

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
FEBRUARY 15, 2022
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

Absent: Justin Aldred, Trustee

Others Present: Tom Ratermann, General Manager
Virgil Farnen, Operations Manager
Andy Lister, Project Manager
Chris Pieper, Blitz, Bardgett & Deutsch, General Counsel
Angela Burke, Blitz, Bardgett & Deutsch, General Counsel
Sandi Clark, Office Administrator
Maria Oropallo, Chair, City of Columbia Finance & Audit Committee

The meeting was held in person and as a GoToMeeting video with telephone conference.

Randy Chann, Chair, called the February 15, 2022 Board of Trustees meeting to order at 5:30 p.m. Shorr noted there was a quorum.

ADOPTION OF REVISED AGENDA

The agenda was revised to add two items to New Business: Easement from Tracery Arey Real Estate LLC; and Easement from Martha's Grove HOA.

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to approve the Revised Agenda for the February 2022 Board of Trustees meeting as written. Motion carried.

APPROVAL OF MINUTES

The minutes for the January 2022 Board of Trustees Meeting were included in the packet.

On a motion by David Shorr and a second by John Massey, the Board moved to approve the minutes for the January 2022 Board of Trustees meeting as written. Motion carried.

APPROVAL OF CLOSED SESSION MINUTES

The minutes for the January 2022 Closed Session were included in the packet.

On a motion by Randy Chann and a second by Debbie Schnedler, the Board moved to approve the minutes for the January 2022 Closed Session as written. Motion carried.

PUBLIC COMMENT

Maria Oropallo was present for discussion regarding the City of Columbia’s Cost of Service Study and related discussions. She advised that the Cost of Service Study was not favorable in terms of describing how the City determines sewer rates needed. She said the report recommended raising rates in April 2022, but that will not happen.

CONSENT AGENDA

- Easement Acquisition Report**
- Permit Status Report**
- Monthly Financial Reports**
- Outstanding Bills**
- Status Report (Work in Progress)**

The reports listed on the Consent Agenda were included in the packet.

There was an outstanding bill for \$1,800.00, payable to CUES, Inc., for the closed-circuit television software for the camera trailer.

On a motion by Debbie Schnedler and a second by David Shorr, the Board moved to approve the outstanding bill payable to CUES, Inc., for the amount of \$1,800.00 for renewal and support for the camera trailer’s closed-circuit television software. Motion carried

On a motion by Randy Chann and a second by Debbie Schnedler, the Board moved to approve the reports included on the Consent Agenda as presented. Motion carried.

CONSIDER QUARTERLY FINANCIAL REPORTS, END OF YEAR 2021

Tom Ratermann advised this item was tabled during the January 2022 Board meeting. He reviewed the memo included in the packet. Trustees did not have additional questions regarding the reports.

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to approve the 2021 End of Year quarterly financial reports as presented. Motion carried.

MANAGER’S REPORT

Planning and Zoning Update

Ratermann reviewed the 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) (CMCA)**

Sandi Clark reviewed the materials included in the packet.

Ashland

Ratermann advised the City of Ashland Board of Aldermen is meeting on February 15th, and the authorization for an agreement for sanitary sewer operation and maintenance with the BCRSD is on Ashland's agenda.

American Rescue Plan Act (ARPA)

Ratermann reported the Boone County Commissioners are working with RubinBrown on the management of the program.

BCRSD Mission Statement

The current mission statement was included in the packet. Chann advised he sees the responsibility of protecting water bodies as the role of the Department of Natural Resources (DNR), and should not be included in the BCRSD's mission statement. Chann said it may be appropriate to reflect management goals and objectives in the mission statement. Chann invited trustees and staff to contribute to the revision of the mission statement.

Rate Increase in July 2022

Ratermann recommended the Trustees consider approving the proposed 3.8% rate increase so that it impacts the July 2022 billing statements. This schedule will align rate increases with an updated water usage schedule also effective in July, streamlining customer communications and collaboration efforts with Boone Electric staff. Ratermann explained the Public Hearing regarding rate increases will occur one month before the increase takes place on July 1st.

Water Usage Update in July 2022

Ratermann recommended the Trustees approve routine annual water usage updates for July statements.

Financial Advisory Services

Ratermann reported McLiney and Company is working with DNR regarding BCRSD's outstanding loans that will mature through 2029. McLiney is negotiating with DNR to have the loan match the useful life of the asset, which would lower the BCRSD's monthly payments and mitigate annual rate increases.

