

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
MAY 19, 2020, 5:30 PM
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE
1314 NORTH SEVENTH STREET**

MEETING MINUTES

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

Absent: Randy Chann, Chair

Others Present: Tom Ratermann, General Manager
John Whiteside, General Counsel
Andy Lister, Project Manager
Virgil Farnen, Operations Manager
Lesley Oswald, Assistant Secretary Treasurer
Lara Florea, Asst. Manager Finance & Administration
Bill Florea, Boone County Resource Management

The meeting was held as a Go to Meeting video conference given stay at home order in place for the state of Missouri.

David Shorr, Vice Chair, called the May 19, 2020 Board of Trustees meeting to order at 5:30p.m. Shorr noted there was a quorum.

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

On a motion by David Shorr and second by Fred Parry, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 5:32 PM on May 19, 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;

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

On a motion by David Shorr and a second by Fred Parry, the Board moved to re-open the regular meeting at 5:45 PM on Tuesday, May 19, 2020. David Shorr, Fred Parry, John Massey and Deborah Schnedler voted in favor. Randy Chann was absent. Motion carried.

On a motion by Fred Parry and a second by John Massey, the Board moved to allow Tom to offer two positions on the proposed Rate Committee for Hallsville. Motion carried.

APPROVAL OF REVISED AGENDA

The Agenda was revised to include consideration of approval of the May 7th, 2020 Special Board Meeting Minutes.

On a motion by David Shorr and a second by Fred Parry, the Board moved to accept the revised agenda including the May 7th Board meeting minutes. Motion carried.

APPROVAL OF MINUTES

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

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

APPROVAL OF CLOSED SESSION MINUTES

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

On a motion by Fred Parry and a second by John Massey, the Board moved to approve the minutes for the April 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)** **Status Report (Work in Progress)**

The reports listed on the consent agenda were included in the packet. Ratermann reviewed Permit Status Report.

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

MANAGER'S REPORT **Planning and Zoning Update**

Bill Florea presented the Planning and Zoning Update. He noted that the next Planning and Zoning meeting would proceed, with social distancing limitations in place. He also noted that

May permits were down slightly from April, but April was the highest in 10 years.

Disinfection Deadlines

Nothing to report.

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

There were no new warnings or violations.

Coronavirus Response

Ratermann reported on the past due report included in the packet which included an analysis of 60 and 90 day past due customer accounts.

Ratermann reported that the BCRSD will start to use a laundry service for the staff as well as building changing rooms so staff can change in and out of street and work clothes. A plastic guard will be installed at the customer service desk and additional PPE has been obtained with more on order.

Breaktime on Hwy WW and Elk Park

Nothing to report.

Operating Strategy Committee Excess Real Estate Collections Variance for Pressure Sewers

Nothing to report.

Operating Permits

Ratermann reviewed the memo he shared with the board this afternoon. He noted that eight operating permits are out on public notice and comments are due by June 2nd. Ratermann pointed out that the compliance schedules are longer than on previous permits. He reported that two more permits have expired and another five will expire soon. Compliance is challenging without knowing what will happen with these permits. There were no questions.

Regionalization Grants

Ratermann reported on a meeting May 14th, 2020 with DNR and MASD about regionalization grants. Sewer districts have a difficult time meeting the criteria for these grants, however, a Water Quality Incentive Grant has been proposed and added to the IUP coming up in June. It should be more flexible and sewer districts would have a better chance of meeting the criteria for these grants. It was mentioned that sewer districts would score better if they have a Rate Assistance Program, and this is something the BCRSD will look into.

Water Infrastructure Stimulus

No definite information to report.

OPERATION AND MAINTENANCE REPORTS

Virgil Farnen reviewed the Operations and Maintenance (O&M) reports included in the packet. No discussion followed.

CONSIDER APPROVAL OF FY 2019 AUDIT

The Audit Report, Communications Letter and Memo of highlights were included in the packet. Lesley Oswald reviewed the information. BCRSD met debt service coverage and overall had a positive audit. The only deficiency is with internal controls as noted in the communications letter. The deficiency is due to the number of administrative staff members available to complete financial tasks.

Debbie Schnedler asked about a statement in the report about amortization, which was not applicable to each of the loans listed. Oswald will have it corrected for next year. No other discussion.

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

OLD BUSINESS

No Old business.

NEW BUSINESS

Approval of May 7, 2020 Special Board Meeting Minutes

On a motion by David Shorr and a second by John Massey, the Board moved to accept the May 7th Board meeting minutes. Motion carried.

Adjournment

Meeting was adjourned at 6:05 p.m.

Approved by: _____
