



**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
JANUARY 21, 2020, 5:30 P.M.
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE
1314 NORTH SEVENTH STREET**

MEETING MINUTES

Trustees Present: Randy Chann, Chair
David Shorr, Vice Chair
Deborah Schnedler, Secretary
John Massey, Trustee
Fred Parry, Trustee

Others Present: Tom Ratermann, General Manager
Andy Lister, Project Manager
Virgil Farnen, Operations Manager
John Whiteside, General Counsel
Lesley Oswald, Assistant Secretary - Treasurer
Lara Florea, Assistant Manager of Finance & Administration
Sandi Clark, Office Administrator
Stan Shawver, Boone County Resource Management
Ellen Haynes, Fairway Meadows Homeowner

Randy Chann, Chair, called the January 21, 2019 Board of Trustees meeting to order at 5:30 p.m. Chann noted there was a quorum.

APPROVAL OF REVISED AGENDA

The Agenda was revised to add two New Business items.

On a motion by David Shorr and a second by John Massey, the Board moved to approve the Revised Agenda for the January 2020 Board of Trustees Meeting as written. Motion carried

APPROVAL OF MINUTES FOR DECEMBER 2019

The minutes for the December 2019 Board of Trustees Meeting were included in the packet.

On a motion by John Massey and a second by David Shorr, the Board moved to approve the minutes for the December 2019 Board of Trustees Meeting as written. Motion carried.

APPROVAL OF CLOSED SESSION MINUTES FOR DECEMBER 2019

The minutes for the December 2019 Closed Session Meeting were included in the packet.

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to approve the minutes for the December 2019 Closed Session meeting as written. Motion carried.

PUBLIC COMMENT

Ellen Haynes, a homeowner and representative of the Fairway Meadows subdivision, was present to explain the status of the Fairway Meadows Homeowners Association's (HOA) application for re-establishing the HOA. Haynes explained that the former Fairway Meadows HOA was administratively dissolved in 2010 and related to the passing of the then-treasurer. Current homeowners are seeking the Trustee's acceptance to develop a new association with a similar name. Once achieved, the HOA may continue to collect rents owed for two billboards currently residing on BCRSD property. She advised all involved homeowners are in agreement on this matter. Trustees agreed the Fairway Meadows HOA should proceed to be re-established under a similar name.

CONSENT AGENDA

Easement Acquisition Report
Permit Status Report
Monthly Financial Reports, December 2019
Outstanding Bill(s)
Safety Report
Lien Report
Status Report (Work in Progress)

The reports listed on the consent agenda were all included in the packet.

There was discussion on the Safety Report which reported a winter weather related accident involving a crew truck. The truck was totaled by the insurance company and the Sewer District will purchase a new crew truck.

There was one Outstanding Bill. BCRSD purchased 15 pumps from Enviroline for \$13,575.

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

On a motion by Debbie Schnedler and a second by John Massey, the Board moved to approve the items on the Consent Agenda. Motion carried.

QUARTERLY FINANCIAL REPORTS

Lesley Oswald reviewed the Quarterly Reports included in the packet.

On a motion by Debbie Schnedler and a second by John Massey, the Board moved to approve the items on the Quarterly Financial Reports as presented. Motion carried.

MANAGER'S REPORT
Planning and Zoning Update

Stan Shawver distributed and reviewed the 2019 Boone County Resource Management Planning and Inspection Annual Reports. Resource Management will not have a January 2020 meeting.

Disinfection Deadlines

Tom advised.

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

The report was included in the packet. There were no new warnings or violations.

West Area Plan

Ratermann reported that Columbia City Council continues to discuss a West Area Plan so he believes that it is moving forward. Staff from the City Sewer utility will meet with City Planning and Zoning Commission to discuss urban services area and sewer services. Ratermann plans to attend.

City of Columbia – BCRSD Quarterly Meeting

Ratermann noted that he met with John Glasscock of the City of Columbia on Friday January 10, 2020, and minutes will be available soon.

Fairway Meadows

See Public Comment.

Cooper's Landing

Ratermann advised the owners of Cooper's Landing have decided to maintain their private sewer system.

Bonne Femme Watershed Project Steering Committee

Ratermann advised the committee has requested him to attend for discussions about wastewater issues. He will be prepared to discuss the BCRSD facilities at Prairie Meadows, Brookfield Estates and South Route K, located in the Bonne Femme watershed.

Email from Hill Creek Customer

Ratermann reviewed an email from a customer concerned about the monthly rates (included in the packet). Ratermann explained the anticipated annual increases were disclosed to the then-current homeowners before the NID was completed. He recalled this homeowner seemed to be supportive of the project. Ratermann advised the average monthly sewer bill for residents was expected to increase from \$40 to \$75 over the past eleven years since the project was completed.

On a motion by Debbie Schnedler and a second by John Massey, 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) annual and monthly reports included in the packet.

The wet well for the Oberlin Valley facility is set. Pressure and vacuum testing are completed.

There was discussion on the dry sludge project at the Rocky Fork wastewater treatment facility (WWTF). The cost savings was \$10,000 per 8.4 metric dry tons, and the cost savings report is included in the packet. The Trustees budgeted to continue the project in 2020.

On a motion by Debbie Schnedler and a second by John Massey, the Board moved to accept the O & M Report as presented. Motion carried.

ELECTION OF 2020 BOARD OFFICERS

The Trustees agreed to re-elect the current officers for the 2020 term.

