

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
AUGUST 20, 2019
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE
1314 NORTH SEVENTH STREET**

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

Absent:

Others Present: Tom Ratermann, General Manager
Virgil Farnen, Operations Manager
Andy Lister, Project Manager
Stan Shawver, Boone County Resource Management
John Whiteside, General Counsel
Sandi Clark, Administrative Assistant
Ron Baker, East Clark Lane property owner
Nancy Baker, East Clark Lane property owner
Mark Armstrong, East Clark Lane property owner
Jay Gebhardt, A Civil Group

Randy Chann, Chair, called the August 20, 2019 Board of Trustees meeting to order at 5:30 p.m. Chann noted there was a quorum.

Adoption of Revised Agenda

The agenda was not revised for the August 2019 Board of Trustees Meeting.

Approval of Minutes

The minutes for the July 2019 Board of Trustees Meeting were included in the packet.

On a motion by David Shorr and a second by Fred Parry, the Board moved to approve the minutes for the July 2019 Board of Trustees meeting as written. Motion carried.

Public Comment:

See also Agenda Item J: *Consider A Variance for Connection Fees for 5407, 5411 and 5415 East Clark Lane*

Ron and Nancy Baker, Mark Armstrong and Jay Gebhardt were present to discuss their request for a variance on the connection fees for three properties. Tom Ratermann reviewed the request and the BCRSD's variance history that were included in the packet, advising the on-site septic tanks were either failing or will fail soon. The estimates for public sewer extension and connection were around \$25,000 per lot. There have been no citations from the Health Department. Gebhardt advised the Health Department will not allow repair to the current failing system for the Bakers. David Shorr and Randy Chann did not feel the variance for connection fees were appropriate given the circumstances, but would be in support of assisting with the easement acquisitions.

See also Agenda Item K: *Consider Agreement with the Property Owners for Reimbursement of Easement Acquisition Costs for Sanitary Sewer Extended to 5407, 5411 and 5415 East Clark Lane*

Gebhardt requested the assistance of the District in obtaining the necessary easements from the neighboring property owners if A Civil Group cannot acquire them for the connecting East Clark Lane properties. Ratermann explained the easement acquisition process, stating that the owners would reimburse the District for cost of the easements.

Fred Parry asked District staff devise an application and process for requests for variances in connection fees, demonstrating financial hardship. Shorr advised the Environmental Protective Agency would have a process to inquire of.

See Agenda Items J and K for motions.

CONSENT AGENDA

Easement Acquisition Report

The Easement Acquisition Report was included in the packet. Ratermann advised.

Permit Status Report

The Permit Status Report was included in the packet.

Approval of Cash Receipts & Disbursements & Bank Reconciliation and Monthly Operating Report for July 2019

The financial reports were included in the packet.

Approval of Outstanding Bill(s)

There were no outstanding bills for July 2019.

Safety Report

The Safety Report was included in the packet.

Status Report (Work in Progress)

Ratermann reviewed the safety report.

On a motion by David Shorr and a second by Fred Parry, the Board moved to approve the reports on the Consent Agenda. Motion carried.

MANAGER'S REPORT
Planning and Zoning Update

Stan Shawver reviewed the Planning and Zoning update, Building Permit Statistics, and the Boone County Construction Report.

Disinfection Deadlines

Ratermann reviewed the Disinfection Deadlines Report was included in the packet. He explained he will delay the Notice Proceed Oberlin Valley and Lee Heights until October 1, 2019, pending pump delivery to the contractor.

Report on 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.

Draft Clean Water State Revolving Fund Regionalization Grant

Ratermann reported that the Department of Natural Resources (DNR) is opening a \$5 million fund for clean water projects across Missouri. The DNR intends to open the application process between October and December. Ratermann will look for opportunities allowing for comment from the District.

West Area Plan

The memo to the City of Columbia regarding the West Area Plan was included in the packet. Parry advised the City intends to include county utility departments in the discussions.

Rubber-Tracked Sewer Jet

Ratermann advised the District was out-bid for the sewer jet sold by the City of Columbia.

MDNR State Revolving Fund – Intended Use Plan (IUP)

Ratermann explained that the Boone County Commission is on MDNR's IUP for the Bolli Road and Phenora North Neighborhood Improvement Districts (NID). The District is on the IUP for Highfield Acres. He expects the IUP to be adopted by October 1st.

User Rate Study

Ratermann commented that District staff will meet with Certified Public Accountant Stephen Connelly on August 21st to discuss the User Rate Study.

