

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
FEBRUARY 16, 2021
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE
1314 NORTH SEVENTH STREET**

Trustees Present: David Shorr, Vice Chair
Justin Aldred, Trustee
John Massey, Trustee

Absent: Randy Chann, Chair
Deborah Schnedler, Secretary

Others Present: Tom Ratermann, General Manager
Lara Florea, Assistant Secretary
Andy Lister, Project Manager
Bill Florea, Boone County Resource Management
John Whiteside, General Counsel
Sandi Clark, Office Administrator
Jesse Stephens, Crockett Engineering

The meeting was held as a GoToMeeting video and telephone conference, given social distancing guidelines in place for Boone County.

David Shorr, Vice Chair, called the February 16, 2021 Board of Trustees meeting to order at 5:34 p.m. Shorr noted there was a quorum.

APPROVAL OF REVISED AGENDA

The agenda was revised to add two items to New Business.

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

APPROVAL OF MINUTES

The minutes for the January 2021 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 January 2021 Board of Trustees Meeting. Motion carried.

APPROVAL OF CLOSED SESSION MINUTES

The minutes for the January 2021 Closed Session 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 January 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.

On a motion by John Massey and a second by David Shorr, the Board moved to approve the reports included on the Consent Agenda as presented. Motion carried.

MANAGER'S REPORT

Planning and Zoning Update

Bill Florea reviewed the Planning & Zoning permits and building statistics.

MDNR Inspections/ Letters of Warning (LOW)/

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

There were no new Notices of Violation or Letters of Warning in the last 30 days. Ratermann advised that Midway Arms is not performing well with discharge limits, and the owner of the facility has been notified of Midway Arms performance.

Operations Strategy Committee

The next committee meeting is scheduled for March 3, 2021. Ratermann advised attendees can expect to discuss potential for a future bond issue.

South Fork of Grindstone

Ratermann explained locates for utilities is underway. More will be discussed in the March 2021 Board meeting.

Midway Facility Plan

Ratermann advised the Request for Qualifications was sent out with a deadline of April 1st.

Vaccination Written Policy

Ratermann advised Lesley Oswald has been in touch with the Boone County Fire District to begin assembling a vaccination policy for the BCRSD.

Annual Operations and Maintenance Report

Ratermann reviewed the report included in the packet.

Rocheport Operating Permit – Public Notice

The Rocheport Operating Permit is on Public Notice. Ratermann recommended the BCRSD not comment on this permit and accept a final permit.

Rocky Fork Operating Permit - Final

Ratermann explained this permit is now finalized.

On a motion by John Massey and a second by David Shorr, 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 John Massey and a second by David Shorr, the Board moved to accept the Operation and Maintenance Reports as presented. Motion carried.

TIER TWO PUBLIC HEARING

The Public Hearing appeared as a legal notice in the Missourian, and notice was posted at the BCRSD's front door.

Shorr opened the Tier Two Public Hearing.

Ratermann provided the Tier Two introduction.

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

Shorr closed the Tier Two Public Hearing.

CONSIDER RESOLUTIONS AUTHORIZING THE FILING OF APPLICATIONS FOR LOANS AND/OR GRANTS FROM THE STATE REVOLVING FUND (SRF) FOR THE FOLLOWING PROJECTS: LES BOURGEOIS & HIGHFIELD ACRES

Ratermann explained a Water Quality Incentive Grant is available, and he asked that the Trustees add these two projects to the list of projects making application in March 2021. Shorr asked that language in the document provide for consistent approval of the application in the event that unknown revisions are made by the Department of Natural Resources within the grant or loan processes.

On a motion by John Massey and a second by David Shorr, the Board moved to approve the resolutions authorizing the applications for loans and/or grants from the State Revolving Fund for Les Bourgeois and Highfield Acres. Motion carried.

CONSIDER COST SHARE AGREEMENT WITH IUVO CONSTRUCTION, LLC, FOR THE OAK HILL/BROOKFIELD ESTATES WASTEWATER TREATMENT PLANT (WWTP) IN THE NOT TO EXCEED AMOUNT OF \$225,050.00

Ratermann reviewed the materials included in the packet, including the most updated version of

the draft agreement. He explained he's received quotes from two bankers, in the event the Trustees wanted to finance the project. One banker recommended that a reimbursement resolution be passed at a later date.

On a motion by John Massey and a second by Justin Aldred, the Board moved to approve the cost share agreement with IUVO Construction LLC for the Oak Hill/ Brookfield Estates WWTP in the not to exceed amount of \$225,050.00. Motion carried.

CONSIDER REQUEST REGARDING BUFFALO RIDGE FOR ONE SANITARY SEWER CONNECTION WITH CONDITIONS

Ratermann reviewed the materials included in the packet. The property owner is proposing a revision to his original request, resulting in public sewer provision to one lot instead of three. Ratermann recommended no other connections be approved for this system until the sewer line is upgraded in accordance with HDR's evaluation report, with the exception of the two existing vacant lots for which capacity is reserved.

On a motion by John Massey and a second by Justin Aldred, the Board moved to approve the request for one sanitary sewer connection for the File property at Buffalo Ridge with the condition that a casing pipe be installed large enough to serve future needs, and that no further connections are made until the public sewer's main line is upgraded in accordance with HDR's evaluation report, with the exception of the two existing vacant lots, and to authorize the General Manager and General Counsel to negotiate the agreement with owner. Motion carried.

CONSIDER PROPOSAL FROM BARTLETT & WEST TO MAP LEE HEIGHTS, OBERLIN VALLEY, NANCE DRIVE, HARVESTER ROAD AND MD STORAGE SEWERS IN THE NOT TO EXCEED AMOUNT OF \$3,334.00

Ratermann explained these areas are ready to add to the sewer district maps.

On a motion by David Shorr and a second by John Massey, the Board moved to approve the proposal from Bartlett & West to map Lee Heights, Oberlin Valley, Nance Drive, Harvester Road and MD Storage sewers in the amount not to exceed \$3,334.00. Motion carried.

CONSIDER AMENDMENT 2 FROM HDR TO REVISE BROWN STATION, RICHARDSON ACRES AND CEDAR GATE FACILITY PLAN TO REVISE TO A TWO-PHASE PROJECT IN THE NOT TO EXCEED AMOUNT OF \$2,450.00

Ratermann reviewed compliance schedules of the three facilities. He explained the facility plan has been updated to a two-phase project. He recommended Brown Station and Richardson Acres be addressed in phase one of construction, and that Cedar Gate be addressed in phase two. The Brown Station and Richardson Acres facilities have a compliance schedule to meet by 2028, and Cedar Gate has a compliance schedule of 2034.

On a motion by John Massey and a second by David Shorr, the Board moved to approve Amendment 2 from HDR to revise the Brown Station, Richardson Acres and Cedar Gate facility plan to include a two-phase project, for the amount not to exceed \$2,450.00. Motion carried.

CONSIDER AGREEMENT FOR WASTEWATER COLLECTION AND TREATMENT SERVICES WITH TECHFICIENCY PROPERTIES *ET AL* FOR APPROXIMATELY 29 SINGLE-FAMILY LOTS IN THE WOODLANDS PLAT 6

Ratermann advised there is no financial exposure to the BCRSD on this project. He advised sewers in Woodlands need to be upgraded from three-inch to four-inch pipe, in accordance to the Woodlands' hydraulic analysis, and the cost is absorbed by the property owner.

On a motion by John Massey and a second by David Shorr, the Board moved to authorize the General Manager and General Counsel to negotiate an agreement for wastewater collection and treatment services with Techficiency Properties *et al* for approximately 29 single-family lots in the Woodlands Plat 6. Motion carried.

CONSIDER CONVEYANCE OF THE ROLLINGWOOD TRACT OF LAND, FORMER LAGOON SITE, TO THE ROLLINGWOOD HOMEOWNER'S ASSOCIATION (HOA)

Ratermann advised the land has a reverter clause that conveys the land back to the HOA when the land is no longer used for wastewater treatment. This lagoon has been closed for ten years. Ratermann said the BCRSD would need to reserve easements on the southern and eastern property lines of the lot.

On a motion by John Massey and a second by Justin Aldred, the Board moved to authorize the General Manager and General Counsel to convey the Rollingwood former lagoon site to the Rollingwood HOA, subject to the reservation of easements for BCRSD. Motion carried.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

**Consider Proposal from HDR on Woodlands Plat 6 in the
Not to Exceed Amount of \$3,065.00**

Ratermann explained a third-party review is needed from HDR for the design on this project. The proposal was included in the packet.

On a motion by John Massey and a second by David Shorr, the Board moved to approve the proposal from HDR on the Woodlands Plat 6 in the not to exceed amount of \$3,065.00. Motion carried.

Consider Reimbursement Agreement with SSE Civil and Structural in the Amount Not to Exceed \$3,065.00 for Woodlands Plat 6

Ratermann reviewed the agreement included in the packet.

On a motion by John Massey and a second by Justin Aldred, the Board moved to approve the reimbursement agreement with SSE Civil and Structural in the amount not to exceed \$3,065.00 for Woodlands, Plat 6. Motion carried.

VOTE TO HOLD CLOSED SESSION UNDER SECTION 610.021 (1) & (13)

On a motion by John Massey and a second by Justin Aldred, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 6:42 PM on February 16, 2021, 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; 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.

David Shorr, John Massey and Justin Aldred voted in favor.
Randy Chann and Debbie Schnedler were absent. Motion carried.

On a motion by John Massey and a second by David Shorr, the Board moved to re-open the regular meeting at 6:46 PM on Tuesday, February 16, 2021.

David Shorr, John Massey and Justin Aldred voted in favor.
Randy Chann and Debbie Schnedler were absent. Motion carried.

Adjournment

On a motion by John Massey and a second by Justin Aldred, the Board moved to adjourn the meeting. Motion carried.

Meeting was adjourned at 6:47 PM.

Minutes approved via GoToMeeting virtual meeting on March 16, 2021

Approved by: John Massey

David Shorr