

**ADMINISTRATION/OPERATIONS COMMITTEE MEETING
MONDAY OCTOBER 26, 2015
7:00 P.M.
COUNCIL CHAMBER**

INTRODUCTORY ITEMS:

Roll Call /Pledge of Allegiance

ACTION:

1. APPROVAL OF MINUTES:

a. August 24, 2015 Adm/Field Operations Meeting Motion To Approve

2. REVIEW OF INVOICES:

a. Lewis, Rice LLC Invoice – September 2015 Services Discuss – Send to Council

3. REPORT OF DEPARTMENT HEADS:

a. Communications – Lisa Moffitt

b. Police/Municipal Court/Traffic Committee – Chief Ken Hahn

c. Finance – Mary Sprung

d. Economic Development – Darren Lamb

e. Engineering – Dan Boyce

f. Building Inspections/Codes – Don Peters

g. Streets & Solid Waste – Jack Brinker

h. Airport/Building & Maintenance – Brian Boehmer

i. Information Technology – Donna Tune

j. Parks & Recreation/Urban Forestry Council – Darren Dunkle

1. Aerator/Seeder Bid (info to be handed out at meeting)

Discuss – Send to Council

2. 1 Ton Truck Bid (info to be handed out at meeting)

Discuss – Send to Council

3. Riverfront Trail Expansion & Grant

Discussion

k. Fire & Emergency Service – Bill Halmich

l. Water & Wastewater – Kevin Quaethem

m. Library – Jackie Hawes

n. H.R. & Loss Control – Mary Trentmann

o. Administration (Tourism/Front Street/Property/Senior Center) – Jim Briggs

4. PUBLIC DISCUSSION:

5. UNFINISHED BUSINESS:

6. NEW BUSINESS:

7. EXECUTIVE SESSION:

a. Public vote on whether or not to hold a closed meeting to discuss personnel, legal and real estate matters pursuant to Section 610.021 RSMo (2000). ROLL CALL VOTE

8. ADJOURNMENT:

POSTED BY MARY K. TRENTMANN, CITY CLERK OCTOBER 22, 2015

**MINUTES OF THE
CITY OF WASHINGTON, MISSOURI
ADMINISTRATION/OPERATIONS COMMITTEE
AUGUST 24, 2015**

Mayor Lucy opened the meeting with roll call and Pledge of Allegiance at 7:00 p.m.

Present: Sandy Lucy, Steve Sullentrup, Walt Meyer, Jeff Mohesky, Mark Hidritch, Jeff Patke, Greg Skornia, Joe Holtmeier, Josh Brinker

Absent: None

Also present: Jim Briggs, Brian Boehmer, Mary Trentmann, Ken Hahn, Mary Sprung, Dan Boyce, Don Peters, Jack Brinker, Donna Tune, Darren Dunkle, Bill Halmich, Kevin Quaethem

Approval of Minutes

* July 27, 2015 Administration/Field Operations Meeting

A motion to approve the minutes as presented was made by Sullentrup, seconded by Patke, passed without dissent.

Review of Invoices

* Lewis, Rice & Fingersh, L.C. – July 2015 Invoice

A motion to forward to full Council for Approval was made by Patke, seconded by Hidritch, passed without dissent.

Public Discussion

- * **Amy Niehaus - Dog Park representative:** reports on the progress of the plans for the dog park. They have raised \$8,600 so far. Is requesting for the City to include their part (\$15,500) in the budget. This will be for fencing material only. The rest (benches, restrooms ...) will be installed at a later date. They need to have this approved before they can move on to the next step.
- * **Wade Swartz – member of the dog park group:** talked to Roger and Chip Langendorfer who agreed on doing the labor at no cost for the fence if the materials for the fence are purchased through their company.
- * Councilman Patke explains that in the beginning of 2014 the dog park committee agreed to match funds with the City. The estimate then was that the fence would cost around \$15,000. Now, the estimate for it is \$22,000; the dog park committee share will stay at \$7,500, the City will provide \$15,000. He would like for this to be included in the budget.
- * Councilman Hidritch would like for this project to move forward and for the City to include this in the budget. Councilman Skornia agrees with this.

- * Councilman Sullentrup wants to know what the total cost of the project is. Darren Dunkle explains that the cost of the material for the fence is around \$23,000. Grading will possibly be done in-house.
- * Councilman Brinker would like to go out for bids to determine the cost of the fence. Jim Briggs explains that they will have to go out for bids for the material cost, and they can also bid on the labor part if they choose to or put zero for labor.
- * Councilman Brinker wants to know if there are any other fence projects going on, this could be combined to lower the cost.

A motion to include City share of the dog park in the budget was made by Hidritch, seconded by Patke, passed without dissent.

Presentation

* Security Camera Presentation:

Long distance presentation on how the software for the security cameras works and how it can be used.

12 vendors sent in a bid. This came in as the lowest bid. Locations where cameras will go are: public works, city hall, parks, skate park, team track, Optimist park, All Abilities park and the pool.

Chief Hahn believes that this project will be beneficial for the Police Department. More cameras can always be added in the future.

A motion to proceed with the camera project was made by Hidritch, seconded by Meyer, passed without dissent.

Review of Department Heads

Communications:

- * Working on Code Red system; tried to solve the issues with garbled messages.
- * Maintenance work being done on sirens.
- * Open position for Dispatcher.

Police/Municipal Court/Traffic Committee:

- * Had a DWI sobriety checkpoint last Friday near the bridge on First Street. 677 vehicles were checked, 9 people were taken into custody for various offenses.

Finance:

- * Certificate of Achievement for Excellence in Financial Reporting: 6th consecutive year to receive this.
- * Sales tax is at 7%.
- * Handout of 2016 general fund: a few changes were made. Budget hearing is set for September 8, 2015.

Economic Development:

- * No report

Engineering:

- * Railroad sidewalk project: concrete work is done, asphalt is scheduled for Monday, August 31. Road will be closed that day from 6:00 a.m. to 3 p.m.
- * Jefferson Street Bridge: staff met with consultant, representative of school district and bus service. Bridge will probably be taken down at the end of next winter. Jim Briggs asked for a quote from BFA to oversee the Camp Street project since Dan is retiring.
- * Councilman Sullentrup wants to know if there is a stop sign at Camp Street. There is a temporary sign at East Rose Lane. Staff will check on this.

Building Inspections/Codes:

- * Hodges Badge finished their building.
- * Washington West expansion is completed.
- * Don Peters is retiring end of October, beginning of November.

Streets & Solid Waste:

- * About 75% of the patchwork is completed.
- * Mowing, and painting lines on streets and crosswalks. Spraying mosquitos.
- * Moving trash out of the landfill after Labor Day.
- * Councilman Holtmeier would like the patches in front of Washington Lumber to be redone. This will be taken care of.

Airport/Building & Maintenance:

- * Received one bid on the airport sign, from Ziglin Signs for about \$14,885.00. Ordinance will be presented at the next Council meeting.

Information Technology:

- * AT&T is combining their voice over technology with another company. Staging with new equipment will begin tomorrow. Switchover will be done next week.

Parks & Recreation:

- * Started brush hogging on new property on the west end of the riverfront.
- * Landscape bed behind the Landing will get new landscaping this week.
- * Went out to bid for the replacement of picnic tables and trash cans. Both bids came in under budget.
- * Councilman Sullentrup would like the flower pots to be spread out over downtown instead of just on the parking lot. Staff will take care of this. They will also look into planting some of the flowers in planters.

Fire & Emergency Service:

- * Training Center is used well, good way to promote Washington as a regional player in case of a disaster. Hosting several events in the near future.
- * Prep-a-Thon is at the Library in September.
- * First Mud-run at the YMCA went well.
- * Fax/copier/scanner through EMPG grant has arrived.
- * Councilman Sullentrup wants to know if the old training center is still being used. Staff has looked into different methods of taking the building down. There are some concerns with it because the building is located in the floodplain.

Water & Wastewater:

- * Waiting on one more quote to put permanent tanks in for the chlorination. Once those are installed it should balance out the chlorine levels throughout town. Activated carbon filters should take out the smell and taste of the chlorine. Those can be installed on any household faucet.
- * Started ordering material for the electrical modifications on wastewater plant.

Library:

- * No report

H.R. & Loss Control:

- * No report

Administration (Tourism/Front Street/Property/Senior Center):

- * Downtown Washington is putting in a bid to host the Missouri Main Street conference. Tourism committee will contribute up to \$5,000 to assist in this. Three other communities have also put in a bid.

Unfinished Business

- * None

Executive Session

Public vote on whether or not to hold a closed meeting to discuss personnel, legal and real estate matters pursuant to Section 610.021 RSMo (2000) passed at 8:16 p.m. on the following roll call vote; Brinker-aye, Hidritch-aye, Holtmeier-aye, Meyer-aye, Mohesky-nay, Patke-aye, Skornia-aye, Sullentrup-nay, Lucy-aye.

The regular session reconvened at 8:25 p.m.

Adjournment

With no further business to discuss, a motion to adjourn was made at 8:25 p.m. by Sullentrup, seconded by Mohesky, passed without dissent.

LEWIS RICE LLC

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Attorneys at Law

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P.O. Box 1040
Washington, Missouri 63090

MEMORANDUM

TO: Mary Trentmann
Administrative Secretary

FROM: Janice Meyer
Secretary for Mark C. Piontek

DATE: October 7, 2015

SUBJECT: Legal Services Rendered through September 30, 2015 for the City of Washington

Total Bill.....\$8,610.00

Breakdown of Matters:

700014.13025	General Counsel	8,115.00
700014.57122	Melton Machine	45.00
700014.62216	Jonathan W. Julius	210.00
700014.63509	Johnny Ray Edwards	120.00
700014.63511	Julie Ann Howell	120.00
	TOTAL	\$8,610.00

Established 1909

CITY OF
WASHINGTON
MISSOURI

MONTHLY ACTIVITIES REPORT
JUNE 2015

POLICE

INCIDENT REPORTS	260
CITATIONS ISSUED	101
NO-REPORT	664
UNFOUNDED	26
WRITTEN/VERBAL WARNING	415
GONE ON ARRIVAL	37
END CALL	1823
TOTAL	3326

AMBULANCE DISTRICT

EMERGENCY CALLS:	149
ROUTINE TRANSFERS:	77
EMERGENCY TRANSFERS:	1
STAND BY DISTRICT LINE	0
MOVE UP	8
TOTAL # OF AMBULANCE CALLS:	235

FIRE

FIRES, EXPLOSIONS:	5
RESCUE:	1
HAZARDOUS CONDITIONS:	18
SERVICE CALLS:	8
GOOD INTENT CALLS:	5
FALSE CALLS:	1
OTHER:	14
TOTAL # FIRE CALLS	52

911 TRANSFERS	14
OPEN LINE 911 CALLS	116
911 HANG UPS	54
911 CALLS RECEIVED	468
TOTAL 9*1*1 CALLS HANDLED:	652

CITY OF

WASHINGTON

MISSOURI

MONTHLY ACTIVITIES REPORT

July 2015

POLICE

INCIDENT REPORTS	287
CITATIONS ISSUED	62
NO-REPORT	607
UNFOUNDED	33
WRITTEN/VERBAL WARNING	425
GONE ON ARRIVAL	49
END CALL	1947
TOTAL	3410

AMBULANCE DISTRICT

EMERGENCY CALLS:	172
ROUTINE TRANSFERS:	89
EMERGENCY TRANSFERS:	0
STAND BY DISTRICT LINE	1
MOVE UP	7
TOTAL # OF AMBULANCE CALLS:	269

FIRE

FIRES, EXPLOSIONS:	2
RESCUE:	20
HAZARDOUS CONDITIONS:	8
SERVICE CALLS:	2
GOOD INTENT CALLS:	8
FALSE CALLS:	12
OTHER:	0
TOTAL # FIRE CALLS	52

911 TRANSFERS	19
OPEN LINE 911 CALLS	125
911 HANG UPS	77
911 CALLS RECEIVED	501
TOTAL 9*1*1 CALLS HANDLED:	722

CITY OF

WASHINGTON

MISSOURI

MONTHLY ACTIVITIES REPORT

August 2015

POLICE

INCIDENT REPORTS	292
CITATIONS ISSUED	119
NO-REPORT	689
UNFOUNDED	32
WRITTEN/VERBAL WARNING	521
GONE ON ARRIVAL	52
END CALL	1859
TOTAL	3564

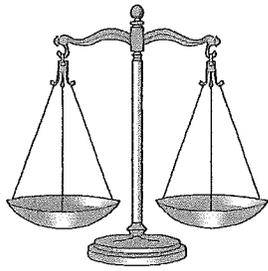
AMBULANCE DISTRICT

EMERGENCY CALLS:	155
ROUTINE TRANSFERS:	87
EMERGENCY TRANSFERS:	3
STAND BY DISTRICT LINE	0
MOVE UP	13
FAIR AMBULANCE	16
TOTAL # OF AMBULANCE CALLS:	274

FIRE

FIRES, EXPLOSIONS:	9
RESCUE:	11
HAZARDOUS CONDITIONS:	9
SERVICE CALLS:	1
GOOD INTENT CALLS:	9
FALSE CALLS:	16
OTHER:	0
TOTAL # FIRE CALLS	55

911 TRANSFERS	27
OPEN LINE 911 CALLS	165
911 HANG UPS	58
911 CALLS RECEIVED	631
TOTAL 9*1*1 CALLS HANDLED:	881



WASHINGTON MUNICIPAL COURT

TO: Mayor Sandy Lucy
and City Council

FROM: Craig E. Hellmann; Municipal Judge

DATE: August 31, 2015

SUBJECT: Municipal Judge's Report for Month of August, 2015

August 4, 2015

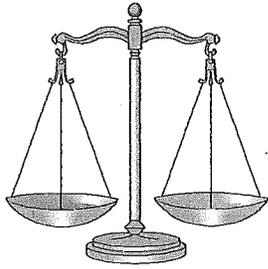
TOTAL \$6,243.75

August 18, 2015

TOTAL \$10,637.90

Respectfully,


Craig E. Hellmann
Municipal Judge



WASHINGTON MUNICIPAL COURT

TO: Mayor Sandy Lucy
and City Council

FROM: Craig E. Hellmann; Municipal Judge

DATE: September 30, 2015

SUBJECT: Municipal Judge's Report for Month of September, 2015

September 8, 2015

TOTAL \$8,032.50

September 22, 2015

TOTAL \$8,596.50

Respectfully,

Craig E. Hellmann
Municipal Judge



CITY OF
WASHINGTON
MISSOURI

FROM Chief Ken Hahn
TO: Traffic Commission Members
SUBJECT: September 11, 2015 Traffic Committee Meeting
DATE: September 15, 2015

The September 11, 2015 Meeting Minutes were approved as written.

MEMBERS PRESENT: Mike Grissom Police Department
Jack Brinker Street Department
Chief Halmich Emergency Management
Chief Hahn Police Department
Dan Boyce Engineering
Walt Meyer City Council

MEMBERS ABSENT: Jeff Mohesky City Council
Steve Sullentrup City Council
Joe Holtmeier City Council

VISITORS: Terry Buddemeyer Washington Ambulance

OLD BUSINESS:

None

NEW BUSINESS:

5A 15-09-0026 Review of Strategic Highway Safety Plan for Franklin County: Mike Grissom and Dan Boyce have been attending meetings with a LEIDOS team that is responsible for coming up with a plan for Franklin County to reduce injury and fatality crashes on local roadways. The draft version of the plan lists Washington at the top of virtually every list for crash numbers. The plan recommends countermeasures for these "problem areas" which they anticipate will reduce overall crash numbers and therefore reduce serious crashes. This item will

POLICE DEPARTMENT
301 JEFFERSON STREET
WASHINGTON, MO 63090

be left open until Dan Boyce and Mike Grissom attend the final meeting and receive the final draft of the plan. At that time the traffic committee will evaluate the plan and decide what steps to take (if any).(OPEN)

5B 15-09-0027 Review of plans for Mercy Movie Night: Mercy will be hosting a movie night for all employees on a big screen at the Mercy South Parking Garage. The screen will not face MO 47 and no parking issues are anticipated. The committee discussed, and had no objections to this event.(CLOSED)

5C 15-09-0028 Parking complaints on Louis Street near little league football fields: Mike Grissom received a complaint from a resident of Louis Street. The complaint sites congested parking and children playing in and near the street during little league football practice which is held in the field on the West side of Louis Street. The committee discussed this issue and agreed that there was no good way to regulate parking in the area. Mike Grissom did contact the Vice President of the local little league football committee. He agreed to send an email to all coaches and parents requesting that they use the Lakeview parking area rather than the residential streets.(CLOSED)

5D 15-09-0029 Request for speed limit signage on Horn Street due to excessive vehicle speed: Mike Grissom received a request for additional speed limit signage on Horn Street near Village West. After checking the area, Mike Grissom only located one speed limit sign which indicated that the speed limit was 30mph. Per ordinance Horn Street is a 25mph zone. The committee agreed that no signage was needed on Horn Street since it was the default speed limit of 25mph. This item will be left up to the Police Department for extra enforcement.(CLOSED)

5E 15-09-0030 Request for additional speed limit signage on Washington Heights Drive: When Mike Grissom checked on this complaint, he noticed that there was a 30mph speed limit sign on SB Washington Heights just after MO 100, however there was no signage at all for NB Washington Heights. The committee agreed to add one 30mph sign for NB Washington Heights near Bieker Road.(CLOSED)

5F 15-09-0030 Request for additional signage or an electric signal at the intersection of 8th and Sunnyside: This complaint was received from Georgann McLaughlin, who resided at 524 E 7th Street. Her complaint was that vehicles constantly disregard the four way stop intersection even though the Police Department regularly patrols the area. Mrs. McLaughlin originally reported this by leaving a note with Engineering. The committee initially agreed that no changes would be recommended to that intersection. Mike Grissom contacted Mrs. McLaughlin by telephone after the meeting to discuss the matter with her. She was insistent that the city make some sort of improvements to the intersection and threatened legal action if someone were injured there. This item will be left open for further discussion at the next meeting.(OPEN)

The meeting was adjourned at 10:00 am

The next scheduled meeting will be held on October 2, 2015 at 09:00 a.m. in the Police Department Conference Room.

POLICE DEPARTMENT
301 JEFFERSON STREET
WASHINGTON, MO 63090



CITY OF
WASHINGTON
MISSOURI

FROM Chief Ken Hahn
TO: Traffic Commission Members
SUBJECT: October 2, 2015 Traffic Committee Meeting
DATE: October 5, 2015

The October 2, 2015 Meeting Minutes were approved as written.

MEMBERS PRESENT: Mike Grissom Police Department
Jack Brinker Street Department
Chief Halmich Emergency Management
Chief Hahn Police Department
Steve Sullentrup City Council

MEMBERS ABSENT: Jeff Mohesky City Council
Joe Holtmeier City Council
Dan Boyce Engineering

VISITORS: Terry Buddemeyer Washington Ambulance

OLD BUSINESS:

4A 15-09-0026 Review of Strategic Highway Safety Plan for Franklin County: The final draft of this plan was presented by the LEIDOS team on October 1, 2015. The committee discussed the reports recommendations and reviewed some initial crash numbers that were run by Mike Grissom. This item will be left on the agenda for the next meeting in order to further evaluate the plans recommended countermeasures.(OPEN)

4B 15-09-0027 Request for additional signage or an electric signal at the intersection of 8th and Sunnyside: This item was discussed at the previous meeting and the committee initially recommended no changes to the intersection. After Mike Grissom contacted Georgann Mclaughlin in reference to the committee's decision, the possibility of adding stop bars was mentioned. The committee discussed adding stop bars at this intersection and agreed that the

POLICE DEPARTMENT
301 JEFFERSON STREET
WASHINGTON, MO 63090

Respectfully,

Chief Ken Hahn
Washington Police Department

CC:
Each Member
Lt. Mike Stapp
Mary Trentmann

**POLICE DEPARTMENT
301 JEFFERSON STREET
WASHINGTON, MO 63090**

TRAFFIC DIVISION/CODE ENFORCEMENT (636)390-1088

addition of stop bars was appropriate based on the circumstances. Street department will add the stop bars as time allows.(CLOSED)

NEW BUSINESS:

5A 15-10-0031 Request for a crosswalk on Duncan Avenue near Mercy South: This request came from Kathy Pyro, who is employed by Mercy. There are currently parking lots on both sides of Duncan Avenue. Kathy requested a crosswalk to assist with getting pedestrian traffic safely across the street between lots. The committee discussed and approved this request. Dan Boyce will draft an ordinance for council approval.(CLOSED)

5B 15-10-0032 Request to review no parking zones on Terry Lane and make necessary changes in order to make zones reflect current ordinances: The committee reviewed this matter; specifically the no parking zone on the West side of Terry Lane just South of Fifth Street. The committee noted that the current ordinance calls for no parking from the South line of Fifth Street thirty feet to a point. There is currently yellow paint in this area that extends much further than thirty feet. Street Department will cover the additional yellow paint to match the ordinance.(CLOSED)

The meeting was adjourned at 10:00 am

The next scheduled meeting will be held on November 6, 2015 at 09:00 a.m. in the Police Department Conference Room.

Respectfully,

Chief Ken Hahn
Washington Police Department

CC:
Each Member
Mary Trentmann

POLICE DEPARTMENT
301 JEFFERSON STREET
WASHINGTON, MO 63090

Administration/Operations Committee Report
FINANCE DEPARTMENT – End of Month Report

August 2015

Monthly operations for the Finance Department include:

COLLECTOR'S OFFICE:

- * In this month; 6,953 collection transactions totaling \$1,531,279.30 were processed through accounting system.
- * 626 customers paid using Credit Cards (157 utility-in person, 440 utility-online, 17 court- online & 12 court-in person) totaling \$49,176.81.
- * 759 utility customers paid via Check Free (ACH), totaling \$42,550.29.
- * Big Driver receipts totaling \$0.00. 21 Pool receipts totaling \$3,676.00.
- * 60 utility customers have paid deposits for new or transferred accounts totaling \$6,300.00.
- * 45 business licenses were issued/renewed totaling \$2,614.00. 2 liquor licenses was issued/renewed totaling \$900.00.
- * Construction escrow deposits collected \$700.00 *Street excavation deposits collected \$1,342.00 *Landlord Security deposits collected \$300.00. *Cigarette tax collected totaled \$6,127.85.
- * Franklin County tax collections totaled \$9,481.87. *Delinquent Taxes City - RE: \$22,676.85 PP: \$14,104.31
- *Delinquent Taxes Library - RE: \$2,536.41 PP: \$1,551.84.
- * Motor fuel tax revenues totaled \$49,674.99. * Federal Grants (6) totaling; \$8,138.76 *FEMA Grants (2) totaling: \$13,637.36.

