

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
DECEMBER 20, 2021
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE
1314 NORTH SEVENTH STREET**

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

Absent:

Others Present: Tom Ratermann, General Manager
Lara Florea, Treasurer & Assistant Secretary
Virgil Farnen, Operations Manager
John Whiteside, General Counsel
Bill Florea, Boone County Resource Management
Andy Lister, Project Manager
Sandi Clark, Office Administrator
Chris Pieper, BB&D, General Counsel
Angela Burke, BB&D, General Counsel

The meeting was held as a GoToMeeting virtual with phone conference, and in-person.

Randy Chann, Chair, called the December 20, 2021 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.

APPROVAL OF MINUTES

The minutes for the November 2021 Board of Trustees Meeting were included in the packet.

On a motion by John Massey and a second by Randy Chann, the Board moved to approve the minutes for the November 2021 Board of Trustees. Motion carried.

PUBLIC COMMENT

There was no Public Comment.

CONSENT AGENDA Easement Acquisition Report Permit Status Report Monthly Financial Reports Outstanding Bill(s) Status Report (Work in Progress)

The reports were included in the packet.

On a motion by John Massey and a second by Justin Aldred, the Board moved to approve the reports included on the Consent Agenda as presented. Motion carried.

MANAGER'S REPORT Planning and Zoning Update

Bill Florea reviewed the Planning and Zoning update, Building Permit Statistics, and the Boone County Construction Reports included in the packet.

**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.

Low Income Household Drinking Water & Wastewater Emergency Assistance Program & State Assistance for Housing Relief (LIHWAP)

Schnedler inquired about how customers are educated about the LIHWAP. Sandi Clark advised customers who request sewer payment extensions are informed of assistance availability. Lara Florea added the information is also posted on the website. The Central Missouri Community Action center is responsible for the application process, and the BCRSD will advise whether or not those applicants are in a pay status that is eligible to receive assistance.

Ashland

Ratermann reviewed the correspondence sent to the Ashland Public Works Director, which was included in the packet. The information sent to Ashland includes a list of BCRSD operation and maintenance (O&M) services available and a fee proposal. Lab work would be performed by Engineering Surveys & Services as a reimbursable fee. Emergency services would be reimbursable fees. A January meeting is scheduled to determine the scope of services needed. If an agreement is made with the City of Ashland, the BCRSD may be seeking permission to hire additional staff. Chann requested a cost per customer analysis.

Harasha ± 370 Residential Units (AKA “JR2 Development”)

Ratermann advised the property owner is working out an annexation agreement with the City of Columbia.

American Rescue Plan Act

Ratermann reviewed the schedule of eligible facilities included in the packet. The plan provides the state rescue grant at 50% and a local match at 50%. Ratermann summarized that with an application to the Boone County Commission for \$6.7 million, the local match at \$2.9 million, and an approved state grant at \$11.8 million, the BCRSD could use \$21 million to address projects with a compliance schedule of 2038 over the next four years.

City of Columbia Cost of Service Study

Ratermann advised the City of Columbia is proposing a change to the wholesale rate, increasing it from 80% to 92%. The City presented a Power Point presentation on December 1st, the public comment period ended on December 8th, and the study itself was made available for public review December 17th. The BCRSD submitted comments within the comment period, and staff will review the study.

On a motion by Randy Chann and a second by John Massey, the Board moved to approve the Manager's Reports as presented. Motion carried.

OPERATIONS AND MAINTENANCE (O&M) REPORT

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

On a motion by Randy Chann and a second by John Massey, the Board moved to approve the O&M Reports as presented. Motion carried.

(Agenda Items)

CONSIDER ADOPTION OF THE 2022 FISCAL YEAR BUDGET

Lara Florea reviewed the budget and memo included in the packet. She recommended the Board approve the budget, and it may be revised slightly within the first quarter to address the desire to level the projected rate increases over future years, and potential inclusion of Ashland system O&M.

On a motion by John Massey and a second by Justin Aldred, the Board moved to adopt the 2022 Fiscal Year Budget as presented. Motion carried.

CONSIDER APPROVAL OF THE 2021 END OF YEAR WRITE OFF REPORT

Lara Florea reviewed the report included in the packet.

On a motion by Randy Chann and a second by Debbie Schnedler, the Board moved to approve the 2021 End of Year Write Off report as presented. Motion carried.

CONSIDER ENGAGEMENT LETTER WITH GERDING, KORTE & CHITWOOD, CERTIFIED PUBLIC ACCOUNTANTS (CPA), IN THE NOT TO EXCEED AMOUNT OF \$9,800.00 FOR THE FISCAL YEAR 2021 AUDIT

Lara Florea reviewed the engagement letter included in the packet.

On a motion by John Massey and a second by Randy Chann, the Board moved to approve the engagement letter with Gerding, Korte & Chitwood, CPA, in the amount not to exceed \$9,800.00 for the 2021 fiscal year audit. Motion carried.

CONSIDER CONTRACT AWARD TO NUTRI-JEET SYSTEMS FOR REMOVAL OF SLUDGE FROM THE TRAILS WEST LAGOON IN THE AMOUNT OF \$119,100.00

Ratermann reviewed the bid tabulation and contract award memo included in the packet.

On a motion by Randy Chann and a second by John Massey, the Board moved to approve the contract award for the removal of sludge at the Trails West lagoon in the amount of \$119,100.00. Motion carried.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Ratermann advised he will be out of the office between December 22nd and January 3rd.

Ratermann thanked John L Whiteside, retiring General Counsel, for his service to the BCRSD. Whiteside congratulated and welcomed BB&D staff as the new General Counsel team for the BCRSD.

Randy Chann proposed that BCRSD Board of Trustees review the BCRSD's mission statement during the January 2022 Board meeting.

VOTE TO HOLD CLOSED SESSION UNDER SECTION 610.021 (1)

On a motion by Randy Chann and a second by John Massey, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 6:23 PM on December 20, 2021, 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, Debbie Schnedler, John Massey and Justin Aldred voted in favor. No one was absent. Motion carried.

On a motion by Debbie Schnedler and a second by Justin Aldred, the Board moved to reopen the regular meeting at 6:56 PM on Monday, December 20, 2021.

Randy Chann, David Shorr, Debbie Schnedler, John Massey and Justin Aldred voted in favor. No one was absent. Motion carried.

CONSIDER ADDITIONAL SCOPE OF SERVICES WITH BLITZ, BARDGETT AND DEUTSCH IN THE NOT TO EXCEED AMOUNT OF \$7,875.00

Ratermann reviewed the additional scope of services proposal included in the packet after the Closed Session.

On a motion by David Shorr and a second by Randy Chann, the Board moved to approve the additional scope of services with Blitz, Bardgett and Deutsch in the amount not to exceed \$7,878.00. Motion carried.

ADJOURNMENT

On a motion by Randy Chann and a second by John Massey, the Board moved to adjourn the meeting. Motion carried.

Meeting was adjourned at 7:03 PM.

Minutes approved via GoToMeeting virtual session January 18, 2022

Approved by: Debbie Schnedler

John Massey