

**Public Water Supply District # 1**  
**Of Ralls County, Missouri**  
**Open Regular Session Board of Directors Meeting**  
**April 26, 2022**

The Open Regular Session of the Board of Directors of Public Water Supply District No. 1 of Ralls County, Missouri was held April 26, 2022, 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: Vice-President, Martin Judlowe; Directors, Danny Behl, and Robert Sergent. Director, Karla Strode was present via telephone. Also present were District Treasurer, Michelle Lehenbauer; District Clerk, Ronda Barton; Alliance President, Tim Geraghty; Alliance Local Manager, Tyler Stuhlman; District Engineer, Mark Bross of Klingner & Associates; District Attorney, Mark Piontek of Sandberg Phoenix & VonGontard P.C.

The meeting was called to order and presided over by Vice-President, Martin Judlowe.

Mr. Judlowe called for review of the March 22, 2022, Open Regular Session meeting minutes. Having no questions or discussion, Mr. Behl motioned to accept the **March 22, 2022, Open Regular Session** meeting minutes. Mr. Sergent seconded. All ayes. Motion carried.

The meeting was turned over to attorney, Mr. Piontek, for **Reorganization of the Board**. He requested nominations for Board President. Mr. Sergent nominated Martin Judlowe. No further nominations. Mr. Sergent approved the motion. Mr. Behl seconded. All ayes. Motion carried. Nominations for Vice-President were called. Mr. Judlowe nominated Michelle Lehenbauer. With no further nominations, Mr. Judlowe approved the motion. Mr. Sergent seconded. All ayes. Motion carried. Ms. Lehenbauer then nominated Ronda Barton for Clerk. With no further nominations, Ms. Lehenbauer approved the motion. Mr. Sergent seconded. All ayes. Motion carried. Lastly, Mr. Sergent nominated Nancy Morris for Treasurer. With no further nominations, Mr. Sergent motioned to approve. Ms. Lehenbauer seconded. All ayes. Motion carried. Mrs. Strode left the meeting.

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

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

Mr. Piontek further explained the required **Series 2017A Tax Compliance Proposal** submitted by Gilmore & Bell; upon completion of the arbitrage if any additional interest monies have been earned, they must be paid to the IRS; tax-exempt entities cannot earn more than allowable on loan funds. Mr. Sergent motioned to approve the proposal received, not to exceed \$4,500. Mr. Behl seconded. All ayes. Motion carried.

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Decision  
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For the *Legal Report*, the **HBPW Mutual Customer Fees** memo was further discussed regarding time spent disconnecting, compiling, and sending reports, and meter usage to provide consumption on a monthly basis. Staff will prepare an estimate of costs for both disconnecting and compiling the reports submitted to HBPW; Mr. Piontek will provide draft agreements for consideration at the May board meeting.

The **Operations Report** was presented by Mr. Stuhlman as submitted. With Nutri-Ject completion of sludge hauling, the final cost was \$80,720, savings of \$1,674 by payment upon receipt. The bid was based on square footage, and they will provide the analysis report that will be submitted Mo DNR. The hauling will need to be done every 2 years going forward. Upon discussion regarding Tory Smith request to take over Clear Creek sewer, the board advised staff to let him know they are not interested at this time. In addition, Mr. Stuhlman requested approval to move a current meter at the district's cost of approximately \$3,000, in order to combine the service lines when a new construction meter is installed. The current meter has a district service line that has had issues with undetected leaks; doing so would eliminate the issue. Ms. Lehenbauer motioned to approve. Mr. Sergent seconded. All ayes. Motion carried. Discussion occurred on the number of dead meters found in March as well as an abandoned meter well/service line found that had been leaking for quite some time. It was noted the Norwoods Sand Filter plant ammonia was above ammonia limits; and there is currently no fluoride fed during water production. However, there is approximately 0.3 to 0.4 mg/L naturally occurring fluoride in the District's water.

The **Meter Purchase Request** for 106 new radio meters was motioned for approval by Mr. Behl. Ms. Lehenbauer seconded. All ayes. Motion carried.

Mr. Stuhlman presented the **Utility Trailer Purchase Request**. Upon further discussion regarding the need, Mr. Sergent motioned to approve the lowest bid received from Liberty Trailer Sales in the amount of \$2,125. Mr. Behl seconded. All ayes. Motion carried.

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

*Water Main Replacements:*

1A) Upon discussion regarding the bid received for the Sunnyside main replacement, which does not include valves, meters, and all parts for an additional \$5,214; Mr. Sergent motioned to approve the Notice of Award and signatures, to C&S Construction in the amount of \$142,567.50. Ms. Lehenbauer seconded. All ayes. Motion carried. Mr. Sergent motioned to approve purchase of additional parts for the project. Ms. Lehenbauer seconded. All ayes. Motion carried. A possible June start is anticipated. Mr. Stuhlman noted Series 2019B funds remaining will be approximately \$16,800. Discussion occurred on the need for old meter replacements as noted in the **Operations Report** dead meter checks. With the previous purchases approved, that is 118 meters for the year, and more fail each month due to age. Mr. Sergent motioned to approve spending \$7,500 for 32 additional meters from the loan funds. Mr. Behl seconded. All ayes. Motion approved.

*Norwoods WWTF:*

2A) Reported as submitted.

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*General Information:*

3A) Reported as submitted.

*Water Systems Improvements with ARPA/Infrastructure Bill funding:*

4A) Reported as submitted.

There was no *Other Old Business* for discussion.

For *Other New Business*, Mr. Stuhlman submitted the **Customer Requests for Adjustment**. It was noted there were errors, which the clerk will update. Upon discussion Mr. Behl motioned to approve the adjustments. Mr. Sergent seconded. All ayes. Motion carried.


Furthering *Other New Business*, the **Review of Disconnect Policy** was presented by Mr. Stuhlman. Upon discussion, Mr. Behl motioned to approve Option #2, to change the current policy. Mr. Sergent seconded. All ayes. Motion carried.

Continuing *Other New Business*, the **Office Copy Machine Purchase Request** was submitted by Mr. Stuhlman. Mr. Sergent requested staff provide information on monthly bills in regard to the service availability charge, as another local utility does. Mr. Judlowe noted they also provide online capabilities to view bills, usage, etc. Staff will provide options at next month's meeting. Upon discussion regarding obtaining bids from local companies, Mr. Behl motioned to approve the purchase of the new machine in the amount of \$4,780. Mr. Sergent seconded. All ayes.

Furthering *Other New Business*, Mr. Sergent reported he visited the water plant and looked at the generator and the diesel fuel needs to be checked and possibly replaced in the 1800 gallon tank. Discussion occurred on the generators in the district and their run schedules. Mr. Stuhlman reassured the board that they automatically run once a week on a timer. Mr. Stuhlman will contact Luby Equipment on the over filling of oil during the last service.

Having no further items for discussion, Mr. Judlowe requested a motion to adjourn. Mr. Sergent motion to adjourn the Open Regular session. Mr. Behl seconded. All Ayes. Motion carried. Meeting adjourned at 7:50 pm.

  
Ronda Caley Barton, District Clerk

  
Martin Judlowe, Vice-President

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