Franchise Fees:

- * Ameren \$193,194.92. * AT&T (SWB) franchise fee \$31,710.18. *New Cingular Wireless \$13,712.15 *Laclede Gas \$8,831.94 *Charter Communications (quarterly) \$0.00.* 1% City Sales Tax totaled \$254,968.15. *Local Use tax totaled \$40,034.72.* Transportation Sales tax totaled \$127,483.86. *Capital Improvement Sales Tax totaled \$127,484.01.

TREASURER RESPONSIBILITIES:

FINANCIAL OPERATIONS:

* ACCOUNTS PAYABLE –

- Invoice items processed: 779.
- Checks issued –405 (this includes (7) check runs) for the amount of \$2,144,622.10.
- Credit Card Fees (ETS) paid totaled \$977.08 (\$72.99 for court and \$904.09 for Utilities).
- Postage used this month totaled \$1,095.48.

* GENERAL DUTIES –

- Postings of journals to the General Ledger which were created during transaction processing of utility billing, cash receipts/revenue transactions, accounts receivable, accounts payable and payroll.
- Distribution of approved purchase orders.
- Adjusting entries to correct transaction errors and record monthly allocations.

* PAYROLL-

- Payrolls (2) totaling \$475,393.29. This includes (68) checks and (323) direct deposits and related benefit costs. \$47,432.58 Federal Taxes paid. \$15,979.00 State Taxes paid. \$27,878.06 FICA Taxes paid.

* ACCOUNTS RECEIVABLE -

Utilities (Water - Sewer -Trash):

- Billing totals: \$407,432.58; Number of invoices (6,391) number of gallons billed: 64,552,608.
- Final billings sent (83) totaling \$2,245.01. (157 on the shutoff list, (this involves amounts over \$50) with (96) actual shutoffs done. Of those, 96 paid and were turned back on with reconnection fees totaling \$4,800.00.
- Refunds (69) totaling \$11,664.88. (4) Returned checks (NSF), fee collected: \$100.00.
- Bank auto draft collections (725) totaled \$42,192.07. Credit Card draft collections (51) totaled \$2,455.82. (0) Returned Bank auto draft, fees collected: \$0.00.

Landfill and Miscellaneous:

- Landfill invoices (119) sent totaling \$75,189.68 including (0) leachate invoices totaling \$0.00. Miscellaneous invoices (18) (rent/lease, dispatch services, etc.) totaling \$25,863.91. Public Works invoices (33) totaling \$11,293.82; Parks invoices (1) totaling \$175.00. Return Checks (1) totaling \$181.00, fee collected: \$25.00.

MANAGEMENT:

- Supervise and assist staff in resolution of problems.
- Monitor cash flow and investments.
- Monitor budget appropriations and authorizations for processing expenditures.
- Make appropriate wire transfers for debt service, payroll and Phoenix Center II CID.
- Monitor all financial accounting processes.
- Monitor utility billing process to insure utility bills are accurate and mailed timely.

MISCELLANEOUS:

- Process cash receipts for utilities, landfill, permits, various departments and miscellaneous receipts.
- Calculate interest and mail monthly statements for account receivable.
- Prepare various reports on sales tax, franchise fees, and major revenue sources.
- Prepare P.O.'s, process invoices for payment and timely mail checks to vendors.
- Calculate payroll and prepare payroll checks/direct deposits and applicable benefits and deduction reports.
- Working on annual budget process and compiling budget data.

WASHINGTON 1% SALES TAX

Previous Years 1970 -1990 Total:		\$ 15,522,628.91			
1990-1991	1,548,211.84	2000-2001	2,614,947.25	2010-2011	3,613,372.27
1991-1992	1,672,769.14	2001-2002	2,665,810.02	2011-2012	3,698,652.72
1992-1993	1,784,767.71	2002-2003	2,875,714.84	2012-2013	3,760,065.80
1993-1994	1,963,897.71	2003-2004	3,155,590.86	2013-2014	3,912,118.45
1994-1995	2,099,507.07	2004-2005	3,187,693.12	2014-Present	3,738,608.06
1995-1996	2,109,380.53	2005-2006	3,345,292.87		
1996-1997	2,169,892.95	2006-2007	3,445,234.45		
1997-1998	2,267,995.17	2007-2008	3,773,268.98		
1998-1999	2,412,223.65	2008-2009	3,556,222.39		
1999-2000	2,570,088.01	2009-2010	3,497,829.39		

COLLECTION TO DATE: **\$ 86,961,784.16**

MONTH	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Monthly % Increase/ Decrease
OCTOBER	\$ 277,671.09	\$ 292,032.88	\$ 289,981.69	\$ 299,811.29	\$ 258,132.97	\$ 322,215.68	24.83%
NOVEMBER	197,540.04	178,913.24	221,470.74	245,399.60	267,546.13	285,712.19	6.79%
DECEMBER	299,476.72	355,374.13	397,861.68	351,227.53	330,994.19	362,186.60	9.42%
JANUARY	357,924.86	291,252.48	335,676.69	300,296.02	316,472.49	397,583.68	25.63%
FEBRUARY	232,674.89	314,343.36	232,947.48	316,239.76	339,049.11	315,611.21	-6.91%
MARCH	357,339.17	272,083.55	388,615.40	368,351.05	305,321.16	368,572.00	20.72%
APRIL	281,376.18	336,871.23	342,585.73	297,520.96	304,712.85	350,563.22	15.05%
MAY	195,434.49	228,551.10	192,428.66	205,586.29	357,248.60	277,962.54	-22.19%
JUNE	375,099.02	353,408.74	381,146.39	387,501.72	310,068.05	406,902.66	31.23%
JULY	342,267.31	368,038.19	327,575.87	346,906.10	464,401.53	396,330.13	-14.66%
AUGUST	185,451.90	206,758.22	202,883.60	239,933.34	269,841.78	254,968.15	-5.51%
SEPTEMBER	395,573.72	415,745.15	385,478.79	401,292.14	388,329.59		
TOTALS	\$ 3,497,829.39	\$ 3,613,372.27	\$ 3,698,652.72	\$ 3,760,065.80	\$ 3,912,118.45	\$ 3,738,608.06	

OVERALL PERCENTAGE GROWTH/
(REDUCTION) FOR OCTOBER TO
PRESENT:

6.10%

FISCAL YEAR END PERCENTAGE (POS-
OCTOBER TO SEPTEMBER) Shown Once A Year
on November Report.

0.00%

1/2 % CAPITAL IMPROVEMENT SALES TAX

EFFECTIVE: 07-01-89 EFFECTIVE: 07-01-89

EXPIRED: 06-30-94	1989-1994	4,111,148.43
EXPIRED: 06-30-02	1994-2002	9,410,782.24
EXPIRED: 06-30-10	2002-2010	13,334,617.88
EXPIRES: 06-30-18	2010-2018	\$ 9,651,838.32
TOTAL COLLECTIONS TO CURRENT DATE		<u>\$ 36,508,386.87</u>

MONTH	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Monthly % Increase/ Decrease
OCTOBER	\$ 138,835.64	\$ 146,016.47	\$ 144,990.96	\$ 149,905.59	\$ 129,282.62	\$ 161,107.69	24.62%
NOVEMBER	98,769.79	89,456.54	110,735.31	122,665.68	133,773.33	142,855.95	6.79%
DECEMBER	149,738.23	177,687.13	198,930.58	175,545.43	165,263.46	181,093.25	9.58%
JANUARY	178,962.45	145,626.26	167,838.53	150,186.08	158,247.98	198,791.64	25.62%
FEBRUARY	116,337.64	157,171.78	116,473.63	158,119.77	169,520.15	157,805.66	-6.91%
MARCH	178,669.54	136,041.63	194,307.70	184,175.14	152,653.02	184,286.03	20.72%
APRIL	140,687.96	168,435.36	171,293.05	148,760.62	152,356.74	175,281.51	15.05%
MAY	97,717.20	114,275.46	96,214.34	102,793.25	178,624.09	138,981.32	-22.19%
JUNE	187,549.38	176,704.60	190,573.08	193,750.98	155,034.08	203,451.34	31.23%
JULY	171,133.65	184,019.06	163,787.92	173,453.00	232,200.60	198,165.05	-14.66%
AUGUST	92,726.10	103,379.13	101,441.79	119,966.76	134,920.80	127,484.01	-5.51%
SEPTEMBER	197,786.77	207,872.40	192,739.31	200,646.15	194,164.66		
TOTALS	\$ 1,748,914.35	\$ 1,806,685.82	\$ 1,849,326.20	\$ 1,879,968.45	\$ 1,956,041.53	\$ 1,869,303.45	

OVERALL PERCENTAGE GROWTH/
(REDUCTION) FOR OCTOBER TO
PRESENT:

6.10%

FISCAL YEAR END PERCENTAGE
(POS- OCTOBER TO SEPTEMBER)

Shown Once A Year on November
Report.

0.00%

LOCAL USE TAX

MONTH	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Monthly % Increase/ Decrease
OCTOBER	\$ 21,391.32	\$ 30,917.10	\$ 27,488.48	\$ 32,909.43	\$ 33,312.19	\$ 31,939.99	-4.12%
NOVEMBER	40,092.87	37,911.52	35,347.95	33,530.80	57,041.89	39,689.38	-30.42%
DECEMBER	37,216.20	38,115.09	36,708.77	39,878.28	27,444.57	19,842.68	-27.70%
JANUARY	30,597.39	31,685.09	25,681.62	35,302.29	39,436.96	18,771.89	-52.40%
FEBRUARY	47,336.86	42,783.37	45,250.63	49,145.13	60,108.24	56,934.67	-5.28%
MARCH	56,753.69	29,232.08	37,589.12	34,500.54	31,924.09	52,588.73	64.73%
APRIL	42,918.26	35,470.32	36,410.33	21,162.71	29,274.06	39,895.13	36.28%
MAY	33,878.31	35,942.86	33,100.23	40,030.79	39,309.81	51,160.61	30.15%
JUNE	32,446.94	30,361.97	38,389.90	37,828.09	34,549.14	23,755.92	-31.24%
JULY	42,492.33	41,160.59	38,296.32	32,573.48	42,923.16	36,718.28	-14.46%
AUGUST	28,970.31	27,057.25	35,508.90	34,466.35	39,379.07	40,034.72	1.66%
SEPTEMBER	40,910.22	67,630.99	52,859.41	36,514.38	36,183.10		
TOTAL	\$455,004.70	\$448,268.23	\$442,631.66	\$427,842.27	\$470,886.28	\$411,332.00	

COLLECTIONS 1998 TO PRESENT: **\$ 6,167,411.70**

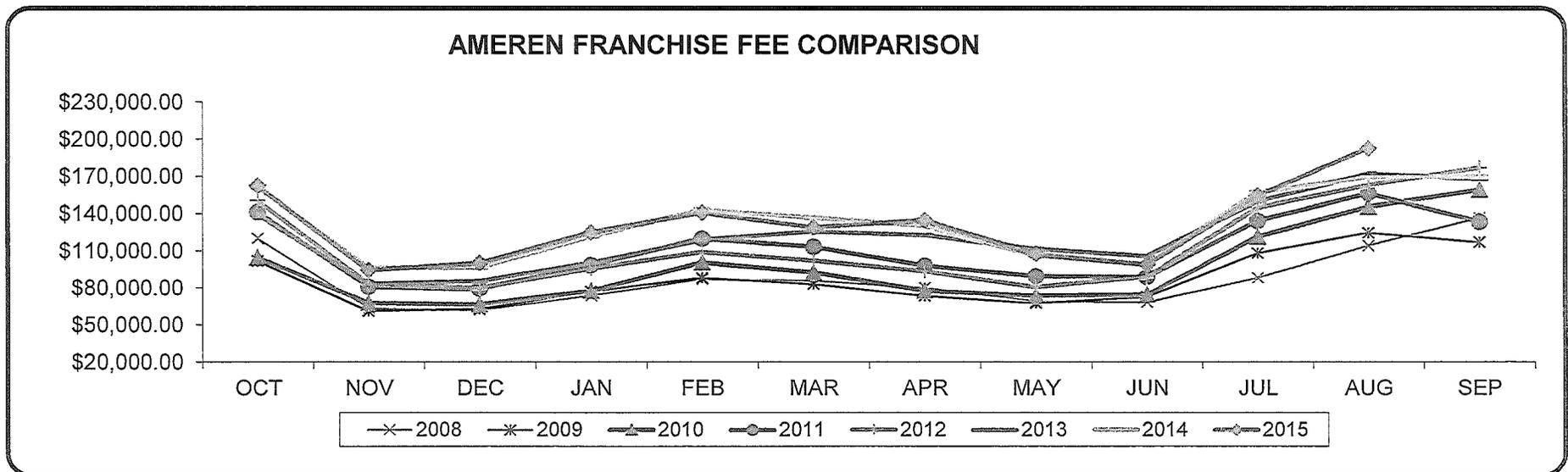
OVERALL PERCENTAGE
GROWTH/(REDUCTION) FOR OCTOBER
TO PRESENT: **-5.38%**

AMEREN U E FRANCHISE FEE REPORT

<u>MONTH</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Increase/ Decrease</u>
OCT	\$120,610.00	\$102,485.59	\$105,124.18	\$141,772.88	\$150,832.45	\$139,853.11	\$161,967.65	\$162,777.06	0.50%
NOV	63,606.01	61,461.75	68,099.12	81,521.88	83,813.07	83,664.43	96,626.77	94,748.58	-1.94%
DEC	61,923.91	63,450.46	66,720.46	79,622.52	80,297.08	86,085.23	97,081.51	100,789.73	3.82%
JAN	73,807.80	77,513.17	77,697.31	99,051.77	96,116.53	100,829.33	122,046.71	125,423.36	2.77%
FEB	87,244.33	88,914.17	101,103.43	120,737.15	109,768.12	119,435.62	143,573.59	141,256.13	-1.61%
MAR	85,912.23	83,720.55	93,004.35	114,035.49	102,725.79	126,557.75	137,069.04	129,381.65	-5.61%
APR	80,266.50	74,092.92	77,963.05	98,742.13	93,960.78	123,507.13	130,783.22	135,281.52	3.44%
MAY	69,419.96	68,136.59	73,810.83	90,234.96	80,909.43	112,412.77	106,620.25	108,246.36	1.53%
JUN	68,322.83	73,246.19	74,807.15	89,594.24	89,399.83	106,609.87	99,944.03	99,528.70	-0.42%
JUL	88,380.71	109,112.06	121,965.39	135,102.51	145,252.08	150,598.14	157,653.27	155,164.70	-1.58%
AUG	114,710.39	125,584.43	146,100.14	157,273.41	163,516.90	173,075.38	170,137.38	193,194.92	13.55%
SEP	137,110.04	118,050.37	159,661.51	134,516.80	177,192.06	168,964.30	170,627.43	0	
TOTAL	\$1,051,314.71	\$1,045,768.25	\$1,166,056.92	\$1,342,205.74	\$1,373,784.12	\$1,491,593.06	\$1,594,130.85	\$1,445,792.71	

1995-Present **\$21,443,337.52**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: 1.57%



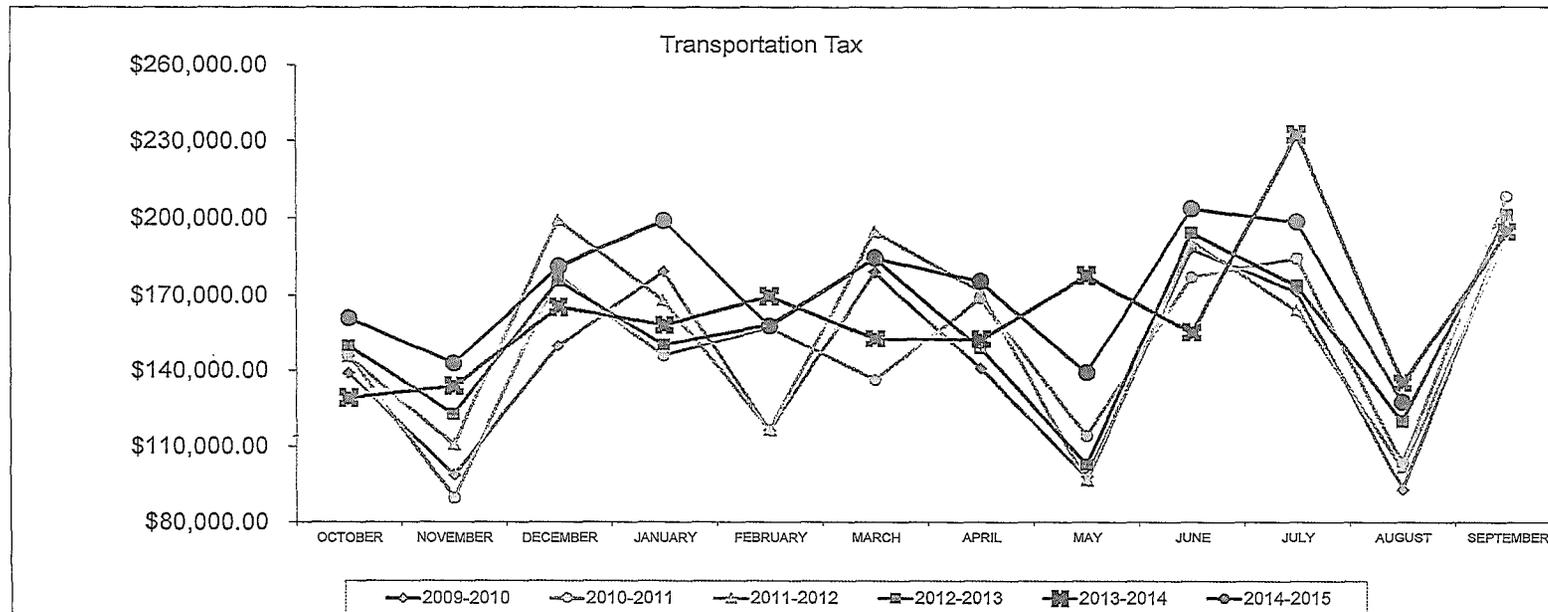
1/2 % TRANSPORTATION SALES TAX

MONTH	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Monthly % Increase/Decrease
OCTOBER	\$ 138,829.78	\$ 145,972.89	\$ 145,120.16	\$ 149,905.71	\$ 129,066.45	\$ 161,107.79	24.83%
NOVEMBER	98,769.18	89,437.31	110,735.46	122,694.65	133,772.74	142,855.97	6.79%
DECEMBER	149,729.87	177,667.55	198,930.26	175,547.03	165,496.84	181,093.25	9.42%
JANUARY	178,962.00	145,626.04	167,838.37	150,186.07	158,236.29	198,791.80	25.63%
FEBRUARY	116,335.74	157,114.39	116,473.64	158,119.78	169,500.34	157,805.36	-6.90%
MARCH	178,636.56	136,023.70	194,287.93	184,174.85	152,660.68	184,286.08	20.72%
APRIL	140,654.97	168,494.40	171,293.01	148,760.60	152,351.79	175,281.35	15.05%
MAY	97,701.88	114,202.21	96,166.41	102,792.97	177,386.86	138,981.19	-21.65%
JUNE	187,599.01	176,701.87	190,573.43	193,751.29	155,033.96	203,451.14	31.23%
JULY	171,133.32	184,019.15	163,768.67	173,452.98	232,200.78	198,165.06	-14.66%
AUGUST	92,720.44	103,378.29	101,423.54	119,966.65	134,920.91	127,483.86	-5.51%
SEPTEMBER	197,786.56	207,872.41	192,739.16	200,646.25	194,164.70		
TOTALS	\$ 1,748,859.31	\$ 1,806,510.21	\$ 1,849,350.04	\$ 1,879,998.83	\$ 1,954,792.34	\$ 1,869,302.85	

COLLECTIONS 2005 TO PRESENT: \$17,868,137.01

OVERALL PERCENTAGE GROWTH/ (REDUCTION) FOR OCTOBER TO PRESENT: 6.17%

FISCAL YEAR END PERCENTAGE (POS- OCTOBER TO SEPTEMBER) Shown Once A Year on November Report. 0.00%



AT +T (SWB) FRANCHISE FEE REPORT

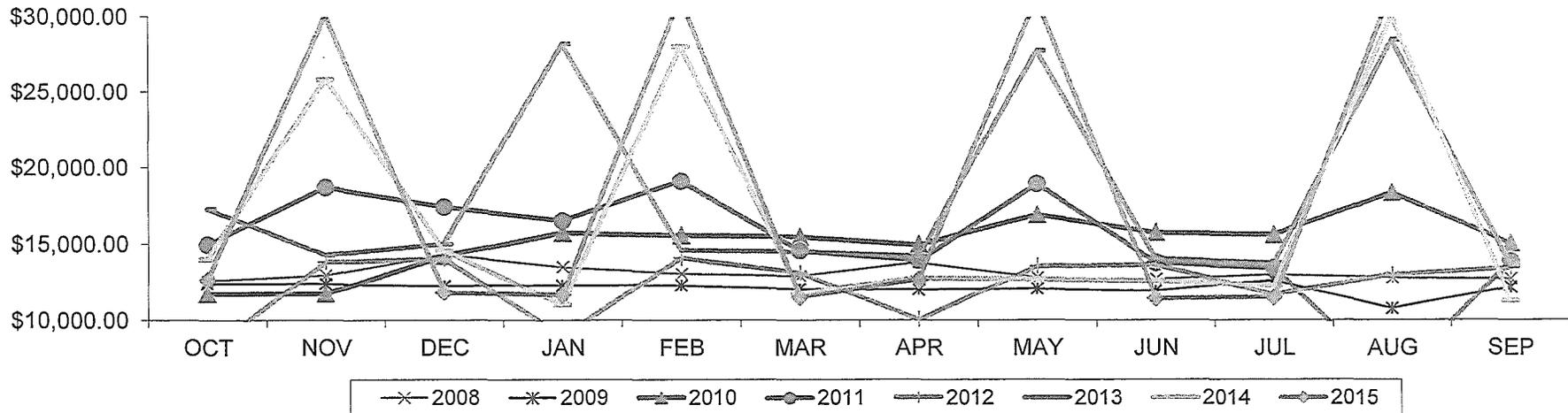
<u>MONTH</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Increase/ Decrease</u>
OCT	\$12,610.85	\$12,444.10	\$11,755.89	\$14,992.32	\$7,945.64	\$17,317.49	\$14,031.72	\$12,688.30	-9.6%
NOV	12,966.03	12,434.07	11,749.30	18,713.04	13,844.27	14,307.02	25,878.27	30,100.56	16.3%
DEC	14,329.74	12,283.48	14,233.63	17,444.68	14,046.08	15,033.53	14,581.17	11,873.92	-18.6%
JAN	13,497.72	12,321.03	15,729.82	16,530.57	8,936.99	28,235.50	11,018.44	11,684.09	6.0%
FEB	13,048.16	12,328.77	15,561.00	19,120.02	14,092.11	14,627.59	28,038.99	31,292.91	11.6%
MAR	12,889.09	12,089.23	15,450.81	14,585.83	13,093.01	14,522.40	11,795.51	11,522.69	-2.3%
APR	13,786.37	12,048.17	14,935.67	13,935.70	10,030.23	14,228.95	12,779.58	12,690.53	-0.7%
MAY	12,778.74	12,103.48	16,878.98	18,925.37	13,537.38	27,796.37	12,694.67	31,239.15	146.1%
JUN	12,680.34	11,958.89	15,714.77	13,800.22	13,624.66	14,055.41	12,583.04	11,443.33	-9.1%
JUL	12,963.86	12,634.01	15,585.10	13,441.52	11,693.95	13,764.01	12,308.03	11,499.93	-6.6%
AUG	12,764.59	10,795.61	18,325.68	5,992.93	12,955.62	28,529.60	30,099.57	31,710.18	5.4%
SEP	12,697.16	12,200.64	15,009.66	13,899.07	13,404.09	13,585.78	11,264.73	0	

