

Public Water Supply District #2 of St. Charles County, Missouri
Minutes of the July 13, 2016 Regular Board Meeting

Denis Raab, President

John Cook, Vice President

Jim Inghram, Director

Kay Schnurr, Director

Vicky Steinkamp, Director

Mark Piontek, Legal Counsel

Bob Schwermann, Financial Advisor

Kim Cantrell, Clerk

Ron Smith, Treasurer

Brian Pieper, Operations Manager

Matt Jaspering, District Engineer

The regular meeting of the Board of Directors of Public Water Supply District #2 of St. Charles County, Missouri, was held on July 13, 2016 at the Water District offices, 100 Water Drive, O'Fallon, Missouri, at 7:00 PM.

Denis Raab, called the meeting to order. Kim Cantrell served as Clerk of the meeting and attested that notice of the meeting was duly and timely posted. The following directors were present: Denis Raab, John Cook, Kay Schnurr and Vicky Steinkamp. Denis Raab announced that Ted Gaffney resigned as a Director.

Denis Raab requested a motion to adopt the meeting agenda as presented. Vicky Steinkamp moved to adopt the agenda as presented, seconded by Kay Schnurr, all yea, motion carried.

Denis Raab presented the June 8, 2016 Regular Board meeting minutes for review and approval. After review and discussion, Kay Schnurr motioned to accept the June 8, 2016 Regular Board meeting minutes as presented, seconded by Vicky Steinkamp, all yea, motion carried.

Denis Raab opened the floor to public comment. Mr. Todd Thomas, Lake St. Louis Advisory Committee, stated he did not agree with the Public Comment time being moved to the beginning of the meeting. John Cook and Vicky Steinkamp requested to move the Public Comment time back to the end of the meeting.

Kay Schnurr requested James Moody of Moody and Associates attend a Board meeting to discuss his work for the District.

Denis Raab presented the list of bills for review and consideration. After further discussion, Kay Schnurr motioned to approve the bills in the amount of \$2,099,895.47 seconded by Vicky Steinkamp, all yea, motion carried.

Denis Raab requested Ron Smith review the District's Treasurer's Report. Mr. Smith reviewed the District's Treasurer's Report including the Summary of Bank Accounts, Balance Sheet, and revenues and expenses for the period ending May 31, 2016. After further discussion, Vicky Steinkamp motioned to approve the Treasurer's Report as presented, seconded by John Cook, all yea, motion carried.

Denis Raab stated that the Board needed to fill the vacant position of Treasurer to replace Tim Geraghty. After further discussion, John Cook motioned to have staff inquire about a possible accounting firm to

fill the Treasurer's position, seconded by Kay Schnurr, all yea, motion carried. The Board also requested staff to generate a list of hours and tasks required to perform treasurer duties.

Kay Schnurr motioned to appoint Ron Smith as interim Treasurer for a period of 6 months, seconded by Vicky Steinkamp, all yea, motion carried.

Ron Smith stated that at the June Board meeting a complaint was registered by a District customer regarding the inadequacy of the landscaping at the Highway 40/61 Lift Station, located near Schnucks in Lake St. Louis. After further discussion, Kay Schnurr motioned to approve having adequate landscaping installed to help hide the Lift Station at a not-to-exceed cost of \$5,000.00, seconded by John Cook, all yea, motion carried.

Kim Cantrell provided an update on purchasing the iPads the Board had requested.

Bob Schwermann gave a brief presentation on the alternatives regarding ownership and operation of utility assets between East Central and the District.

John Cook motioned to have a legal review of operations and maintenance agreements with Alliance for both East Central and PWS #2. A total audit of contracts, developments, District equipment and Alliance equipment. To have a couple outside auditors at next month's board meeting to give a presentation of qualifications, seconded by Kay Schnurr, all yea, motion carried.

Denis Raab stated that the Board needed to consider appointing a Director for the open seat of Sub-District #4. After further discussion, John Cook motioned to appoint Jim Inghram of Lake St. Louis to this position, seconded by Denis Raab, all yea, motion carried.

Ron Smith provided information to the Board regarding a settled lawsuit with a fire fighter that was injured while operating a District fire hydrant.

John Cook stated there is a smell of sewer around the connection with the City of O'Fallon. Ron Smith informed the Board that staff already had a meeting with the City of O'Fallon regarding this situation. John Cook moved to have Alliance staff contact OMI Industries to have them give a presentation, seconded by Kay Schnurr, all yea, motion carried.

John Cook made a motion to have staff get an appraisal on what East Central is worth, seconded by Vicky Steinkamp, all yea, motion carried.

John Cook requested the Water District sponsor his golf team in a tournament benefitting the Special Olympics. After further discussion, Kay Schnurr moved to approve this request, seconded by Denis Raab, all yea, motion carried.

Denis Raab requested that Brian Pieper provide the Board with an update on the operations of the District. Mr. Pieper reported on the operations and maintenance of the District's water and sewer systems and other facilities during the month of May 2016. Mr. Pieper also presented information on customer service inquiries that were handled during the month.

Brian Pieper provided an update on the temporary booster pump station used in the Army Training Area.

Brian Pieper presented the Maintenance Agreement from Schulte Supply Company, Inc. for the Neptune Meter Reading Equipment at the total cost of \$13,694.99. Mr. Pieper explained that the previous agreement expired on April 30, 2016. After further discussion, Kay Schnurr moved to approve the Maintenance Agreement with Schulte Supply Company, Inc., for the Neptune Meter Reading Equipment at a total cost of \$13,694.99, seconded by Vicky Steinkamp, all yea, motion carried.

