



Duckett Creek Sanitary District

3550 Hwy K, O'Fallon, Missouri 63368-8384

Ph: (636) 441-1244
Customer Service Fax: (636) 498-8100
Engineering Fax: (636) 498-8150

The Duckett Creek Sanitary District Board of Trustees held their regular monthly board meeting on Tuesday, November 25, 2025 at 3:00 p.m. at the District's Administration Office located at 3550 Highway K, O'Fallon, Missouri.

Trustees present:

Mr. John Harshbarger	Vice-Chairperson
Mr. Greg Dohrman	Board Member
Dr. William Rebore	Board Member

Staff Members present:

Mr. Keith Arbuckle	Executive Director
Dr. Luke Kehoe	Director of Engineering and Operations
Ms. Bridget Knudsen	Director of Finance and Administration
Mr. Adam Williams	Manager of Information Systems
Ms. Sarah Marien	HR Generalist, Payroll Specialist
Ms. Krystal Jones	Recording Secretary

Trustees present via Teams:

Ms. Linda Wibbenmeyer	Chairperson
-----------------------	-------------

Trustees not present:

Mr. Bob Schnur	Board Member
----------------	--------------

CALL TO ORDER:

Vice-Chairperson Harshbarger of the Board of Trustees of Duckett Creek Sanitary District called the meeting to order at 3:01p.m.

APPROVAL OF MINUTES

(THE REGULAR MINUTES WERE INCLUDED IN THE NOVEMBER 25, 2025 BOARD PACKET)

Board Member Rebore moved and Board Member Dohrman seconded the motion to approve the following board minutes as submitted:

- October 28, 2025 Board of Trustees' meeting minutes

By roll call vote,

Vice-Chairperson Harshbarger – Aye

Board Member Rebore – Aye

Board Member Dohrman – Aye

Motion passed unanimously.



Duckett Creek Sanitary District

3550 Hwy K, O'Fallon, Missouri 63368-8384

Ph: (636) 441-1244
Customer Service Fax: (636) 498-8100
Engineering Fax: (636) 498-8150

PUBLIC COMMENTS

None.

Chairperson Wibbenmeyer joined the meeting via Teams at 3:04p.m.

OLD BUSINESS

Fiscal Year 2026 Budget

The Director of Finance and Administration discussed the revisions made to the FY2026 proposed budget following its initial presentation in October. A conservative estimate of connection fees was added back into the rate model, resulting in a net revenue increase of \$206,772. Operations and Maintenance expenses rose by \$24,935 due to finalized salary and benefit figures. To reduce redundancy and improve clarity, the plant parts and pumps inventory accounts will be consolidated into a single account. Additionally, capital expenditures increased by approximately \$1.2M compared to the October draft budget. The total FY2026 budget is now just under \$27.9M.

The Director of Engineering and Operations provided additional detail on the Capital and Large Maintenance budgets. He reported that 26 capital projects are planned for 2026, totaling \$11.3M. The Operations and Maintenance budget includes 10 planned projects with a combined cost of \$1.8M. Revisions made since the proposed budget was presented in October include the addition of several vehicle purchases and updates to the Highway K Pump Station rehabilitation project. He also noted that the District recently put out a Request for Qualifications for Engineering Services.

The Directors addressed all questions and concerns from the Board.

Resolution 25-10 – FY2026 Budget Approval

Board Member Dohrman moved and Board Member Rebore seconded the motion to approve the Duckett Creek Sanitary District FY2026 Budget as proposed.

By roll call vote,

Chairperson Wibbenmeyer – Aye

Vice-Chairperson Harshbarger – Aye

Board Member Rebore – Aye

Board Member Dohrman – Aye

Motion passed unanimously.

NEW BUSINESS

Monthly Financial Reports – Period Ending October 31, 2025

The Director of Finance and Administration reviewed the monthly financial reports with the Board. She noted that revenues have reached 90% of the annual budget, with total combined revenues at \$16.5M. Residential revenues



Duckett Creek Sanitary District

3550 Hwy K, O'Fallon, Missouri 63368-8384

Ph: (636) 441-1244
Customer Service Fax: (636) 498-8100
Engineering Fax: (636) 498-8150

total \$11.6M, while commercial revenues are at \$3.4M. Interest revenue stands at \$1.16M. Connection fees are coming in at \$1.03M, unchanged since the end of the third quarter. She also reported proceeds from the sale of capital assets in the amount of \$47,400 from the sale of several retired District fleet vehicles. Total expenses are at approximately 64% of the District's \$33.5M annual budget for 2025.

The Director of Finance and Administration addressed all questions and concerns from the Board.

Board Member Dohrman moved and Chairperson Wibbenmeyer seconded the motion to approve the monthly financial statements for period ending October 31, 2025 as submitted.

By roll call vote,

Chairperson Wibbenmeyer – Aye

Vice-Chairperson Harshbarger – Aye

Board Member Rebore – Aye

Board Member Dohrman – Aye

Motion passed unanimously.

Resolution 25-11 – Enel X North America, Inc: Demand Response Program

The Director of Engineering and Operations reviewed the Enel X North America, Inc. Demand Response Program. Enel X serves as a consultant for Ameren Missouri. The purpose of the program is to help manage electricity usage within Ameren's service area, ensuring additional power can be supplied to the grid during periods of high demand. Through this program, participating companies are compensated for reducing their energy use during emergency events that threaten grid stability. When notified by Enel X, participants lower their energy consumption for a designated period. Participants are also given electrical meters that provide frequent interval electrical data.