TOTAL **\$157,012.65** **\$145,641.48** **\$180,930.31** **\$181,381.27** **\$147,204.03** **\$216,003.65** **\$197,073.72** **\$207,745.59**

1995-Present **\$3,331,832.80**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: 11.81%

AT&T (SWB) FRANCHISE FEE COMPARISON



**started keeping track of Southwestern Bell Telephone Company Video Service Franchise Fees for Fiscal Year 2012/2013

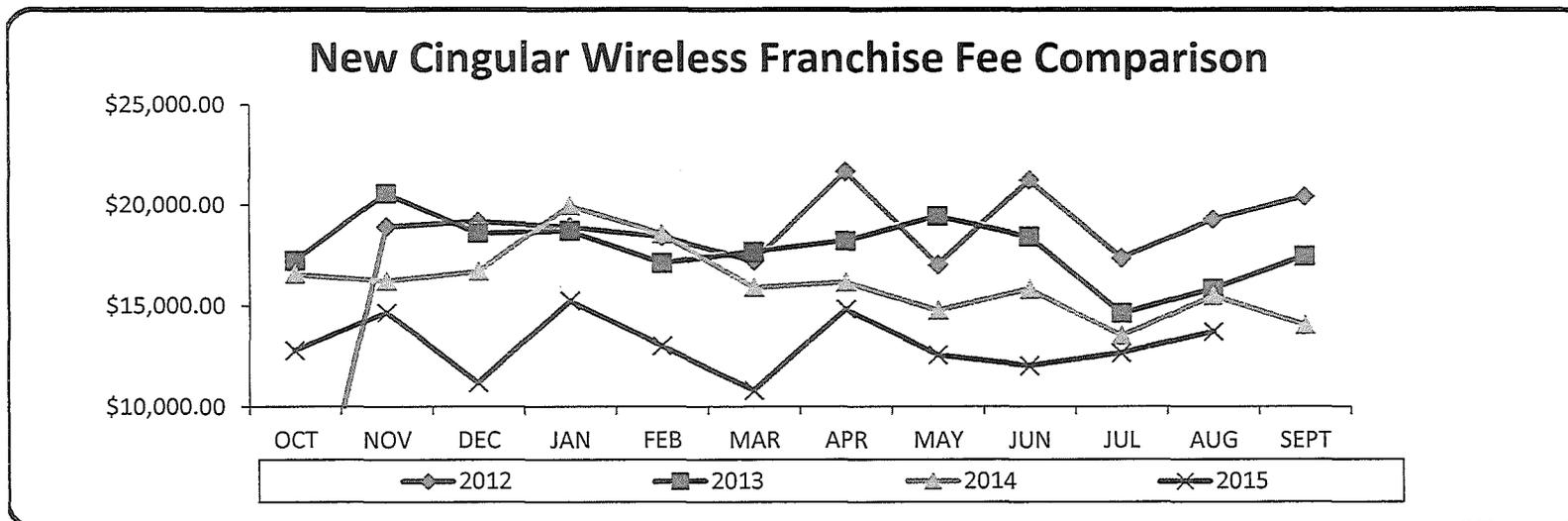
NEW CINGULAR WIRELESS FRANCHISE FEE REPORT

OCT	\$0.00	\$17,257.00	\$16,581.28	\$12,781.29	-22.9%
NOV	18,928.26	20,599.82	16,240.07	14,677.75	-9.6%
DEC	19,181.77	18,625.83	16,717.33	11,217.67	-32.9%
JAN	18,912.84	18,740.96	19,970.37	15,254.34	-23.6%
FEB	18,447.14	17,141.00	18,569.60	13,009.82	-29.9%
MAR	17,221.07	17,708.96	15,903.27	10,838.40	-31.8%
APR	21,663.67	18,245.17	16,154.02	14,841.57	-8.1%
MAY	17,033.61	19,454.59	14,774.95	12,562.86	-15.0%
JUN	21,252.55	18,445.10	15,804.53	12,039.27	-23.8%
JUL	17,356.37	14,644.81	13,495.54	12,657.00	-6.2%
AUG	19,263.90	15,863.44	15,495.35	13,712.15	-11.5%
SEPT	20,408.73	17,477.95	14,037.11	0	

TOTAL **\$209,669.91** **\$214,204.63** **\$193,743.42** **\$143,592.12**

2012-PRESENT **\$761,210.08**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: **-20.10%**



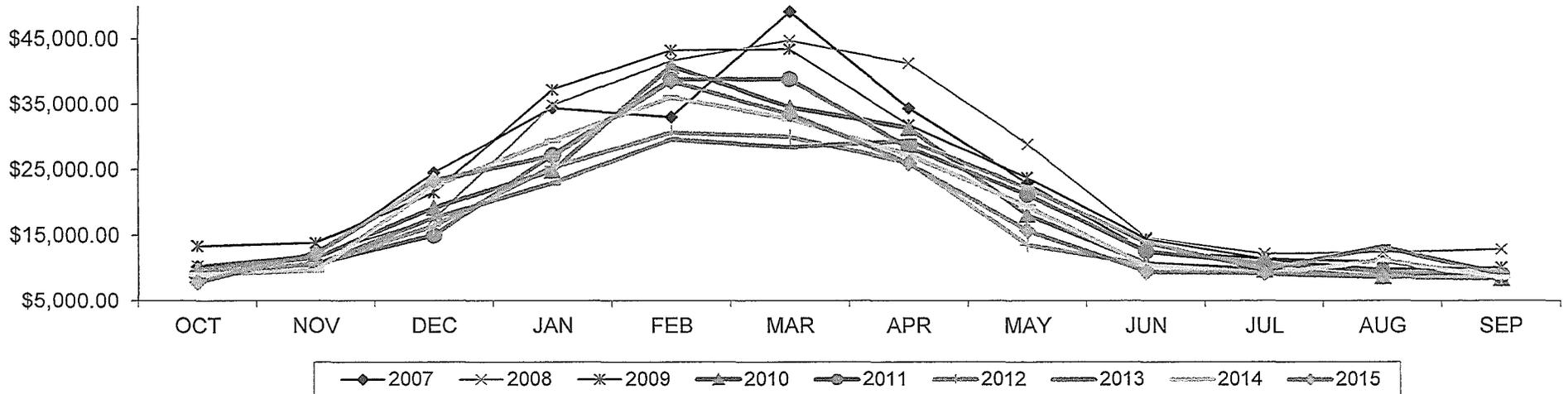
LACLEDE GAS FRANCHISE FEE REPORT

<u>MONTH</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Increase/ Decrease</u>
OCT	\$10,295.08	\$10,425.11	\$13,408.57	\$9,827.42	\$9,012.87	\$9,259.90	\$9,448.88	\$9,062.72	\$7,912.15	-12.7%
NOV	12,045.39	12,018.04	13,882.53	11,637.29	10,780.86	10,710.02	10,569.18	9,671.87	12,271.78	26.9%
DEC	24,526.50	17,508.94	21,528.39	19,214.08	15,018.83	16,406.66	17,697.98	22,483.85	23,357.46	3.9%
JAN	34,439.05	34,889.07	37,321.05	24,863.26	27,290.28	25,436.86	22,953.48	29,473.09	27,155.50	-7.9%
FEB	33,041.41	41,668.83	43,376.64	40,913.41	38,896.44	30,690.36	29,713.54	36,106.37	38,594.62	6.9%
MAR	49,233.15	44,802.90	43,588.99	34,553.25	38,984.77	29,962.03	28,525.13	32,770.66	33,524.99	2.3%
APR	34,437.30	41,319.98	31,897.91	31,384.49	28,427.51	26,053.64	29,490.00	27,285.52	26,053.11	-4.5%
MAY	22,919.98	28,861.09	23,844.64	18,109.86	21,261.06	13,515.35	22,237.77	19,399.81	15,707.15	-19.0%
JUN	12,604.58	14,575.82	14,502.36	10,709.45	12,617.26	10,538.59	14,008.46	10,421.45	9,473.56	-9.1%
JUL	11,467.13	12,140.74	11,457.96	9,750.32	10,805.39	9,227.31	9,825.41	9,135.48	9,266.94	1.4%
AUG	10,969.57	12,359.98	9,852.66	8,735.80	9,553.18	8,590.31	13,243.73	11,236.67	8,831.94	-21.4%
SEP	8,148.81	12,826.07	10,154.87	8,469.55	9,034.32	8,759.74	9,205.41	8,679.59		0
TOTAL	\$264,127.95	\$283,396.57	\$274,816.57	\$228,168.18	\$231,682.77	\$199,150.77	\$216,918.97	\$225,727.08	\$212,149.20	

1995-Present \$3,559,603.52

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: -2.26%

MO NATURAL GAS FRANCHISE FEE COMPARISON

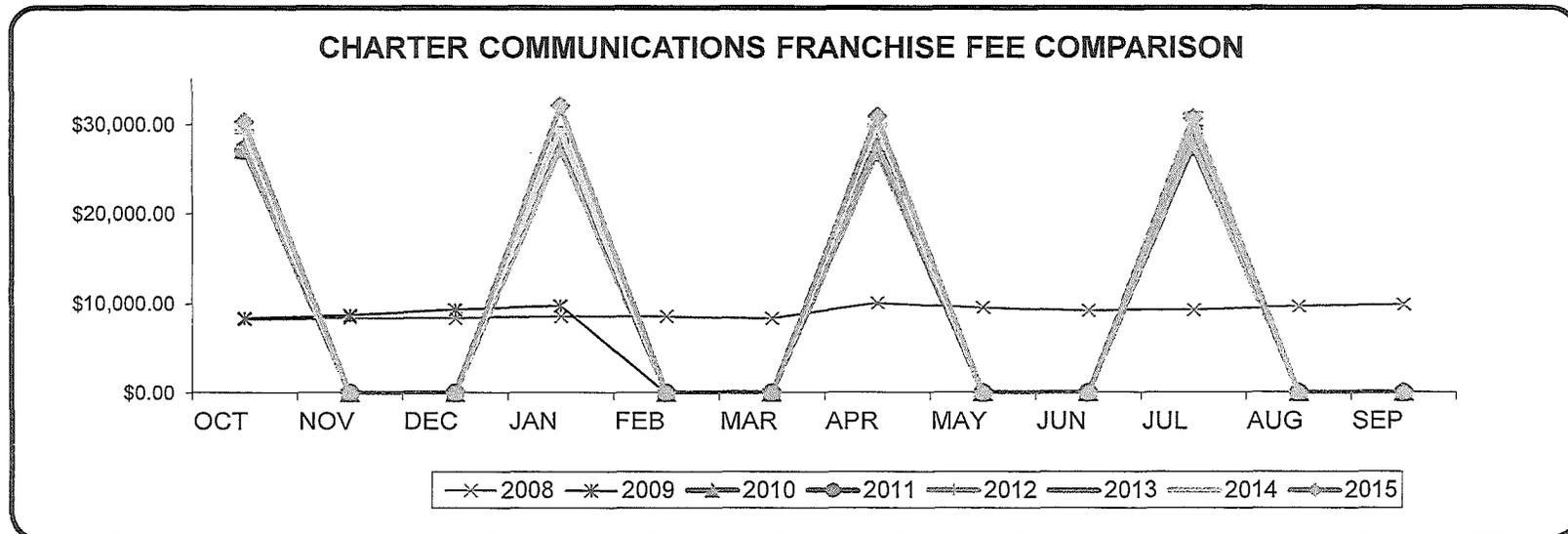


CHARTER COMMUNICATIONS FRANCHISE FEE REPORT

<u>MONTH</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Increase/ Decrease</u>
OCT	\$8,243.50	\$8,409.73	\$27,250.59	\$27,149.48	\$27,675.15	\$28,078.83	\$29,249.86	\$30,329.27	3.7%
NOV	8,437.70	8,743.59	0.00	0.00	0.00	0.00	0.00	0.00	0
DEC	8,408.77	9,397.77	0.00	0.00	0.00	0.00	0.00	0.00	0
JAN	8,587.63	9,838.42	28,544.73	28,748.80	27,278.56	28,994.02	29,572.65	32,117.27	8.6%
FEB	8,590.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
MAR	8,360.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
APR	10,108.19	26,627.07	28,517.24	27,548.32	26,889.68	27,702.13	29,915.13	30,952.64	3.5%
MAY	9,573.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
JUN	9,240.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
JUL	9,328.20	27,237.64	27,772.21	27,824.33	27,955.33	29,722.85	31,128.65	30,709.42	-1.3%
AUG	9,737.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
SEP	9,924.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
TOTAL	\$108,539.33	\$90,254.22	\$112,084.77	\$111,270.93	\$109,798.72	\$114,497.83	\$119,866.29	\$124,108.60	

1995-Present \$2,033,647.88

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: 3.5%



Administration/Operations Committee Report
FINANCE DEPARTMENT – End of Month Report

September 2015

Monthly operations for the Finance Department include:

COLLECTOR'S OFFICE:

- * In this month; **6,490** collection transactions totaling **\$1,957,885.47** were processed through accounting system.
- * **656** customers paid using Credit Cards (148 utility-in person, 458 utility-online, 33 court- online & 17 court-in person) totaling **\$48,463.46**.
- * **829** utility customers paid via Check Free (ACH), totaling **\$47,312.17**.
- * Big Driver receipts totaling **\$0.00**. 0 Pool receipts totaling **\$0.00**.
- * **59** utility customers have paid deposits for new or transferred accounts totaling **\$6,150.00**.
- * **24** business licenses were issued/renewed totaling **\$1,342.00**. 0 liquor licenses was issued/renewed totaling **\$0.00**.
- * Construction escrow deposits collected **\$0.00** *Street excavation deposits collected **\$8,311.40** *Landlord Security deposits collected **\$0.00**. *Cigarette tax collected totaled **\$5,145.60**.
- * Franklin County tax collections totaled **\$6,163.25**. *Delinquent Taxes City - RE: **\$20,956.02** PP: **\$13,212.35**
- *Delinquent Taxes Library - RE: **\$2,461.77** PP: **\$1,441.01**.
- * Motor fuel tax revenues totaled **\$49,143.77**. * Federal Grants (1) totaling; **\$1,088.09**.

Franchise Fees:

- * Ameren **\$181,662.41**. * AT&T (SWB) franchise fee **\$11,532.25**. *New Cingular Wireless **\$11,537.42** *Laclede Gas **\$8,594.33** *Charter Communications (quarterly) **\$0.00**. * 1% City Sales Tax totaled **\$466,086.93**. *Local Use tax totaled **\$38,837.45**. * Transportation Sales tax totaled **\$233,043.30**. *Capital Improvement Sales Tax totaled **\$233,043.27**.

TREASURER RESPONSIBILITIES:

FINANCIAL OPERATIONS:

* ACCOUNTS PAYABLE –

- Invoice items processed: **868**.
- Checks issued –**247** (this includes **(11)** check runs) for the amount of **\$2,086,757.77**.
- Credit Card Fees (ETS) paid totaled **\$885.84** (**\$90.05** for court and **\$795.79** for Utilities).
- Postage used this month totaled **\$931.37**.

* GENERAL DUTIES –

- Postings of journals to the General Ledger which were created during transaction processing of utility billing, cash receipts/revenue transactions, accounts receivable, accounts payable and payroll.
- Distribution of approved purchase orders.
- Adjusting entries to correct transaction errors and record monthly allocations.

* PAYROLL-

- Payrolls (2) totaling **\$466,291.83**. This includes (40) checks and (341) direct deposits and related benefit costs. **\$46,812.97** Federal Taxes paid. **\$16,172.00** State Taxes paid. **\$27,368.78** FICA Taxes paid.

* ACCOUNTS RECEIVABLE -

Utilities (Water - Sewer -Trash):

- Billing totals: **\$417,095.94**; Number of invoices (6,382) number of gallons billed: **62,667,448**.
- Final billings sent (99) totaling **\$2,770.73**. (117 on the shutoff list, (this involves amounts over \$50) with (76) actual shutoffs done. Of those, 76 paid and were turned back on with reconnection fees totaling **\$3,750.00**.
- Refunds (77) totaling **\$1,498.96**. (2) Returned checks (NSF), fee collected: **\$25.00**.
- Bank auto draft collections (737) totaled **\$44,194.15**. Credit Card draft collections (48) totaled **\$2,145.76**. (0) Returned Bank auto draft, fees collected: **\$0.00**.

Landfill and Miscellaneous:

- Landfill invoices (130) sent totaling **\$80,079.63** including (1) leachate invoices totaling **\$9,193.00**. Miscellaneous invoices (22) (rent/lease, dispatch services, etc.) totaling **\$32,610.17**. Public Works invoices (18) totaling **\$6,246.79**; Grant invoices (1) totaling **\$60,040.69**. Return Checks (0) totaling **\$0.00**, fee collected: **\$0.00**.

MANAGEMENT:

- Supervise and assist staff in resolution of problems.
- Monitor cash flow and investments.
- Monitor budget appropriations and authorizations for processing expenditures.
- Make appropriate wire transfers for debt service, payroll and Phoenix Center II CID.
- Monitor all financial accounting processes.
- Monitor utility billing process to insure utility bills are accurate and mailed timely.

MISCELLANEOUS:

- Process cash receipts for utilities, landfill, permits, various departments and miscellaneous receipts.
- Calculate interest and mail monthly statements for account receivable.
- Prepare various reports on sales tax, franchise fees, and major revenue sources.
- Prepare P.O.'s, process invoices for payment and timely mail checks to vendors.
- Calculate payroll and prepare payroll checks/direct deposits and applicable benefits and deduction reports.
- Working on annual budget process and compiling budget data.

WASHINGTON 1% SALES TAX

Previous Years 1970 -1990 Total:		\$ 15,522,628.91			
1990-1991	1,548,211.84	2000-2001	2,614,947.25	2010-2011	3,613,372.27
1991-1992	1,672,769.14	2001-2002	2,665,810.02	2011-2012	3,698,652.72
1992-1993	1,784,767.71	2002-2003	2,875,714.84	2012-2013	3,760,065.80
1993-1994	1,963,897.71	2003-2004	3,155,590.86	2013-2014	3,912,118.45
1994-1995	2,099,507.07	2004-2005	3,187,693.12	2014-Present	4,204,694.99
1995-1996	2,109,380.53	2005-2006	3,345,292.87		
1996-1997	2,169,892.95	2006-2007	3,445,234.45		
1997-1998	2,267,995.17	2007-2008	3,773,268.98		
1998-1999	2,412,223.65	2008-2009	3,556,222.39		
1999-2000	2,570,088.01	2009-2010	3,497,829.39		

COLLECTION TO DATE: **\$ 87,427,871.09**

MONTH	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Monthly % Increase/ Decrease
OCTOBER	\$ 277,671.09	\$ 292,032.88	\$ 289,981.69	\$ 299,811.29	\$ 258,132.97	\$ 322,215.68	24.83%
NOVEMBER	197,540.04	178,913.24	221,470.74	245,399.60	267,546.13	285,712.19	6.79%
DECEMBER	299,476.72	355,374.13	397,861.68	351,227.53	330,994.19	362,186.60	9.42%
JANUARY	357,924.86	291,252.48	335,676.69	300,296.02	316,472.49	397,583.68	25.63%
FEBRUARY	232,674.89	314,343.36	232,947.48	316,239.76	339,049.11	315,611.21	-6.91%
MARCH	357,339.17	272,083.55	388,615.40	368,351.05	305,321.16	368,572.00	20.72%
APRIL	281,376.18	336,871.23	342,585.73	297,520.96	304,712.85	350,563.22	15.05%
MAY	195,434.49	228,551.10	192,428.66	205,586.29	357,248.60	277,962.54	-22.19%
JUNE	375,099.02	353,408.74	381,146.39	387,501.72	310,068.05	406,902.66	31.23%
JULY	342,267.31	368,038.19	327,575.87	346,906.10	464,401.53	396,330.13	-14.66%
AUGUST	185,451.90	206,758.22	202,883.60	239,933.34	269,841.78	254,968.15	-5.51%
SEPTEMBER	395,573.72	415,745.15	385,478.79	401,292.14	388,329.59	466,086.93	20.02%
TOTALS	\$ 3,497,829.39	\$ 3,613,372.27	\$ 3,698,652.72	\$ 3,760,065.80	\$ 3,912,118.45	\$ 4,204,694.99	

OVERALL PERCENTAGE GROWTH/
(REDUCTION) FOR OCTOBER TO
PRESENT:

7.48%

FISCAL YEAR END PERCENTAGE (POS-
OCTOBER TO SEPTEMBER) Shown Once A Year
on November Report.

