



# 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, September 24, 2024 at 3:00 p.m. at the District's Administration Office located at 3550 Highway K, O'Fallon, Missouri.

## Trustees present:

Mr. Greg Dohrman	Chairperson
Ms. Linda Wibbenmeyer	Vice-Chairperson
Dr. William Rebore	Board Member
Mr. John Harshbarger	Board Member
Mr. Bob Schnur	Board Member

## Staff Members present:

Mr. Keith Arbuckle	Executive Director
Dr. Luke Kehoe	Director of Engineering and Operations
Ms. Julie O'Guinn	Director of Finance and Administration
Mr. Brad Meyers	Manager of Information Systems
Ms. Krystal Jones	Recording Secretary

## Others present:

Ms. Christine Hill	Marsh McLennan
Ms. Amy Stegman	Marsh McLennan

## CALL TO ORDER

Chairperson Dohrman of the Board of Trustees of Duckett Creek Sanitary District called the meeting to order at 3:06 p.m.

## APPROVAL OF MINUTES

**(THE REGULAR MINUTES WERE INCLUDED IN THE SEPTEMBER 24, 2024 BOARD PACKET)**

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

- *August 27, 2024 Board of Trustees' meeting minutes*

*By roll call vote,*

*Chairperson Dohrman – Aye*

*Vice-Chairperson Wibbenmeyer – Aye*

*Board Member Rebore – Aye*

*Board Member Harshbarger – Aye*

*Board Member Schnur – Aye*



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*Motion passed unanimously.*

## **PUBLIC COMMENTS**

None.

## **OLD BUSINESS**

### **Insurance Renewal Update with Marsh McLennan**

Ms. Amy Stegman and Ms. Christine Hill with Marsh McLennan discussed the upcoming insurance renewal. Ms. Stegman gave a brief recap of last year's renewal then discussed current renewal data prior to potential negotiations and marketing. Cigna released the initial medical renewal at 15.2%. Ms. Stegman made note of a large claim on the plan that appears to be ongoing. In contrast, she noted that the Marsh McLennan current renewal projection is less and they will attempt to use their projection to negotiate a lower rate if possible. The Delta Dental renewal was provided at an increase of 12.74%. Ms. Stegman noted that this is due to higher than normal utilization and many members using the orthodontia benefit. Delta Vision and MetLife Ancillary are both under a rate guarantee until January 1, 2026.

Ms. Christine Hill addressed the next steps that Marsh McLennan will take in the renewal process. The current renewal information will be taken to market to acquire competitive data from other insurance carriers. This market data will then be used to potentially negotiate a better rate with our current providers. In addition, Ms. Hill noted that this data will be presented to Board Members to determine if staying with Cigna & Delta Dental is still the most viable option for the District. Ms. Stegman and Ms. Hill plan to attend the October board meeting with more information after their marketing period.

## **NEW BUSINESS**

### **Monthly Financial Reports – Period Ending August 31, 2024**

The Director of Finance and Administration gave a brief overview of the monthly financial reports. She addressed all questions and concerns from the Board.

*Board Member Schnur moved and Board Member Harshbarger seconded the motion to approve the monthly financial statements for periods ending August 31, 2024 as submitted.*

*By roll call vote,*

*Chairperson Dohrman – Aye*

*Vice-Chairperson Wibbenmeyer – Aye*

*Board Member Rebore – Aye*

*Board Member Harshbarger – Aye*

*Board Member Schnur – Aye*

*Motion passed unanimously.*



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## 2025 Budget Draft

The Director of Finance and Administration gave a brief overview of the District's 2025 budget draft. Items mentioned to the Board included a 4% cost of living increase and initial insurance estimates of 17% for medical and 7% increase for dental insurance coverage. Based on the data presented by Marsh McLennan at today's meeting, and any subsequent information, these projections will be adjusted. She also noted that the District staff plan to make further review and revisions to the capital budget. Once these revisions have been completed, the revised budget draft will be provided for Board Members to review. The District plans to have final revisions prepared for the October meeting then seek budget approval from the Board at the November meeting. The Director of Finance and Administration addressed all questions and concerns from the Board.

