

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

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

Absent:

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

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

Randy Chann, Chair, called the March 16, 2021 Board of Trustees meeting to order at 5:30 p.m. Randy noted there was a quorum.

APPROVAL OF REVISED AGENDA

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

On a motion by Debbie Schnedler and a second by John Massey, the Board moved to approve the Revised Agenda for the March Board of Trustees Meeting. Motion carried.

APPROVAL OF MINUTES

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

APPROVAL OF CLOSED SESSION MINUTES

The minutes for the February 2021 Closed Session Meeting were included in the packet.

On a motion by John Massey and a second by Debbie Schnedler, the Board moved to approve the minutes for the February 2021 Closed Session meeting as written. Motion carried.

PUBLIC COMMENT

See also, Agenda Item L: Consider Approval of Contract Assignment from Special Olympics to Allen Investment Holdings in the Prairie Meadows Service Area

Andy Greene with Crocket Engineering was present to observe the outcomes for the Special Olympics contract assignment. Tom Ratermann explained the BCRSD has agreement with Special Olympics for a Tom Bass Road property. The Special Olympics sold the property to Allen Investment Holdings. The BCRSD's regulation for Prairie Meadows monitors limited capacity available, and is set up to require a permit of property owners which stipulates that the wastewater flow cannot exceed 370 gallons per day on average. Allen Investment Holdings wants to set up a warehouse use.

Greene advised the new company moving to this property will take raw liquor products and re-package for distribution. The property of discussion is slated for three residential units, to become a single warehouse use for this company. The flow expected is lower than the maximum allotted for three residential units. Greene explained the wastewater expected is of a domestic nature, and conditions will be negotiated within the agreement with BCRSD to mitigate against issues such as spillage (with spill containment systems and protocols).

See Agenda Item L for motion.

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 noted that the Rocky Fork wastewater treatment plant (WWTP) has been added to the schedule of compliance report. Chann asked for a column to denote where wastewater is treated in order to reflect which facilities are impacted by which schedules.

On a motion by John Massey and a second by Debbie Schnedler, 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 materials included in the packet for the Planning & Zoning update.

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

Ratermann reviewed the report included in the packet. He advised the Brown Station recirculating sand filter exceeded an ammonia limit due to a mechanical issue, and a written response was sent to Department Natural Resources (DNR) on March 3rd. Shorr noted the BCRSD has a plan to eliminate this facility by 2025.

Operations Strategy Committee

At the March 3rd committee meeting, the Board determined the User Rate Study should be updated.

Midway Arms Regulation, 4 Properties

Ratermann explained the Midway Arms maximum flow regulation is applied to a commercial property served, and the BCRSD cannot predict the volume of wastewater anticipated. Ongoing discussion with the owner of Midway Arms is underway to determine how to approach this matter.

Midway Facility Plan, Request for Qualifications – Proposals Due April 1st

Proposals are due April 1st.

South Fork of Grindstone

Ratermann reminded Trustees that the original developer/ former owner of a property had submitted \$10,000 for a 100-foot sewer extension that had not been built. He advised the BCRSD has received locates for all utilities in this region. There is one water line that presents a conflict in placement, and he is confident that staff can manage the water line with the sewer construction.

Vaccination Written Policy

Ratermann advised all BCRSD staff are informed of availability of vaccinations. Chann presented concerns about not having the policy written yet concerning vaccinations while facing potential for COVID19 exposure event(s). Trustees discussed concerns over allowances made for staff that become ill, addressing those who have been vaccinated and those who have not. Chann impressed the importance of the need for BCRSD to write the vaccination policy in conjunction with sick leave policies, and plan for an event.

Lara Florea advised the BCRSD will need to examine whether or not FMLA policies will continue to apply to COVID related illness and follow that protocol according to how much leave is afforded for COVID illnesses or quarantines.

Private DNR Permitted Facilities in Boone County

Ratermann reviewed the documents included in the packet. The Missouri DNR emailed the BCRSD, requesting waivers for the tier two continuing authority for three private permitted facilities in Boone County. He stated this is reasonable because it will give the BCRSD time to complete facility and collection system improvements needed to serve future customers appropriately, and allows for cost-effective treatment for private property owners.

Reimbursement Resolution for Brookfield/ Oak Hill Estates

Ratermann reviewed the template included in the packet, stating the BCRSD entered an agreement with IUVO Constructum for the Brookfield/ Oak Hill Estates project. He reviewed the BCRSD's payment options for the project, to include paying for the project out of cash and lease purchase

agreement options received from banker estimates and recommendations. Debbie Schnedler responded that the BCRSD should be the entity to issue a reimbursement resolution, not the bank.

Triennial Wage & Benefit Survey

Ratermann reviewed the memo and survey included in the packet. Schnedler recommended a spreadsheet for tracking all of the comparative employers, having benefits converted to an aggregate hourly amount for clear assessment.

State Revolving Fund Grant & Loan Applications

Ratermann advised the 11 loan applications have been received by DNR. He explained the Intended Use Plan (IUP) is expected to be finalized in October, to be followed by the Clean Water Commission. The IUP should be out for public comment in August, and the BCRSD staff will have preparatory discussions in April and May.

On a motion by Debbie Schnedler and a second by Randy Chann, 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. He advised staff has examined ways to alleviate issues surrounding extreme winter weather that created frozen line and facility problems for the BCRSD in February.

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

CONSIDER BUDGET REVISION FOR STATE REVOLVING FUND (SRF) INTEREST INCOME, SRF INTEREST EXPENSE AND WORKERS COMPENSATION INSURANCE – NET \$8,600 INCREASE IN EXPENSES

Lesley Oswald reviewed the request for budget revision included in the packet. She explained that as the net interest expense will be reflected without the movement of income shown, but the calculation is the same as it has been, absent this change. The change has been ordered by the authority over the SRF loans. Schnedler said she will reach out to the bank representative(s) to discuss this change further, being concerned about the movement of income not being reflected.

Oswald reviewed the workers compensation materials included in the packet.

On a motion by Debbie Schnedler and a second by David Shorr, the Board moved to authorize changes to the budget revision for SRF interest income, SRF interest expense and workers compensation insurance – a net effect of \$8,600 increase in expenses pursuant to the memo dated March 4, 2021. Motion carried.

CONSIDER APPROVAL OF CONTRACT ASSIGNMENT FROM SPECIAL OLYMPICS TO ALLEN INVESTMENT HOLDINGS IN THE PRAIRIE MEADOWS SERVICE AREA See also Public Comment.

On a motion by Randy Chann and a second by Justin Aldred, the Board moved to approve the contract assignment from Special Olympics to Allen Investment Holdings in the Prairie Meadows service area. Motion carried.

CONSIDER REQUEST FROM GARY SCHULTZ REGARDING 11.79-ACRE SCHULTZ PROPERTY ON DEER VALLEY LANE

Ratermann reviewed the documents included in the packet regarding a request from Schultz for permission for an on-site system. Ratermann explained he sent a response advising the property owner of a need for an annexation agreement with the City. Property owner has other details to work out with Boone County Resource Management and the Health Department. Shorr recommended that the notice of a need for an annexation agreement with the City of Columbia should come directly from the City and not the BCRSD.

On a motion by David Shorr and a second by Randy Chann, the Board moved to deny a request by Gary Schultz for an on-site sewer system for the 11.79-acre property on Deer Valley Lane. Motion carried.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Consider Acceptance of Bill of Sale from F&F Properties LLC and French Taylor

Ratermann advised the extension to connect two Wagon Trail properties is completed and ready to be conveyed to the BCRSD.

On a motion by Debbie Schnedler and a second by John Massey, the Board moved to accept the Bill of Sale from F&F Properties LLC and French Taylor. Motion carried.

American Rescue Plan Act

Ratermann reviewed the materials included in the packet, stating there is \$35,000,000.00 in funding available to Boone County for capital improvements in water, sewer or broadband infrastructure through the American Rescue Plan Act. Shorr advised Hallsville should be eligible for funding to reduce inflow and infiltration (I&I) in the Hallsville system. He asked that BCRSD send letter to Hallsville to advise they may be eligible to provide some improvements to their sewer system, and to send notice to any other districts that may be eligible for such improvement funding. Bill Florea advised Hallsville's allocation is approximately \$289k. Schnedler asked staff to look into the timeframe for the expenditure of this funding, relative to any anticipated BCRSD projects.

Approval of January and February Safety Minutes

The January and February Safety Minutes were included in the packet.

On a motion by Randy Chann and a second by Debbie Schnedler, the Board moved to approve the safety minutes for the January and February 2021. Motion carried.

Lesley Oswald Retirement

Ratermann thanked Lesley Oswald for her 27 years of service to the BCRSD.

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

On a motion by Debbie Schnedler and a second by Randy Chann, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 8:08 PM on March 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.

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

No one was absent. Motion carried.

On a motion by David Shorr and a second by Randy Chann, the Board moved to re-open the regular meeting at 8:08 PM on Tuesday, March 16, 2021.

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

No one was absent. Motion carried.

Adjournment

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

Meeting was adjourned at 8:12 PM.

Minutes approved via GoToMeeting virtual meeting on April 20, 2021

Approved by: David Shorr

Debbie Schnedler