



REGULAR MEETING
711 West Main Street, Festus, MO 63028

Meeting Minutes

Thursday, April 21, 2022

CALL TO ORDER: Greg Camp called meeting at approximately 10:02 am

ROLL CALL:

Members Present: Mark Johnson, Jim Kasten, Terry Thomas, Greg Camp & Matt Unrein
Absent: Kevin Dennis

Also Present: Michelle Vaughn, Treasurer & Timothy Montgomery

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES:

Motion for approval: Jim Kasten made motion to approve the regular minutes from meeting on 3/17/22, special meeting minutes & closed minutes on 4/13/22.
Second: Terry Thomas
Ayes: 5
Nays: 0
Absent: 1

APPROVAL OF BILLS:

Bills were reported in the amount of \$369,275.48.

Move for Approval: Jim Kasten made a motion to approve the bills, as presented, totaling \$369,275.48.
Second: Mark Johnson
Roll Call: Matt Unrein, Mark Johnson, Terry Thomas, Jim Kasten & Greg Camp
Nays: 0
Absent: Kevin Dennis

OLD BUSINESS:

Collector Well Progress Report:

Burns & McDonell provided their monthly progress report on the construction of the new collector well. Greg had a chance to talk with Bryan, Katie, and Dana with Burns & McDonnell earlier this week and stated that the job trailer is on-site and ready to go. They have been working on what is called a dead man, which is the footing



that they pour to start the construction of the collector well and caisson. None of the directors had any questions regarding the report that was provided.

2022 Internal Control Meeting:

Greg Camp explained that Terry Thomas & Matt Unrein conducted the annual internal control review and asked if either Terry or Matt would like to share any comments. Terry had no comments. Matt Unrein stated that the review was very thorough of what they look at and what we put the finance department and plant manager through, which is intense to make sure everything is being done and right and stated he thinks that it is. Terry Thomas agreed with that assessment.

Purchasing Policy:

Greg stated that the purchasing policy is still being reviewed and knows the board did make comments on the changes at the last board meeting and will have some additional information coming to the board at the May meeting.

NEW BUSINESS:

Independent Consultant Report:

Greg stated that there is a recommendation from our insurance carrier that we have an evaluation of the existing plant and the collector well to get an updated appraised value so that our insurance coverage is adequate. Tony Becker with Custom Insurance is recommending Goodwin Brothers to do that at a no charge.

Motion:	Jim Kasten made a motion to approve independent appraisal from Goodwin Brothers at no cost
Second:	Matt Unrein
Ayes	5
Nays:	0
Absent:	1

Staff Report for Change Order No. 2 for SCADA Upgrade:

Greg Camp stated that there is a staff report on the change order from Durkin on the Scada system, which will allow two additional client licenses and two additional operator workstations, and the change order would amount to \$10,401.82.

Motion:	Jim Kasten made the motion to approve change order no. 2 in the amount of \$10,401.82.
Second:	Matt Unrein
Roll Call:	Mark Johnson, Terry Thomas, Greg Camp, Matt Unrein & Jim Kasten
Nays:	0
Absent:	Kevin Dennis



**Request for Disposal of Email Correspondence for Plant Manager’s personal email account for JCWA
Email Correspondence older than 1 year.**

Greg Camp stated that the disposal of email correspondence for the plant manager’s personal email account jawatertreatment@gmail.com for any email correspondence older than a year. Greg informed the board that they did establish a jeffcowater.com email, which is now owned by Jefferson County Water Authority, and we will have control if there are any personnel changes moving forward and not having to worry about having to go through this process again moving forward. This is what is on Jamie’s personal email account that would be older than a year. Mark Johnson question if we would be retaining any DNR correspondence from that email account. Greg stated that anything that we would have received from DNR there would also be a hard copy sent to us.

Motion: Jim Kasten made the motion to dispose of plant manager’s emails that pertain to Jefferson County Water Authority that is older than 1 year.
Second: Matt Unrein
Ayes: 5
Nays: 0
Absent: 1

Disposal of Assets:

Greg Camp stated that there is a 2000 Chevy 3500 that is no longer in use and have some items that have been replaced and are no longer functional and would just need to be scrapped. Matt Unrein wanted to entertain JCWA selling these items along side the City of Festus through Purple Wave, which they are planning on coming by to look at their stuff either later today or this week and can send him over to look at the truck and some of the other stuff. Matt Unrein explained that Purple Wave is like an eBay style website that sells Municipal, County, and State assets, which the City received around \$50,000 in proceeds from stuff they sold last year. Greg Camp stated that it has become a very effective way to move the assets. Matt stated that he did ask Jamie about the pumps, which are all together in the shed, and asked Jamie if there was a value on the pumps. Jamie told him that the problem is the person buying them can’t hook up a three-phase electric source to test them, so you have no idea whether they have a million hours or 2500 hours on them and so really, they are just scrap. Matt stated he could talk to the Purple Wave people to see if they have had any luck with those types of items. Greg stated that if Purple Wave has had success selling these that it would be better than scrap price and the nice thing about Purple Wave is that we do not necessarily have to accept the bid.