## DIRECTORS' REPORTS

### The Executive Director gave an update on the following:

- Supply chain delays have caused projects to pile up which, in turn, effects both the budget and rate model. Nutrient removal for Treatment Plant No. 1 and Treatment Plant No. 2 has been pushed back about 10 years as the State is tabling the requirement discussion. The rate model also includes \$1 million per year for expansion to the west at Treatment Plant No. 4. In regard to connection fees, the rate tool is very conservative. He would like to update the cash versus expense graph within the dashboard of the rate tool to display not only cash coming in, but also the beginning cash including the reserve funds. He would also like to discuss changing the reserve limit to a definitive amount in place of a percentage. Overall, the timing of costs and expenses have caused the rate model to become more dynamic. The main focus is moving projects up to avoid excess cash and reserves. The capital budget seems to be the biggest concern and he would like to have more thorough discussion with board members in March 2025.

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

- The Harvest at Hopewell developer, Lombardo Homes, has requested to obtain further development permits from the City of O'Fallon beyond the initial 135 homes that were previously approved. The District has provided a letter to the developer stating the District can service this development beyond the initial 135 proposed homes with no restrictions. The City of O'Fallon has requested a written explanation of the pump and haul program that will be carried out until substantial completion of Treatment Plant No. 4. The District will be pumping and hauling wastewater from these homes on a routine basis.
- A previous issue with one of the District's commercial customers in Cottleville has been resolved. The customer has paid their connection fees and was billed for service.
- Briefly reviewed the Engineering reports.
  - Noted that the District has spent \$326,108.53 to date for the Lateral Repair Program.
  - The District is continuing to monitor the increased repair costs associated with the program.
- The District recently met with Lombardo Homes and Jeff Kolb to discuss upcoming developments including The Villages at Post Farms with 103 acres and 362 lots, The Highlands at Busch Wildlife with 136 acres and 120 lots, and the Villages at Busch Wildlife with 161 acres and 239 lots. These new developments will all flow to Treatment Plant No. 4.



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- The District will be signing a water line connection agreement with PWSD #2 for connection at Treatment Plant No. 4. The District has decided to run a 1,000-foot water line extension that will be installed on the east side of Hopewell Road instead of the original plan to connect on the west side of Hopewell Road. We will have to work out easements with the developer and revise our water main extension permits with the state.
- The District had originally planned to pave areas that will experience less vehicle traffic within Treatment Plant No. 4 with asphalt. We now plan to ask the contractor for a change order to put in Portland cement concrete in all paved areas of the treatment plant with change order coming to the Board in the near future.
- The proposed date for substantial completion of Treatment Plant No. 4 is December 13<sup>th</sup>, 2024. At that time the District will be able to receive wastewater at the plant for processing.
- The District had a meeting last week with the City of Wentzville to discuss the new Post Farms development. During this meeting, the City of Wentzville discussed putting together an agreement to dedicate the existing City's sanitary sewer facilities to Duckett Creek within the Dove Meadows and Twin Fawn subdivisions. At the August 2024 board meeting, the District expanded its boundaries to include these two subdivisions. This agreement would require a future upsized force main to handle these two subdivisions, the new Post Farms Development, and the undeveloped areas east of the Stone Meadows subdivision. The Twin Fawn and Dove Meadows residents would become customers of the District.

## **The Director of Finance & Administration gave an update on the following:**

- She stated the District has scheduled six interviews for the new inventory and procurement position to be held in the next one to two weeks. This individual will be stationed at Treatment Plant No. 1 to aid in procurement activities for the Mechanics, Operations, and Field Services Departments. This individual will also be responsible for categorizing District assets to keep track of inventory. She had nothing further to add to her comprehensive report.

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

- Showed a video of the construction progress at Treatment Plant No. 4.

## **OPEN SESSION**

Chairperson Dohrman asked if there was any further discussion.

*There being no further comments, Board Member Rebore moved and Vice-Chairperson Wibbenmeyer seconded the motion to close the September 24, 2024 Board of Trustees' meeting.*

*By roll call vote,*

*Chairperson Dohrman – Aye*

*Vice-Chairperson Wibbenmeyer – Aye*

*Board Member Rebore – Aye*

*Board Member Harshbarger – Aye*

*Board Member Schnur – Aye*



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*Motion passed unanimously.*

## **ADJOURNMENT**

*The board meeting adjourned at 4:23 p.m.*

Respectfully Submitted,  
*K. Jones*  
Recording Secretary  
Duckett Creek Sanitary District