

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
DECEMBER 17, 2019, 5:30 P.M.
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE
1314 NORTH SEVENTH STREET**

MEETING MINUTES

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

Absent: Deborah Schnedler, Secretary

Others Present: Tom Ratermann, General Manager
Andy Lister, Project Manager
Virgil Farnen, Operations Manager
John Whiteside, General Counsel
Lesley Oswald, Assistant Secretary - Treasurer
Lara Florea, Assistant Manager of Finance & Administration
Stan Shlawver, Boone County Resource Management
Jay Gebhardt, A Civil Group

David Shorr, Acting-Chair, called the December 17, 2019 Board of Trustees meeting to order at 5:30 p.m. Shorr noted there was a quorum.

APPROVAL OF MINUTES FOR OCTOBER 2019

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

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

APPROVAL OF MINUTES FOR NOVEMBER 2019

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

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

PUBLIC COMMENT

Jay Gebhardt of A Civil Group presented the needs of Cooper's Landing. He stated that the owner

wants to know if the BCRSD wants to take over ownership and operations of the new wastewater system once completed. The pros and cons of public operation were discussed by the Board. The Board directed Ratermann to continue researching the options with the owner and report back.

There was some discussion of Agenda Item Q regarding a regionalization grant for Les Bourgeois. Gebhardt said the owners are on board. See Item Q for motion.

CONSENT AGENDA
Easement Acquisition Report
Permit Status Report
Cash Receipts & Disbursements & Bank Reconciliation and
Monthly Operating Report for October & November 2019
Outstanding Bill(s)
Safety Report
Status Report (Work in Progress)

The reports listed on the consent agenda above were all included in the packet.

On a motion by John Massey and a second by Fred Parry, the Board moved to approve the items 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.

Intro of Assistant Manager of Finance and Administration

Introductions were made.

Disinfection Deadlines

Work continues on the Oberlin Valley and Lee Heights projects.

**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.

West Area Plan

Ratermann reported that Columbia City Council continues to discuss a West Area Plan so he believes that it is moving forward.

Midway Facility Plan

Ratermann noted that this has been added to the 2020 budget. The plan will look at all options for providing sewer in the Midway Area including public and private systems.

Cooper's Landing

See Public Comment.

Nursery Heights

Ratermann reported that there was a pipe in the neighborhood that had a significant sag and it has been fixed.

City of Columbia – BCRSD Quarterly Meeting

Ratermann reviewed the last agenda of the quarterly meeting. He noted that he is not getting much response from the City staff regarding issues discussed. He reported that Tad Johnson is retiring and he thinks it is time to talk with John Glascock about pending needs that aren't being addressed in a timely manner.

City of Hallsville

Ratermann reported that the interview scheduled with City of Hallsville to discuss the BCRSD's proposal was canceled due to weather. He noted that some costs estimated by HDR for the interceptor from Hallsville to Rocky Fork WWTP and from McClure Engineering for adding capacity to Rocky Fork WWTP were mailed out in the packets. He stated his goal for the presentation and interview with Hallsville is to emphasize the importance of looking at all their options. He noted that he discussed this with the three Boone County Commissions and they are going to meet with the Hallsville city officials and encourage them to take a methodical approach. Ratermann said that some of the BCRSD planned CIP costs could offset the costs of a Hallsville interceptor.

Coalition for the Environment

Ratermann referenced ~~that an~~ article in COLUMBIA MISSOURIAN which discusses a suit brought by the Coalition for the Environment against EPA's adopted plan for monitoring nitrogen and phosphorous in lakes. The Coalition favors the original plan and its more stringent parameters. Ratermann noted that the longer this suit goes on, the longer it may take to adopt regulations on nitrogen and phosphorous in streams.

City of Hartsburg

Ratermann reported that Hartsburg will be getting a notice of violation for not submitting an Electronic Discharge Monitoring Report (EDMR). He noted that this is something the City of Hartsburg needs to complete and he and Virgil are meeting with the mayor this week.

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

OPERATIONS AND MAINTENANCE REPORTS – Virgil Farnen

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

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

Consider Adopting the User Rate Study

The User Rate Study based on the most recent CIP schedule was included in the packet. Ratermann reviewed rates based on the CIP schedule. Chann noted that changes in the assumptions would be significant and unpredictable this far out. Ratermann said the URS is projected out so long in order to negotiate longer compliance schedules with the Department of

Natural Resources (DNR). Ratermann noted that adoption by the Board allows him to share this with DNR.