Denis Raab requested Matt Jaspering present the Engineer's Report. Mr. Jaspering provided updates on the Water District's projects including the replacement of the Water Plant Booster Pump Station and the Lake St. Louis Sewer Improvement Program. Denis Smith of IPI also gave a brief update on this project.

Matt Jaspering presented the Community Update that has been prepared and requests the Board's approval to release to the community. After further discussion, Denis Raab motioned to approve the release of the Community Update on the Lake St. Louis Sewer Improvement Program, seconded by John Cook, all yea, motion carried.

Matt Jaspering informed the Board that O.R. Colan has proposed Work Authorization No. 40 for easement acquisition services related to the proposed 24" water line upgrade along Highway N in Lake St. Louis at a total not-to-exceed cost of \$27,900.00. After further discussion, Vicky Steinkamp motioned to approve O.R. Colan's Work Authorization No. 40 in the amount not-to-exceed \$27,900.00, seconded by Kay Schnurr, all yea, motion carried.

Matt Jaspering informed the Board that RJN Group, Inc., submitted a proposal for engineering services related to water main improvements along Highway DD at a not-to-exceed cost of \$190,200.00. After further discussion, Kay Schnurr motioned to approve the proposal from RJN Group, Inc., for engineering services at a not to exceed cost of \$190,200.00, seconded by Vicky Steinkamp, all yea, motion carried.

Matt Jaspering informed the Board that the District received bids for the renovations to the District's Administration Building and the lowest and best qualified bid was from Trankler & Abraham Construction, Inc., at a total cost of \$43,270.00. After further discussion, Vicky Steinkamp motioned to approve the bid from Trankler & Abraham Construction, Inc., at a total cost of \$43,270.00, seconded by Denis Raab, all yea, motion carried.

Matt Jaspering informed the Board that the District received bids for the replacement of the filter bed media within Filter Beds #1 and #2 at the Water Treatment Plant and the lowest and best qualified bidder was Martin General Contracting, LLC at the total cost of \$464,000.00. After further discussion, John Cook motioned to approve the bid from Martin General Contracting, LLC at the total cost of \$464,000.00, seconded by Kay Schnurr, all yea, motion carried.

Matt Jaspering stated that due to changes in the scope of work on the Highway N&Z Booster Pump Station, Martin General Contracting, LLC has submitted Change Order No. 1 to reflect a decrease in the overall contract amount of \$8,177.00. After further discussion, John Cook motioned to approve Change Order No. 1 from Martin General Contracting, LLC, seconded by Vicky Steinkamp, all yea, motion carried.

Matt Jaspering stated that due to unexpected conditions encountered in the field on the #17 Chartres Manhole Addition, Gaele Grading, LLC submitted Change Order No. 1 in the amount of \$4,800.00. After further discussion, Kay Schnurr motioned to approve Change Order No. 1 from Gaele Grading, LLC on the #17 Chartres Manhole Addition, seconded by John Cook, all yea, motion carried.

Matt Jaspering informed the Board that staff received a request to release all utility easement and right-of-way within Peoples Subdivision located along Diehr Road in unincorporated St. Charles County. After further discussion, Kay Schnurr motioned to approve the release of all utility easement and right-of-way within Peoples Subdivision located along Diehr Road in unincorporated St. Charles County, seconded by Vicky Steinkamp, all yea, motion carried.

Michele Moellering gave a brief education presentation on Waste Water Treatment.

Denis Raab opened the floor to Public Comment. Todd Thomas asked if bids were available at Dodge, and Matt Jaspering informed him that the District utilizes similar services such as Construct Connect and EPlan.

Rolf Albers asked what does a lobbyist do for the District, Mark Piontek answered. Mr. Albers asked if Board meetings were recorded; Mark Piontek stated they were not. Mr. Albers also asked if the contract for the access points has been approved, and Matt Jaspering stated it had.


Mrs. Sue Tresbeck asked what a backflow was. Mr. Jim Tresbeck asked if the Performance Bonds had been taken care of. Answers to their questions were provided.

Denis Raab inquired if there was any business that would require an executive session. Mark Piontek stated there were matters for which the Board should convene in executive session pursuant to Section 610.022(1) and Sections 610.021(1) and (2) RSMo to discuss matters involving legal actions, confidential and/or privileged communications between District Officials, its representatives and its attorneys, and/or leasing, purchase or sale of real estate. John Cook motioned to close the regular session and convene to an executive session; seconded by Kay Schnurr. Kim Cantrell called a roll call vote: John Cook voted yea, Kay Schnurr voted yea, Vicky Steinkamp voted yea, Denis Raab voted yea, Jim Inghram voted yea, all yea, motion carried.

Kay Schnurr motioned to adjourn the Executive Session, reopen the Regular Session; John Cook seconded. Kim Cantrell called a roll call vote: John Cook voted yea, Kay Schnurr voted yea, Vicky Steinkamp voted yea, Denis Raab voted yea, Jim Inghram voted yea, all yea, motion carried.

Denis Raab inquired if there was any other business to come before the Board. Being no other items for business, Kay Schnurr motioned to adjourn; Vicky Steinkamp seconded, all yea, motion carried.

Minutes approved this 10th day of August, 2016.


Denis Raab, President


Kim Cantrell, Clerk

