

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
FEBRUARY 18, 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
Fred Parry, Trustee

Absent: John Massey, Trustee

Others Present: Tom Ratermann, General Manager
Andy Lister, Project Manager
Virgil Farnen, Operations Manager
John Whiteside, General Counsel
Lesley Oswald, Assistant Secretary - Treasurer
Sandi Clark, Office Administrator
Jay Gebhardt, A Civil Group

Randy Chann, Chair, called the February 18, 2020 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 Debbie Schnedler and a second by David Shorr, the Board moved to approve the Revised Agenda for the February 2020 Board of Trustees Meeting as written. Motion carried

APPROVAL OF MINUTES FOR DECEMBER 2019

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

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

APPROVAL OF CLOSED SESSION MINUTES FOR DECEMBER 2019

The minutes for the January 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 January 2020 Closed Session meeting as written. Motion carried.

PUBLIC COMMENT

Jay Gebhardt was present to discuss the former Old Plank lagoon site (See Manager's Report). Ratermann advised the lot that housed the former lagoon was conveyed in 1981 to the BCRSD by 10 property owners, but does not name their successors and assigns. The lagoon was closed in 2002. Gebhardt requested the BCRSD convey the lot to the parent parcel owner in exchange for either conveying portions of the BCRSD parcel to the respective lot owners needing easement for their private laterals, or for the extension of public sewer to those same four neighbors. Gebhardt represents a client interested in purchasing the parent parcel that surrounds the former lagoon lot. The Trustees agreed BCRSD parcel could be conveyed to the owner of the parent parcel at no cost to BCRSD, while protecting the neighboring lot owners' lateral lines.

CONSENT AGENDA

Easement Acquisition Report

Permit Status Report

Monthly Financial Reports, January 2020

Outstanding Bill(s)

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 Debbie Schnedler, the Board moved to approve all items on the Consent Agenda. Motion carried.

MANAGER'S REPORT

Planning and Zoning Update

The Boone County Resource Management Planning and Zoning Work Session Agenda and Construction Comparison Overview were included in the packet.

Disinfection Deadlines

Ratermann advised Oberlin Valley and Lee Heights projects are approximately 75% completed, and there is a change order to consider (agenda item M).

Report on MDNR Inspections/ Letters of Warning (LOW)/

Notices of Violation (NOV)/ Unsatisfactory Features/ Return to Compliance

Ratermann explained the BCRSD received a Letter of Warning on the Brown Station recirculating sand filter, which did not meet ammonia limits. This facility was built in 2009, and the capital improvement project is underway and in the design phase.

West Area Plan

Ratermann reviewed the items included in the packet.

City of Columbia

Ratermann reported that BCRSD staff will meet with Columbia's City Manager in March. Ratermann has also been invited by the City to attend the interviews for the City Utility Director.

Old Plank Lagoon Property

See Public Comment.

MDNR Regionalization Grant

Ratermann advised the four applications submitted for Rollingwood, Phenora North, Les Bourgeois, and R&J Properties were rejected.

Nutrient Removal at BCRSD Wastewater Treatment Facilities

Ratermann asked the Trustees to consider the option of requiring donated facilities to begin meeting limits for nutrient removal anticipated in future regulations. This request comes from an anticipation that the City will not likely extend sewers outside of City limits, and developers will have to continue building facilities to accommodate needs for wastewater treatment.

On a motion by Debbie Schnedler 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. Chann made request of Farnen to attend the Operating Strategy Committee meetings.

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.

TIER TWO PUBLIC HEARING

Chann opened the Tier Two Public Hearing.

Ratermann provided the Tier Two introduction.

Chann made calls for public comment. There was no public comment.

Chann closed the Tier Two Public Hearing.

CONSIDER ACCEPTANCE OF PROPOSAL FOR COLLECTIONS LEGAL SERVICES

Oswald explained the BCRSD issued a Request for Qualifications. The BCRSD is seeking legal recourse for some large account balances held by customers who are not resolving the amounts owed. The legal services sought would primarily apply to scenarios where the BCRSD cannot have the water shut off in the collection process, and include properties that have liens filed, often on active accounts that continue to accrue monthly base service fees and system surcharges. One response was submitted by Jones, Schneider and Stevens, LLC.

On a motion by Debbie Schnedler and a second by David Shorr, the Board moved to accept the proposal for collections legal services from Jones, Schneider and Stevens,

LLC, and authorized the General Manager and staff to negotiate and final agreement for the services. Motion carried.

CONSIDER CHANGE ORDER 1 WITH RYAN CONSTRUCTION ON THE LEE HEIGHTS/ OBERLIN VALLEY PROJECT

Ratermann distributed Change Order 1 for \$4,166.77. The change order includes a reversion from a ductile iron to a stainless steel wet well, the change of one standard manhole to a double-drop manhole, and a change to the driveway on Route Z per request from Missouri Department of Transportation.

On a motion by David Shorr and a second by Fred Parry, the Board moved to approve Change Order 1 with Ryan Construction for the Lee Heights/ Oberlin Valley Project as presented. Motion carried.

CONSIDER RESOLUTION REGARDING WASTEWATER TREATMENT CAPACITY AT THE SOUTH ROUTE K WASTEWATER TREATMENT PLANT (WWTP)

Ratermann advised the South Route K WWTP now has capacity for approximately 20 additional lots, as current property owners have relinquished a portion of the capacity once reserved for the former Leatherwood mobile home park. He reviewed the updated resolution included in the packet. The Trustees requested this item be tabled for additional time to review.

On a motion by David Shorr and a second by Fred Parry, the Board moved to table the updated resolution regarding wastewater treatment capacity at the South Route K WWTP. Randy Chann, David Shorr, Debbie Schnedler and Fred Parry voted in favor. John Massey was absent. Motion carried; this item was tabled.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Consider Assignment from JQB Construction Inc. to the BCRSD of the Warranty Provision for Clear Creek

Ratermann reviewed the materials included in the packet. He advised this was a request from BCRSD to convey the warranty agreement between JQB and Emery Sapp to the BCRSD, to which Sapp is consenting.

On a motion by Debbie Schnedler and a second by David Shorr, the Board moved to accept the assignment of the warranty provisions for Clear Creek from JQB Construction to the BCRSD. Motion carried.

Consider Acceptance of Bill of Sale for Clear Creek

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to accept the Bill of Sale for Clear Creek. Motion carried.

VOTE TO HOLD CLOSED SESSION UNDER SECTION 610.021 (12) & (13)

On a motion by Fred Parry and a second by Debbie Schnedler, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 6:38 PM on February 18, 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 and Fred Parry voted in favor. Motion carried. John Massey was 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 7:07 PM on Tuesday, February 18, 2020. Randy Chann, Debbie Schnedler, David Shorr and Fred Parry, voted in favor. John Massey was absent. Motion carried.

West Area Plan, Manager’s Report Revisited

Discussion on the West Area Plan ensued.

Adjournment

Meeting was adjourned at 7:18 PM.

Approved by:

**SIGNATURES NOT YET AVAILABLE - APPROVED
BY TELECONFERENCE (3/17/2020)**