0.00%

1/2 % CAPITAL IMPROVEMENT SALES TAX

EFFECTIVE: 07-01-89 EFFECTIVE: 07-01-89

EXPIRED: 06-30-94	1989-1994	4,111,148.43
EXPIRED: 06-30-02	1994-2002	9,410,782.24
EXPIRED: 06-30-10	2002-2010	13,334,617.88
EXPIRES: 06-30-18	2010-2018	\$ 9,884,881.59

TOTAL COLLECTIONS TO CURRENT DATE \$ 36,741,430.14

MONTH	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Monthly % Increase/ Decrease
OCTOBER	\$ 138,835.64	\$ 146,016.47	\$ 144,990.96	\$ 149,905.59	\$ 129,282.62	\$ 161,107.69	24.62%
NOVEMBER	98,769.79	89,456.54	110,735.31	122,665.68	133,773.33	142,855.95	6.79%
DECEMBER	149,738.23	177,687.13	198,930.58	175,545.43	165,263.46	181,093.25	9.58%
JANUARY	178,962.45	145,626.26	167,838.53	150,186.08	158,247.98	198,791.64	25.62%
FEBRUARY	116,337.64	157,171.78	116,473.63	158,119.77	169,520.15	157,805.66	-6.91%
MARCH	178,669.54	136,041.63	194,307.70	184,175.14	152,653.02	184,286.03	20.72%
APRIL	140,687.96	168,435.36	171,293.05	148,760.62	152,356.74	175,281.51	15.05%
MAY	97,717.20	114,275.46	96,214.34	102,793.25	178,624.09	138,981.32	-22.19%
JUNE	187,549.38	176,704.60	190,573.08	193,750.98	155,034.08	203,451.34	31.23%
JULY	171,133.65	184,019.06	163,787.92	173,453.00	232,200.60	198,165.05	-14.66%
AUGUST	92,726.10	103,379.13	101,441.79	119,966.76	134,920.80	127,484.01	-5.51%
SEPTEMBER	197,786.77	207,872.40	192,739.31	200,646.15	194,164.66	233,043.27	20.02%
TOTALS	\$ 1,748,914.35	\$ 1,806,685.82	\$ 1,849,326.20	\$ 1,879,968.45	\$ 1,956,041.53	\$ 2,102,346.72	

OVERALL PERCENTAGE GROWTH/
(REDUCTION) FOR OCTOBER TO
PRESENT:

7.48%

FISCAL YEAR END PERCENTAGE
(POS- OCTOBER TO SEPTEMBER)

Shown Once A Year on November
Report.

0.00%

LOCAL USE TAX

MONTH	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Monthly % Increase/ Decrease
OCTOBER	\$ 21,391.32	\$ 30,917.10	\$ 27,488.48	\$ 32,909.43	\$ 33,312.19	\$ 31,939.99	-4.12%
NOVEMBER	40,092.87	37,911.52	35,347.95	33,530.80	57,041.89	39,689.38	-30.42%
DECEMBER	37,216.20	38,115.09	36,708.77	39,878.28	27,444.57	19,842.68	-27.70%
JANUARY	30,597.39	31,685.09	25,681.62	35,302.29	39,436.96	18,771.89	-52.40%
FEBRUARY	47,336.86	42,783.37	45,250.63	49,145.13	60,108.24	56,934.67	-5.28%
MARCH	56,753.69	29,232.08	37,589.12	34,500.54	31,924.09	52,588.73	64.73%
APRIL	42,918.26	35,470.32	36,410.33	21,162.71	29,274.06	39,895.13	36.28%
MAY	33,878.31	35,942.86	33,100.23	40,030.79	39,309.81	51,160.61	30.15%
JUNE	32,446.94	30,361.97	38,389.90	37,828.09	34,549.14	23,755.92	-31.24%
JULY	42,492.33	41,160.59	38,296.32	32,573.48	42,923.16	36,718.28	-14.46%
AUGUST	28,970.31	27,057.25	35,508.90	34,466.35	39,379.07	40,034.72	1.66%
SEPTEMBER	40,910.22	67,630.99	52,859.41	36,514.38	36,183.10	38,837.45	7.34%
TOTAL	\$455,004.70	\$448,268.23	\$442,631.66	\$427,842.27	\$470,886.28	\$450,169.45	

COLLECTIONS 1998 TO PRESENT: \$ 6,206,249.15

OVERALL PERCENTAGE
GROWTH/(REDUCTION) FOR OCTOBER
TO PRESENT: -4.40%

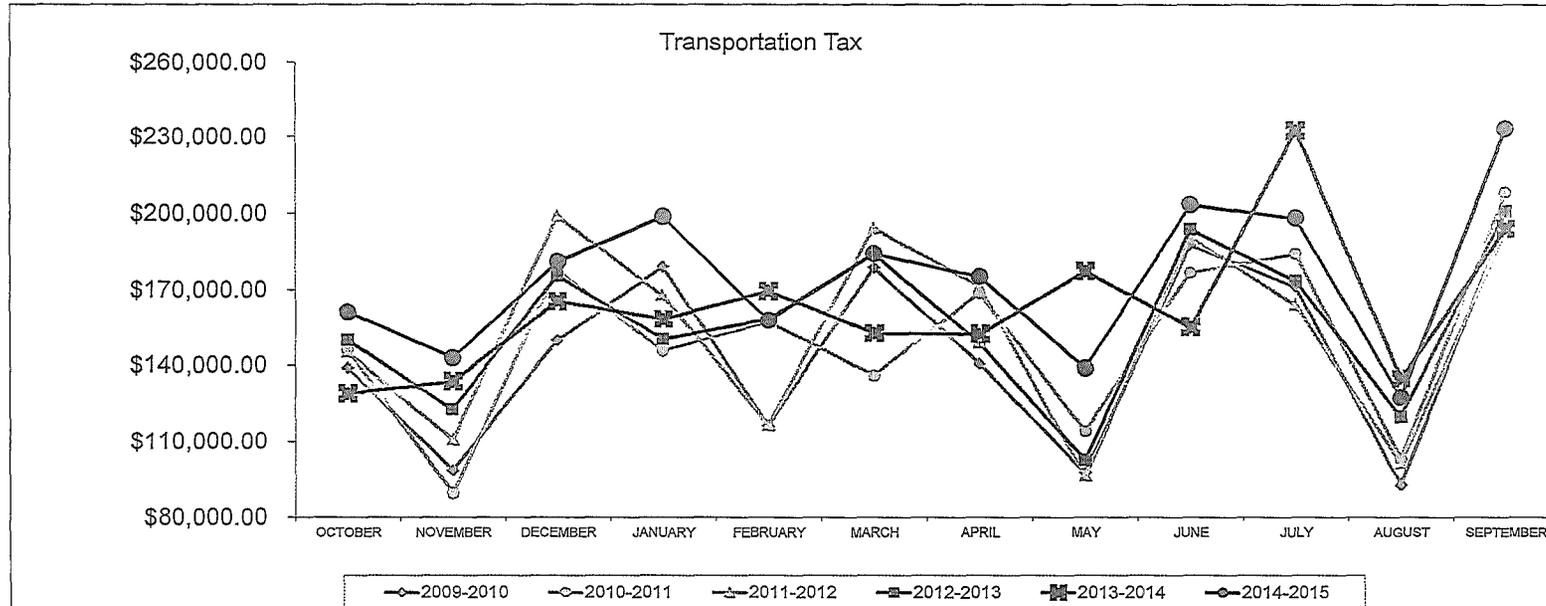
1/2 % TRANSPORTATION SALES TAX

MONTH	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	Monthly % Increase/ Decrease
OCTOBER	\$ 138,829.78	\$ 145,972.89	\$ 145,120.16	\$ 149,905.71	\$ 129,066.45	\$ 161,107.79	24.83%
NOVEMBER	98,769.18	89,437.31	110,735.46	122,694.65	133,772.74	142,855.97	6.79%
DECEMBER	149,729.87	177,667.55	198,930.26	175,547.03	165,496.84	181,093.25	9.42%
JANUARY	178,962.00	145,626.04	167,838.37	150,186.07	158,236.29	198,791.80	25.63%
FEBRUARY	116,335.74	157,114.39	116,473.64	158,119.78	169,500.34	157,805.36	-6.90%
MARCH	178,636.56	136,023.70	194,287.93	184,174.85	152,660.68	184,286.08	20.72%
APRIL	140,654.97	168,494.40	171,293.01	148,760.60	152,351.79	175,281.35	15.05%
MAY	97,701.88	114,202.21	96,166.41	102,792.97	177,386.86	138,981.19	-21.65%
JUNE	187,599.01	176,701.87	190,573.43	193,751.29	155,033.96	203,451.14	31.23%
JULY	171,133.32	184,019.15	163,768.67	173,452.98	232,200.78	198,165.06	-14.66%
AUGUST	92,720.44	103,378.29	101,423.54	119,966.65	134,920.91	127,483.86	-5.51%
SEPTEMBER	197,786.56	207,872.41	192,739.16	200,646.25	194,164.70	233,043.30	20.02%
TOTALS	\$ 1,748,859.31	\$1,806,510.21	\$ 1,849,350.04	\$ 1,879,998.83	\$ 1,954,792.34	\$ 2,102,346.15	

COLLECTIONS 2005 TO PRESENT: \$18,101,180.31

OVERALL PERCENTAGE GROWTH/ (REDUCTION) FOR OCTOBER TO PRESENT: 7.55%

FISCAL YEAR END PERCENTAGE (POS- OCTOBER TO SEPTEMBER) Shown Once A Year on November Report. 0.00%



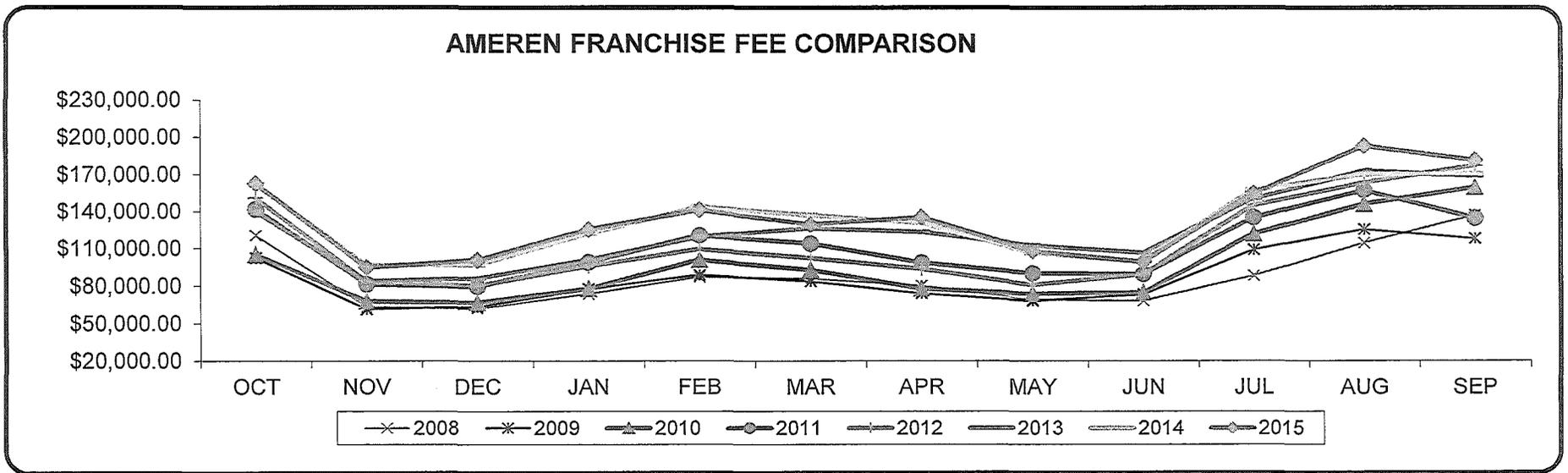
AMEREN U E FRANCHISE FEE REPORT

<u>MONTH</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Increase/ Decrease</u>
OCT	\$120,610.00	\$102,485.59	\$105,124.18	\$141,772.88	\$150,832.45	\$139,853.11	\$161,967.65	\$162,777.06	0.50%
NOV	63,606.01	61,461.75	68,099.12	81,521.88	83,813.07	83,664.43	96,626.77	94,748.58	-1.94%
DEC	61,923.91	63,450.46	66,720.46	79,622.52	80,297.08	86,085.23	97,081.51	100,789.73	3.82%
JAN	73,807.80	77,513.17	77,697.31	99,051.77	96,116.53	100,829.33	122,046.71	125,423.36	2.77%
FEB	87,244.33	88,914.17	101,103.43	120,737.15	109,768.12	119,435.62	143,573.59	141,256.13	-1.61%
MAR	85,912.23	83,720.55	93,004.35	114,035.49	102,725.79	126,557.75	137,069.04	129,381.65	-5.61%
APR	80,266.50	74,092.92	77,963.05	98,742.13	93,960.78	123,507.13	130,783.22	135,281.52	3.44%
MAY	69,419.96	68,136.59	73,810.83	90,234.96	80,909.43	112,412.77	106,620.25	108,246.36	1.53%
JUN	68,322.83	73,246.19	74,807.15	89,594.24	89,399.83	106,609.87	99,944.03	99,528.70	-0.42%
JUL	88,380.71	109,112.06	121,965.39	135,102.51	145,252.08	150,598.14	157,653.27	155,164.70	-1.58%
AUG	114,710.39	125,584.43	146,100.14	157,273.41	163,516.90	173,075.38	170,137.38	193,194.92	13.55%
SEP	137,110.04	118,050.37	159,661.51	134,516.80	177,192.06	168,964.30	170,627.43	181,662.41	6.47%

TOTAL **\$1,051,314.71** **\$1,045,768.25** **\$1,166,056.92** **\$1,342,205.74** **\$1,373,784.12** **\$1,491,593.06** **\$1,594,130.85** **\$1,627,455.12**

1995-Present **\$21,624,999.93**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: 2.09%



AT +T (SWB) FRANCHISE FEE REPORT

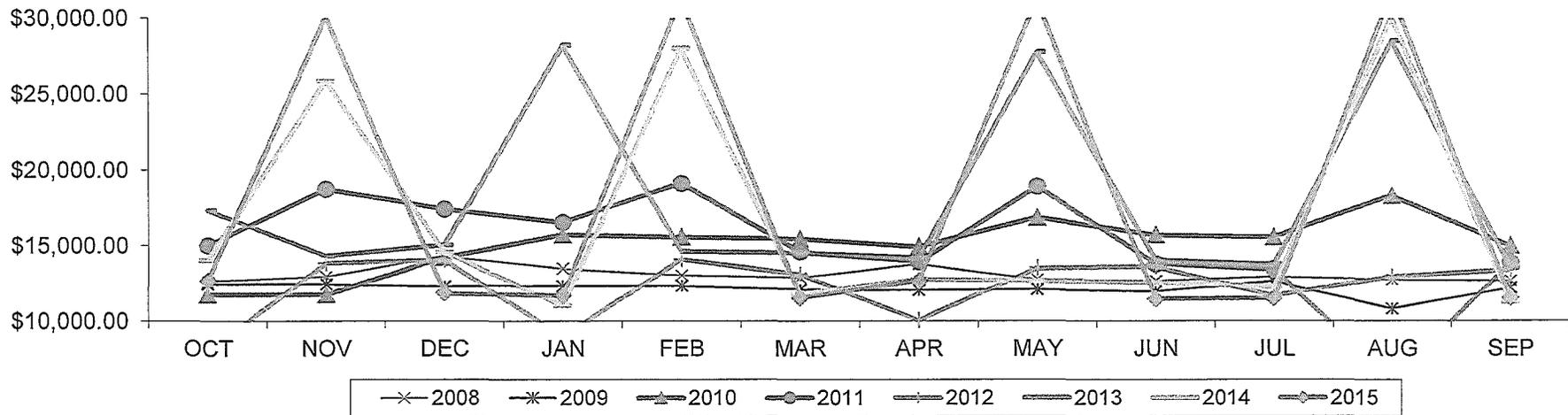
<u>MONTH</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Increase/ Decrease</u>
OCT	\$12,610.85	\$12,444.10	\$11,755.89	\$14,992.32	\$7,945.64	\$17,317.49	\$14,031.72	\$12,688.30	-9.6%
NOV	12,966.03	12,434.07	11,749.30	18,713.04	13,844.27	14,307.02	25,878.27	30,100.56	16.3%
DEC	14,329.74	12,283.48	14,233.63	17,444.68	14,046.08	15,033.53	14,581.17	11,873.92	-18.6%
JAN	13,497.72	12,321.03	15,729.82	16,530.57	8,936.99	28,235.50	11,018.44	11,684.09	6.0%
FEB	13,048.16	12,328.77	15,561.00	19,120.02	14,092.11	14,627.59	28,038.99	31,292.91	11.6%
MAR	12,889.09	12,089.23	15,450.81	14,585.83	13,093.01	14,522.40	11,795.51	11,522.69	-2.3%
APR	13,786.37	12,048.17	14,935.67	13,935.70	10,030.23	14,228.95	12,779.58	12,690.53	-0.7%
MAY	12,778.74	12,103.48	16,878.98	18,925.37	13,537.38	27,796.37	12,694.67	31,239.15	146.1%
JUN	12,680.34	11,958.89	15,714.77	13,800.22	13,624.66	14,055.41	12,583.04	11,443.33	-9.1%
JUL	12,963.86	12,634.01	15,585.10	13,441.52	11,693.95	13,764.01	12,308.03	11,499.93	-6.6%
AUG	12,764.59	10,795.61	18,325.68	5,992.93	12,955.62	28,529.60	30,099.57	31,710.18	5.4%
SEP	12,697.16	12,200.64	15,009.66	13,899.07	13,404.09	13,585.78	11,264.73	11,532.25	2.4%

TOTAL **\$157,012.65** **\$145,641.48** **\$180,930.31** **\$181,381.27** **\$147,204.03** **\$216,003.65** **\$197,073.72** **\$219,277.84**

1995-Present **\$3,343,365.05**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: 11.27%

AT&T (SWB) FRANCHISE FEE COMPARISON



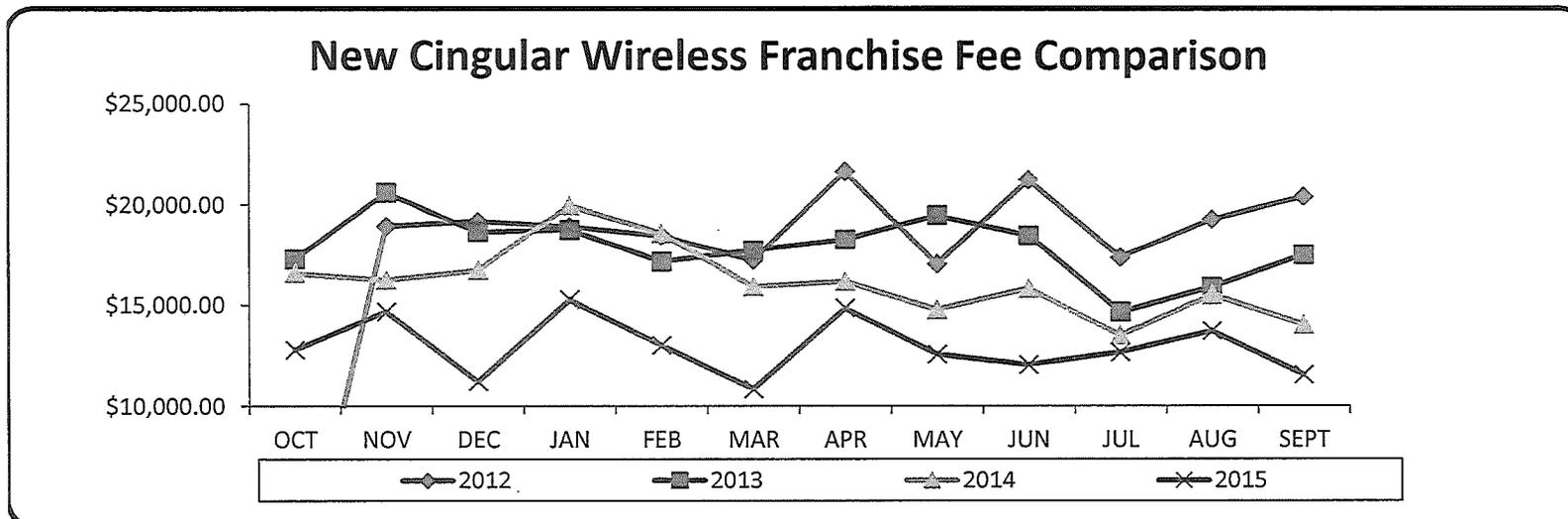
**started keeping track of Southwestern Bell Telephone Company Video Service Franchise Fees for Fiscal Year 2012/2013

NEW CINGULAR WIRELESS FRANCHISE FEE REPORT

OCT	\$0.00	\$17,257.00	\$16,581.28	\$12,781.29	-22.9%
NOV	18,928.26	20,599.82	16,240.07	14,677.75	-9.6%
DEC	19,181.77	18,625.83	16,717.33	11,217.67	-32.9%
JAN	18,912.84	18,740.96	19,970.37	15,254.34	-23.6%
FEB	18,447.14	17,141.00	18,569.60	13,009.82	-29.9%
MAR	17,221.07	17,708.96	15,903.27	10,838.40	-31.8%
APR	21,663.67	18,245.17	16,154.02	14,841.57	-8.1%
MAY	17,033.61	19,454.59	14,774.95	12,562.86	-15.0%
JUN	21,252.55	18,445.10	15,804.53	12,039.27	-23.8%
JUL	17,356.37	14,644.81	13,495.54	12,657.00	-6.2%
AUG	19,263.90	15,863.44	15,495.35	13,712.15	-11.5%
SEPT	20,408.73	17,477.95	14,037.11	11,537.42	-17.8%
TOTAL	\$209,669.91	\$214,204.63	\$193,743.42	\$155,129.54	

