

PUBLIC WATER SUPPLY DISTRICT #6  
REGULAR MEETING MINUTES  
December 18<sup>th</sup>, 2018

A meeting of the Public Water Supply District #6 (PWSD6) was held on Tuesday, December 18<sup>th</sup>, 2018 at 7:00 PM, in the Conference Room of the PWSD6 offices, 6000 Kingsway Drive, House Springs MO 63051.

**Directors:** Present, President Richard Ortmann, Vice President Larry Briggs, Nancy Orphan, and Mike Groppe were all present. Mike Lammert was absent.

**Others present:** Board Clerk JoAnn Thompson, and District Manager Tom Ward.

**Call to Order / Roll Call:** President Richard Ortmann called the meeting to order at 7:00 p.m. and called Roll Call. Richard Ortmann, Nancy Orphan, Larry Briggs and Mike Groppe all reported present.

**Approval of Agenda:** Richard Ortmann made a motion to approve the agenda; Nancy Orphan seconded. Unanimously approved, motion passed.

**Approval of Minutes:** Nancy Orphan made a motion to approve the minutes from November 20<sup>th</sup>, 2018; Richard Ortmann seconded. Unanimously approved, Motion passed.

**Citizens to be Heard:** None

**Manager's Report:** Tom Ward read through and explained the details to the board members of his written monthly report.

**Approval of Bills by Ordinance #2681:** Richard Ortmann made a motion to approve Ordinance #2681 in the amount of \$70,542.39; Larry Briggs seconded. Unanimously Approved. Motion passes.

**Approval of Treasury Report and Transfers between Enterprise Bank Accounts:** Richard Ortmann made a motion to approve the November 2018 Treasury Report and Transfers between Enterprise Bank Accounts; Nancy Orphan seconded, Unanimously approved.

**OLD BUSINESS:**

1. **Life Insurance/Short Term Disability (Discussion and Motion to Approve):** Nancy Orphan made a motion to approve the Short Term Disability Plan as a benefit to the employees as presented noting the condition that employees are forgoing a \$.46 cent per hour increase for this year, and each year this benefit will be reviewed for approval; Larry Briggs seconded, Unanimously approved.  
Richard Ortmann made a motion to approve the written policy presented for the Short Term Disability Insurance, Nancy Orphan seconded, Unanimously Approved.

**NEW BUSINESS:**

1. **2019 Draft Budget (Discussion):** Mike Groppe made a motion to approve the 2019 Draft Budget as presented ; Nancy Orphan seconded. Unanimously Approved. Motion passes.
2. **Debt Service payment (Discussion and Motion to Approve):** Richard Ortmann made a motion to approve the Debt Service payment in the amount of \$56,896.27, Mike Groppe seconded; Unanimously Approved. Motion passes.
3. **Water Main Extension Agreement / System Development Fee (Discussion and Motion to Approve):** Nancy Orphan made a motion to approve the Water Main Extension Agreement / System Development Fee Policy as proposed in schedule, Larry Briggs seconded; Unanimously Approved. Motion passes.

**Closed Session (per Chapter 610.021(1), RSMo 2017):** Richard Ortmann made a motion to go into closed session at 8:17 PM according to 610.021(1), RSMo 2017; Larry Briggs seconded. Richard Ortmann called roll call vote: Richard Ortmann, Mike Groppe, Larry Briggs, and Nancy Orphan all voted Aye, motion approved.

Open Session resumed at 8:19 PM

**Board Members Comments: None**

There being no further business, Nancy Orphan made a motion to adjourn, Mike Groppe seconded. Unanimous approval, the meeting adjourned at 8:19 P.M.