

1. **Call to Order**

Joe Tousignant, president, called the Board Meeting to order on February 14, 2023 at 6:40 pm at the district's office. Board members present were Betty Brooks, Tommy Halford, and Shannon Hardy. Absent was Brian Atchison. Present also were Juanita Cothorn, office clerk, and Jenny Macke, accountant/treasurer. Mr. Tousignant declared a quorum was present.

2. **Public Comments re: Agenda Items:** None.

3. **Reports**

A. **Engineering Update:**

1. **Fruitland Wastewater Collection and Treatment Plant:** Mr. Tousignant reported Carstensen's is working to complete the remaining connections. Discussion was held.

Recommendations/Actions: Follow up at next meeting.

2. **DNR Permit Renewals:** No new information.

Recommendations/Actions: Follow up at the next meeting.

3. **Facility Updates:** No new information. The following facilities are connected to the Fruitland Waste Water Treatment Facility: Arbor Trails, Essex Place, Forest Meadows, Homestead Place, Major Custom Cable, Pleasant Lake Estates, Saxony High School, Spring Lake Estates, Sun Valley, Westbridge Place, Mulberry Acres, and Midwest Energy. The Red Barn facility is awaiting DNR permit closure. The remaining seven (7) satellite facilities are as follows:

a. Cedar Meadows: WWTF good

b. Bella Vista Estates: WWTF (wastewater treatment facility) good

c. Oak Creek Estates: WWTF good; fencing, blowers, UV upgrades being discussed.

d. Saddlebrooke Ridge: WWTF good; need to replace 4 pumps; will move pumps from Homestead and Jackson Machine.

e. Seabaugh Acres: WWTF good

f. Tamarac Estates: WWTF good; reduced flow because Sun Valley and part of Tamarac direct to Fruitland WWTF; connecting to Fruitland WWTF in February 2023.

g. Twin Oaks: WWTF good.

Recommendations/Actions: Follow up at the next meeting.

4. **Project Reports:** No new information.

a. Cedar Meadows, Oak Creek, Seabaugh Acres monitoring systems received; installations pending.

b. Oak Creek fencing, blows, and UV planned.

c. Additional grinder pumps are being installed as needed.

d. The construction plans are being submitted for Phase I of Kinder Farms.

Recommendations/Actions: Follow up next meeting.

5. **Facility Transfers:** No new information.

Recommendations/Actions: Follow up at the next meeting.

6. **Upcoming Items:** No new information.

Recommendations/Actions: Follow up next meeting.

B. President's Report: Mr. Tousignant reported he has remained busy with phone calls, emails, and contact with customers, Carstensen's, Strickland Engineering, and others regarding the Fruitland Waste Water Treatment Facility and other related business.

C. Secretary's Report: The minutes from the previous regular Board meeting 01/10/2023 and the closed Board meeting minutes of December 19, 2022 and January 10, 2023 were reviewed. Discussion was held.

Recommendations/Actions: It was moved, seconded, and approved unanimously to approve the regular Board meeting minutes of 01/10/2023 and the closed Board meeting minutes of December 19, 2022 and January 10, 2023.

D. Treasurer's Report: Ms. Macke presented the following:

1. Bills and checks report through 02/28/2023, and the Balance Sheet, the Profit/Loss and Profit/Loss Budget vs. Actual reports, and Expenses by Class reports for 01/31/2023.
2. Presented the Payroll Report through 02/17/2023.
Discussion was held.

Recommendations/Actions:

1. It was moved, seconded, and approved unanimously to approve the Payroll Report through 02/17/2023 and the Bills/Checks Report through 02/28/2023. See attached reports.
2. Invoices/bills/adjustments were reviewed and signed by Joe Tousignant, President.

E. Clerk's Report:

1. Mrs. Cothorn reported there were 139 potential shut-offs on 01/24/2023. Five (5) were turned off on 02/06/2023 with delays due to inclement weather. Three (3) remain off in PWSD #1 and two (2) were turned back on in PWSD #2 with payments.
2. Penalties for 160 customers with late fees on 01/18/2023 totaled a total of \$1,312.99.
3. Total current customers are 1623 with 18 new customers and 8 customers moved out of the district.
4. The office will be closed on 02/20/2023 due to the holiday.
Discussion was held.

Recommendations/Actions: It was moved, seconded, and approved unanimously to approve to clerk's report.

F. Mowing Report: No new information regarding the district's mowing contracts for the 2023 season for facilities and pump station sites. Discussion was held.

Recommendations/Actions: Follow up at the next meeting.

4. Old Business

A. Liability Insurance Renewal: Ms. Macke reported the renewal was paid online today, 02/14/2023. Mr. Tousignant reported he is working with Brian Strickland to provide the additional information requested by MOPERM. Discussion was held.

Recommendations/Actions: Follow up next meeting.

B. Rate Policy Update: Mr. Tousignant presented an updated Rates and Fee Schedule with proposed additions and changes. Discussion was held.

Recommendations/Actions: It was moved, seconded, and approved unanimously to approve the proposed Rates and Fee Schedule to take effect on 02/15/2023.

5. New Business

A. **Construction Pay Request:** Mr. Strickland presented Payment Request Estimate of Funds #28 for 02/01/2023 for a total of \$64,664.61 with the invoice from Carstensen Constructing. Discussion was held.

Recommendations/Actions: It was moved, seconded, and approved unanimously to approve the Payment Request Estimate of Funds #28 for 02/01/2023 for a total of \$64,664.61 with the invoice from Carstensen Constructing.

6.Public Comments for Items Not on Agenda: None.

7.Closed Session for Legal Matters, Real Estates Issues, Personnel Business: None.

8.Next regular District Board meeting: It will be held **Tuesday, March 14, 2023** at 6:30pm in the district office building at 3054 State Hwy FF, Jackson, MO 63755.

9.Adjournment: Being no further business, the regular meeting adjourned at 7:55pm.

Respectfully submitted,

Betty Brooks, Board Secretary

Attachments: Payroll Report through 02/17/2023
Bills/Checks Report through 02/28/2023