

**Public Water Supply District # 1**  
**Of Ralls County, Missouri**  
**Open Regular Session Board of Directors Meeting**  
**April 28, 2020**

The Open Regular Session of the Board of Directors of Public Water Supply District No. 1 of Ralls County, Missouri was held April 28, 2020, at the District office, 3316 Market Street, Hannibal MO, beginning time 6:30 p.m. Ronda Barton served as Clerk of the meeting and attested that notice of the meeting was duly and timely posted.

The following were present by Roll Call: President, Frank Burch; Vice-President, Martin Judlowe; Directors, Robert Sergent, Danny Behl. Charles Strode was absent. Also present were District Treasurer, Michelle Lehenbauer; District Clerk, Ronda Barton; Local Manager, LaDon Atkinson; and Alliance President, Tim Geraghty. Due to the national emergency in effect, a telephone conference was available.

The meeting was called to order and presided over by President, Frank Burch.

Mr. Burch called for review of the March 24, 2020, Open Regular Session meeting minutes. Having no questions or discussion, Mr. Behl motioned to accept the **March 24, 2020, Open Regular Session** meeting minutes. Mr. Sergent seconded. All ayes. Motion carried.

Mr. Burch requested discussion on the District's **Treasury Report** and the **Other Financials**. Mr. Atkinson detailed each report as submitted. Mr. Judlowe questioned the Series 2017 loan indicated on the *Treasury Report*; even though the loan is closed, due to the type of loan, the statements will continue for the life of the loan; in addition, trustee fees are paid when making the loan payments. It was noted the *Balance Sheet* and *Statement of Budget, Income, and Equity* ending December 2019 have been submitted to USDA. With no further discussion on the submitted financial reports, Mr. Behl motioned to approve the **Financials** as submitted. Mr. Sergent seconded. All ayes. Motion carried.

Mr. Geraghty reported on the **Covid19 Response and Actions** as submitted. He noted the auto-withdrawals for monthly USDA loans have been requested to be temporarily stopped. However, it was emphasized, the payments will remain due by September 1<sup>st</sup>; in the worst case scenario, the Debt Service Reserve Funds would be utilized to do so.

Mr. Bross phoned in and a deviation from the *Agenda* was necessary for the **Engineer's Report** as follows:

*Water Plant/Water Supply Project Updates:*

1A-B) Reported as submitted, with no updates.

1C) Reported as submitted.

1D) Reported as submitted. Upon assurance the Palmyra board will pay for half of the proposal for engineering study to supply water, Mr. Sergent motioned to approve the proposal in the total amount of \$2,400, to be shared with Palmyra. Mr. Judlowe seconded.

*Lake Hannibal WWTP Disinfection System*

2A) Reported as submitted. Discussion occurred on the variance in bid amounts on items; it was noted some were higher vs. lower on each item in comparisons. Mr. Bross and staff will

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inspect during construction. Due to time constraints and the need for the contractor to begin work, Mr. Bross requested the Board consider approving Board President's signature on the *Notice of Award* as well as the Notice to Proceed and execution of the Contract, upon receipt of the required Performance and Payment Bonds. Mr. Sergent motioned to approve signatures on all documents, thereby awarding to the low bidder, Keokuk Contractors Inc, in the amount of \$97,850. Mr. Judlowe seconded. All ayes. Motion carried.

Furthering the *Engineer's Report*, discussion occurred regarding **Consideration of Engineering Invoice from Klingner & Associates PC**. Mr. Bross explained the easement that existed for the booster station placement was a blanket easement and the landowner had concerns, thus requiring surveying and other costs to clarify for the homeowner, which he believed was above and beyond the agreed waiver of fees. Mr. Bross excused himself from the meeting and further discussion ensued regarding blanket easements, and the need for the clarifications regardless of booster station. Mr. Burch motioned to deny the payment based upon the previous agreement that services were to be provided at no cost to the District. Mr. Behl seconded. Ayes: Burch, Behl, Judlowe. Nays: Sergent. Motion carried.

Mr. Atkinson presented the **List of Bills** as submitted. With no further discussion, Mr. Sergent motioned to approve the list as submitted. Mr. Judlowe seconded. All ayes. Motion carried.

Mr. Geraghty submitted the **Temporary Waiver of Disconnection Policy** as submitted. Mr. Sergent motioned to approve the temporary waiver. Mr. Behl seconded. All ayes. Motion carried.

There were no updates for the *Legal Report*. Ms. Barton verified no reimbursement from Central Stone has been received. Staff will send Mr. Piontek a request for a follow-up.

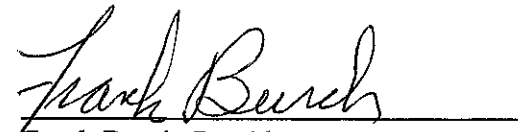
The **Operations Report** was presented by Mr. Atkinson as submitted. It was noted on the *Water Loss*, the leak gallons should be zero (0); and the Non-Revenue 15%. Discussion occurred on the back-up generators at the wells, which are in place.

For *Other Old Business*, Ms. Lehenbauer asked if the attorney's monthly presence was necessary in order to save expenses. It had been previously discussed however no formal decision has been made. There remains two outstanding issues for legal to address in the future, being Central Stone and C&S Constructions final pay, which remains outstanding.

For *Other New Business*, Mr. Atkinson submitted the **Customer Request for Adjustment**. Upon discussion, Mr. Sergent motioned to approve. Mr. Behl seconded. All ayes. Motion carried.

Having no further items for discussion, Mr. Burch requested a motion to adjourn; Mr. Sergent motioned to adjourn the Open Regular Session. Mr. Judlowe seconded. All ayes. Motion carried. Meeting adjourned at 7:50 p.m.

  
Ronda Caley Barton, District Clerk

  
Frank Burch, President