On a motion by Fred Parry and a second by John Massey, the Board moved to approve the 2019 User Rate Study. Motion carried.

Consider Adopting Budget for Fiscal Year 2020

Lesley Oswald reviewed the changes from the November draft. Fred Parry asked if the budget could include the cost to mount a monitor on the wall of the board room for looking at maps and such. Oswald noted that this would not be a large expense and could be covered within this proposed budget.

On a motion by John Massey and a second by Randy Chann, the Board moved to Adopt the Budget for FY 2020. Motion carried.

Consider Approving the 2019 End of Year Write Off Report

Oswald reviewed the table of the history of write offs that was included in the packet.

On a motion by Fred Parry and a second by Randy Chann, the Board moved to approve the 2019 End of year Write Offs of \$35,947. Motion carried.

Consider Engagement Letter with Gerding Korte and Chitwood for 2019 Fiscal Audit

On a motion by Randy Chann and a second by John Massey, the Board moved to approve the Engagement Letter with Gerding, Korte and Chitwood for the 2019 Fiscal Audit. Motion carried.

Consider Resolution Authorizing the General Manager to Apply for a Regionalization Grant for the Rollingwood Wastewater Treatment Facility

On a motion by Fred Parry and a second by Randy Chann, the Board moved to Authorize the General Manager to Apply for a Regionalization Grant for the Rollingwood Wastewater Treatment Facility. Motion carried.

Consider Resolution Authorizing the General Manager to Apply for a Regionalization Grant for the Phenora North Neighborhood Improvement District

On a motion by Fred Parry and a second by Randy Chann, the Board moved to authorize the General Manager to Apply for a Regionalization Grant for the Phenora North Neighborhood Improvement District. Motion carried.

Consider Resolution Authorizing the General Manager to Apply for a Regionalization Grant for Les Bourgeois Winery

On a motion by Randy Chann and a second by John Massey, the Board moved to authorize the General Manager to apply for a regionalization Grant for Le Bourgeois Winery. Motion carried.

Consider Resolution Regarding Excess Real Estate

Ratermann noted that a list of properties considered to be in excess and surplus to the needs of the District. He stated that selling these properties may provide a little revenue and would decrease mowing costs by about \$5,000 annually. He stated that the Operating Strategy Committee suggested taking this action.

On a motion by Randy Chann and a second by John Massey, the Board moved to adopt a resolution to sell properties considered to be in excess and surplus to the needs of the District at auction to the highest bidder. Motion carried.

Ratermann noted there are two lots in University Estates that may be of interest to the County. He reported that title work and reserving easements needs to happen before hiring an auctioneer.

Consider Approval of Agreement with Herzig Engineering for Arc Flash Analysis and Electrical Safety Training Program at a Cost of \$45,700.00

Farnen reported that Herzig would inspect all electrical systems and label them according to NFPA 70 E electrical specifications. He noted the labels on each control panel would give the operators valuable safety instructions regarding what personal protective equipment to wear, voltages, motor horse power and other information the operators need to be aware of when working on that particular system.

On a motion by Randy Chann and a second by John Massey, the Board moved to approve the agreement with Herzig Engineering for Arc Flash Analysis and Electrical Safety Training. Motion carried.

Consider Participation in a Research Grant with the University of Missouri

Ratermann reported that Tim Canter of the University of Missouri wants to apply for an EPA Grant regarding approaches to reduce nutrient loadings for harmful algal blooms management.

On a motion by Fred Parry and a second by Randy Chann, the Board moved to approve participation in the proposed EPA grant with the University of Missouri. Motion carried.

Consider Accepting the Bill of Sale from Ron Baker for the Valley Creek Subdivision Sewer Extension

On a motion by John Massey and a second by Randy Chann, the Board moved to accept the Bill of Sale from Ron Baker for the Valley Creek Subdivision Sewer Extension. Motion carried.

Old Business

There was no Old Business.

New Business

No new business.

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

On a motion by John Massey and a second by Fred Parry, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 6:45 PM on December 17, 2019, 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 (2) RSMo. to discuss the leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore. Randy Chann, David Shorr, John Massey and Fred Parry, voted in favor. Debbie Schnedler was absent. Motion carried.

On a motion by John Massey and a second by Fred Parry, the Board moved to re-open the regular meeting at 7:13 PM on Tuesday, December 17, 2019. Randy Chann, David Shorr, John Massey and Fred Parry, voted in favor. Debbie Schnedler was absent. Motion carried.

Adjournment

Meeting was adjourned at 7:13 PM.

Approved by:

