

**BOONE COUNTY REGIONAL SEWER DISTRICT  
BOARD OF TRUSTEES MEETING  
OCTOBER 20, 2020  
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE  
1314 NORTH SEVENTH STREET**

**Trustees Present:** Randy Chann, Chair  
David Shorr, Vice Chair  
Fred Parry, Trustee

**Absent:** Deborah Schnedler, Secretary  
John Massey, Trustee

**Others Present:** Tom Ratermann, General Manager  
Lesley Oswald, Treasurer  
Lara Florea, Assistant Secretary  
Virgil Farnen, Operations Supervisor  
Bill Florea, Boone County Resource Management  
John Whiteside, General Counsel  
Sandi Clark, Office Administrator

The meeting was held as a GoToMeeting video and telephone conference, given social distancing guidelines in place for Boone County.

Randy Chann, Chair, called the October 20, 2020 Board of Trustees meeting to order at 5:30 p.m. Shorr noted there was a quorum.

**APPROVAL OF REVISED AGENDA**

The agenda was not revised.

**APPROVAL OF MINUTES**

The minutes for the September 2020 Board of Trustees Meeting were included in the packet.

On a motion by Fred Parry and a second by David Shorr, the Board moved to approve the minutes for the September 2020 Board of Trustees Meeting as written. Motion carried.

## **APPROVAL OF CLOSED SESSION MINUTES**

The minutes for the September 2020 Closed Session Meeting were included in the packet.

On a motion by Fred Parry and a second by David Shorr, the Board moved to approve the minutes for the September 2020 Closed Session meeting as written. Motion carried.

## **PUBLIC COMMENT**

There was no Public Comment.

## **CONSENT AGENDA**

**Easement Acquisition Report**  
**Permit Status Report**  
**Monthly Financial Reports**  
**Outstanding Bill(s)**  
**Quarterly Lien Reports**  
**Safety Report**  
**Status Report (Work in Progress)**

The reports listed on the Consent Agenda were included in the packet.

On a motion by Fred Parry and a second by David Shorr, the Board moved to approve all items on the Consent Agenda. Motion carried.

## **QUARTERLY FINANCIAL REPORTS**

Lara Florea reviewed the reports included in the packet.

On a motion by David Shorr and a second by Fred Parry, the Board moved to approve the quarterly financial reports as presented. Motion carried.

## **MANAGER'S REPORT**

### **Planning and Zoning Update**

Bill Florea presented the Planning and Zoning Update.

### **MDNR Inspections/ Letters of Warning (LOW)/ Notices of Violation (NOV)/ Unsatisfactory Features/ Return to Compliance**

There were no letters of warnings or violations in the last 30 days.

### **Coronavirus Response**

Ratermann reviewed the Arrears Comparison report included in the packet. He advised that Central Missouri Community Action is administering the Boone County CARES program that offers utility assistance for people impacted by COVID19 that can apply to any utility bill if applicants are eligible. The BCRSD will send notice of this program with individual notices of delinquent sewer balances.

### **Operations Strategy Committee**

No update; meetings remain on hold. Chann recommended the BCRSD consider how the current situation impacts operations and devise a workable plan for COVID19's potential to have an

extended impact on operations and staff.

### **Draft Permit Renewals for Public Notice Review**

Ratermann reviewed the materials included in the packet, advising Sunnyslope will receive an 18-year schedule of compliance, and Richardson Acres and Brown Station will each receive an 8-year schedule. He's requested a meeting with Missouri Department of Natural Resources (MDNR) and Missouri Department of Transportation (MoDOT) regarding the Rocheport facility.

### **Budget Criteria**

Oswald reviewed the budget criteria included in the packet. Chann recommended the BCRSD have a defined basis for each year's merit increase offered, but agreed the 1.1% merit increased for 2020 seems appropriate.

Shorr recommended the BCRSD have some residual budget available for larger projects that are not normally included in the capital improvement budget, particularly for engineering costs. Oswald agreed this could be increased in the 2021 budget.

### **Midway USA – 40 and J**

Ratermann reviewed the materials included in the packet.

### **Lawson Subdivision at Route Z and St Charles Road**

Ratermann reviewed the letter to the City of Columbia included in the packet. He is awaiting a response from the City Manager.

On a motion by Fred Parry and a second by David Shorr, the Board moved to accept the Manager's Report as presented. Motion carried.

### **OPERATION AND MAINTENANCE REPORTS**

Virgil Farnen reviewed the Operations and Maintenance (O&M) reports included in the packet.

On a motion by Fred Parry and a second by David Shorr, the Board moved to accept the Operation and Maintenance Reports as presented. Motion carried.

### **CONSIDER PROPOSAL FROM MCCLURE ENGINEERING TO RE-ESTABLISH PROPERTY CORNERS AT MANCHESTER HEIGHTS NEIGHBORHOOD IMPROVEMENT DISTRICT (NID) IN THE NOT TO EXCEED AMOUNT OF \$2,000.00**

Ratermann reviewed the proposal included in the packet.

