

Lake Forest Estates Clean Water District

Board of Trustees Meeting
November 10th, 2022 at 6:00 pm
lfecwd.office@gmail.com
Next Meeting: December 8, 2022

Call to Order: Chairman Mark Basler

Roll Call: Mark Basler, Jim Donze, Don Kuehn, Eric Kelley
Absent with notice: Bruce Giesler

Approval of Agenda: Motion made by Don Kuehn. Seconded by Jim Donze. Motion passed with all in favor.

Approval of Previous Meeting Minutes: Motion made by Jim Donze. Seconded by Don Kuehn. Motion passed with all in favor.

Office Administrator: Julie Orrick

- \$159.53 in receivables – one resident has not paid
- Bank Pay: If you pay through your bank, it would be wise to date payment at least 5 days before due date. We received payments dated on the due date two and three days late which resulted in late fees.
- Late Fees are recordable to the State of Missouri during our audit and can only be waived after a vote from the Board of Trustees.
- EPA hand-outs on water saving tips will be online after tonight's meeting
- Once the water is metered, we will have an option of a program through our software in which the customer can pay with their credit or debit card. There will be a percentage fee charged to the customers card for usage.

Property Manager: Tom Duro

Wells Reading:	<u>Well #1</u>	<u>Well #2</u>	<u>Total Usage</u>
	1,105,000	1,147,000	2,252,700 gallons

- Smoking testing for the sewer project is taking place this week. We should be issued a report from Waters Engineering soon. This will tell us if there are any issues we need to address before the sewer project takes place.
Q: Was there any smoke from gutters?
A: None so far
Q: If there's smoke coming from the stack in my home, what does that mean?
A: Usually there hasn't been a trap installed
- We have a blower in the lagoon that needs attention, we will watch it a bit longer but I wanted to notify the Board of the issue.
- The District hired Winkler Plumbing to auger a line on Lakewood that was blocked with what we think is roots, that was one month ago. The line is backed up again. We are needing to dig it out and repair the line.
Q: How often is the water tested?
A: Once a month unless there is low pressure issue then it's tested at that time also
Q: Does the CWD pay for a low-pressure problem within a home?
A: Low pressure takes place on the homes within a short distance of the water tank, this would be at the homeowners cost to repair.

Q: When do we test from back flow?

A: Usually in the Spring

Treasurer's Report: Eric Kelley

- Income for the beginning of the 4th quarter: \$35,193.10
- Expenses for October \$3,612.63
- Ending balance is the checking account \$101,197.09
- Motion to approve financials made by Don Kuehn. Seconded by Jim Donze. Motion passed with all in favor.

Communication Received: Don Kuehn

- Q: Just wondering the timing of lowering Lake Anne this year?
A: That would be an Association question – Jim Donze answered: Lake Anne was lowered last year so one of the smaller lakes will be lowered this year.
Q: If our water is being treated from the wells why does the neighborhood have such hard water especially since it went from included in the assessment and now, we have to pay for it.
A: Hard water is not treated at the well sites; hard water is treated by the homeowner through an installed water softener. This is an expense of the homeowner, not the water district. We treat with chlorine now which was mandated by the Missouri Department of Natural Resources.

Open Forum: Don Kuehn

- Q: When the lakes are lowered for the project, will Lake Anne be the first lowered?
A: This is an engineering design question but our thoughts are that Lake Anne will be the first lowered and repaired.

Old Business: Mark Basler

- Nodes were delivered this last Wednesday. Setters and remaining lids are set for delivery in mid-November. All materials are delivered on target.

New Business: Mark Basler

- The hydrants were paid for through the ARPA funds but the charge for labor to install was not covered in to the total. CE Contracting is working with the District on planned man-hours to hopefully fit this into the current contract with no additional expenses.
- The USDA does not pay for a project manager for our very large sewer project. All agreed that we need boots on the ground to oversee the construction - at least part time. After discussion, Tom Duro would be the best candidate to fulfill this position while still managing the LFE property. It is agreed that the CWD will pay for items like grass cutting and various other daily duties that Tom manages in order to free him up for this project.
Motion was made by Jim Donze to utilize Tom Duro as onsite project manager of the new sewer system and to reimburse the association for additional expenses which may incur. Eric Kelley seconded the motion. Motion passed with all in favor.
- CE Contracting will begin installing the new valves and flush hydrants towards the end of this month. Waters Engineering is 25% completed with the final design of the sewer project. When finished, it will go to the Missouri DNR for approval. Looks like our 2023 boating season will be fantastic, as always.
- Don Kuehn's 3-year term is ending in April 2023. Don has agreed to run one more term in order to see the sewer project through to completion. Should there be another interested candidate,

the CWD will need to run an open election at the cost of \$2,800.00. The candidate will need to register with the county between December 6 – 27, 2022.

1. Don brings in-depth overall knowledge of the property and was instrumental in the foundational workings of the CWD
2. Any interested candidate should check with the District office for additional information on the requirements of this unpaid position.

Adjournment: Jim Donze made the motion to adjourn. Eric Kelley seconded the motion. 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.