

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
NOVEMBER 20, 2018
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE
1314 NORTH SEVENTH STREET**

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

Absent: Deborah Schnedler, Secretary
John Massey, Trustee

Others Present: Tom Ratermann, General Manager
Lesley Oswald, Assistant Secretary & Treasurer
Dwayne Cooksey, Operations & Maintenance Manager
Stan Shawver, Boone County Resource Management
John Whiteside, General Counsel
Sandi Clark, Administrative Assistant
Nick Peckham, Newtown subdivision property owner

Randy Chann, Chair, called the November 20, 2018 Board of Trustees meeting to order at 5:30 p.m. Chann noted there was a quorum.

ADOPTION OF REVISED AGENDA

The revised agenda for the November 20, 2018 Board of Trustees Meeting was included in the packet.

On a motion by David Shorr and a second by Fred Parry, the Board moved to approve the revised agenda for the November 2018 Board of Trustees meeting as written. Motion carried.

APPROVAL OF MINUTES, BOARD OF TRUSTEES MEETING

The minutes for the October 2018 Board of Trustees Meeting were included in the packet.

On a motion by Fred Parry and a second by David Shorr, the Board moved to approve the

minutes for the October 2018 Board of Trustees meeting as written. Motion carried.

APPROVAL OF CLOSED SESSION MINUTES

The minutes for the October 2018 Board of Trustees Closed Session were included in the packet.

On a motion by Fred Parry and a second by David Shorr, the Board moved to approve the minutes for the October 2018 Board of Trustees Closed Session as written. Motion carried.

PUBLIC COMMENT

See Agenda Item R: *Consider Request for Wastewater Treatment Capacity from South Route K Wastewater Treatment Facility for Lot C-1, New Town Subdivision*

Nick Peckham was present to discuss the potential of securing wastewater treatment capacity at the South Route K (SRK) facility for 12 each 2-bedroom units. Ratermann distributed and reviewed the memo to the Board dated November 20, 2018. He advised some capacity became available once it was determined reserved capacity for the former Leatherwood Center would not be used.

On a motion by Fred Parry and a second by David Shorr, the Board moved to authorize the General Manager to enter agreement with Nick Peckham for wastewater treatment services for lot C-1 of Newtown Subdivision, per the recommendation presented in the November 20, 2018 memo to the Board.

CONSENT AGENDA

Easement Acquisition Report

Permit Status Report

Outstanding Bill(s)

Safety Report

Status Report (Work in Progress)

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

MANAGER'S REPORT

Sanitary Sewer Overflow

Ratermann reviewed the report included in the packet. Cooksey reported that District staff repaired a nearby faulty TAP connection, and follow up inspections of the service area have come back all clear.

Planning and Zoning Update

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

Disinfection Deadlines

The Disinfection Deadlines Report was included in the packet. Ratermann advised the District sent a set of final plans for Oberlin Valley and Lee Heights to the Department of Natural Revenue (DNR). DNR requested clarifications and HDR will respond by the end of November.

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 Permits from MDNR for Review

Ratermann reviewed the memo regarding the Midway USA permit included in the packet.

Improper Wiring Notice from Boone Electric Cooperative

Ratermann advised he met with Boone Electric Cooperative (BEC) to request more history and information on the improper wiring performed in the Hill Creek subdivision. BEC should respond with what exactly needs to be fixed and how many will need to be fixed. Discussion ensued.

Sunnyslope Sanitary Sewer Study

Ratermann distributed and reviewed the updated figure 1-3 of the Sunnyslope sanitary sewer study. He explained that much of the pipe for the area needs to be replaced, and some flow direction needs to be reversed. The District is proposing the subdivision connect to Hallsville, and the District intends to pay Hallsville a wholesale rate for treatment.

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

Dwayne Cooksey reviewed the O & M Reports included in the packet. Cooksey advised that the District is looking into thickening the sludge at Rocky Fork for a less costly removal option.

Cooksey reviewed the El Chaparral Delinquent TAP report included in the packet. He noted that there are several owners who have not responded to the initial notice of delinquent TAPs, and he will send their notices out again.

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

APPROVAL OF QUARTERLY CASH RECEIPTS, DISBURSEMENTS, BANK RECONCILIATION AND MONTHLY OPERATING REPORTS

Lesley Oswald reviewed the financial reports included in the packet.

On a motion by Fred Parry and a second by David Shorr, the Board moved to approve the Quarterly Cash Receipts, Disbursements, Bank Reconciliation and Monthly Operating Report as presented. Motion carried.

(Agenda Items)

REVIEW OF AUTO, GENERAL LIABILITY AND PROPERTY INSURANCE

Oswald reviewed the materials included in the packet.

