

**BOONE COUNTY REGIONAL SEWER DISTRICT  
BOARD OF TRUSTEES MEETING  
AUGUST 16, 2022  
BOONE COUNTY COMMISSION CHAMBERS  
801 E WALNUT 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, Finance Manager & Assistant Secretary  
Virgil Farnen, Operations Manager  
Andy Lister, Project Manager  
Daniel Cunningham, Project Manager  
Sandi Clark, Office Administrator  
Bill Florea, Boone County Resource Management  
Angela Burke, Blitz, Bardgett & Deutsch, General Counsel  
Chris Pieper, Blitz, Bardgett & Deutsch, General Counsel  
Jay Gebhardt, A Civil Group  
Kala Tomka, A Civil Group

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

Randy Chann, Chair, called the August 16, 2022 Board of Trustees meeting to order at 5:30 p.m. Chann noted there was a quorum.

**ADOPTION OF REVISED AGENDA**

The August 2022 Agenda was not revised.

**APPROVAL OF MINUTES FOR THE JUNE 2022 BOARD MEETING**

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

On a motion by David Shorr and a second by Justin Aldred, the Board moved to approve the June 2022 Board of Trustees Meeting minutes as presented. Motion carried.

### **APPROVAL OF MINUTES FOR THE JULY 2022 BOARD MEETING**

The minutes for the July 2022 Board of Trustees Meeting were included in the packet. Debbie Schnedler noted that correction was needed for Item I.7, “Proposed Change in Wholesale Rate – 6/30/2022 City of Columbia Letter”. It will be revised to reflect that McLiney and Company should *refer* the BCRSD to a financial firm to assist with the evaluation.

On a motion by Randy Chann and a second by Justin Aldred, the Board moved to approve the July Board of Trustees Meeting minutes, pending the correction to item I.7 as discussed. Motion carried.

### **APPROVAL OF CLOSED SESSION MINUTES FOR JUNE 2022**

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

On a motion by Debbie Schnedler and a second by Justin Aldred, the Board moved to approve the June 2022 Closed Session minutes as presented. Motion carried.

### **APPROVAL OF CLOSED SESSION MINUTES FOR JULY 2022**

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

On a motion by Randy Chann and a second by John Massey, the Board moved to approve the July 2022 Closed Session minutes as presented. Motion carried.

### **PUBLIC COMMENT**

*See also, Agenda Item M.8: Manager’s Report - 7380 Warren School Road*

Jay Gebhardt was present to discuss the proposed connection of 2 lots on South Warren School Road and an additional 4 lots for another nearby property owner. Wastewater from these lots would be treated at the South Route K facility, which faces capacity limitations. He had interest in reallocating capacity reserved for other connected lots that might not be required for the usage existing on those lots.

Tom Ratermann advised the concern regarding the excess capacity assigned to existing lots has to do with inflow and infiltration during rain events. Ratermann explained he would review the contractual obligations to the connected properties.

In light of capacity issues in some regions, Gebhardt asked the Trustees to consider what size collection system is too small for a drip irrigation system. Schnedler recommended this conversation should be set aside for further review of regulations for drip irrigation systems.

### **OLD BUSINESS**

#### **Proposed Change in Wholesale Rate – 6/30/2022 City of Columbia Letter**

Ratermann reviewed the memo included in the packet, advising that the increase in the City’s wholesale rate applied to all BCRSD rate payors would amount to a 3.57% rate increase. If the wholesale rates were applied to only City wholesale customers, the increase would be 6.58%. He intends to meet with City staff regarding the wholesale rate proposed in the City’s 2022 Cost of

Service study. Chann asked Trustees to consider the annual capital investment of \$175,000 for City wholesale while evaluating all options for treatment, including the construction of a new treatment facility. Shorr feels the BCRSD should request a briefing from the City's utility director and from Stantec, the firm providing the Cost of Service study.

### **Rate Stabilization Policy**

Ratermann advised the BCRSD's refinancing of loans requires Trustees to decide how much to pay to the Rate Stabilization fund on a monthly basis.

### **Operations Committee (from the floor)**

Chann reported on the progress made in Operations Committee, including: focus on rate payor value and cost of service; defining critical functions of the BCRSD; the modification of the General Manager's job description; identifying business management competencies; development of long-term strategies needed to accomplish BCRSD goals. Chann and Schnedler encouraged all Trustees to participate in these conversations.

### **CONSENT AGENDA**

#### **Easement Acquisition Report**

#### **Permit Status Report**

#### **Monthly Financial Reports**

#### **Quarterly Lien & Litigation Reports – June 2022**

#### **Status Report (Work in Progress)**

#### **Planning & Zoning Update**

#### **O&M Reports**

Ratermann reviewed the restructuring of the Consent Agenda. The reports listed on the Consent Agenda were included in the packet.