On a motion by David Shorr and a second by Randy Chann, the Board moved to approve the proposal from McClure Engineering to re-establish property corners at Manchester Heights NID in the amount not to exceed \$2,000.00. Motion carried.

### **CONSIDER PROPOSAL FROM MCCLURE ENGINEERING TO DESCRIBE EASEMENTS ON THE FORMER ROLLINGWOOD LAGOON IN THE NOT TO EXCEED AMOUNT OF \$3,000.00**

Ratermann reviewed the proposal included in the packet. He explained this site is to revert back to

neighborhood association when it is no longer used for wastewater treatment and collection purposes. The site is no longer being used for treatment, but sewer lines there are still involved in collection. The easements are needed for the existing sewer lines before it is conveyed to the neighborhood association.

On a motion by Randy Chann and a second by David Shorr, the Board moved to accept the proposal McClure Engineering to describe easements on the former Rollingwood Lagoon in the amount not to exceed \$3,000.00. Motion carried.

**CONSIDER PURCHASE OF VANGUARD PATHOGEN DEFENSE SYSTEM IN THE NOT TO EXCEED AMOUNT OF \$12,911.66 (SEWER JET HOSE CLEANER & DISINFECTOR)**

Ratermann reviewed the materials included in the packet.

On a motion by Fred Parry and a second by David Shorr, the Board moved to authorize the purchase of the Vanguard Pathogen Defense System from Coe Equipment in the amount of \$12,911.66. Motion carried.

**CONSIDER PURCHASE OF POLYMER EQUIPMENT FROM BLUE RIVER TECHNOLOGIES IN THE AMOUNT OF \$8,300.00**

Ratermann reviewed the memo included in the packet. Farnen advised the equipment recommended is the same equipment that was used in the dewatering pilot project at Rocky Fork.

On a motion by Randy Chann and a second by Fred Parry, the Board moved to authorize the purchase of polymer equipment from Blue River Technologies in the amount of \$8,300.00. Motion carried

**CONSIDER AWARD OF CONSTRUCTION CONTRACT IN THE AMOUNT OF \$133,446.00 TO SMICO CONTRACTING FOR THE SHALIMAR GARDENS PUMP STATION IMPROVEMENTS**

Ratermann reviewed the materials included in the packet. He explained the Shalimar Gardens pump station is close to 45 years old and is in need of improvements.

On a motion by David Shorr and a second by Randy Chann, the Board moved to approve the award of construction contract in the amount of \$133,446.00 to Smico for the Shalimar Gardens pump station improvement project. Motion carried.

**CONSIDER PROPOSAL FROM STEPHEN M. CONNELLY, CPA, FOR ASSISTANCE REGARDING THE PUBLIC SERVICE COMMISSION IN THE NOT TO EXCEED AMOUNT OF \$8,500.00**

Ratermann reviewed the email from Stephen Connelly included in the packet.

On a motion by Randy Chann and a second by Fred Parry, the Board moved to approve the proposal from Stephen M Connelly, CPA, for assistance regarding the Public Service Commission in the not to exceed amount of \$8,500.00. Motion carried

**CONSIDER AUTHORIZING LARA FLOREA TO SIGN CHECKS AND BANK AGREEMENTS, INITIATE WIRE PAYMENTS, AND CONDUCT OTHER PERTINENT BANKING BUSINESS WITH CENTRAL BANK**

Oswald reviewed the materials included in the packet, explaining that the signatures on the agreements need to be updated to include Lara Florea as a signature on the agreements going forward. Designated Trustees will need to sign these forms, and staff will coordinate on how this will take place.

On a motion by Randy Chann and a second by Fred Parry, the Board moved to authorize Lara Florea to sign checks and bank documents, initiate wire payments and conduct pertinent banking business with Central Bank. Motion carried.

**OLD BUSINESS**

There was no Old Business.

**NEW BUSINESS**

There was no New Business.

**VOTE TO HOLD CLOSED SESSION UNDER SECTION 610.021 (1) & (13)**

On a motion by Fred Parry and a second by David Shorr, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 6:23 PM on October 20, 2020, as authorized by: 610.021(1) RSMo. to discuss legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys and as authorized by section 610.021; and (13) RSMo. to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, except that exemption shall not apply to names, positions, salaries and lengths of service of officers and employees of public agencies once they are employed as such, and the names of private sources donating or contributing money to the salary of a chancellor or president at all public colleges and universities in the state of Missouri and the amount of money contributed by the source.

Randy Chann, David Shorr, and Fred Parry voted in favor.  
Debbie Schnedler and John Massey were absent. Motion carried.

On a motion by Fred Parry and a second by David Shorr, the Board moved to re-open the regular meeting at 6:35 PM on Tuesday, October 20, 2020.

Randy Chann, David Shorr, and Fred Parry voted in favor.  
Debbie Schnedler and John Massey were absent. Motion carried.

## Adjournment

On a motion by Randy Chann and a second by Fred Parry, the Board moved to adjourn the meeting. Motion carried.

Meeting was adjourned at 6:40 PM.

Approved via virtual meeting 11/17/2020

Approved by: David Shorr

Fred Parry