

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
MARCH 15, 2022
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE
1314 NORTH SEVENTH STREET**

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

Absent: John Massey, Trustee

Others Present: Tom Ratermann, General Manager
Lara Florea, Finance Manager & Assistant Secretary
Virgil Farnen, Operations Manager
Andy Lister, Project Manager
Bill Florea, Boone County Resource Management, Director
Angela Burke, Blitz, Bardgett & Deutsch, General Counsel
Sandi Clark, Office Administrator

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

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

ADOPTION OF REVISED AGENDA

The March 2022 Agenda was not revised.

APPROVAL OF MINUTES

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

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

APPROVAL OF CLOSED SESSION MINUTES

The minutes for the February 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 February 2022 Closed Session as written. Motion carried.

PUBLIC COMMENT

There was no Public Comment.

TIER TWO PUBLIC HEARING

The Public Hearing appeared as a legal notice in the Missourian.

Ratermann provided the Tier Two introduction.

Chann opened the Tier Two Public Hearing.

Chann made calls for public comment. There was no public comment.

Chann closed the Tier Two Public Hearing.

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.

Ratermann noted the Outstanding Bills included an invoice for \$10,564.00, from Missouri Rural Services Workers Compensation Insurance Trust for an increased insurance premium for three years, exceeding the annual budget by \$10,000. The temporary increase is a result from a 2020 claim. Schnedler and Shorr recommended a review and consideration of workers compensation providers for the fiscal year 2023.

Debbie Schnedler noted the Easement Report had Oak Hill designated as both Easement Needed and Under Construction. Andy Lister advised there are no easements needed, and he will correct and re-submit.

Schnedler explained there are some adjustment and revisions anticipated on the Monthly Financial Reports that could state a more accurate standing of the District. She recommended approving the reports at a later date.

There was an outstanding bill for \$1,531.00, payable to Vandevanter Engineering for the keypad display at the Midway Elementary lift station.

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to approve the outstanding bill payable to Vandevanter Engineering for the amount of

\$1,531.00, and to MO Rural Services Workers Compensation Insurance Trust for 10,564.00. Motion carried.

MANAGER'S REPORT
Planning and Zoning Update

Bill Florea reviewed the reports included in the packet. He advised the March agenda for the Planning & Zoning Committee was heavy because the February meeting was cancelled due to weather.

**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 reported staff is waiting to receive login credentials distributed by Missouri Department of Social Services (MO-DSS).

American Rescue Plan Act (ARPA)

Ratermann reviewed the ARPA flyer for state funding included in the packet. Angela Burke advised that the legislative bill appropriating the funds was introduced and second-read in March 2022, and will be processed before the end of session.

Ratermann explained the firm of RubenBrown continues to strategize the distribution of county ARPA funding. Justin Aldred advised the Boone County Commission is waiting for response to some questions submitted to the Department of US Treasury.

Discussion ensued regarding the infrastructure needs of Midway, west area planning, and the urban agreement area. Trustees agreed that staff and General Counsel should plan for a closer scrutiny of the urban service area agreement and its impact on District territory and responsibilities.

BCRSD Mission Statement

Ratermann reviewed the memo included in the packet, recommending the Operational Excellence Strategy review and work on the mission statement.

Nationwide Indexed Principal Protection

The Nationwide Indexed Principal Protection plan was reviewed by General Counsel and Schnedler. Ratermann advised it is very complex plan with increased administrative duties required, and the complexity outweighs the benefit for employees. Schnedler advised this is a perpetual annuity plan, with various factors that could impact the annuity that are beyond participant control. Ratermann asked trustees to review the contract, and suggested they decline to approve the Indexed Principal Protection when it is brought back as an agenda item in April 2022.

Agreement for Service for Bonne Femme Mobile Home Park (MHP)

Ratermann reviewed the agreement and exhibits included in the packet. The new owner of the MHP is proposing the 12 existing residential connections be moved and applied across the original seven-acre tract of ground and the neighboring forty-acre tract of ground also acquired by new owner.

