

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
SEPTEMBER 18, 2018
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE
1314 NORTH SEVENTH STREET**

Trustees Present: David Shorr, Vice Chair
Deborah Schnedler, Secretary
Fred Parry, Trustee

Absent: Randy Chann, Chair
John Massey, Trustee

Others Present: Tom Ratermann, General Manager
Dwayne Cooksey, Operations & Maintenance Manager
Andy Lister, Project Manager
Stan Shawver, Boone County Resource Management
John Whiteside, General Counsel
Sandi Clark, Administrative Assistant
Jay Gebhardt, A Civil Group

David Shorr, Vice Chair, called the September 18, 2018 Board of Trustees meeting to order at 5:33 p.m. Shorr noted there was a quorum.

Adoption of Revised Agenda

The revised agenda was included in the packet.

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

Approval of Minutes

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

On a motion by Fred Parry and a second by Debbie Schnedler, the Board moved to approve the minutes for the August 2018 Board of Trustees meeting as written. Motion carried.

Approval of Cash Receipts & Disbursements & Bank Reconciliation and Monthly Operating Report for August 2018

The financial reports were included in the packet.

On a motion by Fred Parry and a second by Debbie Schnedler, the Board moved to approve the Cash Receipts & Disbursements, Bank Reconciliation and Monthly Operating Reports for August 2018. Motion carried.

Approval of Outstanding Bill(s)

There were no outstanding bills for August 2018.

Public Comment:

See also Agenda Item M: Discussion of BCRSD Management of On-Site Wastewater Systems

Jay Gebhardt was present to discuss the potential for wastewater service agreements for the Wilson and Liepard lots.

Tom Ratermann reviewed the memo included in the packet. He explained 2.5 acres is required for on-site systems permitted through the County Health Department. Gebhardt was present to advocate for District-operated on-site systems for both Liepard and Wilson. Ratermann advised more basic research is needed.

Shorr advised the District is not in a position to assume and maintain septic tanks in the county that are not a part of the District's system. Shorr said he felt the previous proposal was to manage large multiple lots of high integrity that needed to be developed at an accelerated pace, with the intention of building a land application treatment system. He advised managing individual septic systems is not something the District is prepared to take on with current staff, rates or policy.

Debbie Schnedler advised the District would need to segregate administrative fees for such systems so that the customer base as a whole would not have to pay in for those systems. She voiced concerns that surrounding lots that were intended to connect to an on-site land application system could be sold off, and new owners no longer want to connect to that system. Stan Shawver advised that owners of 2.5 acre lots designated as A-2 frequently seek to subdivide; there is no rule stating that development has to occur at the 2.5 acre minimum.

Gebhardt explained that he can still build on-site systems for his clients, but he wants to ensure that each system would be properly maintained even if the property were transferred to a new owner who does not understand the needs of system.

Shorr suggested that in order for the conversation to move forward, the Trustees want to know what the District's capacity is to manage land application systems. The District needs to know what the impact would be on Planning & Zoning. Gebhardt needs to submit a design proposal, and the District should know if the Health Department needs to weigh in on it in any way. Fred Parry suggested the District look into the cost benefit of contracting with a third party maintenance company, and to compare the cost of such services from one company to the next.

Ratermann and Shorr suggested that more research can be done by interviewing sewer districts in Chesapeake Bay and Tennessee that are already utilizing this option. Schnedler recommended

District staff determine if Chapter 204 MO State Statutes allows the District to do this.

Public Comment (continued) - See Agenda Items:

O. Consider a Wastewater Service Agreement with Terry and Joanna Wilson for 4 Additional Lots and 3 Lots Allocated in September 20,2016; and

P. Consider a Wastewater Service Agreement with Mike and Connie Liepard for 1 Lot at Bonne Femme Estates A-2P; and

Q. Consider a Wastewater Service Agreement with Mike and Connie Liepard for 6 Lots on 40 Underdeveloped Acres

Ratermann reviewed the materials included in the mailed-out packets. He advised A Civil Group is representing the Wilsons, proposing 4 additional lots, and the Liepards, who are proposing 1 additional lot. Wastewater for these lots would require capacity at the South Route K (SRK) facility, which does not have remaining capacity for additional connections. Ratermann advised the Godas Leatherwood Center never paid connection fees, and the new owners of the Godas lot now want to secure less capacity, freeing up the capacity sought by A Civil Group on behalf of the clients. Since the resolution closing SRK capacity, the District has told other interested parties there is no capacity. Gebhardt advised that in order to get through the plan review with Planning & Zoning, wastewater treatment for these lots needs to be secured.

Schnedler stated Godas has failed to hold up his end of the agreement by not paying connection fees and not moving on lot development. Ratermann advised he would need a month to review the potential of asking current connected lot owners to resell unused capacities. Discussion ensued.

