

## MINUTES OF THE BOARD OF PUBLIC WORKS

**Tuesday May 28, 2024**

The Regular Meeting of the Board of Public Works held on May 28, 2024 at 7:30 a.m. in the City Council Chambers located at 405 Jefferson Street, Washington, Missouri. The following were present/absent:

### MEMBERS:

Chairman	John Vietmeier	Present
Vice Chairman	Brad Mitchell	Present
Secretary	Mike Radetic	Present
Member	Steve Richardson	Present
Ex-officio Member	Steve Strubberg	Present
Ex-officio Member	Vacant	

### OTHERS:

Council Representative	Mike Coulter	Present
Council Representative	Chad Briggs	Absent
Mayor	James Hagedorn	Present
City Administrator	Darren Lamb	Absent
Public Works Superintendent	Kevin Quaethem	Present
Water/Wastewater Admin. Asst.	Theresa Lamke	Present
Interim City Engineer	Charles Stankovic	Present
Assistant City Engineer	Andrea Lueken	Absent
Waste Water Foreman	Kerry Duke	Present
Water Foreman	Dylan Voss	Present
GIS Engineering		

**Originals and/or copies of agenda items of the meeting, including recorded votes are available on record in the office of the Public Works Department 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 made by Mr. Richardson seconded by Mr. Radetic to approve the minutes from the regular meeting held April 23, 2024 meeting. The motion passed without dissent.

**Priority Items**

Not a real priority but a discussion was brought up about water shut off's. The procedure now for water shut off's is to shut off residents that are past due 45 days or more (this cover's two past due amounts); Kevin would like the procedure to follow the City code of anyone late 15 days to be put on the shut off list. Currently bills are created the 15<sup>th</sup> of the month and due in twenty days. Penalties are added to a bill the day after the due date, the shut off date stated in the code book is 15 days after the due date. The discussion led to shut off's after 15 days needing to go to the City Council.

**Wastewater**

Discussion was made on the sewer break at the Railroad track a few days ago. The board discussed and praised the staff for the hard work to get the Railroad line back in full service. Staff from the waste water, water and street departments all worked to get the sewer line back and running.

**Water**

Update on the South Point Water Tower. There was a ribbon cutting was held on May 16<sup>th</sup>. Pay request to KJ Unnerstall Construction and Caldwell Tanks pay request were approved.

**Our next meeting is scheduled for June 25 , 2024 .**

**Motion to adjourn**

Motion by Brad Mitchell and seconded Steve Richardson. The motion passed.

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Prepared by: \_\_\_\_\_  
Theresa Lamke  
Water/Wastewater  
Administrative Assistant

Adopted and Approved by the Board of Public Works:

Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
Secretary