

**BOONE COUNTY REGIONAL SEWER DISTRICT  
BOARD OF TRUSTEES MEETING  
SEPTEMBER 17, 2018  
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 – left at 6:40 p.m.

**Absent:** John Massey, Trustee

**Others Present:** Tom Ratermann, General Manager  
Lesley Oswald, Finance & Administration Manager  
Virgil Farnen, Operations Manager  
Andy Lister, Project Manager  
Stan Shawver, Boone County Resource Management  
John Whiteside, General Counsel  
Sandi Clark, Office Administrator  
Jay Gebhardt, A Civil Group

Randy Chann, Chair, called the September 17, 2019 Board of Trustees meeting to order at 5:30 p.m. Chann noted there was a quorum.

**Adoption of Revised Agenda**

The September 17, 2019 agenda was revised and included in the packet.

On a motion by Debbie Schnedler and a second by David Shorr, the Board moved to approve the Revised Agenda for the September 17, 2019 Board of Trustees meeting as presented. Motion carried.

**Approval of Minutes**

The minutes for the August 2019 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 August 2019 Board of Trustees meeting as written. Motion carried.

**Public Comment:**

See also Agenda Item N.1: ***Request by Midwest Winelands, LLC (Les Bourgeois Winery, Bistro and A-Frame) for Participation in State Revolving Fund Regionalization Grant***

Ratermann advised Midwest Winelands, LLC has submitted a request to participate in the State Revolving Fund Regionalization Grant (SRFRG). The District will meet with the Missouri Department of Natural Resources (MDNR) SRFRG committee on October 2<sup>nd</sup>. Jay Gebhardt was present to discuss the request for the four Les Bourgeois properties to apply for the grant.

See also Agenda Item N.2: ***Request by A Civil Group for a BCRSD Commitment to Serve the Ridenhour Property***

Ratermann reviewed the request and exhibits included in the packet. He reminded the Trustees that they previously approved a similar arrangement for the Ravenwood subdivision, to include securing a letter of credit for the District's connection fees. He explained there is a rezoning request scheduled for September 19<sup>th</sup>. He recommended the Trustees approve a service agreement with the City of Columbia and a connection agreement with the owner.

Gebhardt advised the owner intends to sell the lots and is seeking a rezoning in order to avoid obstacles for future developers. Securing wastewater treatment is needed for rezoning approval. Shorr recommended the District write the connection agreement so that maximum capacity is reserved for this owner, noting that change in future capacity would require a revised agreement. Shawver explained P&Z needs owner to have a signed agreement with District committing to either connection fees paid or a letter of credit for those fees. Schnedler proposed the District provide language committing to capacity at the Rocky Fork wastewater treatment facility (WWTF) specifically for the now-estimated 168 lots. Parry recommended a term on the letter of credit.

See Agenda Item N.2 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 August 2019**

The financial reports were included in the packet.

**Approval of Outstanding Bill(s)**

There were no outstanding bills for August 2019.

**Safety Report**

The Safety Report was included in the packet.

**Status Report (Work in Progress)**

The Status Report was included in the packet.

On a motion by Debbie Schnedler 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 included in the packet. He explained the Notice to Proceed for Oberlin Valley and Lee Heights has been issued for October 1, 2019.

**Report on MDNR Inspections/ Letters of Warning (LOW)/ Notices of Violation (NOV)/ Unsatisfactory Features/ Return to Compliance**

The report was included in the packet.

**West Area Plan**

Ratermann reviewed the memo included in the packet.

**User Rate Study (URS)**

Ratermann advised the District met with Stephen Connelly, CPA, in August. Requested revisions include holding the debt coverage ratio closer to 1.1% over the next 15 years, and to include 13 full-time employees in 2021. Schnedler recommended staff use the excess coverage to apply to projects, rather than increasing rates to cover projects entirely. She also recommended the District does not forego a rate increase in any given year, but use the absence of rate increases in some years to keep the increases lowered and more consistent in other years.

