

**Lake Forest Clean Water District
Board of Trustee Meeting Minutes
July 9th, 2020
6:00pm**

Note: Next Meeting is August 13th at 6:00pm

Face to face meeting held at Community Center & ZOOM Teleconference

Call to Order:

Mark Basler called the meeting to order at 6:00pm.

Roll Call: The following members answered as present:

Mark Basler

Eric Kelly

Don Kuehn

Bruce Giesler

Duane Harley – ZOOM Teleconference

Agenda:

Motion made by Bruce Gieser and seconded by Don Kuehn to accept June Meeting minutes, all voted in favor.

Note:

There was a motion made to Amend the Agenda to include discussing and voting on the Bader Contract. Motion made by Eric Kelly and seconded by Bruce Giesler. All voted in favor.

Motion made to accept the Amended Agenda by Don Kuehn and seconded by Eric Kelly. All voted in favor.

Communications:

Duane Harley covered a letter sent notifying Volkert of our Surveyor selection. This original memo to be placed in our files for record retention purposes.

Citizen Comments:

Don Teretti asked about our ability to cast a wider net regarding bid solicitations, possibly in the Post Dispatch. Mark Basler responded that for the surveyor services Contract we actually sent out RFQ solicitations to thirteen potential suppliers, while only two responded. Bruce Giesler responded that The Board is always open to potential new suppliers and that if anyone has a suggestion with a qualified provider they should tee them up for consideration to The Board.

Don Teretti also asked about our obligation for a Minority Business set-aside requirement. Paul Martin informed the group that while we have no legal obligation that we would encourage any minority supplier to bid if qualified. Bruce Giesler informed the group that we do have qualified minority suppliers in the area that may bid on some of our future work opportunities.

John Summers inquired in regards to our independent office area progress. Mark Basler responded that Tom Duro has the action to provide an independent working area for the Clean Water District.

Action Items:

Mark Basler informed the group that an RFQ Solicitation was sent out with a required response date of July 2, at 2:00pm to six potential Engineering Services organizations. As of July 9th only one provider (Waters Engineering) had responded.

Motion made by Bruce Giesler and seconded by Don Kuehn to approve efforts to further negotiate with Waters Engineering. All voted in favor.

After a brief discussion a motion was made by Eric Kelly and seconded by Don Kuehn to approve and release the final Contract to Bader Surveying to begin work. Due to Duane Harley still being in quarantine Bruce Giesler was asked to get final Contract signatures and release Bader to begin work.

Next Steps:

Paul Martin discussed the preparation of Asset and Operations Transfer efforts underway. In essence each landowner will be required to sign off on these transfers to the Lake Forest Estates Clean Water District. A Transfer Instrument will be executed in the coming months. Upon further discussion it was decided that it may be the most efficient route to hold an all-residents meeting so we can obtain signatures as efficiently as possible. More to come on this topic.

For informational purposes once the Transfer Instrument is completed we may communicate this form on our Website.

Miscellaneous Business: None

Adjournment:

Mark Basler asked for a motion to adjourn the meeting. Don Kuehn made the motion and seconded by Bruce Giesler. All voted in favor. Meeting adjourned at 6:36 pm.

The Lake Forest Estates Clean Water District acknowledges its responsibility to comply with the American and Disabilities Act of 1990. If you require special services (i.e. sign interpretative services, alternative audio/video device) for participation in or access to the District's Board of Trustees meetings or other programs, facilities, or records, please visit the Lake Forest Estates Community Association, 13765 Lakewood Drive, Ste. Genevieve, Mo 63670, or call (573) 483-9861, or e-mail lakeforest63670@gmail.com as soon as possible but no later than 48 hours prior to the event. Thank you.