

**PUBLIC WATER SUPPLY DISTRICT #6
OF CLAY COUNTY, MISSOURI**

**MINUTES OF THE JANUARY 17, 2024
BOARD OF DIRECTORS MEETING**

PRESIDING: Harold Winnie, President

PRESENT: Louis Freeman
Richard Middleton
Bree Switzer
Dave Hinck - Treasurer

ALSO ATTENDING: Attending from Alliance Water Resources Division Manager Jake Doran, Local Manager David Bridgeman, and Clerk/Office Manager Judy Pickering. There were no guest present.

The regular monthly meeting of Public Water Supply District No. 6 of Clay County, Missouri was held Wednesday, January 17, 2024, at 9:00 a.m. at the Water District Office located at 1061 Couchman Drive, Kearney, Missouri. District Clerk Judy Pickering attested the agenda was duly and timely posted.

Board President Harold Winnie called the meeting to order at 9:05 a.m. Roll call was taken. Present were Richard Middleton, Louis Freeman, and Bree Switzer. David Hicks was absent. The meeting proceeded with a quorum. Treasurer Dave Hinck was also in attendance.

Board President Harold Winnie presented the December 20, 2023, Meeting Minutes. Richard Middleton made the motion to approve the minutes as presented and was seconded by Louis Freeman. The vote was unanimous, motion carried.

President Winnie requested the December 2023 Treasurer's Report and other Financial Statements be presented. Division Manager Jake Doran presented the Treasurer's Report and other Financial Statements. The Board had some questions regarding the expenses for Utility Services listed on the Revenues and Expenses spreadsheet. David Bridgeman and Jake Doran stated they would get clarifications from Alliance accountant for the District and report back. Treasurer Dave Hinck reviewed the District's bank statement of White Sands - Charles Schwab with the Board. Bree Switzer made the motion to approve the December 2023 Treasurer's Report and Other Financial Statements as presented. The motion was seconded by Louis Freeman. The vote was unanimous, motion carried.

Mr. Winnie requested the Monthly Bills be presented. The List of Bills and Add-ons were presented by Local Manager David Bridgeman and reviewed with the Board. Louis Freeman made the motion to approve paying the List of Bills along with Add-ons as presented. Bree Switzer seconded the motion. The vote was unanimous, motion carried.

The Operations and Water Systems Reports for December 2023 were also reported to the Board by Mr. Bridgeman. He gave details on distribution work tasks. There were 129 line locates, 30 customer service request, which includes meter change out service orders, one reread and one meter set completed in December. Staff continue to GPS District assets and record GIS locations. There were 16 meters changed out in December bringing the total to 600 of the 750 ARPA meters to be changed out.

Mr. Bridgeman reviewed the Monthly O & M for December, which included the maximum/minimum day of water pumped, average daily water purchase, water sampling, detailed customer service orders, meter reading activity, District line flushing and water loss calculations.

Mr. Bridgeman updated the Board regarding the waterline replacement along 33 Highway. He reported all of the 12" Main has been installed. Flushing occurred for the new 12" line. During flushing a leak was observed and repaired by Decker construction. Inclement weather has delayed further flushing and sampling. Once weather conditions improve, flushing and water sampling will transpire. He also reported on issues regarding the SCADA Monitoring System probe failures. At time of this meeting, the SCADA probe has been replaced by Micro-Comm and is operating properly.

Mr. Bridgeman also reported on the following water main leaks in December that have been repaired: 1) A 2.5" grey PVC water main was hit near NE 124th as Hampton Plumbing was excavating for a new water tap. Locate was accurate. Hampton Plumbing repaired the leak live under the supervision of District staff. 2) A 2.5" grey PVC water main was hit with probe rod and broke at 33 Hwy and NE 120th St. by Decker Construction during the process of the 12" water main installation along 33 Hwy. The break was repaired live by Decker Construction under the supervision of District staff.

Mr. Bridgeman informed the Board Lamp Rynearson has done a survey of the possible site for 92 Standpipe replacement. Discussion followed. He also reported David Hicks was the only candidate to file for the upcoming election for the representative for the sub-district seat. Board re-organization will occur in April 2024.

At this time, Mr. Bridgeman presented a customer leak adjustment request by customers Josh and Diana Zeplin. After review and discussion, Louis Freeman made the motion to approve Josh and Diana Zeplin's one-time customer leak adjustment for the two months in question, seconded by Richard Middleton. The vote was unanimous, motion carried.

The amended version of the approved 2024 District Budget was presented for review.

Mr. Bridgeman also reported on the District website updates. The customers account balance file is now being shared with Payment Service Network, Inc. (PSN), the third party payment service provider integrated to the District's website. The file will be submitted on Monday, Wednesday, and Friday of each week, with current account balances accessible each day following the submission. Customers must register on the website with PSN to be able to access account balance. He stated customers will be informed of rate increase on the District website and also on the back of bills for the end of month billing in January and February 2024. The Rules and Regulations have been amended to reflect the 2024 water rate increases.

Harold Winnie asked if there was any old or new business to discuss. With no further business to discuss, Bree Switzer made the motion to adjourn the meeting, seconded by Louis Freeman. With all votes in the affirmative, the motion passed. President Winnie adjourned the meeting at 10:42 a.m.

Harold Winnie, President

Date

Judy Pickering, Clerk

Date

Seal