CONSIDER PRESSURE SEWER SYSTEM RATE INCREASE

Oswald reviewed the materials included in the packet advising an in house analysis of costs calls for a \$2.00 increase to Rates B, E and F. It was noted that costs of pressurized pumps have increased, which in turn increases these rates. David Shorr explained that the City's increased cost in rates will also increase the District's user rates. He noted the rates are built based on a fully comprehensive evaluation of actual costs, that the District is not partaking in political rate-making (which lowers rates in such a way that it does not cover operational costs). Shorr stated that the District now has one of the highest rates in the state of Missouri. Randy Chann said the District should consider a plan to change the pace of rate increases. He requested a concurrent exercise to do this. Ratermann distributed a chart outlining the bond issue schedule for the SRF funded capital improvement projects, calling for a bond election in 2020 and in 2025.

Oswald advised this item requires motions for two issues: 1) increasing the pressurized system rates for 2019; and 2) restructuring the rate descriptions for Septic Tank Effluent Pumps/ 50 feet (STEP/50'), STEP/150' and Grinder pump systems, changing the criteria to the type of pump installed versus the pump's distance from the main line. Surcharges for private pressure systems and small diameter variable grade (SDVG) systems will not increase.

On a motion by Fred Parry and a second by David Shorr, the Board moved to approve the pressure systems rate increases as presented. Motion carried.

On a motion by David Shorr and a second by Fred Parry, the Board moved to modify the pressure sewer rate structure as presented in the memo dated November 12, 2018, to be based on the pump type. Motion carried.

CONSIDER RESOLUTION TO INCREASE RATES

Oswald reviewed the proposed resolution included in the packet, increasing the base service fee from \$24.70 to \$25.90, and to increase the volume charge from \$7.25 to \$7.60 per 1,000 gallons on average for treatment costs. These increases are recommended in the 2017 User Rate Study.

On a motion by Fred Parry and a second by David Shorr, the Board moved to adopt the resolution regulating user rates to increase the monthly base service fee to \$25.90, and to increase the volume charge to \$7.60 per 1,000 gallons used, to be effective January 1, 2019. Motion carried.

CONSIDER ADOPTION OF FISCAL YEAR 2019 BUDGET

The proposed budget was included in the packet.

On a motion by David Shorr and a second by Fred Parry, the Board moved to approve the fiscal year 2019 budget, consistent with budget criteria, as presented. Motion carried.

RATIFY STATE REVOLVING FUND LOAN APPLICATION FOR HIGHFIELD ACRES

Ratermann reviewed the completed loan application included in the packet.

On a motion by David Shorr and a second by Fred Parry, the Board moved to ratify the SRF loan application for Highfield Acres. Motion carried.

MODIFY THE DECEMBER 19, 2017 RESOLUTION REGARDING THE SOUTH ROUTE K WASTEWATER TREATMENT PLANT

Ratermann reviewed the materials included in the packet, advising that unused capacity reserved for Leatherwood Godas was previously released by the Board due to non-action on the lot, and portions of it have since been re-allocated to other lots. There is some unused capacity remaining.

On a motion by Fred Parry and a second by David Shorr, the Board moved to modify the December 19, 2017 resolution to allow reasonable and evaluated connection to the near-capacity South Route K wastewater treatment plant, per the approval of the BCRSD Board, as presented. Motion carried.

CONSIDER REQUEST FOR WASTEWATER TREATMENT CAPACITY FROM SOUTH ROUTE K WASTEWATER TREATMENT FACILITY FOR LOT C-1, NEWTOWN SUBDIVISION

See public comment.

NEW BUSINESS

Corporate Lake Properties

Ratermann reviewed the memo and proposed plan included in the packet. Ratermann advised he told the property owner that if he and City could not come to an agreement for the 40-acre tract, and if the owner could get a permit for an on-site treatment, then the District could assume operation and maintenance of the collection and treatment system. He stated the owner has a number of obstacles to overcome before negotiating an agreement with the City.

Shorr recused himself by association with the owner. This item was tabled for lack of quorum.

Old Business

There was no Old Business.

VOTE TO HOLD CLOSED SESSION UNDER SECTION 610.021 (1), (2) & (13)

On a motion by David Shorr and a second by Fred Parry, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 7:26 PM on November 20, 2018, 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 and its representatives and its attorneys and as authorized by section 610.021; (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; 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, and Fred Parry voted in favor.
Debbie Schnedler and John Massey were absent. Motion carried.

On a motion by Fred Parry and a second by David Shorr, the Board moved to re-open the regular meeting at 7:33 PM on Tuesday, November 20, 2018.

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

NEW BUSINESS (continued)

Consider Purchase of Easement for Highfield Acres from Zachary and Jamie Zillig in the Amount of \$1,000.00

On a motion by David Shorr and a second by Fred Parry, the Board moved to authorize the purchase of the easement from Zachary and Jamie Zillig for Highfield Acres in the amount of \$1,000.00. Motion carried.

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 7:34 PM.

Approved by: _____