Ratermann advised the draft URS should return to the Trustees in October.

**Operating Strategy Committee**

Ratermann advised the Operation Strategy Committee met on the afternoon of September 17<sup>th</sup>. The committee discussed cost savings option, to include: requiring a pressure sewer variance requirement to encourage gravity sewer construction and connection; the sludge pilot progress; and options for enhanced collections on customers with long-standing overdue balances.

**Fairway Meadows Billboard**

Ratermann advised the District owns the property with the two billboards on the former lagoon site at Fairway Meadows. The revenue from the billboard rents was directed to go to the Home Owners' Association (HOA) at Fairway Meadows. The assigned HOA representative who was managing the rents is now deceased, and a freeze was placed on the account by the bank. Those rents were to be applied to the payment of street lights on Demaret Drive. The HOA was dissolved in 2010. Shorr recommended the District, as owner of the property, extinguish any agreement with the dissolved HOA. The District will meet with Central Bank to determine what the options are and what should happen next.

***Quorum modification:*** Trustee Fred Parry left the meeting at 6:30 p.m.

### **City of Hallsville – Missouri American Water Company**

Ratermann advised the City of Hallsville is considering the option to sell their wastewater system and is actively being marketed by Missouri American Water Company. They issued a Request for Proposal for Purchases that acknowledges that the BCRSD has an agreement to connect Sunnyslope Subdivision to the Hallsville wastewater system.

### **Assistant Manager of Finance and Administration**

Ratermann advised the BCRSD publicly advertised for the Assistant Manager of Finance and Administration position.

On a motion by David Shorr and a second by Debbie Schnedler, 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 Debbie Schnedler and a second by David Shorr, the Board moved to accept the O & M Reports as presented. Motion carried.

### **(Agenda Items)**

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

Ratermann reviewed the revised agreement included in the packet.

On a motion by Debbie Schnedler and a second by Randy Chann, the Board moved to approve the service agreement with August Holdings Group *et al* for the proposed Arrowhead Lake Estates Plat 4, and authorized the General Manager to execute the agreement. Motion carried.

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

Ratermann reviewed the revised agreement, attachments and exhibits included in the packet. The agreement calls for a wholesale rate to include 100% of the base service fees to share the cost of the City's Capital Improvements expenditures. Shorr reminded the Trustees that BCRSD paid for the pipe from Arrowhead Lake Estates to the Cascades pump station, and recommended District staff continue to negotiate the wholesale rate for these properties.

On a motion by Debbie Schnedler and a second by Randy Chann, the Board moved to table the connection agreement with the City of Columbia for Arrowhead Lake Estates, Plat 4. Randy Chann, David Shorr, Debbie Schnedler voted in favor. Fred Parry and John Massey were absent. Item tabled.

**Consider Service Agreement with Tracy Arey Real Estate *et al* for the Revised Martha's Grove Planned Residential Development**

Ratermann reviewed the agreement included in the packet.

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to approve the wastewater service agreement with Tracy Arey Real Estate *et al* for the revised Martha's Grove Planned Residential Development. Motion carried.

**Old Business**

There was no Old Business.

**New Business**

**Request by Midwest Winelands, LLC (Les Bourgeois Winery, Bistro and A-Frame) for Participation in State Revolving Fund Regionalization Grant**  
*See Public Comment.* There was no motion required for staff to proceed.

**Request by A Civil Group for a BCRSD Commitment to Serve the Ridenhour Property**  
*See also Public Comment.*

On a motion by Fred Parry and a second by Debbie Schnedler, the Board moved to authorize the General Manager and General Counsel to draft a connection agreement with owner Ridenhour for 168 lots, allowing for a letter of credit to cover the payment of connection fees. Motion carried.

**Old Business**

There was no Old Business.

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

There was no Closed Session for September 2019.

**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 7:04 PM.

Approved by:

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