Motion: Terry Thomas approved disposing of assets and selling through Purple Wave
Second: Mark Johnson
Roll Call: Greg Camp, Terry Thomas, Jim Kasten, Matt Unrein, Mark Johnson
Nays: 0
Absent: Kevin Dennis



RESOLUTION:

Resolution No. 2022-37 “Repeal & Adopt Revised Internal Control Policy”

Move to Introduce: Matt Unrein made motion to introduced Resolution No. 2022-37 to be read by Title only.
Second: Mark Johnson
Ayes: 5
Nays: 0
Absent : 1

Treasurer, Michelle Vaughn read resolution No. 2022-37 by title only.

Move to Adopt: Mark Johnson made motion to adopt Resolution No. 2022-37
Second: Jim Kasten
Roll Call: Matt Unrein, Terry Thomas, Greg Camp, Kevin Dennis, Mark Johnson & Jim Kasten
Nays: 0
Absent: Kevin Dennis

RESOLUTION:

Resolution No. 2022-38 “Repeal & Adopt Revised Fixed Asset Policy”

Move to Introduce: Jim Kasten made motion to introduced Resolution No. 2022-38 to be read by Title only.
Second: Mark Unrein
Ayes: 5
Nays: 0
Absent : 1

Treasurer, Michelle Vaughn read resolution No. 2022-38 by title only.

Move to Adopt: Jim Kasten made motion to adopt Resolution No. 2022-38
Second: Terry Thomas
Roll Call: Terry Thomas, Kevin Dennis, Greg Camp, Jim Kasten, Matt Unrein, Mark Johnson
Nays: 0
Absent: Kevin Dennis



Resolution No. 2022-39 “Contract Change Order No. 2 with Durkin”

Move to Introduce: Terry Thomas made motion to introduced Resolution No. 2022-39 to be read by Title only.
Second: Greg Camp
Ayes: 5
Nays: 0
Absent: 1

Treasurer, Michelle Vaughn read resolution No. 2022-39 by title only.

Move to Adopt: Jim Kasten made motion to adopt Resolution No. 2022-39
Second: Mark Johnson
Roll Call: Mark Johnson, Jim Kasten, Greg Camp, Matt Unrein, Kevin Dennis, and Terry Thomas
Nays: 0
Absent: Kevin Dennis

REPORTS:

Treasurer Report for period ending 3/31/22 (Informational Only):

The board did not have any discussion on the reports.

Plant Manager Report:

Greg Camp stated you have Jamie’s final plant manager report, and he does say some nice things there at the end if you have had a chance to read it, which he thanked us for the opportunities and experiences that gave him throughout his time with JCWA.

Board of Directors:

Jim Kasten - None
Greg Camp - None
Matt Unrein - None
Kevin Dennis - None
Mark Johnson – None



CLOSED SESSION:

Greg Camp requested to go into closed session pursuant to Missouri Law for the purpose of dealing with matters relating to the following: Personnel Issues (RSMo610.021) Subsection 3.

Motion to Close: Terry Thomas made the motion to go into closed session
Second: Matt Unrein
Roll Call: Jim Kasten, Matt Unrein, Kevin Dennis, Terry Thomas, Greg Camp and Mark Johnson
Nays: 0
Absent: Kevin Dennis

Motion to Open/Close Mark Johnson made the motion to come out of Closed Session and open regular session
Second: Jim Kasten
Roll Call: Matt Unrein, Terry Thomas, Mark Johnson, Jim Kasten and Greg Camp
Nays: 0
Absent: Kevin Dennis

ADJOURN:

Jim Kasten made a motion to adjourn meeting, seconded by Matt Unrein motion carried unanimously.

These minutes were approved this _____ day of _____, 2022.

Greg Camp, President

Attest:

Morgan Kimbrell, Secretary
Minutes taken & prepared by Michelle Vaughn