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

Operations and Maintenance Report – Virgil Farnen

Virgil Farnen showed a video clip of the sludge dewatering bag, which is being piloting at the Rocky Fork Wastewater Treatment Facility. Farnen and Ratermann explained the dewatering process. Once the pilot is complete, staff will have information on cost benefit and exposure for the Board to consider.

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

On a motion by Fred Parry and a second by John Massey, the Board moved to accept the

O & M Report as presented. Motion carried.

(Agenda Items)

Consider A Variance for Connection Fees for 5407, 5411 and 5415 East Clark Lane

See *Public Comment*.

Shorr made a motion to deny the request for variance to connection fees for the three properties on East Clark Lane. There was no second. Parry requested the District staff devise a process for requests for variance to connection fees that demonstrates financial hardship. Shorr asked to have this agenda item removed from the agenda.

On a motion by John Massey and a second by Fred Parry, the Board moved to remove the request for a variance for connection fees for 5407, 5411 and 5415 East Clark Lane from the August Agenda for the Board of Trustees meeting.

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

Consider Agreement with the Property Owners for Reimbursement of Easement Acquisition Costs for Sanitary Sewer Extended to 5407, 5411 and 5415 East Clark Lane

See *Public Comment*.

On a motion by David Shorr and a second by Fred Parry, the Board moved to approve the agreement for easement acquisition costs for sanitary sewer extended to 5407, 5411 and 5415 East Clark Lane. Motion carried.

Consider Condemnation Resolution for the Clear Creek Subdivision Sewer Project

Ratermann reviewed the resolution included in the packet and explained the condemnation process. He advised the District has received no response from the lot owner acknowledging the request for easement.

On a motion by David Shorr and a second by John Massey, the Board moved to approve the Condemnation Resolution for the Clear Creek Subdivision Sewer Project. Motion carried.

Consider Service Agreement with August Holdings Group et al for the Proposed Arrowhead Lake Estates Plat 4

Ratermann reviewed the draft agreement included in the packet. He advised that there have been minor changes of no substance made to the draft agreement presented, including a name change. The Arrowhead Lake Home Owners Association (HOA) has not approved the draft agreement. Approval from the HOA has not been a consideration for the District, but Boone County Resource Management will need an agreement with the HOA before the project can move forward. Shorr requested the HOA's covenants be included in the written agreement. This item was tabled with request for modifications to the agreement with August Holdings LLC.

On a motion by David Shorr and a second by John Massey, the Board moved to table this item, pending the minor and recommended revisions to the draft.

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

Consider Connection Agreement with the City of Columbia for the Proposed Arrowhead Lake Estates Plat 4

Ratermann reviewed the draft agreement included in the packet, noting that there were minor revisions made to the agreement, to include property owner name change. This item was tabled with request for modifications to the agreement with the City of Columbia, with regard to sidewalks, street lights and the covenants of the Arrowhead Lake HOA.

On a motion by John Massey and a second by Fred Parry, the Board moved to table this item, pending the minor and the requested revisions to the draft agreement presented.

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

Consider Service Agreement with Jerry and Jeannie Taylor for Piccadilly Estates

The agreement was included in the packet. Ratermann advised the tract of land is zoned for multifamily residences. The District is waiting to hear from the Taylors regarding the agreement to connect the two existing homes near Rock Bridge. He asked the Trustees to authorize staff to execute the agreement.

On a motion by Fred Parry and a second by John Massey, the Board moved to authorize the General Manager and General Counsel to negotiate and execute the service agreement as presented with Jerry and Jeannie Taylor for Piccadilly Estates. Motion carried.

Consider Connection Agreement with the City of Columbia for Piccadilly Estates

The agreement was included in the packet. Ratermann advised that this agreement is required in addition to the service agreement with the owners.

On a motion by Fred Parry and a second by John Massey, the Board moved to authorize the General Manager and General Counsel to negotiate and execute the connection agreement with the City of Columbia for Piccadilly Estates. Motion carried.

Consider Acceptance of Bill of Sale from Gary & Rhonda Wilson on Silver Creek Subdivision

Ratermann advised that the extension for the Silver Creek Subdivision is ready to be accepted by the District.

On a motion by Fred Parry and a second by David Shorr, the Board moved to accept the Bill of Sale from Gary and Rhonda Wilson for the Silver Creek extension. Motion carried.

Old Business

There was no Old Business.

New Business

There was no New Business

Old Business

There was no Old Business.

Vote to Hold Closed Session Under Section 610.021 (1) & (2)

There was no Closed Session for August 2019.

Adjournment

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

Meeting was adjourned at 7:26 PM.

Approved by:
