

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
AUGUST 18 2020, 5:30 PM
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE
1314 NORTH SEVENTH STREET**

MEETING MINUTES

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

Absent: Fred Parry, Trustee

Others Present: Tom Ratermann, General Manager
Andy Lister, Project Manager
Virgil Farnen, Operations Manager
Lesley Oswald, Treasurer
Lara Florea, Assistant Secretary
Sandi Clark, Office Administrator
Bill Florea, Boone County Resource Management

The meeting was held as a Go to Meeting video conference given social distancing guideline in place.

Randy Chann, Chair, called the August 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 items under New Business.

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to accept the revised agenda as presented. Motion carried.

APPROVAL OF MINUTES

The minutes for the July 2020 Board of Trustees Meeting were included in the packet. Schnedler noted a correction was needed on page 5 of the presented July minutes under the approval for revised organizational chart the motion references the previous motion. Sandi Clark said she will make that correction.

On a motion by John Massey and a second by David Shorr, the Board moved to approve the minutes for the July 2020 Board of Trustees Meeting, pending correction of motion regarding approval of Revised Organizational Chart. 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.

On a motion by David Shorr 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.

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

There were no new warnings or violations.

Coronavirus Response

Ratermann advised the District is exploring the purchase of a sewer jet hose cleaner and disinfectant. He explained water shut offs for non-payment of sewer will resume in September.

Operating Strategy Committee

Ratermann noted this committee is on hold.

Draft Permit Renewals for Pre-Public Notice Review

Ratermann reported that he and Virgil Farnen met with the MDNR Permits Unit Chief and all seemed to agree that 16 of the permits on public notice are acceptable and should be issued. He noted that the permits have compliance schedules that extend as much as 17 years. He said that he is still negotiating Rocky Fork and Rocheport permits. MDNR is proposing more stringent ammonia limits in the Rocky Fork permit. He said he does not understand the rationale for this. He noted that there might be a remedy by providing site-specific data. Rocheport's proposed permit has new ammonia limits and this may become problematic when the Les Bourgeois businesses connect to the plant.

Shorr noted that MODOT has plans for a brand-new interchange that will change the road patterns at the Les Bourgeois Tasting Room and he suggested that Les Bourgeois communicate with MODOT on how the redesigned interchange may affect their sewer project. He also said that the

Board may want to consider providing sewer to the whole interchange.

Covid Testing of Dormitory Sewage

Shorr noted that MU is doing this testing and the District may want to be prepared to defend its practices should testing of sewage become a public conversation.

City of Columbia Cost of Service Study/ Budget 2020-2021

Ratermann noted that the City of Columbia FY 20-21 Budget includes funds for a cost of service study. He said that he would continue to advocate for the District's involvement in this process.

Water Quality Incentive Grants

Ratermann said that the Water Quality Incentive Grants are included in the SRF 2021 Intended Use Plan and he intends to apply when the applications are available March 1, 2021. He noted that the District has 3 or 4 projects that qualify and the County Commission has 2 or more.

Part Time Benefitted Position

Ratermann referred to a memo included in the packets regarding the current Manager of Finance and Administration becoming a part time benefitted position from September 21, 2020 to March 2021. The memo noted a section in the personnel policies regarding part time positions. The Board noted the 1,000-hour stipulation in the policy would not be met in 2021. Board members encouraged staff to make sure that there are not special requirements regarding retirement contributions. Ratermann said that staff would bring this back next month.

On a motion by David Shorr and a second by John Massey, the Board moved to approve all items on the Manager's Report. Motion carried.

OPERATION AND MAINTENANCE REPORTS

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

On a motion by David Shorr and a second by John Massey, the Board moved to approve the O & M report. Motion carried.

Consider Engagement Letter with Jones, Schneider and Stevens for Collections Legal Services

Ratermann reported this relationship with Jones, Schneider and Steven adds to the BCRSD's arsenal of tools to collect user fees from those who have large balances and other remedies for collection are not working or are not applicable.

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

Consider Awarding Bid for Trailer

Ratermann reported that this trailer is part of the sludge dewatering system. A dosing system will be installed in the trailer so it can move between plants as needed.

On a motion by David Shorr and a second by John Massey, the Board moved to approve the bid from Maxwell Trailers for a 7 by 16 feet enclosed trailer at a cost of \$10,695. Motion carried.

Consider Lara Florea as BCRSD Board of Trustees Assistant Secretary

Ratermann noted that this would transfer the duties of the Board Assistant Secretary from Lesley Oswald to Lara Florea.

On a motion by David Shorr and a second by Debbie Schnedler, the Board resolved to appoint Lara Florea as the Assistant Secretary of the BCRSD Board. Motion carried.

OLD BUSINESS – Midway Arms Plant

Shorr asked about the status of Midway Arms Plant. Ratermann reported that the agreement has been signed. He noted the agreement includes a vegetation management plan. The plan needs to run with the land and the agreement will be recorded to make this clear.

Shorr reported that the owner is acquiring adjacent properties and he questioned the capacity of the proposed plant. Ratermann noted that the agreement is clear that the owner would have to cover expansion of the plant as well as what can be served and what cannot be served. Shorr noted that there may be many phases and he is concerned about the time and attention it will require.

NEW BUSINESS

Customer Accounts Receivable Status

Ratermann noted that there is a report that went out today that compares accounts receivables in 2019 to 2020. He said that although we are definitely behind, staff is not too alarmed at this point in time. Oswald noted that revenues are still in line with what was budgeted.

Estimated Monthly Average

Ratermann noted that this was a question posed last month and Florea prepared a report for this meeting. Ratermann said that it turns out that the average monthly rate is very close to that of MO American Water's highest rate. All agreed that this is useful for future conversations.

VOTE TO HOLD CLOSED SESSION UNDER SECTION 610.021 (1)

On a motion by Debbie Schnedler and second by Randy Chann, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 6:28 PM on Tuesday, August 18, 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.

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

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to re-open the regular meeting at 6:47 PM on Tuesday, August 18, 2020. Randy Chann, David Shorr, Debbie Schnedler & John Massey voted in favor. Fred Parry was absent. Motion carried.

Adjournment

Meeting was adjourned at 6:48 p.m.

Approved via virtual meeting 9/15/2020

Approved by: Fred Parry

Debbie Schnedler