2012-PRESENT \$772,747.50

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: -19.93%



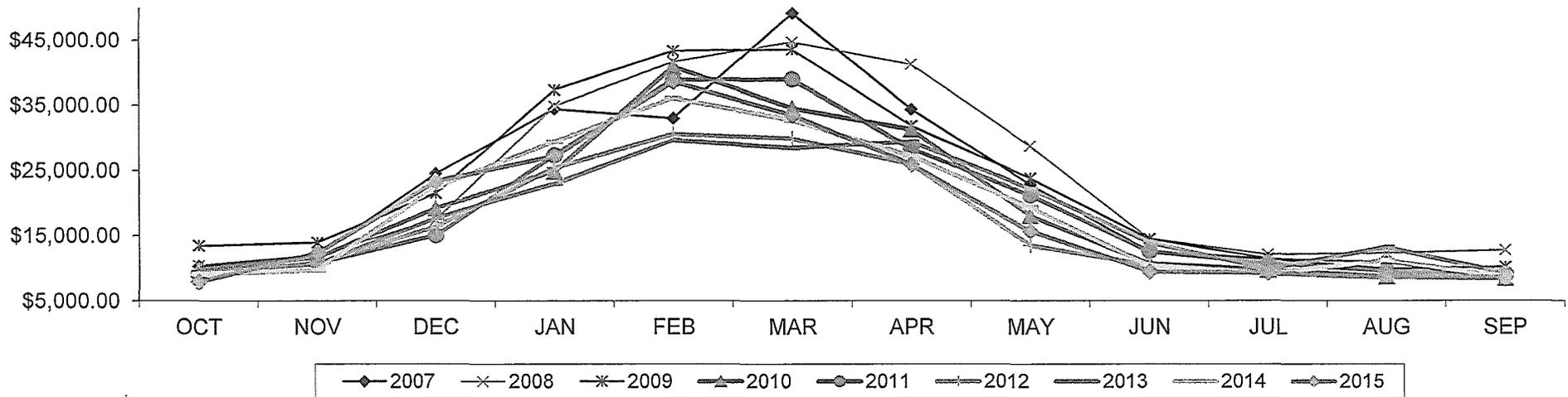
LACLEDE GAS FRANCHISE FEE REPORT

<u>MONTH</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Increase/ Decrease</u>
OCT	\$10,295.08	\$10,425.11	\$13,408.57	\$9,827.42	\$9,012.87	\$9,259.90	\$9,448.88	\$9,062.72	\$7,912.15	-12.7%
NOV	12,045.39	12,018.04	13,882.53	11,637.29	10,780.86	10,710.02	10,569.18	9,671.87	12,271.78	26.9%
DEC	24,526.50	17,508.94	21,528.39	19,214.08	15,018.83	16,406.66	17,697.98	22,483.85	23,357.46	3.9%
JAN	34,439.05	34,889.07	37,321.05	24,863.26	27,290.28	25,436.86	22,953.48	29,473.09	27,155.50	-7.9%
FEB	33,041.41	41,668.83	43,376.64	40,913.41	38,896.44	30,690.36	29,713.54	36,106.37	38,594.62	6.9%
MAR	49,233.15	44,802.90	43,588.99	34,553.25	38,984.77	29,962.03	28,525.13	32,770.66	33,524.99	2.3%
APR	34,437.30	41,319.98	31,897.91	31,384.49	28,427.51	26,053.64	29,490.00	27,285.52	26,053.11	-4.5%
MAY	22,919.98	28,861.09	23,844.64	18,109.86	21,261.06	13,515.35	22,237.77	19,399.81	15,707.15	-19.0%
JUN	12,604.58	14,575.82	14,502.36	10,709.45	12,617.26	10,538.59	14,008.46	10,421.45	9,473.56	-9.1%
JUL	11,467.13	12,140.74	11,457.96	9,750.32	10,805.39	9,227.31	9,825.41	9,135.48	9,266.94	1.4%
AUG	10,969.57	12,359.98	9,852.66	8,735.80	9,553.18	8,590.31	13,243.73	11,236.67	8,831.94	-21.4%
SEP	8,148.81	12,826.07	10,154.87	8,469.55	9,034.32	8,759.74	9,205.41	8,679.59	8,594.33	-1.0%
TOTAL	\$264,127.95	\$283,396.57	\$274,816.57	\$228,168.18	\$231,682.77	\$199,150.77	\$216,918.97	\$225,727.08	\$220,743.53	

1995-Present **\$3,568,197.85**

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: -2.21%

MO NATURAL GAS FRANCHISE FEE COMPARISON

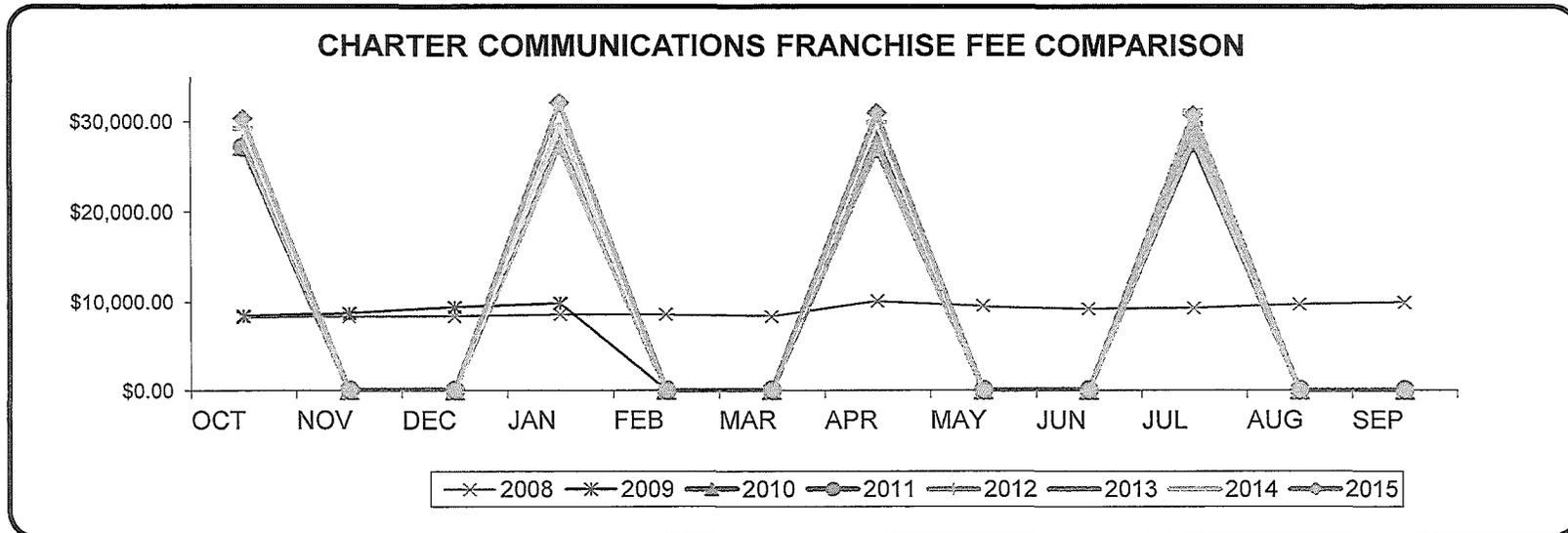


CHARTER COMMUNICATIONS FRANCHISE FEE REPORT

<u>MONTH</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Increase/ Decrease</u>
OCT	\$8,243.50	\$8,409.73	\$27,250.59	\$27,149.48	\$27,675.15	\$28,078.83	\$29,249.86	\$30,329.27	3.7%
NOV	8,437.70	8,743.59	0.00	0.00	0.00	0.00	0.00	0.00	0
DEC	8,408.77	9,397.77	0.00	0.00	0.00	0.00	0.00	0.00	0
JAN	8,587.63	9,838.42	28,544.73	28,748.80	27,278.56	28,994.02	29,572.65	32,117.27	8.6%
FEB	8,590.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
MAR	8,360.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
APR	10,108.19	26,627.07	28,517.24	27,548.32	26,889.68	27,702.13	29,915.13	30,952.64	3.5%
MAY	9,573.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
JUN	9,240.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
JUL	9,328.20	27,237.64	27,772.21	27,824.33	27,955.33	29,722.85	31,128.65	30,709.42	-1.3%
AUG	9,737.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
SEP	9,924.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
TOTAL	\$108,539.33	\$90,254.22	\$112,084.77	\$111,270.93	\$109,798.72	\$114,497.83	\$119,866.29	\$124,108.60	

1995-Present \$2,033,647.88

OVERALL PERCENTAGE GROWTH/(REDUCTION) FOR OCT. TO PRESENT: 3.5%



Washington Regional Airport (FYG)
Board Meeting Minutes
Tuesday July 14, 2015 @ 3:00 pm
at Washington Regional Airport
BFA #124

Those in attendance: Joe Holtmeier, John Politte, Brian Boehmer, Kevin Hellmann, Ray Frankenberg

1. Approve minutes of 4-14-15 – minutes approved as written
2. Parachute Operation Proposal Update (Ray II & Brian)
 - a. We will take off of the agenda until it is no longer a legal issue.
 - b. The airplane has been gone since approximately March.
 - c. They are still paying rent
3. Hangar Rent Update (Kevin)
 - a. There are 9 (8 singles and 1 twin) on the waiting list
4. General Maintenance (Board)
 - a. Kevin will call Gary Terschluse weekly. He has agreed to provide a detail, we just need to keep reminding him.
 - b. Hangars:
 1. Hangars A-B
 - o Paint
 2. Main Hangar
 - o Paint
 - o No Parking Signs
 - c. Grounds:
 1. Parking
 - o Seal
 - o Fill Cracks
 2. Erosion
 - o Front Field
 - o Borrow Area
 - d. Runway:
 1. Patch Concrete
 - e. Pavilion
 - f. Roof
 - g. Airport Security

5. St. Clair Airport Update (Brian)
 - a. Nothing new, still working on issues to get airport closed.
 - b. They are welcome to move to tiedown spaces at FYG

6. Updating the Airport Layout Plan (ALP) (Brian)
 - a. Minimum Standards
 - o Reviewed the Minimum Standards Interim Report and Brian, Ray and Mark Piontek will be attending conference calls as the draft Minimum Standards are being developed. Once the draft is developed we will bring it to the whole board for review.
 - b. We continue to do counts daily at the airport to supplement CMT ALP preparation.
 - o If anybody knows Jet trainers that could put more traffic into the airport in the near future please contact them.
 - o CMT to find purchase price on runway counter for airport traffic

7. Remodel and Repairs (Board)
 - a. New glass doors are in next year's budget
 - b. Jet Fuel upgrade to meet regulations is in next year's budget
 - c. Roof coating of all three old buildings, estimated at \$56,000, not in next year's budget.
 - d. The Entrance Sign package is ready to go out to bid, which should be in this year's budget. The specs are ready to bid and they will be public noticed in the next few weeks.

8. Public Presentations and WAI website update (Ray)
 - a. If anybody wants presentation regarding the airport they need to contact us and we will gladly do them.
 - b. The website update will probably occur this fall or winter.

9. Entrance Signage (Brian & Ray II)
 - a. See item 7 d above

10. Airport Signing (Ray II)
 - a. Nothing new

11. Airport Security (Ray II & Kevin)
 - a. Need to pursue signs. This item will be moved to the General Maintenance item #4.

12. Other Business
 - a. Kevin report that somebody put a sign in our secondary entrance. Brian will take a look at it and determine whether or not we are going take the sign down and whether or not we will allow other entities to put signs up.

- b. Nobody asked permission to put sign there.
- c. We will investigate as to whether or not any signage can be placed on City property without a permit.

13. Schedule Next Meeting – September 8, 2015 at 3:00 at the Airport.

Washington Regional Airport (FYG)
Board Meeting Agenda
Tuesday September 8, 2015 @ 3:00 pm
at Washington Regional Airport
BFA #124

1. Approve minutes of 7-14-15
2. Hangar Rent Update (Kevin)
3. General Maintenance (Board)
 - a. Hangars:
 - b. Grounds:
 - c. Runway:
 - d. Pavilion
 - e. Roof
 - f. Airport Security
4. St. Clair Airport Update (Brian)
5. Updating the Airport Layout Plan (ALP) (Brian)
 - a. Minimum Standards
 - b. Daily Airport Operations
6. Remodel and Repairs (Board)
7. Public Presentations and WAI website update (Ray)
8. Entrance Signage (Brian & Ray II)
9. Airport Signing (Ray II)
10. Airport Security (Ray II & Kevin)
11. Other Business
12. Schedule Next Meeting – September 8, 2015 at 3:00 at the Airport.

STATUS REPORT

Washington Regional Airport

Master Plan and ALP Update

DATE: August 14, 2015

SUBMITTED TO: Brian Boehmer, Assistant City Administrator
City of Washington
405 Jefferson Street
Washington, MO 63090

SUBMITTED BY: Brian Garkie, Project Manager
Crawford, Murphy & Tilly, Inc.
One Memorial Drive
Saint Louis, Missouri 63102

CMT PROJECT NUMBER: 13420-01-00

REPORT PERIOD COVERED: July 2015

WORK ACCOMPLISHED THIS PERIOD:

- Continued analysis for forecast section.
- Updated analysis of FBO operations log.
- Sent letter request to recent jet user at airport with copy of user survey.
- Worked on facility requirements.

WORK SCHEDULED NEXT PERIOD:

- Update draft forecast with latest analysis and submit to City for review.
- Continued work on facility requirements and alternatives analysis.
- Continued work on ALP sheet set development.
- Obstruction analysis of runway approaches.

ITEMS NEEDED FROM OTHERS:

- Need more letters or survey responses from airport users and a list of any known potential users that have not been contacted. Recent attempts have not resulted in any new potential users that would require a longer runway.

PROJECT REMARKS:

- We currently have demand for 124 annual operations of aircraft that need a longer runway. We need 500 annual operations to justify a runway extension within the short term period.
- Of the operations logged by the FBO and recent IFR records, there have been 68 jet operations between January 21, 2015 and July 27, 2015. This equates to 136 existing annual jet operations out of 7,000 total operations during business hours.

PARKS AND RECREATION

MONTHLY REPORT

September

ADMINISTRATION

1. **America In Bloom** – Continued to work with the Washington In Bloom Committee on the development of the category nominations, programs and projects. Developed presentation for the national symposium.
2. **Riverfront Trail Expansion** – Continue to work with SCI Engineering on the Wetland Delineation Survey and trail layout.
3. **Riverfront Bridge** – Continue to work with MoDOT on identifying access locations and on environmental conditions.
4. **Fees and Charges** – Continue to work with the Parks and Recreation Commission on the review and development of various fees and charges.
5. **Dog Park Concept Plan** – Continue to evaluate site conditions and funding for the first phase of development.
6. **Miller-Post Nature Reserve** – Continue to work on carrying out Management Plan.

RECREATION PROGRAMS AND FACILITIES

1. **Aquatic Complex**
 - a. Closed out summer operations and programs.
 - b. Passes and Attendance

Category	YTD
Season Passes	163
Punch Cards	203
Daily Attendance	9,235
Rentals	3
Open/Closed Days	65/12

2. Facility Rentals

Category	September	YTD
Pavilions	54	194
Facilities	11	80
Baseball Fields	28	1,068
Soccer Fields	103	134
Rugby	7	35
Football	92	126
Total	295	1,637

3. Special Events

Category	September	YTD
Walks/Runs	3	21
Street Collections	2	4
Other (Festivals/Concerts)	6	63
Total	11	88

MAINTENANCE ACTIVITIES

1. Maintenance Hours

Category	September	YTD
Trash Pickup and Removal	160.25	1,158.25
Restroom Cleaning	143.25	934.50
Pavilion Cleaning	62	308.75
Playground Inspections/Repairs	43	252
Sidewalks, Pathways, Trails	45.25	372
Flower Beds	63.50	641
Athletic Fields	129	757.25
Irrigation	13.5	108
Mowing	441	2,216.75
Trimming	21.5	272
Building Maintenance	8	539
Trees and Shrubs	8	256.75
Turf Maintenance	21	126.50
Street Lights & Banners	78.5	472
Wetlands, Lakes & Ponds	5	21.75
Vehicle/Equip. Maintenance	105.5	699.25
Street Events and Projects	710	1,747
Snow Removal	0	0
Training	0	0
Other	36.75	240.25
Total	2,095	10,493

2. Special Projects

- a. Street Lighting – Continue on the replacement and conversions of lights on Jefferson, Main, Front Street, and Public Safety Building.
- b. Riverfront –West – Continue to brush hog meadows and prairies and remove overgrown brush. Work on trail layout.
- c. Riverfront – East - Continue to brush hog meadows and prairies and remove overgrown brush.
- d. Aerate, Seed & Fertilize – Began aerating, seeding and fertilizing athletic fields and select park areas.
- e. Baseball/Softball Fields – Began laser leveling fields.
- f. Landscape Beds – Removed all vegetation and re-landscaped the landing landscape bed.
- g. Miller–Post Property – Continue to brush hog meadows and prairies and remove overgrown brush.



Washington Fire Department

200 East 14th Street

P.O. Box 529

Washington, Missouri 63090

Professional Volunteer Service Since 1852

Member

COMPANY MEETING

August 26, 2015

• Firefighters
Association of
Missouri

The regular monthly meeting of the Washington Volunteer Fire Company was called to order by Deputy Chief Tim Frankenberg at 7:30 p.m. on this date.

The invocation was led by Mark Skornia.

The Pledge of Allegiance was led by Don Hahne.

The minutes of the July meeting were approved as distributed. Motion made by Lt. Mike Holtmeier to approve and was seconded by Capt. Blake Marquart. Motion passed unanimously.

The Treasurer's report (Company) was approved as read. Balance of \$17,263.46, (City) approved as distributed. Motion made to approve by Lt. Mike Holtmeier and seconded by Larry Schmitt.

Motion passed unanimously.

Council Liaison Mark Hidritch was in attendance.

REPORT OF FIRES

Attached

SAFETY

Good job on Safety, at the Fair. Note- three firefighter deaths due to the Wildfires out west. More information will come from these, but it points out the danger at these types of fires. Apparently emergency shelters were found deployed, but the location of the bodies in relation to the shelters was unknown.

REPORT OF CAPTAINS

Section One: Did fair grounds wash down with 117 on 8/8. Had fair duty on 8/9. New portable pump is in service on 119. Did dry vac test on 113 and 117 on 8/21. Did pump tests on 8/25. 113 went for alternator maintenance on 8/26.

Section Two: Fair parade on 8/2, section training at fairgrounds 8/5, special assignment at fair on 8/7, egg drop on 8/9. Did dry vac and pump tests on 124 and 193. 8/27 did engine house cleanup, aerial hydraulic leak. Rescue Repair out on 9/1 for annual aerial maintenance.

Section Three: Tim Joerling requested to be placed back on the roll. Motion made to that effect by Mark Frankenberg and seconded by Lt. Corey Beste. Motion passed unanimously. 8/5 had fair duty, and standby for fireworks on Sunday night. Did pump test on 8/24. Did PR at the Y on 8/14.

Section Four: Had fair duty on 8/7. Did engine house cleanup on 8/20. Did pump tests on 8/24.

Section Five: Had fair duty on 8/8. Did dry vac test on 8/16. Did pump test on 8/24, found bad gauge on deck gun.

Section Seven: O2 bottles on 175 are going to be tested. More to follow.

MINUTES OF CAPTAINS MEETING- No meeting.

ROLL CALL OF MEMBERSHIP: Present- 47 Excused- 2 Absent- 19

PROPOSAL OF NEW MEMBERSHIP: Brandon DeClue was proposed by Justin Fuse. 1st reading.

CORRESPONDENCE AND BILLS- Motion made to pay the bills this month made by Mike Holtmeier and seconded by Charley Shiels. Motion passed unanimously.

REPORTS OF COMMITTEES

FIRE PREVENTION DIVISION- The fair went well, post fair meeting brought up good points with weather and training for fire protection systems. Had a small fire in main food stand, brought to light the need for training. Letters were sent to the Washington School District, regarding fire alarm upgrades. Sent letter to Target after multiple false alarms, requesting changes to their system. Inspected Bristol Manor. Visited Sporlan Valve plant on Lange Drive for Hydrostatic inspection of new addition. Also, new fire lane at the main Sporlan building. Fire Station fire alarm inspections are being scheduled, looking for help the week of Sept. 7. Complete report attached.

TRAINING DIVISION- Had one applicant this month. Thanks to Joe Meador for help with city bucket truck. Joe got all antennas off of the roof at Parks building after he got off work. Also thanks to everyone who helped get all of the radio, computer equipment and generators back to the training center. Training schedule is attached. FC Deputy Steve Elliott who was active with our HSRT passed away.

PUBLIC RELATIONS- Lt. Matt Coleman will be working with Lt. Mike Holtmeier to take over public relations.

COMMUNICATIONS- Full radio test next month.

DATA PROCESSING- They're processing.

EQUIPMENT MAINTENANCE- 113/143 Alternator issues addressed.

RURAL ASSOCIATION- Bills are out. Deputy Chief Frankenberg asked that we check signage on the rural routes. Some signs are in disrepair.

BUILDING MAINTENANCE- No report.

COMPRESSOR/CASCADE- Up and running. The air truck is out of service.

AIR MASK- No report.

COMPLIANCE- No report.

EXPLORER POST 2415- Assisted with fair parade on 8/2. Participated in fairgrounds walk thru on 8/4. Held adult leader meeting on 8/4. Officers meeting on 8/12. Participated in fair duty and worked brat stand at the fair.

LADIES AUXILIARY- No report.

OFFICERS MEETING- New Officers were welcomed. Discussed upcoming mud run at the Y. Discussed pump tests and budgets. Engineers are making changes on Fireman's Hall. Discussed new nozzles. Talked about the Emmitsburg trip, city/rural agreement, and the Lafayette Street crossing. Fair Critique was held. Complete minutes attached.

SOCIAL COMMITTEE- Larry Schmitt informed everyone that the meals are scheduled to start again, but there isn't money to do it. A discussion followed about using company funds.

HOSE LOADERS- Balance on hand: \$ 1840.09. Mark Frankenberg expressed concerns about people not buying soda from the machines which led to a much broader discussion about the Company paying for soda. After a lengthy and somewhat heated discussion a motion was made by John Borgmann stating that the Company should no longer pay for soda on section training night. Motion was seconded by Capt. Buzz Eckelkamp. While not unanimous, the motion passed.

SPECIAL COMMITTEES:

Quartermaster- A brief discussion was had about section hats. The issue was referred to the uniform committee. More to follow.

Historian- Section 5 has the memorial service next month.

Photographer- No report

Chaplain- No report

Auditor- Auditing

UNFINISHED BUSINESS: None

NEW BUSINESS: Deputy Chief Frankenberg reported on pump tests. Also asked that the Explorer's clean the drop tank and the tarp currently laying on the ground in the engine bay at the Training Center.

Several comments were made about the need for a Fireman's Hall. Several expressed concerns about the money being spent and thought it might be better spent elsewhere. Deputy Chief Frankenberg said this is a discussion that needs to happen with Chief Bill Halmich present. More to follow.

A brief discussion was had about possibly changing the requirement that members attend the memorial service in Kingdom City which is always held on a Sunday. Pat Placke felt that the requirement was not too stringent and should remain in place. Others felt differently. No official action was taken but the general feeling was that the current policy should be left in place. More to follow.