On a motion by John Massey and a second by Debbie Schnedler, the Board moved to re-elect the current Board Officers to their respective roles.

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

REVIEW BY-LAWS

The By-Laws were unchanged in 2019.

CONSIDER AGREEMENT WITH HDR FOR A HYDRAULIC ANALYSIS OF THE EXISTING WATER'S EDGE COLLECTION SYSTEM IN THE NOT TO EXCEED AMOUNT OF \$12,900.00

Ratermann reported the Sewer District needs a reliable report to discuss with future developers that accurately depicts the current capacity of the Water's Edge collection system.

On a motion by Fred Parry and a second by David Shorr, the Board moved to authorize the General Manager to enter into agreement with HDR for a hydraulic analysis of the existing Water's Edge collection system in the amount not to exceed \$12,900.00. Motion carried.

CONSIDER CONTRACT AMENDMENT 1 WITH HDR FOR STATE REVOLVING FUND (SRF) CONTRACT DOCUMENTS, BIDDING PHASE SERVICES AND CONSTRUCTION PHASE SERVICES FOR THE ROLLINGWOOD WASTEWATER TREATMENT PLANT (WWTP) CLOSURE AND PUMP STATION IN THE NOT TO EXCEED AMOUNT OF \$29,700.00

Ratermann advised the original design contract with HDR was to include Rollingwood, Brown Station and Richardson Acres all in one project. He proposed the BCRSD put the Brown Station and Richardson Acres project on hold until Hallsville determines a wastewater solution. He explained the facility is in need of repair and is facing an ammonia limit with a compliance schedule of 2024. He proposed the Rollingwood facility be replaced with a pump station and included as part of the original agreement with HDR.

On a motion by Debbie Schnedler and a second by John Massey, the Board moved to approve contract Amendment 1 with HDR for SRF contract documents, bidding phase

services and construction phase services for the Rollingwood wastewater treatment plant (WWTP) closure and pump station in the not to exceed amount of \$29,700.00. Motion carried.

CONSIDER CONTRACT AMENDMENT 1 WITH MCCLURE ENGINEERING FOR THE SHALIMAR GARDENS PUMP STATION IN THE NOT TO EXCEED AMOUNT OF \$15,000.00

Ratermann explained a capacity analysis is needed for the Shalimar facility. He advised the District will work on the area in the most need within the contract with McClure, which is the Shalimar Gardens lift station.

On a motion by Fred Parry and a second by David Shorr, the Board moved to approve contract Amendment 1 with McClure Engineering for the Shalimar Gardens Pump Station in the not to exceed amount of \$15,000.00. Motion carried.

RATIFY RESOLUTION AUTHORIZING THE GENERAL MANAGER TO APPLY FOR A REGIONALIZATION GRANT FOR PEACOCK PROPERTIES AND R&J PROPERTIES

Ratermann reviewed the resolution included in the packet, explaining there is a DNR-permitted lagoon in need of closing. He advised he applied for the regionalization grant for the two property owners wanting to close the lagoon and connect to public sewer, and asked the Board to ratify the resolution. The BCRSD may hear from DNR about the grant at the end of February 2020.

On a motion by Debbie Schnedler and a second by Fred Parry, the Board moved to ratify the resolution authorizing the General Manager to apply for a regionalization grant for the Peacock Properties and R&J Properties. Motion carried.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

South Route K WWTP

Ratermann explained the BCRSD built the facility in 2000, and the then-owners of (former) Leatherwood Hills purchased capacity for 35 residential units and the mobile home park was later closed. New owners do not wish to pay for all the capacity allotted for the parcels purchased. John Whiteside advised the BCRSD and the new owners are in agreement that they have capacity for 31 residential units currently. Ratermann recommended the Trustees grant the owner's request to relinquish capacity for 23 units: 3 to be allocated for a current homeowner in need, and 20 to be allocated for owners wishing to connect to public sewer in the surrounding South Route K area.

On a motion by Fred Parry and a second by Debbie Schnedler, the Board moved to approve the request from Blue Acres Inc. and to allocate three lots for Darin and Holly File and 20 for the South Route K neighborhoods. Motion carried.

Alliance Water Resources – Ashland, MO

Ratermann advised Alliance Water Resources is operating Ashland’s WWTF. They are seeking activated sludge from the BCRSD for startup of the new facility next week. The Trustees agreed the BCRSD would provide the sludge for Alliance in exchange for transferring any cost savings realized to Ashland.

Vote to Hold Closed Session Under Section 610.021 (12) & (13)

On a motion by Debbie Schnedler and a second by Fred Parry, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 6:59 PM on January 21, 2020, as authorized by: 610.021(12) sealed bids and related documents, until the bids are opened; and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected; 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, Debbie Schnedler, John Massey and Fred Parry, voted in favor. Motion carried.

On a motion by John Massey and a second by Fred Parry, the Board moved to re-open the regular meeting at 7:49 PM on Tuesday, January 21, 2020. Randy Chann, Debbie Schnedler, David Shorr, John Massey and Fred Parry, voted in favor. Motion carried.

Hallsville, Missouri Wastewater System

On a motion by David and a second by Debbie Schnedler, the Board moved to authorize the General Manager to engage in negotiations with Hallsville and present offer for purchase of the Hallsville wastewater system consistent with engineering studies and performance and produced by Stephen Connelly, CPA, and to report to the Trustees with relevant points of discussion. Motion carried.

Adjournment

Meeting was adjourned at 7:52 PM.

Approved by:

