

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
MAY 18, 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
Lara Florea, Treasurer & Assistant Secretary
Virgil Farnen, Operations Manager
Andy Lister, Project Manager
John Whiteside, General Counsel
Sandi Clark, Office Administrator
Eric Blume, property owner, Richland Road property
Mike Hall, McClure Engineering

The meeting was held at the BCRSD business office and also as a GoToMeeting teleconference.

Randy Chann, Chair, called the May 18, 2021 Board of Trustees meeting to order at 5:30 p.m. Chann noted there was a quorum.

ADOPTION OF REVISED AGENDA

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

On a motion by David Shorr and a second by John Massey, the Board moved to approve the minutes for the March 2021 Board of Trustees meeting as written. Motion carried.

APPROVAL OF BOARD MEETING MINUTES

The minutes for the April 2021 Board of Trustees Meeting were included in the packet.

On a motion by Randy Chann and a second by Debbie Schnedler, the Board moved to

approve the minutes for the April 2021 Board of Trustees meeting as written. Motion carried.

APPROVAL OF CLOSED SESSION MINUTES

The Closed Session minutes for the April 2021 Board of Trustees Meeting were included in the packet.

On a motion by Randy Chann and a second by John Massey, the Board moved to approve the minutes for the March 2021 Board of Trustees meeting as written. Motion carried.

PUBLIC COMMENT

See also Manager's Report – Request for Service at 7750 Richland Road.

Property owner Eric Blume was present to discuss the request for sewer service at 7750 S Richland Road. Tom Ratermann reviewed the related documents included in the packet, explaining that City Council voted 5 to 2 to deny the annexation agreement for the Blume property. The property has a BCRSD public sewer main crossing it with easements provided over ten years ago by Blume who had intended to eventually connect to public sewer. It was noted that Blume did everything City staff asked him to do to prepare for connection with an annexation agreement, but his agreement was denied by City Council in a 5 – 2 vote. Ratermann advised the City Council members will not reconsider any decision made for 90 days unless a council member moves to reconsider. Blume spoke about his experience, stating the County Health Department does not intend to approve a private on-site facility because there is a public main 150 feet from his house.

David Shorr reminded all that the sewer main in Blume's yard is yet inaccessible, and advised this matter has evolved into one that needs to be discussed in closed session as a policy issue in light of a breach of agreement.

Ratermann explained the City will have an internal meeting on May 24, 2021. The Trustees agreed to arrange a special meeting to discuss in detail for May 25th. Chann asked staff to secure minutes from relevant City of Columbia meetings where this issue was discussed.

Discussion ensued.

On a motion by Debbie Schnedler and a second by John Massey, the Board moved to hold a Special Meeting on May 25, 2021, at a time to be announced, to discuss the request for public sewer service at 7750 Richland Road. Motion carried.

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. Schnedler requested a date

be noted on when projects have been added to the Easement Report, showing how long they have been in the pipeline.

Chann noted the Schedule of Compliance is a new reporting tool under the Permit Status Report.

Schnedler asked that the Financial Reports be separated from Consent Agenda until the finances are displayed properly since the Department of Natural Resources (DNR) made reporting changes to the State Revolving Fund (SRF).

David Shorr asked staff to examine materials used in the uniforms before purchase. Per- and polyfluoroalkyl substances (PFAS) are being phased out of personal protection equipment and uniforms as a safety protocol, and alternatives are being introduced to the market.

On a motion by Debbie Schnedler and a second by David Shorr, the Board moved to table the Monthly Financial Reports until the June Board meeting. All Trustees were present and voted in favor. Motion carried.

On a motion by Debbie Schnedler and a second by David Shorr, the Board moved to approve the reports included on the Consent Agenda as presented, excluding the Monthly Financial reports. All Trustees were present and voted in favor. Motion carried.

QUARTERLY FINANCIAL REPORTS

Ratermann recommended the Quarterly Financial Reports be tabled until June.

On a motion by Debbie Schnedler and a second by David Shorr, the Board moved to table the Quarterly Financial reports until the June. All Trustees were present and voted in favor. Motion carried.

MANAGER'S REPORT

Planning and Zoning Update

Bill Florea reviewed the Planning and Zoning update, Building Permit Statistics, and the Boone County Construction Reports included in the packet. Florea explained the Trade Winds park plat, which is subject to an annexation agreement with the City, has already been approved by the City of Columbia.

MDNR Inspections/ Letters of Warning (LOW)/

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

The report was included in the packet. There were no new warnings or violations to report.

Agreement with Dan Hagan for Water's Edge Improvements

The draft agreement was included in the packet. Ratermann advised that he and General Counsel have reviewed the agreement, but some details on easements and fees with deadline need to be clarified with the property owner. He recommended the trustees move this to an agenda item under Old Business to make a motion to authorize the General Manager and General Counsel to enter agreement with Hagan.

On a motion by Randy Chann and a second by John Massey, the Board moved to add an agenda item under Old Business for the agreement with Dan Hagan for Water's Edge improvements. All trustees were present and voted in favor. Motion carried.

Review Subsurface Drip Dispersal Regulations

Ratermann advised this will return for the June Board meeting.

Midway Area Facility Plan

Mike Hall with McClure Engineering was present by phone call to observe the discussion. Ratermann advised staff reviewed 10 statements of qualifications and proposals received, and ranked McClure first for the Midway Area Facility Plan. He advised the scope and fee needs to be negotiated.

Discussion of Financial Advisory Services

Ratermann reviewed the memo included in the packet, which resulted from discussion in May. He asked trustees to permit him to send this RFQ out. Obtaining these financial advisory services would help manage SRF and bond issues.

Request for Sanitary Sewer Service at 7750 East Richland Road

See Public Comment.

City of Columbia Cost of Service Study

Ratermann advised the Stantec Financial Services firm has been hired by the City of Columbia to perform the Cost of Service Study (COSS). He reviewed key Power Point slides included in the packet. The City will hold a second public meeting for the rate study results between August 30th and September 3rd. Staff intend to track the COSS closely to observe impact to the wholesale rate. The COSS includes solid waste and wastewater utilities.

Vaccination Incentive Policy – Health Incentive Policy

Ratermann reviewed the memo included in the packet, proposing a \$50 vaccination incentive. Lara Florea advised that while the BCRSD has not required vaccinations of employees, the incentive encourages employees to stay up to date on vaccinations and to participate in the annual health fair offered by Boone Electric Cooperative.

Shorr suggested the staff look for additional briefing information from the National Association of Clean Water Agencies. He advised Blue Cross Blue Shield also holds events similar to a health fair. Trustees requested additional information on the cost of services to employees.

Litigation Report

Ratermann reviewed the litigation report included in the packet, advising this report will accompany the quarterly lien reports going forward.

Discussion of Legal Services

Ratermann reviewed the draft Request for Qualifications for legal services included in the packet. Staff will compose a list of legal service entities to solicit in addition to advertising.

American Rescue Plan

Justin Aldred advised that Boone County expects to receive a total of \$35 million in American Rescue Plan funds. The deadline for spending is December 21, 2024, and half of the funds should be received by the end of June. The other half will be administered a year later. To date, there are limited guidelines for application of these funds.

On a motion by Randy Chann and a second by David Shorr, the Board moved to accept the Manager's Report as presented. Motion carried.

OPERATIONS AND MAINTENANCE (O&M) REPORT

Virgil Farnen reviewed the O & M Reports included in the packet.

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

(Agenda Items)

CONSIDER ACCEPTANCE OF AMENDMENT NO. 2 FOR THE RICHARDSON ACRES/BROWN STATION/CEDAR GATE FACILITY PLAN

Ratermann reviewed the materials included in the packet. He recommended the Trustees approve the amendment. He intends to send the facility plan to DNR to get a Finding of No Significant Impact, which is the next step of the project. This project will eliminate four facilities and the need for respective permits and overhead costs, will bring services to regions where residents have been wanting to connect to public sewer, and will reinforce BCRSD's position as a continuing authority. Chann asked that staff qualify and quantify the financial benefits of such options on projects. Chann and Shorr requested a summary sheet that shows comparison of project cost against economic gains and environmental benefits. The intention is to illustrate for the public why the higher-cost option presents the most value to current and future Boone County customers.

On a motion by David Shorr and a second by Randy Chann, the Board moved to approve Amendment 2 for the Richardson Acres/ Brown Station/ Cedar Gate facility plan. Motion carried.

CONSIDER PROPOSAL FROM HDR FOR THIRD PARTY REVIEW OF OAK HILL IN THE NOT TO EXCEED AMOUNT OF \$4,300.00

Ratermann advised the proposed third-party review will be reimbursed by the developer. A facility design has been submitted for the collection system and the treatment system design plan is in progress. Ratermann and Farnen have met with the developer to discuss the treatment system design.

On a motion by Randy Chann and a second by David Shorr, the Board moved to accept the proposal from HDR for the third-party review for the Oak Hill system design. Motion carried.

CONSIDER ACCEPTANCE OF BILL OF SALE FROM AMIR ZIV FOR A PRESSURE

SEWER EXTENSION ON HIGHWAY 40

Ratermann advised the connection fees have been collected and conveyed to Far West Boone Development LLC (facility owner) and the property is now connected.

On a motion by John Massey and a second by Randy Chann, the Board moved to accept the Bill of Sale from Amir Ziv for a pressure sewer extension on Highway 40. Motion carried.

CONSIDER REIMBURSEMENT TO THE PROPERTY OWNER AT 217 SARAZEN COURT IN THE AMOUNT OF \$1,600.00

Ratermann advised a BCRSD customer had a backup in her basement. He advised the BCRSD crew responded to service call, and pulled back a lot of roots at the bell that could be disputed. The MOPERM insurance carrier denied the claim. The owner's mother submitted a request for reimbursement for restoration and damages. He recommended the trustees pay her request, advising that a waiver of liability will be obtained from the customer before issuing payment.

On a motion by David Shorr and a second by John Massey, the Board moved to authorize a reimbursement to the property owner of 217 Sarazen Court in the amount of \$1,600.00, provided that a waiver of liability is obtained from the owner. Motion carried.

OLD BUSINESS

Agreement with Dan Hagan for Water's Edge Improvements

On a motion by David Shorr and a second by John Massey, the Board moved to authorize the General Manager and General Counsel to negotiate and sign the agreement with Dan Hagan for Water's Edge improvements.

NEW BUSINESS

Consolidated Report/ Summary of BCRSD Operating Permits

Ratermann reviewed the updated report included in the packet.

Newtown Pump Station Alarm System Award

Ratermann advised the Newtown pump station needs new alarm system, and reviewed the bid tabulation included in the packet. He recommended the award go to Vandevanter / Cogent.

On a motion by Randy Chann and a second by Debbie Schnedler, the Board moved to approve a replacement alarm system at New Town pump station from Cogent (formerly known as Vandevanter Engineering) in the amount not to exceed \$4,336.00. Motion carried.

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

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 7:25 PM on May 18, 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. Motion carried.

On a motion by David Shorr and a second by John Massey, the Board moved to re-open the regular meeting at 7:51 PM on Tuesday, May 18, 2021.

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

ADJOURNMENT

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

Meeting was adjourned at 7:52 PM.

Minutes approved via GoToMeeting virtual meeting on June 15, 2021

Approved by: Randy Chann

 John Massey