The Director of Engineering and Operations stated that the program operates on an annual basis with a five-year commitment, but requires no upfront or out-of-pocket costs. He also outlined the qualification process and onboarding timeline should the Board choose to proceed. Three District sites are proposed for participation: The Harvester Pump Station, the Highway K Pump Station, and Treatment Plant No. 2. The District is expected to generate approximately \$36,000 in annual revenue through the program, totaling about \$180,000 over the five-year commitment period. Furthermore, the only required cost to the District is a one-time payment not to exceed \$30,600 to Enel X, which would be deducted from the first year's revenue.

The Director of Engineering and Operations addressed all questions and concerns from the Board.

Chairperson Wibbenmeyer moved and Board Member Dohrman seconded the motion to approve the Demand Response Program agreement with Enel X North America, Inc.



Duckett Creek Sanitary District

3550 Hwy K, O'Fallon, Missouri 63368-8384

Ph: (636) 441-1244
Customer Service Fax: (636) 498-8100
Engineering Fax: (636) 498-8150

By roll call vote,

*Chairperson Wibbenmeyer – Aye
Vice-Chairperson Harshbarger – Aye
Board Member Rebore – Aye
Board Member Dohrman – Aye*

Motion passed unanimously.

Resolution 25-12 - Awarding Highway K Lift Station Upgrades Project: Bingman Construction Company LLC

The Director of Engineering and Operations provided an overview of the Highway K Lift Station Upgrade project. The project involves expanding the existing building to allow continued use of the current controls and equipment while new equipment is installed. Due to the age of the existing systems, District staff has determined that updates are necessary. During construction, flows will be diverted, giving us the opportunity to inspect the interior of the wet well which is something that has not been possible since the lift station was originally placed into service.

The Director of Engineering and Operations stated that two contractors submitted comparable bids for the project. The District recommends awarding the contract to Bingman Construction Company LLC, with a bid of \$2,635,700. In addition, a contingency of \$112,500 is recommended, bringing the total project cost to an amount not to exceed \$2.75M.

Board Member Rebore moved and Board Member Dohrman seconded the motion to award a contract to Bingman Construction Company LLC for the construction of the Highway K Lift Station Upgrade Project for a total cost not to exceed \$2,750,000.00.

By roll call vote,

*Chairperson Wibbenmeyer – Aye
Vice-Chairperson Harshbarger – Aye
Board Member Rebore – Aye
Board Member Dohrman – Aye*

Motion passed unanimously.

DIRECTORS' REPORTS

The Executive Director gave an update on the following:

- He and the Director of Engineering and Operations have been working diligently to develop standardized procurement documents that will help streamline the process moving forward.
- Discussed some of the staff changes expected in 2026.



Duckett Creek Sanitary District

3550 Hwy K, O'Fallon, Missouri 63368-8384

Ph: (636) 441-1244
Customer Service Fax: (636) 498-8100
Engineering Fax: (636) 498-8150

The Director of Engineering and Operations gave an update on the following:

- Reviewed the Crawford, Murphy & Tilly Contract Amendment for construction phase services in the amount of \$78,200. This item was provided to the Board for information only.
- Engineering Reports:
 - The Lateral Repair Program has incurred just under \$500,000 in expenses to date, with an average repair cost of slightly under \$7,000.
 - Noted eight backups that occurred in October, but only one was related to the District's system.
 - The CIPP program has ramped up considerably this year, with additional growth projected for 2026.

The Director of Finance and Administration gave an update on the following:

- Filed unclaimed property electronically with the Missouri State Treasurer's Office in October.
- The disconnect list for October began with 364 customers and was reduced to just three by month-end. Notably, no Missouri American Water customers were included, which is beneficial given their significantly higher disconnect and reconnect fees.

The Human Resource Generalist gave an update on the following:

- The Employee Benefits Fair will be held the first week of December.
- The employee holiday luncheon is on December 19th at the District's Administration office.
- Attended the 2025 Annual LAGERS meeting at the end of October and provided an overview of the key insights gained.

The Manager of Information Systems gave an update on the following:

- None.

Chairperson Wibbenmeyer exited the Teams meeting at 3:58p.m.

Board Members discussed the option to cancel the December Board meeting.

Board Member Dohrman moved and Board Member Rebore seconded the motion to cancel the December 2025 Board meeting.

By roll call vote,

Vice-Chairperson Harshbarger – Aye

Board Member Rebore – Aye

Board Member Dohrman – Aye

Motion passed unanimously.



Duckett Creek Sanitary District

3550 Hwy K, O'Fallon, Missouri 63368-8384

Ph: (636) 441-1244
Customer Service Fax: (636) 498-8100
Engineering Fax: (636) 498-8150

OPEN SESSION

There being no further comments, Board Member Rebore moved and Board Member Dohrman seconded the motion to close the November 25, 2025 Board of Trustees' meeting.

By roll call vote,

Vice-Chairperson Harsbarger – Aye

Board Member Rebore – Aye

Board Member Dohrman – Aye

Motion passed unanimously.

ADJOURNMENT

The board meeting adjourned at 4:04 p.m.

Respectfully Submitted,

K. Jones

Recording Secretary

Duckett Creek Sanitary District