

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
MARCH 17, 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
John Massey, Trustee
Fred Parry, Trustee
Deborah Schnedler, Secretary

Others Present: Tom Ratermann, General Manager
John Whiteside, General Counsel
Lesley Oswald, Assistant Secretary - Treasurer
Lara Florea, Asst. Manager Finance & Administration

Randy Chann, Chair, called the March 17, 2020 Board of Trustees meeting to order at 5:30 p.m. The meeting was held as a conference call given the CDC's recommendation that persons, especially those over sixty, limit face to face contact. Chann noted there was a quorum.

APPROVAL OF REVISED AGENDA

The Agenda was revised to add two New Business items.

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

APPROVAL OF MINUTES

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

On a motion by Debbie Schnedler and a second by John Massey, the Board moved to approve the minutes for the February 2020 Board of Trustees Meeting as written. Motion carried.

APPROVAL OF CLOSED SESSION MINUTES

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

On a motion by Debbie Schnedler and a second by John Massey, the Board moved to approve the minutes for the February 2020 Closed Session meeting as written. Motion

carried.

PUBLIC COMMENT

No Public Comment

CONSENT AGENDA

Easement Acquisition Report

Permit Status Report

Monthly Financial Reports

Outstanding Bill(s)

Safety Report

Status Report (Work in Progress)

The reports listed on the consent agenda were included in the packet. Ratermann reviewed the outstanding bills.

On a motion by David Shorr 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

Stan Shawver presented the Planning and Zoning Update. He noted commission meetings have been canceled. Shawver announced that he is retiring effective May 1, 2020.

Disinfection Deadlines

Ratermann advised Oberlin Valley and Lee Heights projects are progressing.

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

None to report.

West Area Plan

Ratermann reviewed the items included in the packet. He reported that he has been attending meetings.

City of Columbia

Ratermann reported that BCRSD staff is scheduled to meet with Columbia's City Manager on March 23rd.

Operating Strategy Committee

Excess Real Estate – Currently working on transferring the Old Plank Lagoon site.

Collections – Contract negotiations are in progress.

Variance for Pressure Sewers – Ratermann will develop a policy to require all pressure sewers to apply for a variance from constructing a gravity sewer.

Nutrient Removal at BCRSD Wastewater Treatment Facilities

Ratermann is working on a policy requiring new development with wastewater treatment systems to meet anticipated nutrient removal specifications.

Water Quality Incentive Grants for Federal Fiscal Year 2021

Ratermann noted that a list of potential MDNR grants was included in the packet. He reported that he has been attending the stakeholder meetings.

On a motion by John Massey and a second by Debbie Schnedler, the Board moved to accept the Manager's Report as presented. Motion carried.

OPERATION AND MAINTENANCE REPORTS

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

On a motion by David Shorr and a second by Fred Perry, the Board moved to accept the O & M Report as presented. Motion carried.

Consider Contract Award to Columbia Landcare, LLC for Mowing 40 Facilities in the Not to Exceed Amount of \$35,400.00

On a motion by David Shorr and a second by Fred Perry, the Board moved to accept the proposal from Columbia Landcare. Motion carried.

Consider Resolution Regarding Wastewater Treatment Capacity at the South Route K Wastewater Treatment Plant

Ratermann noted that the capacity that was released from the former Leatherwood Hills property will be reserved for properties currently served by on-site systems.

On a motion by Debbie Schnedler and a second by John Massey, the Board resolved that the Boone County Regional Sewer District hereby declares the South Route K WWTF to be near capacity and, as such, any future connections shall be allowed only with approval by the Board of Trustees and only after engineering analysis of the proposed connection. Motion carried.

Old Business

No old business.

New Business

3805 Cherry Bark Court

Ratermann noted that there is one last vacant lot in Country Woods subdivision that is seeking sewer service from the City of Columbia. He noted that annexing would result in onerous expenses for the property owner. The City has agreed that if the BCRSD gives the City consent to serve this property they will not require annexation. Ratermann noted that the BCRSD does not have any sewer lines in the area.

On a motion by John Massey and a second by Fred Perry, the Board consented that the City of Columbia shall provide sanitary sewer service to 305 Cherry Bark Court. Motion passed. David Shorr abstained.

Corona Virus Response

Ratermann reviewed the memo and proposed resolution shared with the Board via email earlier in the day. The Board suggested: that payment plan forms be made available on-line; having walkie-talkies available to users that knock on the front door; review emergency services provisions with City of Columbia; contact private contractors that may be called on to cover for the District; and review the procedures that other entities are following. Shorr asked if the crew has remote access to systems. Ratermann noted this is true of lifts stations but the treatment facilities require hands-on operations. The Board agreed that the health and safety of the employees is the primary concern.

On a motion by Fred Perry and a second by John Massey, the Board resolved that non-essential personnel may work from home and be compensated at the General Manager's discretion. Motion carried.

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

On a motion by Debbie Schnedler and a second by Fred Perry, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 6:38 PM on March 17, 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 David Shorr, the Board moved to re-open the regular meeting at 7:23 PM on Tuesday, March 17, 2020. Randy Chann, David Shorr, Debbie Schnedler, John Massey and Fred Parry voted in favor. Motion carried.

Adjournment

Meeting was adjourned at 7:24 PM.

Approved by: _____
