

Public Water Supply District #2 of St. Charles County, Missouri
Minutes of the January 9, 2019 Regular Board Meeting

Denis Raab, President
Vicky Steinkamp, Director
Darrell Dechant, Director

John Cook, Vice President
Kay Schnurr, Director

Mark Piontek, Legal Counsel
Scott Hoffman, Accountant

Brian Schwermann, Financial Advisor

Kevin Dunn, General Manager/Treasurer
Jay Favor. Woodard & Curran
Bobby Nichols, Woodard & Curran

Kim Cantrell, Clerk
Ken Stecher, Engineer

The regular meeting of the Board of Directors of Public Water Supply District #2 of St. Charles County, Missouri, was held on January 9, 2019 at the Water District offices, 100 Water Drive, O'Fallon, Missouri, at 6:00 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, Vicky Steinkamp, Kay Schnurr, and Darrell Dechant.

Kay Schnurr motioned to open the Regular meeting held on January 9, 2019, seconded by Vicky Steinkamp, all yea, motion carried.

Kay Schnurr moved to adopt the agenda, seconded by Vicky Steinkamp, all yea, motion carried.

Denis Raab requested review and discussion of the December 12, 2018 Regular Board meeting minutes, Vicky Steinkamp motioned to accept the December 12, 2018 Regular Board meeting minutes as presented, seconded by Kay Schnurr, all yea, motion carried. Next, Denis Raab requested review and discussion of the December 5, 2018 Special Board meeting minutes, Darrell Dechant motioned to accept the December 12, 2018 Special Board meeting minutes as presented, seconded by Vicky Steinkamp, all yea, motion carried.

Denis Raab presented the list of bills and additions for review and consideration. Vicky Steinkamp motioned to approve all the bills as presented, seconded by Kay Schnurr, all yea, motion carried.

Denis Raab stated that St. Charles County has posted their Master Plan online and requested Ken Stecher review it to make sure the District's plans incorporates their plans.

Denis Raab requested Kevin Dunn schedule a working lunch with Duckett Creek regarding wastewater treatment plans.

Denis Raab asked about the Water District's Master Plan. Kevin Dunn and Ken Stecher provided an update on where we were. Mr. Stecher stated that sewer proposals are due January 30th and should have information for the next Board meeting.

Denis Raab requested Kevin Dunn review the District's Treasurer's Report. Mr. Dunn reviewed the District's Treasurer's Report including the Summary of Bank Accounts for the period ending November 30, 2018. After further discussion, Vicky Steinkamp motioned to approve the Treasurer's Report as presented, seconded by Darrell Dechant, all yea, motion carried.

Kay Schnurr made a motion to include all the financial reports but only review the Balance Sheet on a quarterly basis, seconded by Vicky Steinkamp, all yea, motion carried.

Kevin Dunn presented and reviewed the Accounts Payable Policy that was developed. After further discussion, John Cook motioned to approve the Accounts Payable Policy presented, seconded by Kay Schnurr, all yea, motion carried.

John Cook requested Mark Piontek explain the difference between an RFQ and an RFP. Once Mr. Piontek gave the Board an explanation of the differences, Mr. Cook asked whose is fiduciarily responsible. Mr. Piontek stated the Board would be. John Cook recommends having the Board be presented with the RFQ's and RFP's as well as those who submitted them be present at the meetings. Kevin Dunn explained the current process. John Cook made a motion to give staff a \$500,000.00 review process limit and anything over that be brought before the Board, seconded by Kay Schnurr, all yea, motion carried.

John Cook thanked Denis Smith and all those involved with the Lake St. Louis Sewer line under the lake project.

Denis Raab tabled the Daniel Boone Tank discussion until the next meeting.

Denis Raab asked there was anything to be discussed under Legal. Mark Piontek explained the letter from the Attorney General.

Mark Piontek presented the Cost Sharing Agreement between the District and the City of O'Fallon with regards to odor control. After further discussion, John Cook motioned to approve the Agreement, seconded by Darrell Dechant, all yea, motion carried.

Darrell Dechant request to see next month what the offset of the O'Fallon surcharges are.

Denis Raab requested that Jay Favor of Woodard & Curran provide the Board with an update on the operations of the District. Mr. Favor gave a brief review of October's operations and answered questions.

Mr. Favor also announced that he has turned in his resignation to Woodard & Curran to pursue other interests. The Board thanked him and congratulated him on his new endeavor.

Denis Raab requested Ken Stecher present the Engineering report. Mr. Stecher pointed out some of the highlights.

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Ken Stecher informed the Board that OR Colan has prepared offers to acquire permanent utility easements over three parcels of land for the District. Mr. Stecher went on to explain these easements are for the Wright City Interconnect with Foristell project. After further discussion, John Cook motioned to accept the proposal from OR Colan as the best consultant for professional property acquisition services for the Wright City Interconnect with Foristell Water Main at a not to exceed limit of \$8,400.00, seconded by Kay Schnurr, all yea, motion carried.

Ken Stecher stated that Alpha Land Development, LLC has completed all their obligations to the District at this time for the Villas at Ridgepointe Plat 5 (sewer) Developments final escrow release in the amount of \$5,000.00. After further discussion, John Cook moved to approve the release of the \$5,000.00 escrow for the Villas at Ridgepointe Plat 5 (sewer) Developments to Alpha Land Development, LLC, seconded by Vicky Steinkamp, all yea, motion carried.

Ken Stecher stated that Alpha Land Development, LLC has completed all their obligations to the District at this time for the Villas at Ridgepointe Plat 5 (water) Developments final escrow release in the amount of \$5,000.00. After further discussion, John Cook moved to approve the release of the \$5,000.00 escrow for the Villas at Ridgepointe Plat 5 (sewer) Developments to Alpha Land Development, LLC, seconded by Darrell Dechant, all yea, motion carried.

Denis Raab opened the floor for Public Comment. No guests were present.


Denis Raab inquired if there were any matters that need to be discussed in executive session. Mark Piontek stated there none at this time.

Denis Raab inquired if there was any other business to come before the Board. Mark Piontek stated that the land developer that has the past due assessments is developing a Master Association and would like two members from the Water District. John Cook motioned to appoint Kim Cantrell and Jim Cook to represent the District, seconded by Vicky Steinkamp, all yea, motion carried.

Kim Cantrell mentioned there were floor samples for the Board to look at for the Boardroom modifications. John Cook motioned to have Vicky Steinkamp make the selections, seconded by Kay Schnurr, all yea, motion carried.

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

Minutes approved this 13th day of February, 2019


Denis Raab, President


Kim Cantrell, Clerk

