

**Monthly Minutes**  
**February 15, 2023**

**Roll Call:** Board members that answered to roll call Penrod, Bilbruck, Christensen, Williams and Thompson presides. Also present Jeff Jones with Decker Construction and Rita Carpenter with Westbrook & Company

**Westbrook & Company:** audit ending Sept. 30. 2022; Rita Carpenter presented audit findings to the board. Copy on file for public view upon request.

**Approval of Monthly Minutes 01/18/2023:** motion was made by Board member Penrod to accept monthly minutes as presented and second by Board member Williams. On a call by the chair for ayes and nays motion carried.

**Approval of Treasurer's Report and Monthly Bills:** motion was made by Board member Christensen to accept treasurer's report and to pay monthly bills as presented and second by Board member Bilbruck. On a call by the chair for ayes and nays motion carried.

**Approval of leak adjustment Robyn Gazi:** 16612 NE 184<sup>th</sup>;  
Robyn Gazi's application for a leak adjustment was reviewed by the board. The application was not submitted in a timely manner so therefore does not meet the requirements of a leak adjustment. Motion was made by Board member Penrod to deny the leak adjustment application for Robyn Gazi due to not meeting requirements for a leak adjustment and second by Board member Christensen. On a call by the chair for ayes and nays motion carried. Aye Penrod, Aye Christensen, Aye Bilbruck, Aye Williams, Aye Thompson

**Discuss status and plans for the District's Lead Copper Service Line Inventory:** L. Penrod attended a four hour online session on funding opportunities to help fund the lead copper service line inventory. Liz Grove with Missouri Rural Water Association led the training; she informed everyone that a water rate study will be required prior to being able to apply for funding. The district is on the list to have this water rate study conducted by MRWA. L. Penrod presented sample copies of letters to send out to the public on conducting a lead service line inventory along with a form for customers to complete and a sample of door hangers. The district should also include information on the lead service line inventory on its webpage and Facebook page. The deadline to submit the inventory to Missouri DNR is October 16, 2024.

**Decker report of operations, monthly billing and water quality:** J. Jones presented the monthly usage report to the board; copy enclosed as part of these minutes. The West meter at the water plant needs to be repaired and they do not make that meter any longer. To purchase a new meter it will cost around \$7,000.00 - \$8,000.00. The South meter will need to be replaced in the future, maybe next fiscal year.

**Public Comment:** public comment will be allotted five (5) minutes per speaker please.  
No public present.

**Board President Remarks:** no remarks

**Adjournment:** motion was made by Board member Christensen to adjourn this meeting and second by Board member Bilbruck. On a call by the chair for ayes and nays motion carried.

**Jack Thompson,** \_\_\_\_\_  
**PWSD #3 Board President**

**Attest:**

**Rita Waters,** \_\_\_\_\_  
**PWSD #3 District Clerk**