After a lengthy discussion about available funds for meals to continue after Company Meeting a motion was made Jeff Obermark and seconded by Ray Geisler to spend up to \$150.00 for each meal on the list beginning in September. Funds to be taken out of Company Fund rather than Hoseloaders. While not unanimous, the motion passed.

Larry Schmitt expressed concerns about the fire department's involvement in traffic duties at the fair. Many felt that we should no longer be assisting. More to follow.

KITTY: \$10.00 to Rich Eaton

CLEAN-UP- Section 2

ADJOURNMENT- The meeting was adjourned at 8:46pm

Respectfully Submitted,

Matt Coleman
Company Secretary

Washington Fire Department

Month end Incident lists

Alarm Date Between {8/1/2015} And {8/31/2015}

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
15-0000319-000	08/01/2015	17:08:21	St. Clair, MO 63077	611 Dispatched & cancelled en ro
15-0000320-000	08/02/2015	06:13:47	416 Market ST	735 Alarm system sounded due to
15-0000321-000	08/02/2015	11:27:50	101 Elbert DR	600 Good intent call, Other
15-0000322-000	08/03/2015	08:45:06	803 Rainbow DR	440 Electrical wiring/equipment
15-0000323-000	08/03/2015	19:55:22	4333 St Johns Creek RD	142 Brush or brush-and-grass mix
15-0000324-000	08/03/2015	20:39:16	2300 Southbend DR	740 Unintentional transmission o
15-0000325-000	08/04/2015	11:58:47	101 Elbert DR	600 Good intent call, Other
15-0000326-000	08/04/2015	18:02:08	13 Fairgrounds RD	571 Cover assignment, standby, m
15-0000327-000	08/04/2015	19:21:26	1807 E Fifth ST	100 Fire, Other
15-0000328-000	08/05/2015	18:19:58	1851 Vernaci DR	735 Alarm system sounded due to
15-0000329-000	08/07/2015	09:49:26	204 Lange DR	441 Heat from short circuit (wir
15-0000330-000	08/08/2015	00:41:04	400 M E Frick DR	671 HazMat release investigation
15-0000331-000	08/08/2015	11:57:18	13 Fairgrounds RD	100 Fire, Other
15-0000332-000	08/08/2015	15:41:24	416 Market ST	733 Smoke detector activation du
15-0000333-000	08/08/2015	16:51:44	2006 Phoenix Center DR	350 Extrication, rescue, Other
15-0000334-000	08/09/2015	02:10:33	4333 St. Johns Creek RD	324 Motor Vehicle Accident with
15-0000335-000	08/09/2015	08:43:37	324 W Fifth ST	745 Alarm system activation, no
15-0000336-000	08/09/2015	17:02:10	13 Fairgrounds RD	154 Dumpster or other outside tr
15-0000337-000	08/09/2015	18:57:18	6530 Hwy 100 /INTERSECTN	324 Motor Vehicle Accident with
15-0000338-000	08/09/2015	21:51:47	1701 A Roy DR	352 Extrication of victim(s) fro
15-0000339-000	08/11/2015	00:34:36	600 Bluejay DR	735 Alarm system sounded due to
15-0000340-000	08/11/2015	15:38:31	3179 Hwy A	111 Building fire
15-0000341-000	08/11/2015	18:56:07	801 E Fifth ST	611 Dispatched & cancelled en ro
15-0000342-000	08/12/2015	08:15:25	16 Chamber DR	733 Smoke detector activation du
15-0000343-000	08/12/2015	16:29:21	418 Oak ST	154 Dumpster or other outside tr
15-0000344-000	08/12/2015	22:12:34	New Haven, MO 63068	611 Dispatched & cancelled en ro
15-0000345-000	08/13/2015	02:44:57	15 W Main ST	744 Detector activation, no fire
15-0000346-000	08/13/2015	08:26:43	1956 Charlottes WAY	745 Alarm system activation, no
15-0000347-000	08/13/2015	09:37:03	900 E 8th ST /INTERSECTN	600 Good intent call, Other
15-0000348-000	08/13/2015	21:40:21	1 Bieker Creek LN	154 Dumpster or other outside tr
15-0000349-000	08/14/2015	14:21:18	1351 Jefferson ST /SUITE	324 Motor Vehicle Accident with
15-0000350-000	08/16/2015	05:29:22	300 Cedar ST	671 HazMat release investigation
15-0000351-000	08/18/2015	09:24:07	5 Stacy LN	311 Medical assist, assist EMS c
15-0000352-000	08/18/2015	12:55:59	3200 Hwy 47 /INTERSECTN	322 Motor vehicle accident with
15-0000353-000	08/18/2015	14:45:21	698 E Fourteenth ST /INTE	400 Hazardous condition, Other
15-0000354-000	08/18/2015	14:48:45	100 W Twelfth ST	445 Arcing, shorted electrical e
15-0000355-000	08/18/2015	14:49:39	901 W Main ST /INTERSECTN	444 Power line down
15-0000356-000	08/18/2015	14:51:11	400 E Fifth ST /INTERSECT	400 Hazardous condition, Other
15-0000357-000	08/18/2015	14:54:42	1503 Zero AVE	400 Hazardous condition, Other
15-0000358-000	08/18/2015	15:06:58	301 W Front ST	400 Hazardous condition, Other
15-0000359-000	08/18/2015	17:44:59	1635 A Roy DR	743 Smoke detector activation, n
15-0000360-000	08/19/2015	00:35:20	950 Madison AVE	733 Smoke detector activation du
15-0000361-000	08/19/2015	18:22:05	6480 Enduro DR	731 Sprinkler activation due to
15-0000362-000	08/21/2015	06:27:53	5 Apple CT	321 EMS call, excluding vehicle
15-0000363-000	08/22/2015	02:53:55	901 E Fifth ST	744 Detector activation, no fire

Washington Fire Department

Month end Incident lists

Alarm Date Between {8/1/2015} And {8/31/2015}

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
15-0000364-000	08/22/2015	18:41:30	New Haven boat ramp /New	365 Watercraft rescue
15-0000365-000	08/23/2015	13:39:10	221 W Main ST	743 Smoke detector activation, n
15-0000366-000	08/23/2015	20:13:27	900 E Sixth ST /INTERSECT	324 Motor Vehicle Accident with
15-0000367-000	08/24/2015	21:34:58	344 Lake View DR	311 Medical assist, assist EMS c
15-0000368-000	08/26/2015	04:02:26	201 Grand AVE	733 Smoke detector activation du
15-0000369-000	08/28/2015	12:48:11	324 W Fifth ST	745 Alarm system activation, no
15-0000370-000	08/28/2015	13:27:31	609 N Franklin /Bourbon,	111 Building fire
15-0000371-000	08/28/2015	23:53:33	3985 Lake Shore DR /New H	111 Building fire
15-0000372-000	08/30/2015	12:25:08	2 Elbert DR	611 Dispatched & cancelled en ro
15-0000373-000	08/31/2015	15:50:04	1571 Heritage Hills DR	412 Gas leak (natural gas or LPG

Total Incident Count 55

Washington Fire Department

Month end Incident lists

Alarm Date Between {8/1/2015} And {8/31/2015}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
100 Fire, Other	2	3.63%	\$0	0.00%
111 Building fire	3	5.45%	\$0	0.00%
142 Brush or brush-and-grass mixture fire	1	1.81%	\$0	0.00%
154 Dumpster or other outside trash receptacle	3	5.45%	\$0	0.00%
	9	16.36%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	2	3.63%	\$0	0.00%
321 EMS call, excluding vehicle accident with	1	1.81%	\$0	0.00%
322 Motor vehicle accident with injuries	1	1.81%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	4	7.27%	\$0	0.00%
350 Extrication, rescue, Other	1	1.81%	\$0	0.00%
352 Extrication of victim(s) from vehicle	1	1.81%	\$0	0.00%
365 Watercraft rescue	1	1.81%	\$0	0.00%
	11	20.00%	\$0	0.00%
4 Hazardous Condition (No Fire)				
400 Hazardous condition, Other	4	7.27%	\$0	0.00%
412 Gas leak (natural gas or LPG)	1	1.81%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	1	1.81%	\$0	0.00%
441 Heat from short circuit (wiring),	1	1.81%	\$0	0.00%
444 Power line down	1	1.81%	\$0	0.00%
445 Arcing, shorted electrical equipment	1	1.81%	\$0	0.00%
	9	16.36%	\$0	0.00%
5 Service Call				
571 Cover assignment, standby, moveup	1	1.81%	\$0	0.00%
	1	1.81%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	3	5.45%	\$0	0.00%
611 Dispatched & cancelled en route	4	7.27%	\$0	0.00%
671 HazMat release investigation w/no HazMat	2	3.63%	\$0	0.00%
	9	16.36%	\$0	0.00%
7 False Alarm & False Call				
731 Sprinkler activation due to malfunction	1	1.81%	\$0	0.00%

Washington Fire Department

Month end Incident lists

Alarm Date Between {8/1/2015} And {8/31/2015}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call				
733 Smoke detector activation due to	4	7.27%	\$0	0.00%
735 Alarm system sounded due to malfunction	3	5.45%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	1.81%	\$0	0.00%
743 Smoke detector activation, no fire -	2	3.63%	\$0	0.00%
744 Detector activation, no fire -	2	3.63%	\$0	0.00%
745 Alarm system activation, no fire -	3	5.45%	\$0	0.00%
	<u>16</u>	<u>29.09%</u>	<u>\$0</u>	<u>0.00%</u>

Total Incident Count: 55

Total Est Loss:

\$0



Washington Fire Department

200 East 14th Street
P.O. Box 529
Washington, Missouri 63090

Professional Volunteer Service Since 1852

Member

COMPANY MEETING

September 30, 2015

- Firefighters Association of Missouri
- Franklin-Gasconade Firefighters Association

The regular monthly meeting of the Washington Volunteer Fire Company was called to order by Chief Bill Halmich at 7:30 p.m. on this date.

The Pledge of Allegiance was led by Blake Marquart.

The minutes of the August 26, 2015 meeting were approved as distributed assuming the changes requested by Deputy Chief Tim Frankenberg were made. Motion made by Lt. Mike Holtmeier to approve and was seconded by Kurt Trentmann. Motion passed unanimously.

The Treasurer's report (Company) was approved as read, with a balance of 17,332.39. (City) approved as distributed. Motion made to approve by Lt. Mike Holtmeier and seconded by Cory Beste. Motion passed unanimously.

REPORT OF FIRES

Attached. Chief Halmich made general comments about brush fires and carbon monoxide calls. Be prepared.

Ann Elizabeth Mohart commented on a recent full arrest call at Sporlan. She received very good feedback on our efforts.

SAFETY

More and more research is pointing to the benefit of "decon for cancer". The fire service is discovering too late that the fires we fight contain many carcinogens. There appears to be no downside, and only positive results from doing a "gross decon" at the scene of a fire, just like we do at a suspected hazmat. The Firefighter Cancer Support Network recommends after a fire, remove the gear as soon as possible, having the gear cleaned, showering as soon as possible and re-clothing.

REPORT OF CAPTAINS

Section One: Held section training on search and rescue on 9/16. Officer's training – hybrid vehicles on 9/23. Annual pump maintenance was done on 113- 9/29. Work sessions on 117 and 119 were held.

Section Two: Rescue Repair did annual 400 hour aerial test on 9/1. Found a failed O-ring in transfer valve body, it was replaced. Two Sheaves found to be bad, Aerial was taken OOS. Put back in service after repairs on 9/17. 124 did PR at Library on 9/22. Will need 124, 175 and 156 for Truck Ops class on 10/3. Contact Linda if you want to sign up for the class.

Section Three: Held section training on 9/16. Justin Fuse took 133 to Washington West for a PR. Radiator on 133 is leaking again, going to Auffenberg for repair.

Section Four: Held section training on 9/16. Did engine house cleanup on 9/17.

Section Five: Changed two gauges on 153's pump panel on 8/27. Section training was held at John Hall Lumber- pre-plan. Did PR at St. Gertrude's for the Boy Scouts on 9/29.

Section Seven: Held Section Training on 9/16 with section 3 on portable pump and extrication. 179 went to Lion's Lake for the fishing derby on 9/12.

Meeting was adjourned for the annual memorial service conducted by Section 5. It was conducted by Capt. Blake Marquart. Speakers included Terry Sullentrup and Father Mike Boehm.

MINUTES OF CAPTAINS MEETING- Discussed a driving infraction. Discussed fire department awards and grant money that was received for these awards. Captain Buzz Eckelkamp to follow up. Capt. Pritchett mentioned that Don Peters is approaching his 50 year anniversary with the fire department. Complete minutes are attached.

ROLL CALL OF MEMBERSHIP: Present- 48 Excused- 3 Absent- 17

PROPOSAL OF NEW MEMBERSHIP: 2nd reading for Brandon DeClue. After a lengthy discussion a motion was made by Nick Risch and was seconded by Capt. Buzz Eckelkamp to table the application. Lt. Justin Fuse will follow up with him on our training requirements.

CORRESPONDENCE AND BILLS- Motion made to pay the bills this month made by Mike Holtmeier and seconded by Charley Shiels. Motion passed unanimously. Numerous comments were made by Chief Halmich about recent correspondence.

REPORTS OF COMMITTEES

FIRE PREVENTION DIVISION- Fire alarm inspections were completed at stations 3 & 4, HQ to be done tomorrow. Prevention/PR supplies have been purchased, will be on the mezzanine. Please do not hoard large amounts of supplies at satellite stations. Waiting on confirmation from Target on alarm changes. Conducted a fire extinguisher class for Washington School District. Letters were issued for bon fires at SFBHRS, WHS and O.L.L. Received a request for a group foster home and researched with MO division of Fire Safety, found we have no jurisdiction. Waiting on Mercy alarm finalization. Will do School drills on October 8, 8:00 at HQ.

TRAINING DIVISION- Thanks to all who helped with Firefighter 1 practice. One participant becoming ill points to making sure that all certificates of insurance, liability, workman's comp, training center usage agreement and hold-harmless paperwork is completed before training begins. EMS was called to evaluate and transport. If you are an instructor teaching an outside group, I recommend a liability rider on your insurance, and a self-certification from the participant that they can perform firefighting activities. Ladder company Ops class will be by October 3, at 8:00 at the Training Center. Deputy Chief Frankenberg, Asst. Chief Mark Skornia, Fr. Mike, Terry Sullentrup and Pat Placke attended the recent Blue Mass at the St. Louis Cathedral. Blake Marquart made a motion to accept the social media policy as previously discussed. The motion was seconded by Justin Fuse and passed unanimously. Complete training schedule is attached.

PUBLIC RELATIONS- Multiple opportunities to help with PR. See Lt.'s Matt Coleman or Mike Holtmeier to assist.

COMMUNICATIONS- No report.

DATA PROCESSING- Working on inventories.

EQUIPMENT MAINTENANCE- Waiting on a radiator part from Pierce for 133.

RURAL ASSOCIATION- John Borgmann discussed an issue regarding street signs. A brief discussion was held about who pays the cost for new street signs. Recently the county has stated that they will no longer replace street signs in some locations.

Chief Halmich shared information from a recent meeting with the rural association.

BUILDING MAINTENANCE- No report.

COMPRESSOR/CASCADE- Up and running.

AIR MASK- No report.

COMPLIANCE- No report.

EXPLORER POST 2415- Held adult advisors meeting on 9/3. Explorers trained at HQ with Rescue 175 and Engine 113, thanks to firefighters Rombach and Z. Schmitt. Did explorer training on 9/27, at station 3 with Brush Truck 138 and Air Supply 149, thanks to Chief Frankenberg, and Lt. Risch.

LADIES AUXILIARY- Working on an updated phone list.

IMPROVEMENTS MEETING- A brief discussion was held about the request the Explorer post has made to buy helmets, the purchase of a flow meter and the jacks for 148, as discussed. A motion was made by Lt. Mike Holtmeier to proceed and seconded by Gary Beste. Motion passed unanimously, to approve the purchases. Minutes are attached.

Chief Halmich made remarks about the proposed Fireman's Hall and how it relates to our mission. More to follow.

SOCIAL COMMITTEE- Section 1 has the meal.

HOSE LOADERS- All is well.

SPECIAL COMMITTEES:

Quartermaster- Reminded everyone to pay their bills.

Historian- No report

Photographer- No report

Chaplain- No report

Auditor- John Borgmann gave an audit report for the year 7/1/14 thru 6/30/15. Detailed report is attached.

UNFINISHED BUSINESS: None

NEW BUSINESS:

Capt. Jeff Aholt mentioned that the west door to HQ was left open recently and asked everyone to be careful.

Jim Roman asked for approval to spend \$250.00 (already spent) plus shipping, etc. for a gift to Marbach Fire Department. No more than \$350.00 will be spent. Motion to this affect was made by Lt. Mike Holtmeier and seconded by Don Hahne. Motion passed unanimously.

Terry Sullentrup reminded people how we got our original set of uniforms and asked that everyone wear them for the memorial service.

KITTY: \$19.00 to Blake Marquart

CLEAN-UP- Section 3

Washington Volunteer Fire Company, 9/30
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ADJOURNMENT- The meeting was adjourned at 9:56pm

Respectfully Submitted,

Matt Coleman
Company Secretary

Washington Fire Department

Month end Incident lists

Alarm Date Between {9/1/2015} And {9/30/2015}

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
15-0000374-000	09/01/2015	08:38:56	2207 Hwy A	322 Motor vehicle accident with
15-0000375-000	09/01/2015	18:26:54	Keil-Lyon RD /New Haven,	322 Motor vehicle accident with
15-0000376-000	09/03/2015	10:54:12	1701 A Roy DR	311 Medical assist, assist EMS c
15-0000377-000	09/03/2015	12:10:23	301 E Fourteenth ST /INTE	324 Motor Vehicle Accident with
15-0000378-000	09/03/2015	12:47:08	489 Krakow Ridge LN	671 HazMat release investigation
15-0000379-000	09/06/2015	12:42:50	1481 Marbach DR	710 Malicious, mischievous false
15-0000380-000	09/07/2015	14:05:19	17 Southwinds CIR	131 Passenger vehicle fire
15-0000381-000	09/09/2015	08:12:59	1775 Bieker RD	322 Motor vehicle accident with
15-0000382-000	09/10/2015	06:48:14	25 Southwinds CIR /APT7	700 False alarm or false call, O
15-0000383-000	09/10/2015	13:01:05	2300 Southbend DR	715 Local alarm system, maliciou
15-0000384-000	09/10/2015	19:48:30	1216 E Sixth ST /APT1	440 Electrical wiring/equipment
15-0000385-000	09/11/2015	13:27:09	4748 Hwy 100 /INTERSECTN	324 Motor Vehicle Accident with
15-0000386-000	09/12/2015	10:19:28	430 W Front ST	600 Good intent call, Other
15-0000387-000	09/12/2015	12:42:35	900 E Third ST /INTERSECT	445 Arcing, shorted electrical e
15-0000388-000	09/12/2015	13:52:54	900 E Third ST /INTERSECT	445 Arcing, shorted electrical e
15-0000389-000	09/12/2015	19:26:36	6344 Rainbow RDG /Frankli	631 Authorized controlled burnin
15-0000390-000	09/13/2015	06:56:11	1627 A Roy DR	735 Alarm system sounded due to
15-0000391-000	09/14/2015	07:12:34	4504 Hwy 100 /FN4504	324 Motor Vehicle Accident with
15-0000392-000	09/14/2015	12:58:15	2800 Rabbit Trail DR	441 Heat from short circuit (wir
15-0000393-000	09/14/2015	20:28:50	3228 Hwy A	324 Motor Vehicle Accident with
15-0000394-000	09/15/2015	10:32:12	840 West Pride DR	744 Detector activation, no fire
15-0000395-000	09/15/2015	14:26:52	2188 Hwy A	324 Motor Vehicle Accident with
15-0000396-000	09/15/2015	17:12:28	1625 A Roy DR	412 Gas leak (natural gas or LPG
15-0000397-000	09/15/2015	17:38:34	1448 E Eighth ST /INTERSE	311 Medical assist, assist EMS c
15-0000398-000	09/16/2015	15:13:50	2803 Hwy A /INTERSECTN	324 Motor Vehicle Accident with
15-0000399-000	09/16/2015	19:02:52	111 Wenona DR	100 Fire, Other
15-0000400-000	09/17/2015	15:52:58	800 E Main ST /Marthasvil	611 Dispatched & cancelled en ro
15-0000401-000	09/18/2015	10:16:10	1004 E Eighth ST	321 EMS call, excluding vehicle
15-0000402-000	09/19/2015	15:54:21	3208 Old Highway 100 /Lab	111 Building fire
15-0000403-000	09/19/2015	16:36:57	1900 Hwy 47 /INTERSECTN	324 Motor Vehicle Accident with
15-0000404-000	09/19/2015	16:49:15	698 E Fourteenth ST /INTE	324 Motor Vehicle Accident with
15-0000405-000	09/20/2015	05:59:04	Hwy 47 /Marthasville, MO	611 Dispatched & cancelled en ro
15-0000406-000	09/21/2015	05:57:29	719 W Third ST	311 Medical assist, assist EMS c
15-0000407-000	09/21/2015	12:47:22	851 E Fifth ST	733 Smoke detector activation du
15-0000408-000	09/22/2015	06:48:00	1282 Pottery RD /INTERSEC	463 Vehicle accident, general cl
15-0000409-000	09/23/2015	11:28:00	711 Industrial AVE	321 EMS call, excluding vehicle
15-0000410-000	09/23/2015	15:23:22	817 Tiffany LN /Marthasvi	611 Dispatched & cancelled en ro
15-0000411-000	09/23/2015	19:03:41	2621 E Fifth ST	743 Smoke detector activation, n
15-0000412-000	09/24/2015	07:50:00	1805 Anniston DR	600 Good intent call, Other
15-0000413-000	09/24/2015	11:39:28	1600 E Ninth ST /INTERSEC	400 Hazardous condition, Other
15-0000414-000	09/25/2015	12:11:10	4530 Hwy 47	322 Motor vehicle accident with
15-0000415-000	09/25/2015	14:28:19	7066 Hwy 100	352 Extrication of victim(s) fro
15-0000416-000	09/25/2015	20:37:08	3250 Hwy 185 /INTERSECTN	600 Good intent call, Other
15-0000417-000	09/27/2015	01:30:25	6750 Hwy Kk	324 Motor Vehicle Accident with
15-0000419-000	09/27/2015	18:03:46	1977 Hwy A	131 Passenger vehicle fire