Rockbridge Business Park

Ratermann reviewed the letter included in the packet. He expects the developer to pay connection fees for the unknown number of units as the units are formed.

Nationwide Indexed Principal Protection

Ratermann reviewed the materials included in the packet, advising some employees are interested in participating in this investment option. Schnedler commented that the group annuity program description does not disclose enough information to investors about the nuances and fine print of the program agreement. She explained that she could not easily find the return index tied to the annuity. She requested more transparent information from Nationwide about which fees are included in the annuity, and when investors can move funds in or out of the program. Schnedler

said she would be willing to speak with the Nationwide representative directly on this matter.

Prairie Meadows

Ratermann advised a property owner at Prairie Meadows is interested in connection to public sewer, and this facility no longer has capacity for additional connections. In order to prepare for applying for ARPA funds, he would like to have a preliminary engineering report for cost of system improvements.

Midway USA – Van Horn Tavern Road

Ratermann reviewed the letter to Boone County Resource Management included in the packet regarding the Van Horn Tavern Road campus. McClure Engineering has begun a Midway area facility plan to accommodate anticipated new connections in Midway.

Joseph Eagle Property – SE Corner of Route K and High Point Lane

Ratermann reviewed the letter and the resolution included in the packet. During February of 2020, the Trustees reserved some contingency capacity for on-site MDNR-permitted facility issues, and those property owners did not develop the properties. Ratermann recommended using a portion of the reserved capacity to serve two residences on the Joseph Eagle property. Trustees agreed to approve the consideration to serve the property during the Manager's Report.

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to authorize the opportunity to serve 6910 S Highpoint Lane for sanitary sewer collection and treatment services. Motion carried.

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

(Agenda Items)

OPERATIONS AND MAINTENANCE REPORT

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

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

CONSIDER REVISING REGULATIONS REGARDING PRIVATE SANITARY SEWER OWNERSHIP

Ratermann reviewed the resolution included in the packet that proposed to revise BCRSD regulation 2.6.2.3. Chris Pieper advised the issues surrounding authority were addressed in the original regulation, but the revised regulation will clearly express the Tier 2 authority of BCRSD as it relates to private sanitary sewer ownership.

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to approve the revised resolution and regulation regarding private sanitary sewer ownership as presented. Motion carried.

CONSIDER ACCEPTANCE OF BY-LAW AMENDMENT

Ratermann reviewed the By-Law amendment included in the packet, clearly outlining the BCRSD's ability to hold virtual meetings.

On a motion by Randy Chann and a second by Debbie Schnedler, the Board moved to approve the amended By-law as presented. Motion carried.

CONSIDER RESOLUTION TO APPLY FOR A STATE REVOLVING FUND LOAN/ GRANT FOR HIGHFIELD ACRES

Ratermann reviewed the resolution included in the packet. The compliance schedule for the Highfield facility to remove ammonia and e-coli is November 1, 2025. Ratermann intends to apply for a Water Quality Incentive grant to fund the upcoming project.

On a motion by Debbie Schnedler and a second by David Shorr, the Board moved to approve the resolution to apply for a state revolving fund loan or grant for the Highfield Acres facility, and authorized the General Manager to execute such documents as necessary. Motion carried.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Consider Acceptance of Easement from Tracey Arey Real Estate LLC at Martha's Grove Subdivision

Ratermann explained property owner Tracey Arey would like to convey sanitary sewer easement for the purpose of serving another property.

On a motion by David Shorr and a second by Randy Chann, the Board moved to accept the easement from Tracey Arey Real Estate LLC at Martha's Grove subdivision. Motion carried.

Consider Acceptance of Easement from Martha's Grove Homeowner's Association, Inc., at Martha's Grove Subdivision

On a motion by David Shorr and a second by Randy Chann, the Board moved to accept the easement from Martha's Grove Homeowner's Association, Inc. at Martha's Grove subdivision. Motion carried.

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

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 6:46 PM on February 15, 2022, 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 (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, Debbie Schnedler and John Massey voted in favor. Justin Aldred was absent. Motion carried.

On a motion by Randy Chann and a second by David Shorr, the Board moved to re-open the regular meeting at 7:12 PM on Tuesday, February 15, 2022.

Randy Chann, David Shorr, Debbie Schnedler and John Massey voted in favor. Justin Aldred was absent. Motion carried.

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 7:13 PM.

Approved by: Justin Aldred

David Shorr

Minutes approved via GoToMeeting virtual session March 15, 2022