented.

B. **Treasurer:** Ms. Bollinger, treasurer pro-tem, reported a balance of \$3805.43 on 06/30/2015 with an income of \$12,985.04 and expenses of \$9,179.61. The balance on this day, 07/28/15, was \$7328.64. Additional reports were reviewed. She also reported the new rate increases are going into effect. Discussion was held.

**Recommendations/Actions:** The treasurer's report was approved as presented.

**C. Engineering Update:**

1. **Facility Transfers:**

a. **Tamarac Estates:** No new information.

b. **Clark & Sons:** Ms. Brooks reported that Mr. Strickland received the executed Transfer Agreement and Bill of Sale for the system from Clark & Sons Excavating, LLC; Davis & Davis Tool, LLC; Wray Properties, LLC; and B & R Developers, LLC; and he has submitted the DNR Permit Termination on their behalf. Signatures from Joe Tousignant and Betty Brooks are pending on the Agreement.

2. **PER/Sewer Project:** No new information.

3. **District Annexation:** Ms. Brooks reported that Mr. Strickland received annexation petitions with signatures from Sebaugh Acres and Oak Creek. He reported Twin Oaks did not submit a petition and said their homeowners were not interested in joining the District at this time. She said attorney Scott Robbins has asked the Board to consider voting to accept the petitions received and authorize him to file the petition with the court to allow the annexation to occur.

4. **Facility Updates:**

a. **Arbor Trails:** No new information.

b. **Cedar Meadows:** No new information.

c. **Essex Place:** No new information.

d. **Forest Meadows:** No new information.

e. **Homestead Place:** No new information.

- f. Major Custom Cable: Mowing is being done by Ken Berry.
- g. Pleasant Lake Estates: Broken air line was repaired; sludge was removed.
- h. Saxony High School: Sewer pumps were repaired; sludge was removed.
- i. Spring Lake Estates: Mike Riney will spray with weeds around the lagoon cells with the appropriate product as directed by Joe Tousignant.
- j. Sun Valley Estates: No new information
- k. Westbridge Place: No new information

Mike Matthews reviewed the repairs and maintenance work done. Discussion was held.  
**Recommendations/Actions:** Follow up at the next meeting.

#### IV. Old Business

- A. **Bylaws/Rules and Regulations Revisions:** No new information.  
**Recommendations/Actions:** Follow up at the next meeting.
- B. **District Annexation:** Discussion was held regarding the request from Sebaugh Acres and Oak Creek to be annexed into the District.  
**Recommendations/Actions:** Additional information regarding the costs of the upgrades needed to the wastewater facility at Sebaugh Acres was requested before voting on annexation of the subdivisions into the District. Ms. Brooks will contact Brian Strickland for the information and report at the next meeting for further discussion and a possible vote.

#### V. New Business

- A. **Election of Officers:** Election of officers were held as follows - Joe Tousignant, Chairperson; Drenna Shive, Vice Chairperson; Betty Brooks, Secretary; Beth Bollinger, Treasurer; and Mike Matthews, Board Member at Large. Ms. Shive will also manage the District website and Mr. Matthews will also oversee the project repairs/maintenance with Brian Strickland.
- B. **PayPal Payments:** Ms. Bollinger inquired about the possibility of accepting PayPal payments from customers on our website. Discussion was held about liability issues as MOPERM does not exclude Cyber Liability in our general liability policy,  
**Recommendations/Actions:** Ms. Bollinger will contact attorney Mr. Robbins for clarification on the liability with PayPal on our website.
- C. **Cape Regional Credit Union:** Ms. Bollinger presented a letter received from the Cape Regional Credit Union regarding their monthly payments and a previous agreement with Major Custom Cable. Discussion was held.  
**Recommendations/Actions:** Ms. Bollinger will contact attorney Mr. Robbins for his review and response to the Credit Union.

**VI. Announcements**

The next regular monthly meeting will be held on **Tuesday, August 18, 2015** at 6:30pm at the District office at 113 W. Main Street, Suite 6, Jackson, MO 63755.

**VII. Adjournment:** Being no further business, the meeting adjourned at 7:15pm.

Respectfully submitted,

Betty Brooks, Secretary