Washington Fire Department

Month end Incident lists

Alarm Date Between {9/1/2015} And {9/30/2015}

<u>Incident-Exp#</u>	<u>Alm Date</u>	<u>Alm Time</u>	<u>Location</u>	<u>Incident Type</u>
15-0000420-000	09/28/2015	15:02:39	1547 Bieker RD /INTERSECT	324 Motor Vehicle Accident with
15-0000421-000	09/30/2015	08:35:36	1351 Jefferson ST	671 HazMat release investigation
15-0000422-000	09/30/2015	19:10:41	573 Boeuf Meadows DR	743 Smoke detector activation, n
Total Incident Count				48

Washington Fire Department

Month end Incident lists

Alarm Date Between {9/1/2015} And {9/30/2015}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
100 Fire, Other	1	2.08%	\$0	0.00%
111 Building fire	1	2.08%	\$0	0.00%
131 Passenger vehicle fire	2	4.16%	\$0	0.00%
	4	8.33%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	3	6.25%	\$0	0.00%
321 EMS call, excluding vehicle accident with	2	4.16%	\$0	0.00%
322 Motor vehicle accident with injuries	4	8.33%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	10	20.83%	\$0	0.00%
352 Extrication of victim(s) from vehicle	1	2.08%	\$0	0.00%
	20	41.66%	\$0	0.00%
4 Hazardous Condition (No Fire)				
400 Hazardous condition, Other	1	2.08%	\$0	0.00%
412 Gas leak (natural gas or LPG)	1	2.08%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	1	2.08%	\$0	0.00%
441 Heat from short circuit (wiring),	1	2.08%	\$0	0.00%
445 Arcing, shorted electrical equipment	2	4.16%	\$0	0.00%
463 Vehicle accident, general cleanup	1	2.08%	\$0	0.00%
	7	14.58%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	3	6.25%	\$0	0.00%
611 Dispatched & cancelled en route	3	6.25%	\$0	0.00%
631 Authorized controlled burning	1	2.08%	\$0	0.00%
671 HazMat release investigation w/no HazMat	2	4.16%	\$0	0.00%
	9	18.75%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	1	2.08%	\$0	0.00%
710 Malicious, mischievous false call, Other	1	2.08%	\$0	0.00%
715 Local alarm system, malicious false alarm	1	2.08%	\$0	0.00%
733 Smoke detector activation due to	1	2.08%	\$0	0.00%
735 Alarm system sounded due to malfunction	1	2.08%	\$0	0.00%
743 Smoke detector activation, no fire -	2	4.16%	\$0	0.00%
744 Detector activation, no fire -	1	2.08%	\$0	0.00%

Washington Fire Department

Month end Incident lists

Alarm Date Between {9/1/2015} And {9/30/2015}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call	8	16.66%	\$0	0.00%

Total Incident Count: 48

Total Est Loss: \$0

MINUTES OF THE BOARD OF PUBLIC WORKS
Tuesday, August 11, 2015

The Regular Meeting of the Board of Public Works was held on Tuesday, August 11, 2015 at 7:30 p.m. in the City Council Chambers located at 405 Jefferson Street, Washington, Missouri. The following were present/absent:

MEMBERS:

Chairman	Kurt Voss	Present
Member	Rob Vossbrink	Present
Member	John Vietmeler	Present
Member	Brad Mitchell	Present
Ex-officio Member	Les Crawford	Absent
Ex-officio Member	Mike Radetic	Present

OTHERS:

Council Representative	Jeff Mohesky	Absent
Council Representative	Josh Brinker	Present
Council Representative	Steve Sullentrup	Absent
Council Representative	Greg Skornia	Present
Mayor	Sandy Lucy	Absent
City Administrator	James A. Briggs	Absent
Public Works Director	Brian Boehmer	Present
Water/Wastewater Superintendent	Kevin Quaethem	Present
Public Works Secretary	Michelle Hill	Absent
Public Works Secretary/Temp	Beverly Hoyt	Present
City Engineer	Dan Boyce	Absent
Assistant City Engineer	Andrea Lueken	Absent

Originals and/or copies of agenda items of the meeting, including recorded votes are available on record in the office of the Public Works Secretary for one year. Video/DVD and audio tapes are kept only until the minutes have been approved for the meeting. DVD copies of this meeting are distributed to Board Members if requested.

Minutes. A motion was made by Mr. Vietmeler and seconded by Mr. Mitchell to approve the minutes from the regular July 10, 2015 meeting. The motion passed without dissent.

Executive Minutes. A motion was made by Mr. Mitchell and seconded by Chairman Voss to approve the executive minutes from the July 10, 2015 executive meeting. The motion passed without dissent.

Water

Kevin Quaethem – Just one quick thing, we have a list here of addresses that are sewer only not water. The rule has been that once these wells go out then they will need to connect to the

City Water System. We do have this code in place. Does the Board feel we need to change the code and have verbage in there that will specifically say once the well goes out they will hook up to City water.

There is one address on this list that has given us problems but we are working with them. The other addresses haven't given any problems paying their utility bills as far as sewer and trash go.

These are all private wells and we have had a few that have gone out and they have hooked up the City Water System. Most of these have curb stops already in place. We have only had one that hasn't had a curb stop.

Mr. Vietmeier – How do we establish their rate if they don't have water service?

Kevin Quaethem – Not sure on that but I can get an answer for you by our next meeting.

Chairman Voss – Were all of these people annexed in?

Kevin Quaethem – Yes, throughout the years.

Mr. Mitchell – If their well goes out then we would require them to hook up to the water system.

Kevin Quaethem – Yes. This is how we pursue this.

Chairman Voss – I think code says when it's within so many feet of your residence you are required to hook up.

Mr. Mitchell – I guess these people have had ample time with water in front of their residence.

I would be in favor of some kind of code change to allow them to remain as is until their well goes out.

Chairman Voss – I recommend the staff come back with a proposed draft ordinance for us to look at for the next meeting. While they're on it they can stay but once it goes out they need to connect to City water.

Kevin Quaethem – I will get with Jim and proceed.

Chairman Voss – I think this is what Jim is recommending. He just wants an answer, we are not following code and he wants the code to be consistent with policy. So if you can bring us a draft copy at the next meeting.

Mr. Mitchell – Going forward I'm not sure that I'm saying that I agree that it should be the common practice going forward.

Mr. Vietmeier – That's going to be the catch.

Mr. Mitchell – If we were to annex somebody today I would hope they'd know what our code is, I think we've failed in our due diligence. The code should have been followed when they came on.

Kevin Quaethem – These have been this way for a long time.

Chairman Voss – Okay, will you get us a rough draft redline version of what the code is currently and what the City is recommending to be inserted or deleted. We can look at it and see what is being proposed for next months' meeting.

All were in agreement.

Chairman Voss – Anything further on wastewater?

Kevin Quaethem – Nothing other than we did change the peat moss down at the treatment plant. It had gotten to a point it wasn't doing its job. Last month we changed the peat moss it almost made a year before having to be changed out. Once it was changed it helped the odor that was coming back.

Chairman Voss – Anything on Water?

Kevin Quaethem – As we all know we are under a directive order by the Missouri Department of Natural Resources to disinfect but also with that we have to have an Engineers Study of the system to see if they can determine what the problem was, we feel it's best to use Donohue because they are already on staff with us doing our Hydraulic Study which will be used in this process of evaluation. So what you have is their Scope of Work in front of you and we request approval to proceed.

Chairman Voss – Has everyone seen this report from the order? The Council has taken the position that they are not going to appeal.

Josh Brinker – That is correct.

Chairman Voss – This Board has never weighed in on this, I think the Council is moving down the road to not doing any kind of appeal just complying. I just want to make sure that if anyone had any strong feeling.

Mr. Vossbrink – The water is horrible, I loved our water and I wish we would pursue this. I have done some research and looked at what other communities are and why the Missouri Department of Natural Resource does it but I think our water is no longer desirable. Wish we would look into some kind of an appeal process especially after Donohue's Engineering Report comes back.

Chairman Voss – I feel like I walk into a swimming pool every morning, it's just awful.

Mr. Mitchell – I agree, I'm not a fan of it. I wish there were some avenue to do something different.

Chairman Voss – Council has pretty much said, this is pretty much how it is and we're going forward.

Josh Brinker – The discussion we had was we can appeal it but most likely it would drag out and were going to spend a lot of money to have the same exact answer when it's said and done is what were told.

Can this be revisited down the road once the engineering report comes back and if we find tentative answers of where the problem was I hold out hope for that.

Chairman Voss – I have no problem with an Engineering Study, we owe it to the citizens to make sure our water is coming out of the ground clean and if we have a problem with our system we need to find it. I know it's all new but we have to tweak out this chlorination, it is over the top.

Chairman Voss – When was the last time we had a bad test.

Kevin Quaethem – Our last bad sample was taken July 15th, everything we've taken since then has been absent.

Chairman Voss – When did we start chlorinating?

Kevin Quaethem – We actually started temporary disinfection on July 17th. We had five wells set up at that time. We disinfected and flushed the system, we went back to taking samples to clear ourselves from the boil order. We cleared the boil order on July 29th then turned right back around started disinfecting with the order we have in front of us here.

Chairman Voss – Is it rumor that if you're chlorinating properly you cannot smell or taste the chlorine?

Kevin Quaethem – Yes, that is the truth and we're working and striving hard to get to that point. We have to balance out the system per the requirements of the Department of Natural Resources, we have to be injecting at each well site .5 part per million of chlorine. We have to keep a residual out in the system of .2 ppm. Right now we have wells adjusted back to .6 ppm at the wells and we are trying to maintain a .2 ppm out in the system. We have some that are out in the system that aren't maintaining at .2 ppm they're lower than that so we have to keep the residuals up at the wells until we get to that point. Once we achieve that we are going to back the wells back down to .5 which is the requirement of DNR and at that point it is what the system is. If we have to bump it back up if they come out and test the site and it's below what

it is. All the test sites which are .18 we test the residuals all have been .2 ppm. We are right at that point where we were trying to get the wells dialed back down to be at .5 ppm it's a process it takes time and we are doing everything as fast and diligently as can. I too do not like the taste of the water in town. I smell the chlorine, I installed an activated carbon filter in my inline from my refrigerator and that's what I drink my water out of cause it does remove the odor and taste of chlorine. I too struggle with the taste and smell of the water. We are doing everything we can and as fast as we can to balance out and get to the point we don't taste and smell the chlorine.

Chairman Voss – I'm torn it wasn't fair to the restaurants and the hospitals to have to go through a boil order and grocery stores to have to throw away food. I'm torn with that. This is a much worse product, it's awful.

Mr. Mitchell – How long will it take Donohue to do their study?

Mr. Quaethem – We have 90 days by the order to have it done. So we met with them last week and they are working on it as we speak right now, even without this agreement because we are in this time crunch. They have been out and inspected all the well buildings, all our water towers already. They are starting the process as we speak so they say we should have something by early October which we have till October 21st to get the report in.

Mr. Vietmeier – Do we know what the cause might have been, I know that last year we thought it might have been the flipping of the water tower.

Mr. Quaethem – No, we really don't have a true reason. That's part of this study, can they find out a reason for it? There is no good reason.

Chairman Voss – I don't think there's any going back. Once you go past the appeal deadline it reports your proposal as permanent chlorination at all active wells.

Will the engineers report be done before the appeals deadline?

Mr. Quaethem – Yes.

Chairman Voss – I don't think so, the appeal is within two weeks, and the engineering report won't be done. When will Donohue report back to you?

Mr. Quaethem – Donohue will be reporting back to us with something by early October.

Chairman Voss – They have 90 days to report, we have till the 22nd if there is any appeal process.

Mr. Mitchell – What is the date for an appeal?

Chairman Voss – It's on the last page, the 22nd of August, thirty days so actually it's the 21st of August.

Mr. Mitchell – Isn't it worth to at least extend the appeal date based on our review of the engineering report, which is already in process? Not that we are delaying just to delay just asking for a little more information.

Chairman Voss – I think it puts you in a bad spot, we do all this and we don't even know why we had the problem. It might have been a certain problem that we can correct and it never happens again. The last one we had six years ago was a defined problem, we knew where it was and fixed the problem. It never happened again.

Mr. Mitchell – That's what I was getting at.

Mr. Vietmeier – Is it possible to put a delay on our deadline pending.

Chairman Voss – I think you could ask but I don't know if they would allow us to do that. I'm not familiar enough with the administrative rules if that's a set deadline. I assume it's a statutory deadline unless both parties would agree and then not even sure then. The court would have jurisdiction, the answer is probably no.

Chairman Voss – I'd love to have a way, if you have a bad read you shock it like you shock a pool, if you have problems you fix it and get it back in balance, and have all the capabilities ready to go to chlorination. This is what we have done before as an emergency. The minute we do chlorinate we haven't had a bad read since.

Mr. Mitchell – Maybe this was discussed in the meeting I missed. Is there a way to just chlorinate in a specific part of the system as opposed to doing the whole system?

Mr. Quaethem – The departments order was to do the whole system.

We had the issue in the downtown area back in October and November of last year. They allowed us to disinfect Well #3 and send the chlorine here that cleared up the problem.

So we didn't have bad samples come back for two and a half months, everything was good. Then we started getting bad samples again, positive coliform samples, because we had all those bad samples in October and November on us. They started up again in other parts of town which threw us into Notices of Violation immediately because of excessive TC results so once we fell into that realm it threw us into a whole separate tier with Department of Natural Resource and as soon as we got that one e-coli sample at that one location even though it was one time, one location and all repeat samples were absent. It threw us into this notice we have here.

Chairman Voss – Was that the only one positive for e-coli test in the last six (6) years.

Mr. Quaethem – Yes.

Chairman Voss – We know where it came from. It came from somewhere that hadn't run water all summer. When no one has used the water outside in this town all summer into the last two weeks with all the rain. The sample came from an outside hydrant that had not been turned on all summer. Maybe all winter. One e-coli test and now we got to do this stuff.

I did learn the cost and it's not as extreme as we had thought. The cost, what I understood an Kevin correct me if I say this wrong. The cost of \$50,000.00 to \$75,000.00 per well is if you have dirty water, bad samples coming out of the ground an you have to make like a radiator in the ground so before the water gets to the tower you have to treat it that's the \$50,000.00 to \$75,000.00. What we are doing since we have never had a bad well reading on any of our Wells our water is coming out clean.

Mr. Quaethem – Well, what we're doing now and what they were allowing us to do is inject chlorine directly into the discharge line of the well rather than putting in detention. We haven't had any positive samples at any of our sources. Our source water has always been safe and so is our stored water. We haven't had any TC samples from the stored water which is the through tanks nor any of our nine wells. So with that we don't have to put the detention in. They call it detention time (DT) and that's if your wells were to be contaminated there is a certain time period that it has to remain in the lines before it reaches the first service in the system from that source. We don't have to do that at this time. That's where the cost savings would be. Now the cost is just the installation of the pumps which we have at all the sites and the chlorine we add to it on a daily basis. The costs dropped down considerably at this point in time.

Chairman Voss – What's your estimate of the cost per well?

Mr. Quaethem – Right now it's costing us roughly about \$1,500.00 to install at each well. Then we are paying \$3.06 a gallon for the bleach. Right now we don't have a determined amount, were still adjusting the usage on them. Once we get to the point the wells are set up and what they will stay at we will know. We currently have been going through roughly 15 gallons of bleach per well except for Well #9 in about seven (7) days. We will have to install at some point in time tanks in each well house that has a scale on it so we can calculate the usage each day because we have to record the usage and how many gallons we put into the system, what the residuals are on a daily basis. That's recording requirements from DNR, but as it stands right now and I haven't got the cost for that yet they're working up the cost per each well. But as it stands right now that's what we're going through.

Mr. Mitchell – So the water out of the ground has always come out good. The water in our tanks is also fine.

Mr. Quaethem – Yes.

Mr. Mitchell – It's once it hits our distribution system somewhere along the line.

Mr. Quaethem – Yes. That's part of the study that Donohue is going to try and find out if they can. That's where the hydraulic study comes in to play.

Chairman Voss – Six years ago it was isolated to a bad hot water tank. That's where our boil order came from then. We had no problem in the system we had no problem in the distribution center. It was next to a testing site where a hot water tank was never used, but we know what happens to hot water tanks that are never used.

Is there a better system out there than what we are doing now, other than just putting an apparatus on and dumping bleach in there to chlorinate the system? I wonder if we are better off finding the best way to chlorinate our system so as it doesn't smell like a swimming pool.

KevIn Quaethem – There are different types of disinfection processes out there. They have UV, there's ozone but because we have to maintain a residual out in the system chlorine, whether its gas or liquid which are the cheapest and optimum ways to do it to maintain that residual out in the system. If you use UV like we do down at the treatment plant that's a one site disinfection so it would leave the well and if we had a problem with the well. If you disinfect with UV at the well then you have no disinfection residuals out in the system so you would have to add these sites all over town. Same thing with ozone generators, they are very expensive. There are other processes but the most commonly used is chlorine.

Chairman Voss – I brought this up with a group I was with and nobody likes the chlorination but the point I kept hearing was it's not fair to businesses to have to boil. They did nothing wrong to have their business impacted, just torn on this. It's not fair to any restaurant in town balancing that with what we have to smell now.

If we're going to appeal, we need to give our opinion to the Council I know they've taken a pretty strong position that they're not going to fight this order from Department of Natural Resources.

Mr. Brinker – From what we've been told, we would have to spend a lot of money to appeal it. We have had an un-chlorinated system for this long and have had some issues this is going to keep your water quality safe. We are just going to have to adjust our time frame to grown accustomed to what our water is now going to be. But if you guys recommend we go forward we can discuss this at our next Council meeting next week.

Mr. Mitchell – My thought would be to file the appeal. I don't know how the Court process or what the costs are but my thought process is to file the appeal by August the 21st or 22nd whenever we can and then in five or six weeks we will have the Engineers Report and based on that report decide on whether we want to withdraw our appeal.

Chairman Voss – You're saying appeal it and let it lay there. If it is an isolated problem and the engineer report can zero in and fix it we shouldn't burden the system or the cost for ever without knowing.

Mr. Mitchell – If the engineers report comes back and says we strongly believe it's this, then I certainly think we have at least something to consider and the grounds to appeal. Just to appeal because we don't like it probably doesn't make sense to spend a lot of money. But if they come back and say here's where we think the problem is, I would hate to not appeal and then they come back and say there's 2 hot water heaters and then all of a sudden because we didn't do the process and appeal, we can't get out of it.

Mr. Vietmeier – So get the appeal so we have it on record and see what the report comes back with.

Mr. Mitchell – At least you'd like to have the information before the appeal but because of the timing, that's my thoughts.

Mr. Vossbrink – I agree 100% I'm assuming an appeal can be dropped if they come back undefined problems.

Chairman Voss – Its filed in the Circuit Court there's a fee of \$200.00 for filing, plus you'd have Mark Pionteks' time to say we appeal and write the file.

Mr. Mitchell – I whole heartedly agree we need to provide the best quality water for all the citizens but at the same time we do owe it to the citizens to appeal. At least look at the best information we have, which is the Engineers Report.

Chairman Voss – I think it's been moved and second a motion to at least appeal this to preserve our right to appeal. Not that we are going after Department of Natural Resources, but at least till we can see an Engineers' Report to know where the cause was. Maybe it will be found, but at least we have our options open if it's an isolated incident that can be corrected short of chlorination. Recommend to the City Council to keep the door open but move forward with all the recommendations until we know more. That was the motion. It's been moved and second. Any discussion? All in favor aye, all opposed. It's unanimous, I recommend to the Board to appeal.

Mr. Quaethem – We have been keeping track of calls we've been getting since we started this process and between chlorine calls and rusty water we have a total of 67 calls in our office, 23 for chlorination and 44 for rusty dirty water all throughout town. As soon as we get these calls we respond to them immediately. We get a hold of an employee and they respond to that area. We flush the lines and contact the resident.

Mr. Mitchell – When you say all over town are those properties within the last 5 or 10 years and property that has been here 80 years.

Mr. Quaethem – Yes, we've had calls at Stonecrest and we've had calls down on Front Street.

Mr. Vossbrink – Is it the right way to do like my mothers' yesterday, I opened up all the facets and let it run.

Mr. Quaethem – It depends on what the situation is what we're recommending we be contacted immediately as soon as they notice red water issues or smell water issues. We can respond and flush the system. It could be that something has moved into the system. The red water moves from one area to another. Because our system is looped together and if you go trying to flush your own residence you could be pulling stuff in from the system and it could continue. So we want to be there as fast as we can to get the system flushed and then go into the residence and flush to ensure they don't continually pull something from the system in. With that this will help us clear up some of the problems faster and we will be running more water in the system to help clean out the system. The best thing to do, if anybody notices red water or smelly water contact the Public Works office during working hours or we have an on-Call person after hours that will respond immediately. What we're trying to do to help out a bad situation is to get there as fast as we can and assist the residence and customer as fast as we can.

Chairman Voss – Does anyone else have anything on the chlorination or order. Is there anything else with regard to the water?

Agenda says we have an invoice from Donohue for the water study in the amount of \$2,610.00, is payment recommended.

Mr. Quaethem – Yes, it is and on this Hydraulic Study we are right at the point they're almost finished there are a few final calculations, flow test we provided them throughout town to help calculate. They are also using what they have with the Hydraulic Study to help with the Engineering Study because the Hydraulic Study will give them direction where the water flows from the wells out to the system which may help in evaluating what could have went wrong. So we are all working together at this point in time. We are right at that point where everything will be completed then we will get to where the program will be put onto our system here in house then we will train the people who will be using, how to operate and transfer from our GIS System and the Hydraulic Study.

Chairman Voss – Motion to approve.

Mr. Vossbrink made a motion and Mr. Vietmeler second.

Chairman Voss – It has been moved and second to pay request for \$2,610.00 to Donohue & Associates all in favor Aye all oppose same sign. It is approved.

All right the next is an agreement to retain Donohue & Associate to comply with the Missouri Department of Natural Resources Order that we have an Engineering Study to examine our system for any problems. This is to not exceed \$28,500.00.

Chairman Voss – Discussion.

Mr. Mitchell – Those funds will come from where?

Mr. Quaethem – It's not a budgeted item so we will work with finance and it will come out of other contract services.

Chairman Voss – Motion to approve.

Mr. Vietmeier so approved Mr. Vossbrink second. It has been moved and second to approve Donohue do the Engineering Study Report. All in favor aye all opposed same sign. It is approved.

Chairman Voss – Anything else under water.

Mr. Quaethem – No, not at this time.

