



**REGULAR MEETING**  
711 West Main Street, Festus, MO 63028

**Meeting Minutes**

**Thursday, January 21, 2021**

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**CALL TO ORDER:** Jim Kasten called meeting at approximately 10:03 am via Zoom

**ROLL CALL:**

Members Present: Terry Thomas, Kevin Dennis (Zoom), Matt Unrein, Greg Camp, Jim Kasten (Zoom), and Mark Johnson

Absent: None

Also Present: Jamie Aubuchon, Plant Manager & Michelle Vaughn, Treasurer

**APPROVAL OF MINUTES:**

Move for Approval: Terry Thomas made motion to accept the minutes from December 17, 2020.

Second: Matt Unrein

Ayes: Terry Thomas, Kevin Dennis, Matt Unrein, Greg Camp, Jim Kasten, & Mark Johnson

Nays: None

Absent: None

**APPROVAL OF BILLS:**

Bills were reported in the amount of \$218,905.09, which included the addendum.

Move for Approval: Mark Johnson made motion to accept the bills as presented.

Second: Greg Camp

Ayes: Terry Thomas, Kevin Dennis, Matt Unrein, Greg Camp, Jim Kasten & Mark Johnson

Nays: None

Absent: None



## **NEW BUSINESS:**

## **ELECTION OF OFFICERS:**

Move for Approval: Mark Johnson made motion to elect Greg Camp as President and Jim Kasten as Vice-President

Second: Terry Thomas

Ayes: Terry Thomas, Kevin Dennis, Matt Unrein, Greg Camp, Jim Kasten & Mark Johnson

Nays: None

Absent: None

## **INTERNAL CONTROL REVIEW:**

Michelle Vaughn stated that each year annually we have a couple of the Director's and me go through accounts payable, payroll, bank statements and review the internal control policy to see if there are any changes and give the directors the opportunity to see that we have segregation of duties and be able to review documents. Vaughn would like to set that up at the end of February or the first part of March and would like to know who would be interested in doing the review.

Director Matt Unrein volunteered to be on the review board so that gives him the opportunity to learn more about the organization. Director Kevin Dennis also volunteered to be on the review board as well.

Michelle Vaughn stated that she will get everything together and send packets to each of the directors so that they can mark certain things they would like her to pull prior to the meeting and have available to them at that time.

## **Documents Related to Scour Hole Permit:**

Director Camp went through the list of documents that was provided in the packet that related to the scour hole permit as follows:

- Letter from Corp of Engineers dated 1/7/21.
- State of Missouri Nationwide Permit Regional Conditions
- 2017 Nationwide Permit Summary
- DNR Clean Water Action Section 401
- Imagery of the scour hole

Director Camp stated that there will be Resolutions for engineering services and materials related to the scour hole to approve later in the meeting. There were no questions from the Director's regarding the permitting.



Plant Manager, Jamie Aubuchon stated that all the permitting is done and have been talking with Burns McDonnell and that Gateway Dredging & Contracting will be ready to mobilize sometime next week once they get the repairs done to their crane.

### **Revenue Bond Series 2021:**

Director Camp stated that he knows there has been some updates that he can give specifically but the timetable is there, the distribution list and the new money and refunding analysis, which is all for the construction of the new collector well. Camp stated that he had been working with Mark Grimm with Gilmore & Bell, Martin Ghafori with Stifel and, also with Robert Armstrong & Teasdale as far as any bond reviews on our behalf. He also stated that it Looks like JCWA will be issuing through EI ERA, which is a State Agency connected to DNR because the Authority does not technically have any government authority but as an appointed body, JCWA will have to issue through the EI ERA. However, there is some fees associated with it, but it should not be anything that would mess up the schedule that was provided to the board. There will be a bond call sometime in February with Moody's that Michelle and I will be involved with to get our rating so that when we go to market hopefully, we will get a high rating and get a good interest rate.

Director Unrein questioned if we will have our results from the audit before that call and Vaughn stated that we are required by bond documents to have the financials ready by the end of February. In the past year, they have been provided to us prior to that so there is a good chance we could have them by then. Director Camp informed Director Kasten that there could be some information that he will be involved with as we get closer and wanted to give him the heads up. Greg stated he will circulate the schedule again so that everyone has a chance to see it and know the timetable we are on.

No further discussions regarding the revenue bonds.

### **RESOLUTIONS:**

#### **Resolution No. 2021-15 "Intent to Reimburse Itself"**

Move to Introduce: Mark Johnson introduced Resolution No. 2021-15 to be read by title only.

Second: Terry Thomas  
Ayes: 6 Ayes  
Nays: 0 Nays  
Absent: None

Clerk Michelle Vaughn read Resolution No. 2021-15 by title only. No discussions followed.

Move to Adopt: Mark Johnson made motion to adopt Resolution No. 2021-15

Second: Kevin Dennis  
Roll Call: Terry Thomas, Kevin Dennis, Matt Unrein, Greg Camp, Jim Kasten & Mark Johnson  
Nays: None  
Absent: None



**Resolution No. 2021-16 “Burns McDonnell Engineering Services”**

Move to Introduce: Matt Unrein introduced Resolution No. 2021-16 to be read by title only.

Second: Terry Thomas  
Ayes: 6 Ayes  
Nays: 0 Nays  
Absent: None

Clerk Michelle Vaughn read Resolution No. 2021-16 by title only. No discussions followed.

Move to Adopt: Terry Thomas made motion to adopt Resolution No. 2021-16

Second: Mark Johnson  
Roll Call: Terry Thomas, Kevin Dennis, Matt Unrein, Greg Camp, Jim Kasten & Mark Johnson  
Nays: None  
Absent: None

**Resolution No. 2021-17 “Materials for Scour Hole”**

Move to Introduce: Mark Johnson introduced Resolution No. 2021-17 to be read by title only.

Second: Jim Kasten  
Ayes: 6 Ayes  
Nays: 0 Nays  
Absent: None

Clerk Michelle Vaughn read Resolution No. 2021-17 by title only. No discussions followed.

Move to Adopt: Jim Kasten made motion to adopt Resolution No. 2021-17

Second: Kevin Dennis  
Roll Call: Terry Thomas, Kevin Dennis, Matt Unrein, Greg Camp, Jim Kasten & Mark Johnson  
Nays: None  
Absent: None



**REPORTS:**

**Treasurer Report for period ending 12/31/20 (Informational Only):** The Board did not have any discussion on the report.

**Plant Manager Report:**

Plant Manager report will be included with the minutes for additional detail.

**Board of Directors:**

Matt Unrein - stated that himself and about three members of the City Council toured the facility last Friday and learned a lot about the operations and the maintenance that occurs daily and on an annual basis. There was some discussion with Jamie about having a 2<sup>nd</sup> Engineering firm review the new well location and making sure it is the right location and to review the numbers and review recommendations. Mr. Unrein knows that the members that were present expressed their concern because of the low performing existing well at its current location and would like to see a 2<sup>nd</sup> Engineering firm review the new location.

Terry Thomas-was happy to see Mark Johnson back and doing a great job and looks well.

Jim Kasten-was also happy to see Mark Johnson back and stated he was going to buy him a new chair.

**ADJOURN:**

Mark Johnson made motion to adjourn meeting, seconded by Terry Thomas motion carried unanimously.

These minutes were approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Greg Camp, President

Attest:

\_\_\_\_\_  
Michelle Vaughn, Treasurer