On a motion by Debbie Schnedler and a second by Fred Parry, the Board moved to table agenda items O, P and Q, consider wastewater agreements with Liepard and Wilson. David Shorr, Debbie Schnedler and Fred Parry voted in favor. Randy Chann and John Massey were absent. Motion carried.

**Manager's Report
Easement Acquisition Report**

The Easement Acquisition Report was included in the packet.

Planning and Zoning Update

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

Permit Status Report

(See also *Manager's Report: Draft Permits from MDNR for Review*)

The Permit Status Report was included in the packet.

Disinfection Deadlines

The Disinfection Deadlines Report was included in the packet.

**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.

BCRSD – City of Columbia Work Session

The work session minutes for August 2018 were included in the packet.

Resolution Regarding Termination of Service

The draft resolution was included in the packet. Ratermann advised the City of Columbia will review it prior to the final resolution submitted for approval.

Henderson Branch

The City Council suspended this project at the September City Council Meeting.

Draft Permits from MDNR for Review

Ratermann advised September 17th was the deadline for Public Comment for 12 permits. He reviewed the schedule of compliance and monitoring for each. He explained 8 of these permits are under appeal.

Clear Creek

Ratermann advised this project was read at the City Council Meeting on September 17th, and is set for the second reading at the October City Council Meeting.

Perche Ridge

Ratermann explained the City Council has not yet read this project.

Information Sharing Among Political Subdivisions and Utility Providers

Ratermann explained he will email pending connection agreements with the City to Resource Management, County Commission, County Counselor, Boone Electric and Boone County Fire District simultaneously.

Re-Organizing Agenda and Manager's Report

Ratermann led discussion on this item. Schnedler made suggestions to streamline the Agenda and to make things more transparent for public review. He advised he will re-organize the Agenda beginning with the October Board Meeting, and will be adding a Consent Agenda.

6004 N Kent Drive

Ratermann advised the owner of this property has refused to pay sewer bills that include treatment for a duplex. Sandi Clark explained the District has filed a lien on the property, which has also been ignored. The District cannot request a water shut off, as the owner does not hold the account for the water district. Ratermann advised the District will explore options including small claims court or capping the service line. The Health Department will be consulted.

Annual Staff Cost Savings Discussion

The cost savings discussion minutes were included in the packet.

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

Operations and Maintenance Report – Dwayne Cooksey

Cooksey reviewed the O & M Reports for August 2018 included in the packet. He advised that several property owners in El Chaparral were sent delinquent TAP letters, putting them on notice that they need to repair the connection to the main.

On a motion by Fred Parry and a second by Debbie Schnedler, the Board moved to accept the O & M Reports for August as presented. Motion carried.

Status Report (Work in Progress)

There was no additional report on the Works in Progress.

(Agenda Items)

Consider Adoption of Job Descriptions

The revised job descriptions and salary range proposals were included in the packet.

On a motion by Debbie Schnedler and a second by Fred Parry, the Board moved to adopt the job descriptions and salary ranges as presented. Motion carried.

Discussion of BCRSD Management of On-Site Wastewater Systems

See Public Comment.

Consider Approving Consent for City to Serve 4601 South Old Mill Creek Road

Ratermann advised the District does not have treatment facilities in this region.

On a motion by Fred Parry and a second by Debbie Schnedler, the Board moved to approve consent for the City of Columbia to provide wastewater collection and treatment services for 4601 South Old Mill Creek Road. Motion carried.

Consider a Wastewater Service Agreement with Terry and Joanna Wilson for 4 Additional Lots and 3 Lots Allocated in September 20,2016

See Public Comment.

Consider a Wastewater Service Agreement with Mike and Connie Liepard for 1 Lot at Bonne Femme Estates A-2P

See Public Comment.

Old Business

There was no Old Business.

New Business

Consider Authorizing General Manager and General Counsel to Accept the Work and the Conveyance of Property from Ryan Boone County LLC for the American Outdoor Brands Project

On a motion by Debbie Schnedler and a second by Fred Parry, the Board moved to authorize the General Manager and General Counsel to accept the work and conveyance of property from Ryan Boone County LLC for the American Outdoor Brands project. Motion carried.

Vote to Hold Closed Session Under Section 610.021 (1)

On a motion by Fred Parry and a second by Debbie Schnedler, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 7:27 PM on September 18, 2018, as authorized by section 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.

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

On a motion by Fred Parry and a second by Debbie Schnedler, the Board moved to re-open the regular meeting at 7:34 pm on Tuesday, September 18,2018.

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

Adjournment

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

Meeting was adjourned at 7:34 PM.

Approved by: _____
