

LW SEWER COMPANY  
Regular Meeting  
January 10<sup>th</sup>, 2023

MEMBERS PRESENT— John Koch, Dave Sarver, Brent McKenna, Rob Roesch, Scott Moore, Christie McKenna — Treasurer, Jenna McKenna — Secretary

Absent –Larry Lalk

AGENDA

Meeting was called to order by Dave Sarver at 6:30 p.m. on January 10th, 2023.

MINUTES

Dave Sarver made motion to approve November 8<sup>th</sup>, 2022 minutes. John Koch made a motion to accept the minutes Scott Moore seconded motion. All Directors voted aye; motion passed.

PLANT ACTIVITY REPORT

Seth gave activity report stating that there were problems with the blower motor on the timer. Plant wasn't running for 3 days. Seth also stated the light at the pump house at 162 North Lake Dr. came on twice. A discussion was had about getting a new panel.

TREASURER'S REPORT

A discussion was had about destroying records beyond seven years. Elmer Kiel made motion to approve treasurer's report seconded by Brent McKenna.

SECRETARY REPORT – 18 Missouri One Call locates, unable to get voicemails

OLD BUSINESS – No old business was discussed

NEW BUSINESS – A discussion was had about getting a couple loads of gravel delivered to the plant.

Elmer Kiel made motion to adjourn seconded by John Koch, meeting adjourned at 7:09 p.m.

Submitted by Jenna McKenna

LW SEWER COMPANY  
Regular Meeting  
March 14<sup>th</sup>, 2023

MEMBERS PRESENT

John Koch, Dave Sarver, Brent McKenna, Rob Roesch, Scott Moore, Christie McKenna (Treasurer), Jenna McKenna (Secretary) - Absent was Larry Lalk

AGENDA

Meeting was called to order by Dave Sarver at 6:40 p.m. on March 14th, 2023.

MINUTES

Dave Sarver made motion to approve January 10<sup>th</sup>, 2023 minutes. Scott Moore made a motion to accept the minutes Brent McKenna seconded motion. All Directors voted aye; motion passed.

PLANT ACTIVITY REPORT

Seth gave the activity report stating that gravel was dumped at the plant but needed about two more loads. The timer is fixed. Seth ended the report stating that the teeth on the clarifier need to be caulked and he pumped the digester.

TREASURER'S REPORT

John Koch made motion to approve treasurer's report seconded by Elmer Kiel.

SECRETARY REPORT

8 Missouri One Call locates, 2 phone messages.

OLD BUSINESS

No old business was discussed.

NEW BUSINESS

Motion made by John Koch to try WI-FI box at the plant and seconded by Elmer Kiel. Update sewer map.

Elmer Kiel made motion to adjourn seconded by John Koch, meeting adjourned at 7:37 p.m.

Submitted by Jenna McKenna

LW SEWER COMPANY  
Regular Meeting  
May 9th, 2023

MEMBERS PRESENT

Dave Sarver, Brent McKenna, Rob Roesch, Elmer Kiel, Christie McKenna (Treasurer), Jenna McKenna (Secretary)

Absent was Larry Lalk, Scott Moore, and John Koch

AGENDA

Meeting was called to order by Dave Sarver at 6:55 p.m. on May 9th, 2023.

MINUTES

Dave Sarver made motion to approve March 14<sup>th</sup>, 2023 minutes. Elmer Kiel made a motion to accept the minutes Rob Roesch seconded motion. All Directors voted aye; motion passed.

PLANT ACTIVITY REPORT

Seth gave activity report stating that the water level is raised. Caulk was placed in areas where it was needed. Need to replace metal tank with concrete tank and for it to be bigger and wider.

TREASURER'S REPORT

Rob Roesch made motion to approve treasurer's report seconded by Elmer Kiel.

SECRETARY REPORT

26 Missouri One Call locates, 4 phone messages.

OLD BUSINESS

No old business was discussed.

NEW BUSINESS

No new business was discussed.

Elmer Kiel made motion to adjourn seconded by Rob Roesch, meeting adjourned at 7:24 p.m.

Submitted by Jenna McKenna

LW SEWER COMPANY  
Regular Meeting  
July 11<sup>th</sup>, 2023

MEMBERS PRESENT

John Koch, Dave Sarver, Brent McKenna, Rob Roesch, Scott Moore  
Christie McKenna - Treasurer, Jenna McKenna - Secretary

MEMBERS ABSENT

Larry Lalk

AGENDA

Meeting was called to order by Dave Sarver at 6:35 p.m. on July 11th, 2023.

MINUTES

Dave Sarver made motion to approve May 9<sup>th</sup>, 2023 minutes. Rob Roesch made a motion to accept the minutes, Brent McKenna seconded motion. All Directors voted aye; motion passed.

PLANT ACTIVITY REPORT

Seth gave an activity report stating that the E-Coli level is high, which is normal during the dry summer months. Issue with water level rising. Had Environmental Solutions come out with a jetter. Elmer Kiel made a motion to jet and vacuum line between B 46-43 and A 24-19, John Koch seconded motion.

TREASURER'S REPORT

Christie McKenna stated Ameren bill may change. John Koch made a motion to accept the Treasurer's Report, seconded by Elmer Kiel.

SECRETARY REPORT

18 Missouri One Call locates and five phone messages attended to.

OLD BUSINESS

Scott Moore still needs to install lights at the plant.

NEW BUSINESS

Discussion was had about getting prices for new sewer lids. John Koch made a motion to get a new door on pump station B and others that are needed at pump stations, Elmer Kiel seconded motion. John Koch made a motion to make Elmer Kiel Vice President, Rob Roesch seconded motion.

John Koch made motion to adjourn, seconded by Elmer Kiel, meeting adjourned at 7:40 p.m.

Submitted by Jenna McKenna

LW SEWER COMPANY  
Regular Meeting  
September 26<sup>th</sup>, 2023

MEMBERS PRESENT— John Koch, Dave Sarver, Brent McKenna, Scott Moore, Elmer Kiel, Christie McKenna — Treasurer, Jenna McKenna — Secretary

Absent – Larry Lalk, and Rob Roesch

AGENDA

The meeting was called to order by Dave Sarver at 7:45 p.m. on September 26th, 2023.

MINUTES

Dave Sarver made motion to approve July 11<sup>th</sup>, 2023 minutes. John made a motion to accept the minutes Elmer Kiel seconded motion. All Directors voted aye; motion passed.

PLANT ACTIVITY REPORT

Plant activity report was presented by Seth in the Annual meeting prior to the regular meeting.

TREASURER'S REPORT

John Koch made motion to approve treasurer's report seconded by Elmer Kiel, motion passed.

SECRETARY REPORT – 10 Missouri One Call locates, 4 phone messages.

OLD BUSINESS – No old business was discussed.

NEW BUSINESS – Scott Moore stated that The Home Doctors crew is ready to start repairing lining of lagoon. Elmer Kiel stated there should be an estimate of work needing to be done on the lagoon and multiple estimates prior to starting any work, the board agreed upon this. Scott Moore and Elmer Kiel will be meeting to discuss and write out exactly what the board wants for bids. O'Neil is coming out to suck lagoon out. The board discussed replacing 2 inch and 4 inch line to 8 inch line at the pump station 164-166 North Lake. The board wants bids and expectations for lines to be replaced. Getting a bid to remove the dead tree on the property of 48 North Lake. Elmer Kiel made a motion for 1,000 or less for tree removal Scott Moore seconded motion; motion approved.

John Koch made a motion to adjourn seconded by Elmer Kiel, meeting adjourned at 8:24 p.m.

Submitted by Jenna McKenna

LW SEWER COMPANY  
Regular Meeting  
October 10<sup>th</sup>, 2023

MEMBERS PRESENT:

John Koch, Dave Sarver, Brent McKenna, Rob Roesch, Scott Moore, Elmer Kiel  
Christie McKenna (Treasurer), Jenna McKenna (Secretary)

ABESENT:

Larry Lalk

AGENDA:

Meeting was called to order by Dave Sarver at 6:32 p.m. on October 10th, 2023.

MINUTES:

Dave Sarver entertained a motion to approve the minutes from September's meeting after clarifying in the minutes about repairs and seal coating at the plant. Motion made by Scott Moore and seconded by John Koch.

PLANT ACTIVITY REPORT:

Seth gave the plant activity report stating he spoke with DNR about the flow basin (lagoon). Discussed that we need to talk with DNR to find a proper way to dispose of dry sludge. Asking All Weather if they can take the dry sludge. Seth stated that the liner for the flow basin just needs to be cleaned out and the pen holes patched. Said the flow basin liner probably has another five years until it needs to be replaced.

TREASURER'S REPORT:

Scott Moore made a motion to approve treasurer's report seconded by Elmer Kiel, motion passed.

OLD BUSINESS:

Unlimited took down the dead tree at 48 North Lake Dr.

NEW BUSINESS:

Elmer Kiel will be getting new bids in regard to either replacing or repairing the liner of the flow basin. Motion was made by Elmer Kiel to table all work being done at the plant regarding the flow basin until Eco Engineering Firm comes out to analyze everything that needs to be done on the liner of the flow basin, Brent McKenna seconded motion. Discussion was had about cleaning the flow basin out once a year.

Dave Sarver entertained a motion to adjourn at 7:18 p.m. John Koch made a motion to adjourn meeting, Rob Roesch seconded motion.

Submitted by Jenna McKenna

**LW SEWER COMPANY**  
**Regular Meeting**  
**November 7th, 2023**

**MEMBERS PRESENT:**

Dave Sarver, Brent McKenna, Rob Roesch, Scott Moore, Elmer Kiel  
Christie McKenna (Treasurer), Jenna McKenna (Secretary)

**MEMBERS ABESENT:**

Larry Lalk and John Koch

**AGENDA:**

Meeting was called to order by Dave Sarver at 6:42 p.m. on December 7th, 2023.

**MINUTES:**

Dave Sarver entertained a motion to approve the minutes from September's meeting with corrections to minutes. Motion made by Brent McKenna and seconded by Rob Roesch.

**PLANT ACTIVITY REPORT:**

Seth gave the plant activity report stating the E. Coli sample was high in September, but no action is needed at this time. He informed us that the plant is running good with the three blower motors on the new automatic control panel. O' Neil emptied the digester. All weather came and moved the dry sludge out of the peak overflow basin. Seth stated the clarifier drive is seeping grease and it is getting time to replace it. He agreed to get bids for the cost of replacing the clarifier drive. Seth insured us the heaters will be put out, needed parts will be greased, and light bulbs will be replaced before winter comes.

**TREASURER'S REPORT:**

The board agreed to pay the unpaid bills besides the bill to The Home Doctors. The board tabled the bill from The Home Doctors for the work that was done on the peak overflow basin until establishing what needs to be done on it.

**SECRETARY'S REPORT:**

10 Missouri One Calls and 1 phone message for the month of October were addressed.

**OLD BUSINESS:**

DNR said it is safe for dry sludge to be sent to the landfill. The board agreed to jet the lines at the G block pump house and 174 North Lake Dr annually. The B block pump house was jetted out by Gravity Drain Services.

**NEW BUSINESS:**

The board scheduled a meeting to update sewer maps for November 14<sup>th</sup>. Discussion was had about getting a bigger aeration ditch or building another aeration ditch to better support the growth of new customers. This would eliminate the job of the peak overflow basin. The board agreed the first step to getting information about the aeration ditch options is to record a flow meter test to check the flow volume. Elmer Kiel made a motion to have Seth Blum get estimates for the cost of a flow meter test for the months of January through March, Rob Roesch seconded the motion. A discussion was had about creating a document plan for our funds such as a forecast plan. Elmer Kiel agreed to drafting a budget forecast for the board.

Dave Sarver entertained a motion to adjourn at 8:12 pm. Elmer Kiel made a motion to adjourn meeting, Brent McKenna seconded motion.

Submitted by  
Jenna McKenna

LW SEWER COMPANY  
Regular Meeting  
December 12th, 2023

MEMBERS PRESENT:

Dave Sarver, Brent McKenna, Rob Roesch, Scott Moore, Elmer Kiel, John Koch  
Christie McKenna (Treasurer), Jenna McKenna (Secretary)

MEMBERS ABESENT:

Larry Lalk

AGENDA:

The meeting was called to order by Dave Sarver at 6:38 p.m. on December 12th, 2023.

MINUTES:

Dave Sarver entertained a motion to approve the minutes from November's meeting with corrections to minutes. Motion made by Elmer Kiel and seconded by Scott Moore. John Koch abstained from the motion.

PLANT ACTIVITY REPORT:

Seth stated blower motor #1 is out, blower motor #2 and #3 are still running well. There was a problem with the new control panel dying due to a loose connection. Seth informed us the problem has been fixed and there have been no other issues with the control panel since. Seth provided the board with bids for the repair of the clarifier drive gearbox. After reviewing the bids, John Koch made a motion to have the Pump Shop complete the repairs on the clarifier drive gearbox for \$13,999. Rob Roesch seconded this motion. Elmer Kiel made a motion to replace blower motor #1, John Koch seconded this motion. Seth stated the end of year report is being written for DNR and a series of samples are being taken and submitted before the 30<sup>th</sup> to wrap up the end of the year.

TREASURER'S REPORT:

Dave Sarver will initiate a Missouri One Call for a customer in severe arrears to schedule a disconnect from the main. Elmer Kiel made a motion to approve the Treasurer's Report, Scoot Moore seconded the motion.

SECRETARY'S REPORT:

There were five Missouri One Calls and 3 phone messages addressed for the month.

OLD BUSINESS:

Seth provided the board with 3 bids for either renting or buying the flow meter test. After reviewing the bids, the board decided to rent the equipment. Seth will be reaching out with one of the vendors to confirm they will provide the data needed for the follow-up flow analysis. A meeting to update all maps of the sewer lines was held by Dave Sarver, Scott Moore and Elmer Kiel. Dave Sarver agreed to update the electronic version of the main official map and have the updated maps printed. Elmer Kiel presented a draft budget forecast for the board to review. Dave Sarver did more research on moving funds to a Certificate of Deposit (CD) or savings account to earn interest. Dave informed us that even with the board being a non-profit we can still legally move the funds from a checking account to an interest bearing account. The board agreed to hold some funds back in case of an emergency. A manhole in Block C is overflowing, this issue is being addressed.

NEW BUSINESS:

The board agreed to build a new list of contractors and their pricing for sewer line replacements. Elmer Kiel agreed to put together the list for the board to review. The board discussed requiring the installation of a shut-off valve for all new connections and we install one for all disconnects with the possibility of a lower re-connect fee for those with a shut-off valve installed if disconnected for non payment. The board will continue to discuss this topic further at the next meeting.

Dave Sarver entertained a motion to adjourn at 7:42 pm, Rob Roesch seconded motion.

Submitted by Jenna McKenna