

1. **Call to Order**

Brad Noel, president, called the regular board meeting to order on April 9, 2026 at 6:30 pm at the District office. Other board members present were Betty Brooks, Tammy Crites, Rebecca Fielder, and David Petot. Present also were Juanita Cothorn, administrative office manager; Judy Diebold, office clerk; Kelly O'Dell, treasurer; and Brian Strickland, engineer. Mr. Noel declared a quorum was present.

2. **Approval of Agenda:** It was recommended to add Metro Ag Contract Renewal and Blower Maintenance Quote to New Business.

Recommendations/Actions: It was moved, seconded, and approved unanimously to add Metro Ag Contract Renewal and Blower Maintenance Quote to New Business.

3. **Introduction of Guests:** Guest present was Matt Bowyer, mowing contractor, and Kathy McCuan, customer.

4. **Public Comments re: Agenda and Non-Agenda Items:**

A. Ms. McCuan requested an adjustment to her sewer bill due to payment of repairs to their sewer line that was damaged during construction of the District's lines. PWSD #1 confirmed the leak which was initially repaired, but then leaked again and required additional repair. Discussion was held.

Recommendations/Actions: It was moved, seconded, and approved unanimously to approve a credit of \$345 on Ms. McCuan's future District bills.

B. Mr. Bowyer's mowing contract for 2026 was reviewed with the addition of the Kinder Farms facility once per month. Discussion was held.

Recommendations/Actions: It was moved, seconded, and approved unanimously to approve Mr. Boyer's mowing contract for 2026 with the addition of the Kinder Farms facility once per month.

5. **Reports**

A. **Secretary's Report:** The minutes from the regular Board meeting 03/10/2026 were reviewed. Discussion was held.

Recommendations/Actions: It was moved, seconded, and approved unanimously to approve the minutes of 03/10/2026 as printed.

B. **Treasurer's Report:** Ms. O'Dell presented the following information, including:

- 1) Monthly Bank Balance Reports for March 2026
 - 2) Checks issued March 11, 2026 to April 9, 2026
 - 3) Payroll Journal Report March 7, 2026 to April 3, 2026
 - 4) Bank Reconciliations for Chase and Bank of Missouri accounts for March 2026.
 - 5) Reconciliation pending for accounts of General Checking and Service Deposit for February and March 2026.
 - 5) Adjustments for January through March 2026: pending.
 - 6) Provided corrected information for the MEM Workers Comp Audit.
 - 7) Confirmed invoice from Core & Main for 03/18/2026.
 - 8) Requested approval for Strickland Engineering bills on 03/01/2026 invoice.
 - 9) MOPERM bill pending information re: payment/bill for Kelli James' property damage.
- Ms. O'Dell reported due to continued issues with CUSI, the bank account reconciliations and adjustments are pending further review. Discussion was held.

Recommendations/Actions:

- 1) It was moved, seconded, and approved unanimously to accept the March 2026 Checks Report and the Payroll Journal Report from 03/07/2026 to 04/09/2026, pending the final audit.
- 2) Ms. Cothorn will continue to contact CUSI representatives for assistance with the related issues.
- 3) Mr. Strickland provided confirmation for the charge of 12/31/2025 and removed the charge of 02/18/2026.
- 4) Ms. Brooks will contact MOPERM to confirm payment/bill on the James' property damage.

C. President's Report: Mr. Noel reported -

- 1) The remaining facility mowing contracts have been updated; Mr. King's contract is pending insurance confirmation.
- 2) Proposed a Project Status Report to help clarify who gets billed for what services on projects.
- 3) Proposed customers/builders needing connection for new service/address to come to the office to complete the necessary paperwork, followed by the inspection, and then billing will begin.

Discussion was held.

Recommendations/Actions: Mr. Noel will work with Ms. Cothorn on the Project Status Report and procedure for connections to new services/addresses.

