

Public Water Supply District # 1
Of Ralls County, Missouri
Open Regular Session Board of Directors Meeting
August 22, 2023

The Open Regular Session of the Board of Directors of Public Water Supply District No. 1 of Ralls County, Missouri was held August 22, 2023, at the district office, 3316 Market Street, Hannibal, MO beginning time 6:30 p.m. Ronda Barton attested that notice of the meeting was duly and timely posted.

The following were present by Roll Call: President, Martin Judlowe; Vice-President, Michelle Lehenbauer; Directors, Aaron Ball, Joseph Strode, and Robert Sergent. Also present: District Treasurer, Nancy Morris; District Clerk, Ronda Barton; Mark Bross, Klingner & Associates PC, District Attorney, Mark Piontek, of Sandberg Phoenix & VonGontard P.C.; Alliance Divisional Manager, Josh Duncan; and Alliance Local Manager, Tyler Stuhlman. Guests included homeowners from Minnow Creek Subdivision, Melinda and Scott Ruff; as well as Ashley Pryor and Jason Krigbaum.

The meeting was called to order and presided over by Vice-President, Michelle Lehenbauer.

Mr. Judlowe called for review of the July 25, 2023, Open Regular Session meeting minutes. Mr. Sergent made a motion to accept the **July 25, 2023, Open Regular Session** meeting minutes. Mr. Strode seconded. All ayes. Motion carried.

Mr. Judlowe addressed the guests, with homeowners expressing major concerns regarding lack of flow. The Ruff home's flow has been low since they moved in and currently measures as 3 GPM; it is getting less as more homes are built such as Mr. Krigbaum's. They have had numerous tests on their lines and plumbing with no results as the cause. Discussion occurred on steps already taken by staff as well. Further tests will occur, foremost being the PRV valve between the tower and the subdivision, as perhaps it is partially closed. Concerns regarding fire flow will also be addressed, with Mr. Stuhlman borrowing the equipment required to test the hydrants and meeting with fire staff during the testing.

Mr. Judlowe requested discussion on the District's **Treasury Report** and **Other Financials**. Mr. Stuhlman highlighted each report as submitted. Mr. Sergent motioned to approve the **July Financials** as submitted. Ms. Lehenbauer seconded. All ayes. Motion carried.

The **List of Bills** was reported as submitted, with no further discussion. Mr. Sergent made a motion to approve the list of bills. Mr. Strode seconded. All ayes. Motion carried.

Ms. Barton presented the **Muni-Link Billing System Update** as submitted. Discussion occurred regarding the systems capabilities for customer access and the need to provide information of such on bill cards. The new payment processor, NCR Corporation will have decreased fees for customers to pay online as well, with staff optimistic more customers will take advantage to

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decrease manual check entry. Mr. Sergent motioned to approve the merchant agreement. Ms. Lehenbauer seconded. All ayes. Motion carried.

For *Legal Report*, Mr. Piontek submitted four deeds for signatures required to move forward with the Norwoods WWTF project. Ms. Lehenbauer motioned to approve all documents. Mr. Strode seconded. All ayes. Motion carried.

The **Operations Report** was presented as submitted by Mr. Stuhlman. He noted the generator repairs approved last month, have been completed. In addition, the AWR S.W.A.T. team had to be re-scheduled. The new design for the office/shop was distributed with removal of the pole barn and use the existing building/shed, thereby not selling any land as of yet. Upon discussion, Mr. Strode motioned to approve the proposal from Klingner & Associates PC to do the final floor plan/code review work in the amount of \$3,400. Mr. Sergent seconded. All ayes. Motion carried.

A *Purchase Request* was submitted by Mr. Stuhlman, for the CLX units discussed at last month's meeting. Staff was impressed during the demonstrations, and they agreed to leave the units in place. Upon discussion, Mr. Sergent motioned to approve the cost of approximately \$10,150. Mr. Strode seconded. All ayes.

The **Engineer's Report** was reported by Mr. Stuhlman as follows:


- 1) *Water Main Replacements*:
 - A. Reported as submitted.
- 2) *Norwoods WWTF*:
 - A. Reported as submitted.
- 3) *TTHM* issues were reported as submitted.
- 4) The office/shop was previously discussed, and proposal approved.

There was *Other Old Business* for discussion.

For *New Business*, Mr. Stuhlman reported the **Customer Requests for Adjustment** as submitted. Upon discussion, Mr. Sergent motioned to approve. Mr. Strode seconded. All ayes. Motion carried.

Having no further items for discussion, Mr. Judlowe requested a motion to adjourn. Mr. Sergent motioned to adjourn the Open Regular session. Mr. Strode seconded. All Ayes. Motion carried. Meeting adjourned at 7:35 pm.


Ronda Caley Barton, District Clerk


Martin Judlowe, President