Chairman Voss – Any other business

The trailer park down by the bowling alley, I think its Williams Trailer Park, has been sold and has a new owner and he is being billed by water one bill a commercial rate the City does not have a problem with that. He does want to appeal the way he's being billed for trash the way the ordinance has been written he has some residence over 65 and they're not getting a discount and he wanted to know if he could get his bill reviewed so he's paying the way the ordinance is written where he gets a discount for people over 65.

Chairman Voss – I don't think this Board has anything to do with trash, I think we are just sewer and water.

Trash bill come on the water bill.

Chairman Voss – I recommend coming to City Hall, I don't think we have jurisdiction over trash.

Brian Boehmer will take care of this.

Chairman Voss – Anything else under other? Old Business, we've talked about the Hydraulic Study. The multi-unit shutoffs.

Mr. Quaethem – That's on till January 2016 we are sending out letters this month to remind everybody. The property units that have not come into us to comply with the new code we will be sending a reminder out that January 2016 will be when the date that the code takes effect.

Mr. Mitchell – Have you heard from any of those individuals at this point as to why or you just haven't heard from them at all.

Mr. Quaethem – We have had numerous owners that have come in and complied by either putting the utility bill in their name or giving us a complete separate access an ability to get to their meters through the basement or building separate doors. Don't know why all have not but we will be sending reminders out and will exclude the ones that have complied and taken care of their problem. And that will stay on till January 2016 and we will move from there.

Chairman Voss – Any questions on that

Any open discussion?

Motion to adjourn.

Next Scheduled Meeting Date. The next scheduled meeting date is September 8, 2015.

Adjourn. There being no further business the meeting adjourned on a motion by Mr. Mitchell and seconded by Mr. Vietmeier. All in favor aye, those oppose. We are adjourned.

Prepared by: Beverly Hoyt
Beverly Hoyt
Public Works
Secretary/Temp

Adopted and Approved By the Board of Public Works:

Date: 9/8/15 Signature: Robert Voss
Secretary

Memorandum

TO: James A. Briggs, City Administrator
 Brian N. Boehmer, Public Works Director
 Board of Public Works

FROM: Kevin Quaethem, Water and Wastewater Superintendent

DATE: September 3, 2015

RE: Work Performed by the Water and Wastewater Departments

STATUS OF MAJOR CONTRACTS - AUGUST 2015

PROJECT	VENDOR	CONTRACT AMOUNT	PREVIOUSLY APPROVED	CURRENTLY APPROVED	BALANCE
Hydraulic Study	Donohue	\$58,000.00	\$4,640.00	\$2,610.00	\$16,240.00

AUGUST 2015

Water Pumped August 2015 73,762,835 2.38 mgd
 Wastewater Effluent Flow August 2015..... 69,330,000 2.24 mgd
 Missouri One Call Locate messages received for locates.....158
 Meters Issued as new. 2
 Meters Issued as replacements.....0
 Meters Issued as new for irrigation systems0
 Water breaks repaired.3
 Sewer Routines6
 Delinquent Accounts actually shut off in August 2015.....96

WATER DEPARTMENT FIELD WORK PERFORMED - AUGUST 2015

- | | |
|---|--|
| 1. Shop Maintenance | 17. Water turn on - new customers |
| 2. Shut Offs | 18. Attended Seminar |
| 3. Meter/Swapping/Repair | 19. Patched Break @ Michelle Drive |
| 4. Repair/Replace/Number Hydrants | 20. Repaired Service line @ #12 Lexington |
| 5. Check Wells/Lift Stations/Heaters | 21. Repaired Service line @ 1218 Deer Run |
| 6. Locates | 22. Stocked Wells with Chlorine |
| 7. Hydrant Flushing/Painting | 23. Poured concrete curb @ 14 th Street |
| 8. Dig up/Repair Curb Stops | 24. Setup Chlorination at Wells |
| 9. Water Samples | 25. Taps @ Wells for Chlorination |
| 10. Leak Detection Report | 26. Hydrant Flushing for Rusty Red Water Calls |
| 11. Water Break @ 14 th Street | 27. Hydrant Flushing for Strong Chlorine Odors |
| 12. Water Break at 1119 Wildey Way | 28. Tap @ E 5 th Street |
| 13. Water Break @ 1815 E. 9 th | 29. Watched Safety Video |
| 14. Dug Up Water Service @ Stone Crest | 30. Service Line Repair @ Lake Washington |
| 15. Repaired Curb Stop @ W 7 th St | |
| 16. Sealed Manhole @ Front Street | |

WASTEWATER DEPARTMENT FIELD WORK PERFORMED – AUGUST 2015

1. Sewer Routines
2. Daily lab work and routines.
3. Cleaned belt press.
4. Worked on #3 Blower
5. Run belt press.
6. Cleaned bar screen.
7. Sprayed all Lift Stations
8. Checked rain & temp gauges
9. Cleaned polymer barrels
10. Brush hogged N.W. Lot
11. Vehicle Maintenance
12. Cleaned grit tanks
13. Mow and Weed eat
14. Elevator Inspection
15. Cleaned Clarifier
16. Sewer call @ 621 E, 11th
17. Checked Rain Gauge
18. Pressed Sludge
19. Cleaned Floor – Sludge Building
20. Cleaned Manholes
21. Maintenance on cutter
22. High Water Alarms @ WSLs
23. Inspect Service Laterals
24. Greased bearings
25. Replaced Couplings

ROUTINE FIELD WORK

1. Read meters and performed rereads as necessary.
2. Performed read-outs on meters (persons moving in and out)
3. Installed reading device receptacles on houses where new/replacement meters were installed.
4. Issued meters and materials to contractors, owners, etc.
5. Took necessary water samples of the distribution system.
6. Flushed hydrants – scheduled routine flushing.
7. Wastewater lab work.
8. Root-sawed and/or cleaned sewer lines where necessary.
9. Hauled sludge.
10. Televised sewer lines.
11. Performed river gauge measurement.
12. Performed sewer and water service main inspections.
13. Located water and sewer lines.
14. Monitored construction of water and sewer mains in new developments.
15. Responded to service call requests.
16. Invoiced for meters, materials and other charges as necessary.
17. Performed maintenance and repairs on buildings, vehicles, and equipment.

MINUTES OF THE BOARD OF PUBLIC WORKS
Tuesday, September 8, 2015

The Regular Meeting of the Board of Public Works was held on Tuesday, September 8, 2015 at 7:30 p.m. in the City Council Chambers located at 405 Jefferson Street, Washington, Missouri. The following were present/absent:

MEMBERS:

Chairman	Kurt Voss	Present
Member	Rob Vossbrink	Present
Member	John Vietmeier	Present
Member	Brad Mitchell	Present
Ex-officio Member	Les Crawford	Absent
Ex-officio Member	Mike Radetic	Present

OTHERS:

Council Representative	Jeff Mohesky	Absent
Council Representative	Josh Brinker	Present
Council Representative	Steve Sullentrup	Present
Council Representative	Greg Skornia	Present
Mayor	Sandy Lucy	Absent
City Administrator	James A. Briggs	Absent
Public Works Director	Brian Boehmer	Absent
Water/Wastewater Superintendent	Kevin Quaethem	Present
Public Works Secretary	Michelle Hill	Absent
Public Works Secretary/Temp	Beverly Hoyt	Present
City Engineer	Dan Boyce	Absent
Assistant City Engineer	Andrea Lueken	Absent

Originals and/or copies of agenda items of the meeting, including recorded votes are available on record in the office of the Public Works Secretary for one year. Video/DVD and audio tapes are kept only until the minutes have been approved for the meeting. DVD copies of this meeting are distributed to Board Members if requested.

Minutes. A motion was made by Mr. Vietmeier and seconded by Mr. Mitchell to approve the minutes from the regular August 11, 2015 meeting. The motion passed without dissent.

Water

Mr. Aldo Alu came into the office wanting the sewer brought up to his property at Tacolicious. He wants to expand the property to make the business bigger. Viewing the map, Manhole #5 that's where we stopped in 2006. We mainly stopped for several reasons but the main reason being the rock, which will take some time to get through. Then we would put in Manhole #6, #7 and #8. Then Mr. Alu would have to come from his building down to the corner of the property and attach to that manhole.

Part of the project that we completed was the Peters' property, the Huxel property coming up to the Boars Club and that's where we stopped. The other part of the project was the Kandlbinder property which the sewer line came off 14th Street up below. In 2006 we came off 14th Street came up Ameren Power Station and the insurance building. The insurance building has connected to our sewer, also Kandlbinder Property. Unable to go behind Aldo's there was an issue with getting easement from all property owners.

Chairman Voss – Will It work running from Kandlbinder to the south to catch Aldo's or the gas station?

Kevin Quaethem – The elevation is too high, this is a really shallow manhole. It is three and a half feet to the rock. This will be a winter time project.

The cost for this project is right around \$25,000.00 with labor and materials a little over \$4,000.00. It will take three guys approximately six months to complete.

Someone is going to have to do this project. It will make that corner more viable to the City to develop Stumpy's corner or Tacolicious.

Tacolicious is having a problem with their sewage coming out of the ground now. Since there is no drain field they are pumping quite often.

Going this way just makes more sense than coming in from the existing line behind Kandlbinder. We already have easements where this is laid out. It can be done the other way. He would just have to get easements across the property to get to that manhole, which would then make it a private line. This would benefit no one else other than the piece of property through that area, and we would be back addressing this at some other time.

We'd like to think at some time that corner will be developed.

Just out of curiosity the Voss property across the street, is that on any sewer, the N.E. corner.

No, but there is sewer that crosses underneath the highway just west of that property, which could be tied into if need be. That one is not quite as bad as this one because natural flow would take that one down. The sewer comes out of Autumn Leaf through that area, runs down along past Hazel and comes down 8th Street.

The guys will be on this every day of the week unless an emergency would come up, like a water main break that would be their job. For the next six months the only thing that project would affect would be the end of month shut offs where we try to put five (5) guys on shut offs, delinquent utility bills. It would put us in a little bind, but we would bring our two (2) wastewater guys off collections and utilize them to take the place of two of the employees doing shut offs, which would set them back a week.

Chairman Voss – What is the pleasure of the Board?

Mr. Vietmeier responded to move ahead. Do we have the money?

Mr. Quaethem – Yes, this would come out of sewer line extensions, budget line item.

Chairman Voss – Has made a motion to proceed with bringing the sewer line extension to the Tacolicious property with work being done by Public Works guys.

Mr. Vietmeier – Seconded the motion. Any discussion, it has been approved.

Chairman Voss – Discussion on water?

Mr. Quaethem – Last month it was asked about the private wells in town that our ordinance really didn't have anything so you asked me to bring to you something in the ordinance to change for the existing and what would happen when their wells went out. This should have been redlined. Section B this could be added to the existing Code 700.390 to give those property owners that have a well the leeway or verbiage and the code that says they can use their well until it goes out. That has always been the practice. They weren't forced to hook to our water lines, even our code does say that, until their well went out it was always a verbal practice there was nothing in writing so this is what could be put in the code. Of course with the approval of the City attorney he would need to review it and move forward with that. This would take care of that verbal agreement that you don't have to connect unless your well goes out.

Mr. Vietmeier – The attorney would look at "operates correct", what does operates correctly mean? Operates correctly meaning of each term, fails for their wells. If well pump goes out, can they fix it? That would be the biggest questions.

The disinfection is still moving along well. We are working diligently to get the chlorine odors and smells that are in the system out. It is taking time, but we are moving forward with that.

Where are we at with this, I know you say at your house is 0.6 last time.

Mr. Quaethem – Yes, I checked it this morning and it was at .9 it kind of fluctuates up and down. I do know that at my house if the residuals are at 1.1 and above I don't smell the chlorine smell as much.

There's not a lot of chlorine going into the system, it's a small amount. We are working on a break point where the system balances out to the amount your adding and the disinfection. The way the wells come on and off we are always juggling with that residual out in the system because when it's running it will be up and when it's not it will be down. What we are trying to do to get the pumps balanced out to having one run more than others to keep it saturated but right now it's a juggling match. I have been talking with American Water who does this on a regular basis and have been disinfecting in the St Louis Area for ever. They too struggle with keeping it balanced out. It's just a process we are working through and right now we are on a

temporary disinfection side of things so we are using 15 gallon drums in our well houses, if we don't catch them in time one can run out in the middle of the night and if it were to run all night it's not getting any chlorine we have no way to monitor residuals other than manually going out into the system.

The concept of more is less in balance. The problem is when you don't have the right amount of chlorine in the system the less generates the odor more than more does. We are not putting a lot in so when you smell it, it's not because of a lot of chlorine it's because there's not enough chlorine in the system and then what happens is as the chlorine goes through the system it and it tries to disinfect the system that's the process of the system it breaks down which in turn creates a harmless gas that generates that chlorine odor that you smell. It's not really chlorine it's not a volume of chlorine it's the gas that develops in there and it aspirates out you smell it in your glass of water and you may also smell it occasionally in the shower. Using my house as a reference a lot because that's where I'm at. I do know that my kitchen sink which is the furthest away from the entrance where my water comes into the house smells stronger until the cold water comes out of the faucet than I do in the bathroom directly above it. That makes a difference when water sits in your lines till the chlorine breaks down and creates the gas and you smell it as soon as you turn on your faucet to get a glass of water. So there is a lot going on here. I've said this before and I'll say it again you can put carbon filters in your system or the whole house system. It would cost about \$152.00 to put in my whole house. There are filters out there that will last three (3) to six month if put in they will completely remove the odor out of your water completely.

Mr. Sullentrup – Do you have one in your house?

Mr. Quaethem – Yes, I do I have one on my refrigerator. I went from 1.1 to 0.04 coming out of my refrigerator. It does work. It is just how much you want to do, the Britta pitcher that is sold at Walmart works.

Mr. Sullentrup – Can they be put at the main.

Mr. Quaethem – Yes, it can be put in right where your water comes into your house. A whole house filtering system they do sell them at Lowe's. Once hooked to line, there are filters to change out.

Chairman Voss – What do the filters cost?

Mr. Quaethem – A filter for this particular model is \$24.00. The device its self comes with one filter is \$66.00. The replacement filters are \$24.00 these prices are all from Lowe's.

Mr. Sullentrup – I was talking with a guy here in town that says he got a filter from Ryeback with a five (5) year warrant of that for \$600.00.

Mr. Quaethem – Yes some of them you can spend a lot of money on. However this will cut all odors out.

Chairman Voss – Do you believe if you get it properly adjusted it will be completely odor less?

Mr. Quaethem – If properly adjusted it will be odorless. But I don't want to say that, there will be times we have hiccups. We will smell it occasionally. The goal is to not have it happen, eventually we hope to get an electronic monitoring system at all the well sites that will give us a reading on the Scada system of what the residuals are at the well houses which will give us a better control cause we will have 24-hour a day what's going on at the well houses. So if one would act up we could immediately respond and fix the problem.

Chairman Voss – Are there any questions on Wastewater, any questions on anything else. Old business, Donohue Engineering Service Agreement.

Mr. Quaethem – We will be going to Council tonight. They are moving forward with it. I met with them on Friday, they are hoping by next week to have a rough draft. Once we get that if you guys would like I will forward a copy of the draft to you. As it stands right now they haven't found anything that shows a problem.

Chairman Voss – Hydraulic Study

Mr. Quaethem – they are almost done with that too. They actually are using this hydraulic Study to work with the Agreement.

Chairman Voss – Do we have a completion date?

Mr. Quaethem – they are looking at the Hydraulic Study to be done by November.

Chairman Voss – Any questions on that? Multi-line shut offs.

Mr. Quaethem – We sent out a friendly reminder to the multi-unit owners letting them know the Ordinance takes place January of 2016. We have numerous people that have come forward and they have either put it in their name or built and given access to their meters through an entry way that doesn't impede on anyone. A couple have actually gone out and installed additional curb stops.

Chairman Voss – How many do we have left?

Mr. Quaethem – I'd say roughly around 20 to 25 haven't got in touch or just are waiting till the last moment.

Chairman Voss – Any other discussion for the good of the Order?

Mr. Quaethem – I do want to bring up the treatment plant. The electrical upgrades, materials are coming in so we should be starting work on that by the end of this week or early next week.

Chairman Voss – Anything else for the good of the order?

Mr. Mitchell – I would just like to state my disappointment with Councils' decision not to go forward with the appeal on the water issue.

Chairman Voss – Any other

Mr. Vossbrink –The engineering study, is it going on?

Mr. Quaethem – Yes, we still have to do the Engineering Study.

Mr. Vossbrink – An we will get a report on that when it's done?

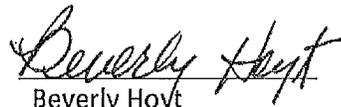
Mr. Quaethem – Yes, we will have a full report on that and what their findings were, we will get a full report.

Motion to adjourn

Next Scheduled Meeting Date. The next scheduled meeting date is October 13, 2015.

Adjourn. There being no further business the meeting adjourned on a motion by Mr. Vietmeler and seconded by Mr. Vossbrink. All in favor aye, those oppose. We are adjourned.

Prepared by:



Beverly Hoyt
Public Works
Secretary/Temp

Adopted and Approved By the Board of Public Works:

Date:

10/13/15

Signature:


Secretary

Memorandum

TO: James A. Briggs, City Administrator
 Brian N. Boehmer, Public Works Director
 Board of Public Works

FROM: Kevin Quaethem, Water and Wastewater Superintendent

DATE: October 7, 2015

RE: Work Performed by the Water and Wastewater Departments

STATUS OF MAJOR CONTRACTS –SEPTEMBER 2015

PROJECT	VENDOR	CONTRACT AMOUNT	PREVIOUSLY APPROVED	CURRENTLY APPROVED	BALANCE
Hydraulic Study	Donohue	\$58,000.00	\$2,610.00	--	\$16,240.00

SEPTEMBER 2015

Water Pumped September 2015..... 74,687,080 2.49 mgd
 Wastewater Effluent Flow September 2015. 54,740,000 1.82 mgd
 Missouri One Call Locate messages received for locates.....141
 Meters Issued as new. 6
 Meters Issued as replacements.....0
 Meters Issued as new for irrigation systems0
 Water breaks repaired.3
 Sewer Routines38
 Delinquent Accounts actually shut off in September 2015.77

WATER DEPARTMENT FIELD WORK PERFORMED – SEPTEMBER 2015

- | | |
|--|---|
| 1. Shop Maintenance | 18. Poured Concrete on Service Line (E. 4 th) |
| 2. Shut Offs | 19. Replaced Hydrant (Riverfront & Elbert Dr) |
| 3. Meter/Swapping/Repair | 20. Repaired Hydrant @ 1361 High Street |
| 4. Repair/Replace/Number Hydrants | 21. Water turn on – new customers |
| 5. Check Wells/Lift Stations/Heaters | 22. Repair Water Leak @ 9 th and Wilson |
| 6. Locates | 23. Deliver Chlorine to Wells |
| 7. Hydrant Flushing/Painting | 24. Taps @ 430 Front Street |
| 8. Dig up/Repair Curb Stops | 25. Worked with Street Dept. Painting
Downtown |
| 9. Water Samples | 26. Watched Safety Video |
| 10. Leak Detection Report | 27. Locate Manholes for Mr. Manhole |
| 11. Water Break @ 5742 Steutermann | 28. Assisted Park with Lights |
| 12. Water Break @ Lafayette | 29. Hydro Excavate on Trails |
| 13. Water Break @ Deutsch Crest | 30. Repairs on M.E. Frick Lift Station |
| 14. Locust St Trailer Ct. Leak | 31. Repairs to West End Lift Station |
| 15. Repaired Curb Stop @ 2113 Weber Est. | 32. Inventory (Water Shop & WWTP) |
| 16. Repaired Curb Stop @ 610 Roberts | |
| 17. Curb Stop @ 1604 Third Pkwy, Raised MH | |

WASTEWATER DEPARTMENT FIELD WORK PERFORMED – SEPTEMBER 2015

- | | |
|---|--|
| 1. Sewer Routines | 14. Elevator Inspection |
| 2. Daily lab work and routines. | 15. Cleaned Clarifier |
| 3. Cleaned belt press. | 16. Sewer call @ 904 Ridgeview |
| 4. Clean Process Filters | 17. Emergency Locates (Heritage Hills) |
| 5. Run belt press. | 18. Hauled Sludge to Landfill |
| 6. Cleaned bar screen. | 19. Repaired 1" hoses |
| 7. Sprayed all Lift Stations | 20. Cleaned Headworks Building |
| 8. Checked rain & temp gauges | 21. Locate Water Leak @ Old Plant |
| 9. Cleaned polymer barrels | 22. High Water Alarms @ WSLs |
| 10. Repair Float for Sump Pump @ Lift Station | 23. Inspect Service Laterals |
| 11. Vehicle Maintenance | 24. Greased bearings |
| 12. Cleaned grit tanks | 25. Replaced Couplings |
| 13. Clean Clarifier & Bleach | 26. Collected Chlorine Samples |

ROUTINE FIELD WORK

1. Read meters and performed rereads as necessary.
2. Performed read-outs on meters (persons moving in and out)
3. Installed reading device receptacles on houses where new/replacement meters were installed.
4. Issued meters and materials to contractors, owners, etc.
5. Took necessary water samples of the distribution system.
6. Flushed hydrants – scheduled routine flushing.
7. Wastewater lab work.
8. Root-sawed and/or cleaned sewer lines where necessary.
9. Hauled sludge.
10. Televised sewer lines.
11. Performed river gauge measurement.
12. Performed sewer and water service main inspections.
13. Located water and sewer lines.
14. Monitored construction of water and sewer mains in new developments.
15. Responded to service call requests.
16. Invoiced for meters, materials and other charges as necessary.
17. Performed maintenance and repairs on buildings, vehicles, and equipment.

Any matters for discussion not on the agenda:

Jackie reported that she received a letter from Lieutenant Governor's office regarding recognition for veterans who have volunteered for at least twenty-five hours per year. Jackie did not know of anyone who would qualify at this time.

Jackie also received information from the Missouri State Librarian regarding an opportunity for the Library Board to access ten short videos called Short Takes for Trustees. These can be watched at Board Meetings to stimulate discussion about the important role that Trustees play in the governance of their libraries. The videos will be accessible between October 1, 2015 and September 30, 2016. The Board will discuss this opportunity at the next meeting.

There being no further business, Norma Brinker moved that we adjourn the meeting. Donna Kohne seconded and the motion passed.

The next meeting of the Washington Public Library Board of Trustees will be on Monday, October 26, 2015 at 6:30 PM in the Library Meeting Room.

