

**Lake Forest Estates Clean Water District
Board of Trustees Meeting
February 8, 2024 at 6:00 pm**

Call to Order: Chairman Mark Basler

Roll Call: Mark Basler, Jim Donze, Don Kuehn, Eric Kelley, Bruce Giesler all in attendance

Approval of Agenda: Eric Kelley made a motion to approve February's agenda. Motion was seconded by Don Kuehn. Motion passed with all in favor.

Approval of the January Minutes: Eric Kelley made a motion to approve. Seconded by Bruce Giesler. Motion passed with all in favor.

Office Administrator: Julie Orrick

- The District did not receive the first quarter payment on-time from over four dozen customers. Some did not receive their invoice until it was past due. The District waived late pay for all the customers for the first quarter only due to USPS late delivery to both the customer and to the District.
The District will send an email blast before the second quarter invoices are sent, asking that the payment be mailed at least two weeks before due date. The second quarter invoices will be mailed on April 2, 2024 and emailed on April 3, 2024. Due date is April 29, 2024 and late fee will be added at 7:00 am on April 30, 2024 if not received.
Comment: Chuck Easley said that the postmark doesn't mean anything so don't plan on using that for late payment. He received a bill and when he opened it, it was already past due, the postmark was 10 days earlier.
- Utilipay/courtmoney, our online pay service was a success.

Property Manager: Tom Duro

- Well #1 pumped 590,000 gallons Well #2 pumped 572,200 Total 1,162,200
- No issues with the wells or the lagoons.
- Broken sewer line on Cedar Circle was repaired on January 17 & 18th we had to lower Lake Susan for one night only.
- Broken water line on Tall Pine was repaired on January 31st

Treasurer's Report: Eric Kelley

- Financial report was read by Eric Kelley with Jim Donze making a motion to approve. Seconded by Don Kuehn. Motion passed with all in favor
- Eric Kelley presented the 2024-2025 budget for the water and wastewater district. The District operated within the budget for 2023-2024, the increase for 2024-2025 budget proposal was 20% for the repair and replace of existing equipment and materials and water/wastewater testing categories.
- Bruce Giesler made a motion that the 2024-2025 be approved as submitted. Jim Donze seconded the motion. Motion pass with all in favor.

Communication Received: Don Kuehn

The office received two emails, both were addressed at the time received.

Don Kuehn called a customer who was concerned the lakes were to be lowered for two summers. Don explained that there is a lot of misinformation about when the lakes will be lowered and we certainly hope that we don't lose two summers but we do not know the exact timeline until design is approved by the MO DNR and the USDA. The design is submitted and in review.

The second email asked to be added to the list for text and email messages. The question was then asked if it was coming from the same number that LFE uses or will it be from a new number. Don stated that two different numbers are used, the District will send out news only related to the CWD. Please see below the number and email address the District news will be sent from:

Text messages: 573-488-6622

Email messages and invoices: noreply@smallutilitybillingsoftware.com

Open Forum: Don Kuehn

Q: Skip Szwargulski: Sewer has one more increase, correct? Will the water also increase?

A: Yes, the wastewater will increase \$18.17 January 2025, at that point we will meet the required amount set by the USDA of \$82.00 per home, per month. We have set the water rate very low and are analyzing data for one year to make sure we are operating within our budget.

Q: Rudolph Janisch: When will the water tank be repaired and painted?

A: We have received the bids for the work and are currently saving for the repair and for the tank to be painted.

Q: Bob Gustafson: Is there another way to relay all the information that is given in these meetings to the Lake Forest community?

A: We choose the Lake Forest website for mass information because we are a public entity and the minutes must be available for the public to review, not just Lake Forest.

Q: Skip Szwargulski: Has the MO DNR and the USDA gotten back on the design submission?

A: They will not respond to us unless there is an issue. They have 90 days to review.

Q: Ray Joggerst: Once it's up for bid, how long do the contractors have to respond.

A: Before release for bids, we must have bonding in place, this usually takes 30 days. Then the bids are released which the timeline is not set by us but by the government, this is usually 30-60 days.

Q: Wayne Basler: Do most people know that we don't set the rates?

A: The USDA sets the wastewater rate which is \$82.00 per home, per month for the loan payment. The District did not take the whole rate increase immediately but took the increase over 3 years. Please remember this project is costing \$7,395,415.00 at 1.75% interest for 35 years. \$3,325,000.00 of this loan is given in grant money. The water rate is set by the District using the lowest MO DNR formula offered.

Q: Ray Joggerst: What is the average water usage?

A: It depends on the amount of people living in the home, the usual is 138 gallons per day or 60 gallons per person. In the summer, if you irrigate your yard, this usage will increase.

Old Business: Mark Basler

- We have been looking into different solutions for the disposal of the lake dredging material. Until we select a contractor, we are not sure of the best option.

New Business: Mark Basler

- Every other year, we hire a company to router out the sewer main going into the treatment plant. Grease, dry laundry soap and flushable wipes seem to be the culprits for the clogs. Grease does not need to go down your drain, it can cause you time and money and definitely causes added maintenance cost for the District. One of the best things you can do when shopping for safe laundry soap is to choose only liquid laundry detergents. Regardless the brand, the liquid detergents have far less supplemental and filler ingredients than the dry detergent. Most dry detergent contain montmorillonite clay as the primary filler. The clay will lead to clogs. Those “flushable” wipes may deteriorate in time but will get hung-up on the pipes for up to a year, Tom Duro mentioned this is another big contributor to the clog in the sewer main. Please reduce the strain on the treatment plant by using a “take-back site” for your pharmaceuticals. The Ste. Genevieve County Sheriff’s Office is a local take-back site, they are located at 5 Basler Drive, open M-F 8:00 to 4:30 and their number is 573-883-5820 if more information is needed.

Adjournment:

Don Kuehn made the motion to adjourn, seconded by Eric Kelley. 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.