Connection Fee Analysis

Ratermann reviewed the analysis included in the packet, pointing out the invested capital per unit has increased, more debt is accrued for improvements, and that debt impacts the drivers for a connection fee increase. Shorr advised that this projected connection fee is still lower than the connection fee for the City of Columbia. Schnedler recalled that when the increase was last reviewed in 2016, the trustees were not willing to increase the fee to match the City's connection fee. Chann asked for metrics supporting the City's connection fee. Schnedler asked for the criteria and process used by Stephen Connelly, CPA, to project increases for the base service fee versus the treatment cost. Shorr asked for comparison of Boone County's projected connections against BCRSD actual customers in 2021, and a projection of BCRSD's financial gain if the connection fee is increased.

Financial Advisory Services

Ratermann reported that McLiney & Co. continues to work on the financial advisory services, evaluating the useful life of existing assets in hopes of refinancing the loan. Schnedler is included in discussions with the Financial Advisory firm. Chann requested updates on any changes perceived in the useful life of an asset.

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

CONSIDER RESOLUTION TO ADOPT PROPOSED SEWER RATE INCREASE

Ratermann recommended the Trustees approve the proposed 3.8% sewer rate increase, and approve the implementation of the rate increase to be effective July 1st. Lara Florea advised the 3.8% increase is following the 2019 User Rate Study (URS) because the 2021 URS is still in draft form. Ratermann recommended the trustees approve a rate increase and plan for the Public Hearing in May to meet the July timeframe.

On a motion by Debbie Schnedler and a second by Randy Chann, the Board moved to approve the proposed rate increase of 3.8% rate increase as recommended by the 2019 BCRSD User Rate Study, effective July 1, 2022. Motion carried.

CONSIDER WATER USAGE UPDATE EFFECTIVE IN JULY, ANNUALLY

Ratermann recommended the Trustees approve the scheduling of water usage updates to impact July 1st each year.

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to approve the implementation of annual water usage updates to be effective July 1st of each

year to correlate with July 1st rate increase. Motion carried.

CONSIDER APPROVING WASTEWATER OPERATIONS AND MAINTENANCE AGREEMENT BETWEEN THE BCRSD AND THE CITY OF ASHLAND

Chann inquired about BCRSD's plan for staffing the needs of Ashland while maintaining the quality of service provided to existing customers of the BCRSD. Ratermann advised the contract has an annual renewal requirement because the City of Ashland has intentions to assume operation and maintenance of their system again, but need to hire staff to perform the O&M first.

On a motion by Randy Chann and a second by David Shorr, the Board moved to approve the wastewater operations and maintenance agreement between the BCRSD and the City of Ashland. Motion carried.

CONSIDER RESOLUTION TO APPLY FOR A STATE REVOLVING FUND (SRF) LOAN/ GRANT FOR THE BROWN STATION/ RICHARDSON ACRES PROJECT

The resolution was included in the packet.

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to approve the resolution to apply for a SRF loan or grant for the Brown Station/ Richardson Acres project. Motion carried.

CONSIDER ACCEPTING BILL OF SALE FOR FROM IUVO CONSTRUCTUM LLC FOR THE WASTEWATER COLLECTION SYSTEM SERVING OAK HILL ESTATES

Ratermann explained the newly constructed collection system for Oak Hill has been tested and is intended to serve approximately 45 lots.

On a motion by Debbie Schnedler and a second by David Shorr, the Board moved to accept the Bill of Sale for the Oak Hill wastewater collection system from IUVO Constructum LLC. Motion carried.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Future Board Meeting Location, 2022

Ratermann reported that the BCRSD will start meeting in person at the Commission Chambers at the Government Building effective May through December 2022.

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

On a motion by Debbie Schnedler and a second by Randy Chann, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 7:38 PM on March 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 Justin Aldred voted in favor. John Massey 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 8:21 PM on Tuesday, February 15, 2022.

Randy Chann, David Shorr, Debbie Schnedler and Justin Aldred voted in favor. John Massey 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 8:22 PM.

Minutes approved during the virtual and in-person April 19, 2022 Regular Meeting of the Board of Trustees

Approved by: John Massey

David Shorr