

**Lake Forest Estates Clean Water District**  
**Board of Director's Meeting**  
**August 10, 2023 at 6:00 pm**  
[lfecwd.office@gmail.com](mailto:lfecwd.office@gmail.com)  
**573-483-9833**

**Call to Order:** Chairman Mark Basler

**Roll Call:** Mark Basler, Jim Donze, Don Kuehn, Bruce Giesler present. Eric Kelley absents with notice.

**Approval of Agenda:** Motion made by Jim Donze. Seconded by Bruce Giesler. Motion passed with all in favor.

**Approval of July Minutes:** Motion made by Don Kuehn. Seconded by Jim Donze. Motion passed with all in favor, Bruce Giesler excused from vote, was not in July Board meeting attendance.

**Office Administrator:** Julie Orrick

- Board approved three transfers, this done to keep the accounts clean. *All from the Wastewater account to the Water account.* Motion by Jim Donze. Seconded by Don Kuehn. Motion passed with all in favor.  
\$1000.00 – the original money used to open the Wastewater account  
\$14,046.00 – quarterly income earmarked for water and tax  
\$5808.00 – half of payroll (March 1 through July 31, 2023)

**Property Manager:** Tom Duro

**Well #1** pumped 1,190,105 gallons of water

**Well #2** pumped 877,400

For a **total** of 2,067,505 gallons

- The lagoon and wells look good.
- Proposal for new roofs on the well houses, \$2866.55 Motion made by Don Kuehn for acceptance of proposal. Seconded by Bruce Giesler. Motion passed with all in favor.
- Winkler Plumbing will give us an estimate to install a 1" manual read meter and backflow preventer for the pool and offices.
- Under the Missouri Safe Drinking Water Law, each community is responsible to monitor asbestos-cement pipes. Lake Forest Estates Clean Water District does not have cement pipes in conjunction with their drinking water and will therefore apply for a waiver. This is a new program through the DNR.

**Treasurer's Report:** Julie Orrick

- Financial reports were read by Julie Orrick.
- Motion made by Jim Donze to approve the financials. Seconded by Don Kuehn. Motion passed with all in favor.

**Communication Received:** Don Kuehn

- **Email:** Will the office bill us monthly once the water is invoiced by usage?

The invoices will remain on a quarterly basis but the office is willing to work out a monthly payment plan. This would need to be paid in advance, for example, if you pay \$100.00 a month and by the end of the quarter you owe \$302.00, you would pay \$102.00.

**Open Forum:** Don Kuehn

**Q: Rudy Janisch** – Will auto pay be offered?

**A:** At this time, no but once we begin to charge for metered water, there is a company you can pay through but there is a percentage charge to you, the customer. We have several families who pay several quarters in advance and when the account is low, the office sends a notification email before the next invoice is mailed.

**Q: Skip Szwargulski** – So you won't have so many transfers between accounts, can you split bills?

**A:** We don't offer that because it would require the customer to make out two checks per quarter, the Board has tried to make payments as easy as possible on our residents

**Old Business:** Mark Basler

- None

**New Business:** Mark Basler

- We received an update on the timeline from Waters Engineering. Drawings should be complete in the next 30 days or so. Rich Cochran will then come to the CWD to present the design to the Board before sending it simultaneously to the DNR and the State of Missouri USDA.
- In Missouri, if you fail to pay your utility bill, the disconnection can occur no earlier than a 10-day period after the due date has passed. The CWD Board needed a motion to comply with the Missouri guidelines and notice requirements. Motion made by Jim Donze. Seconded by Don Kuehn. Motion passed with all in favor.
- Waters Engineering sent a very detailed email concerning the design of the treatment center and the upcoming DNR changes in the year 2029. Rich Cochran has assured us that the new treatment plant is designed for these upcoming changes and beyond.

**Adjournment:** Motion to adjourn at 6:41 pm was made by Jim Donze. Seconded by Don Kuehn. Motion passed with all in favor.

**Please note that the Board of Trustees may adjourn to close sessions pursuant to the Revised Statutes of the State of Missouri to discuss legal, confidential or privileged attorney-client pursuant to Section 310.021 (1), real estate matters pursuant to Section 610.021 (17) or for any other reason allowed by Missouri Law.**