

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

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

PRESIDING: Harold Winnie, President

PRESENT: David Hicks
Brian Freeman
Bree Switzer

ALSO ATTENDING: Attending from Alliance Water Resources President Tim Geraghty, Division Manager Jake Doran, Local Manager David Bridgeman, Clerk/Office Manager Judy Pickering and AWR District Accountant Michael Timpe (virtual). There were three guests in attendance – Karen Burris, Joel Huet and Jake Huet with White Sand Wealth Management.

The regular monthly meeting of Public Water Supply District No. 6 of Clay County, Missouri was held Wednesday, July 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 9:02 a.m. Roll call was taken. Present were David Hicks and Brian Freeman. The meeting proceeded with a quorum. Treasurer Dave Hinck was also in attendance. Bree Switzer arrived at 9:05 a.m.

At this time, the floor was given to Joel Huet with White Sand Wealth Management who manages the District's investments with Charles Schwab. He introduced his team members Karen Burris and Jake Huet. Mr. Huet reviewed with the Board the account history PWSD #6 has with White Sand. He also discussed the investments the District currently has with their investment team and options of possibly selling some bonds for the construction cost of the proposed new 92 Hwy water tower. Ms. Burris requested updated information required by Charles Schwab due to the change in Board members. After questions from the Board were discussed, Mr. Huet and his team left the meeting at 9:35 a.m.

Mrs. Switzer temporarily left the meeting at 9:28 a.m.

Board President Harold Winnie presented the June 19, 2024, Meeting Minutes. David Hicks made the motion to approve the minutes as presented and was seconded by Brian Freeman. The vote was unanimous, motion carried.

President Winnie requested the June 2024 Treasurer's Report and other Financial Statements be presented. Division Manager Jake Doran presented the Treasurer's Report and other Financial Statements. AWR District Accountant Michael Timpe gave explanation of how projected monthly sales are determined based on previous year's sales in relation to the July 2024 budgeted sales discrepancies. Brief discussion followed, no action necessary. Dave Hinck reviewed the District's statement with Charles Schwab and reported not much financial activity other than appreciation, nothing purchased and nothing sold. Brian Freeman made the motion to approve the June 2024 Treasurer's Report and Other Financial Statements as presented. The motion was seconded by David Hicks. The vote was unanimous, motion carried.

Mr. Winnie requested the Monthly Bills be presented. The List of Bills and add-on was presented by David Bridgeman and reviewed by the Board. David Hicks made the motion to approve paying the List of Bills and add-on as presented. Brian Freeman seconded the motion. The vote was unanimous, motion carried.

The Operations and Water Systems Reports for June 2024 were also reported to the Board by Mr. Bridgeman. He informed the Board the ACH collection amount for July had exceeded the \$70,000 limit set by Clay County Savings Bank. The bank allowed a temporary exception for the transaction made on July 15, 2024, but would need Board approval to increase the limit permanently and the bank required written authorization by the Board. Brian Freeman made the motion to increase the ACH collection amount limit to \$90,000, seconded by David Hicks. The vote was unanimous, motion passed.

Bree Switzer returned to the Board meeting at 9:59.

Mr. Bridgeman told the Board more customers have been requesting the E-Statement billing option and there are currently 27 customer backflow test reports for 2024 outstanding. The third and final backflow notices are to be mailed out on July 19, 2024, requiring a testing completion/test report turned in by July 31, 2024, or a verified appointment scheduled by that same date. He gave details on distribution work tasks. There were 170 line locates, 54 customer service request, which includes meter change out service orders, six rereads and five meter sets completed in June. Staff continue to GPS District assets and record GIS locations. There were 16 meters changed out in June bringing the total to 690 of the 750 ARPA meters to be changed out. He reported on 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. He also reviewed project updates. He noted restoration has been completed by Decker Construction along 33 Hwy from the 12" water line replacement. Mr. Bridgeman informed the Board he had conversed with property owner Mr. Belfonte, regarding the Temporary Construction Easement for the future 92 Hwy water tower. Mr. Bridgeman reported he had a meeting on July 12, 2024, with legal counsel and land survey company to draft a temporary construction easement agreement.

Jake Doran and David Bridgeman presented an authorization/agreement form from The Cybersecurity and Infrastructure Security Agency (CISA) of the Department of Homeland Security (DHS) under the authority of Title XXII of the Homeland Security Act to conduct continuous network and vulnerability scanning of publicly accessible networks and systems for the District SCADA system. The purpose of the scanning is to identify vulnerabilities and potential configuration issues on the networks and systems. It would also maintain awareness and provide early warning of specific, actionable vulnerabilities. It is a process of conducting simulated attacks on a network to discover any potential weaknesses which can be exploited by hackers. The goal is to uncover security issues before threat actors find and exploit them. It will be conducted by the AWR IT group as an additional active testing procedure that is recommended for heightened cyber security. It is recommended by Alliance Water Resources to approve this resource at no cost to the District. David Hicks made the motion to approve the above stated scanning of the District SCADA network and system at no cost to the District, seconded by Brian Freeman. The vote was unanimously approved.

David Bridgeman requested a Board Policy be in place in regard to the account holder representatives for the District's investment account with Charles Schwab by White Sand Wealth Management. It was recommended by the White Sand Wealth Management team previously in attendance at the meeting and also Mr. Bridgeman to have the President, Vice-President and Treasurer positions listed as representatives on the investment account with Charles Schwab and

if/when there are any changes for these positions, updated forms to be completed by the individual(s) and submitted to White Sand for Charles Schwab reflecting these changes. Brian Freeman made the motion to make Board Policy to have as account holder representatives for the District's investment account(s), the President, Vice-President and Treasurer and to update account holder representative(s) when board members with those position titles change to reflect on the said account(s). The motion was seconded by Bree Switzer. All in favor, motion carried.

A copy of the Directors and Officers Liability Declaration pages was presented for review. Jake Doran informed the Board he would be emailing them a digital copy of the Commercial Insurance Master Policy the following day.

President Winnie asked if there was any additional business to discuss. With no further business to discuss, David Hicks made the motion to adjourn the meeting, seconded by Brian Freeman. All in favor, motion passed. The meeting was adjourned at 10:17 a.m..

Harold Winnie, President

Date

Judy Pickering, Clerk

Date

Seal