D. Clerk's Report: Ms. Cothorn presented the report for March 2026, including:

- 1) There were no new shut offs in PWSD #1 and none in PWSD #2 on 04/06/2026.
- 2) Late fee penalties – none due to office manager illness.
- 3) There were six (6) new locations. Total customers: 1705.
- 4) Account adjustment with rationale for March 2026 was given.
- 5) Corrections made to the website to make it compliant with ADA.

Discussion was held.

Recommendations/Actions: It was moved, seconded, and approved unanimously to approve the adjustment report for March 2026. Ms. Cothorn will train Ms. Diebold to do late fee penalties and other duties in her absence.

E. Engineer's Report: Mr. Strickland reported –

- 1) Main line flushing completed in Spring Lake Estates; roots were removed in one section.
- 2) Ammonia reports due for Bella Vista and Seabaugh Acres by August 2026.
- 3) Dowd is getting ready to bore under Hwy 72 for sewer service to apartment buildings.
- 4) Rhodes Convenience Store at Hwy 72/34 has requested connection.
- 5) Twin Oaks facility's septic tank has been cleaned out with new screen installed and new media added. He has talked with DNR re: plans to add capacity to the facility which is projected by fall of 2026.
- 6) The Adkisson's property has been cleaned from previous overflow.
- 7) Compliance letters from DNR for Oak Creek, Twin Oaks, and Seabaugh Acres – he will provide appropriate responses.

6. Old Business

A. Computer, Software, Server Update Quotes: The quote from Broadtek for a total of \$22,881.89 was reviewed. Questions were raised as to whether all the services are needed. Discussion was held.

Recommendations/Actions: Ms. Cothorn will contact Broadtek re: questions about the need for all the products/services.

B. **Drop Box Quotes:** Ms. Cothorn presented information about replacement drop box at the entrance to the District facility as the current one leaks and needs to be larger. Discussion was held.

Recommendations/Actions: Ms. Cothorn will review additional options for a replacement drop box. Mr. Strickland will also provide possible options.

C. **Mowing Contracts:** See President’s report.

D. **Twin Oaks Upgrade:** See Engineer’s report.

7. **New Business -**

A. **Metro Ag Contract Renewal:** Mr. Strickland presented the Metro Ag 2-year Contract Renewal for facility waste removal and agricultural land application at \$0.08 per gallon. Discussion was held.

Recommendations/Actions: It was moved, seconded, and approved unanimously to approve the Metro Ag 2-year Contract Renewal effective until 04/06/2028.

B. **Blower Maintenance Quote:** Mr. Noel presented the quote from Aerzen for the facility’s blower Maintenance for \$6,076.80. Discussion was held.

Recommendations/Actions: It was moved, seconded, and approved unanimously to approve the Aerzen blow maintenance quote for \$6,076.80.

8. **Closed Session for Legal Matters, Real Estates Issues, Personnel Business:** It was moved, seconded, and approved to move to closed session to discuss: Section 610.021(2) - Leasing, purchase, and Section 610.021(3)-Hiring, firing, or promoting an employee or when personnel information about the employee is discussed or recorded.

Votes: “Aye” Brad Noel, Tammy Crites, Rebecca Fielder, Betty Brooks, and David Petot;
“Nay” – none.

9. **Next regular District Board meeting:** It will be held **Tuesday, May 5, 2026** at 6:30pm in the District office building at 3054 State Hwy FF, Jackson, MO 63755. The meeting was rescheduled to 05/05/2026 due to schedule conflicts.

10. **Adjournment:** It was moved, seconded, and approved to adjourn the meeting at 8:30pm with “Aye” votes from Mr. Noel, Mr. Petot, Ms. Fielder, and Ms. Brooks; “Nay” - none.

Respectfully submitted,

Betty Brooks, Board Secretary

Attachments: Checks issued March 11, 2026 to April 9, 2026
Payroll Journal Report March 7, 2026 to April 3, 2026