Lara Florea reviewed the financial reports in the packet, advising a mandatory migration to a new QuickBooks version has changed the way reports appear. There were no outstanding bills.

Bill Florea explained development of real estate west of Willow Creek may result in about 50 new customers for the BCRSD.

Virgil Farnen reviewed the O&M reports.

### **MANAGER'S REPORT**

#### **MDNR Inspections/ Letters of Warning (LOW)/**

#### **Notices of Violation (NOV)/ Unsatisfactory Features/ Return to Compliance**

Ratermann advised there were no new LOW's or NOV's.

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

Sandi Clark reviewed the LIHWAP report included in the packet. Chann requested information about number of households approved and the percentage of rate payor revenues to be included in the report going forward.

### **Personnel Policy**

Ratermann advised the Computer Use policy is under review and will be added to the Personnel Policy once completed.

### **Operation Committee Meeting 7/28/2022**

*See Old Business – Operations Committee*

### **RFQ – Certified Public Accounting (CPA) Firms**

Ratermann explained the BCRSD is interviewing CPA firms.

### **FEMA/ SEMA**

Ratermann advised the process is ongoing, but the BCRSD has been approved for FEMA funds for a rain event in 2021. Florea explained SEMA funding process is still in progress.

### **Consolidated Public Water Supply District 1**

Ratermann reported the General Manager (GM) of Consolidated Public Water has retired.

### **7380 Warren School Road**

*See also Public Comment*

### **Master Plan/ Area-wide Management Plan**

Ratermann explained the Boone County Commission has budgeted for a Master Plan. He asked the Trustees to consider sending the Commission a letter requesting BCRSD involvement in discussion.

### **Pickup Trucks**

Ratermann advised the BCRSD will order two pickup trucks in November, noting that the BCRSD fleet is aging and may require more expensive repairs as time goes on.

### **Intended Use Plan (IUP)**

Ratermann reviewed the excerpt from the IUP included in the packet. He advised 4 of the projects qualify for grants.

### **Rollingwood – Finding of No Significant Impact (FONSI)**

Ratermann reported the Rollingwood FONSI is available for review.

### **Commission's Order 256-2022 – Retention Incentive**

The Order was included in the packet. Ratermann stated the Commission will pay a retention incentive to county employees.

### **5 Pines**

Ratermann reported the rezoning for 370 single-family residential units was denied by the Boone County Commission.

### **Cornell's Friendly Acres**

Ratermann reviewed the email to the Missouri Department of Natural Resources (MDNR) included in the packet.

### **Midway Auto Truck Plaza/ Ravenwood**

Ratermann reviewed email and memo to MDNR included in the packet. Capacity discussion ensued.

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

#### **(Agenda Items)**

#### **CONSIDER APPROVAL OF THE WASTEWATER OPERATIONS AND MAINTENANCE AGREEMENT BETWEEN THE BCRSD AND THE CITY OF STURGEON**

Ratermann reviewed the agreement included in the packet.

On a motion by David Shorr and a second by Justin Aldred, the Board moved to approve the Wastewater Operations and Maintenance Agreement between the BCRSD and the City of Sturgeon as presented. Motion carried.

#### **CONSIDER APPROVAL OF THE WASTEWATER OPERATIONS AND MAINTENANCE AGREEMENT BETWEEN THE BCRSD AND THE CITY OF RENICK, AND AUTHORIZE THE GENERAL MANAGER TO SIGN**

The proposed service agreement for Renick was included in the packet.

On a motion by Randy Chann and a second by Debbie Schnedler, the Board moved to approve Wastewater Operations and Maintenance Agreement between the BCRSD and the City of Renick as presented. Motion carried.

#### **NEW BUSINESS**

Ratermann reported that the United Parcel Service has entered a letter of intent to purchase 12 acres from the Lemoine Trust. The Prairie Meadows facility has a permitting system for allocating capacity, which includes the stipulation that car washes must be reviewed and approved. He recommended that the car wash should require 100% recycle of the wash water.

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

On a motion by Debbie Schnedler and a second by Justin Aldred, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 7:12 PM on August 16, 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, John Massey and Justin Aldred voted in favor.  
None absent. Motion carried.

On a motion by John Massey and a second by David Shorr, the Board moved to re-open the regular meeting at 7:17 PM on Tuesday, August 16, 2022.

Randy Chann, David Shorr, Debbie Schnedler, John Massey and Justin Aldred voted in favor.  
None 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 7:17 PM.

Approved by:

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