

**BOONE COUNTY REGIONAL SEWER DISTRICT  
BOARD OF TRUSTEES MEETING  
SEPTEMBER 20, 2022  
BOONE COUNTY COMMISSION CHAMBERS  
801 E WALNUT 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  
Daniel Cunningham, Project Manager  
Sandi Clark, Office Administrator  
Bill Florea, Boone County Resource Management  
Angela Burke, Blitz, Bardgett & Deutsch, General Counsel

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

Randy Chann, Chair, called the September 20, 2022 Board of Trustees meeting to order at 5:33 p.m. Chann noted there was a quorum.

**ADOPTION OF REVISED AGENDA**

The September 2022 Agenda was revised to add Safety Minutes to New Business.

On a motion by Randy Chann and a second by Debbie Schnedler, the Board moved to approve the August 2022 Board of Trustees Meeting minutes as presented. Motion carried.

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

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

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

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

The minutes for the August 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 August 2022 Closed Session minutes as presented. Motion carried.

### **PUBLIC COMMENT**

There was no Public Comment.

### **OLD BUSINESS**

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

Ratermann reviewed the letter to the City of Columbia included in the packet, advising City staff acknowledged receipt of the letter and intends to follow up. Schnedler advised she will review the Stantec Cost of Service Study for the City again and send comments to Ratermann. Discussion ensued.

### **CONSENT AGENDA**

**Easement Acquisition Report**

**Permit Status Report**

**Monthly Financial Reports**

**Outstanding Bills**

**Status Report (Work in Progress)**

**Planning & Zoning Update**

**O&M Reports**

**LIHWAP, SAFHR Assistance Report (Quarterly/October)**

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

Ratermann gave overview for progress on Butch's Investments, Rock Bridge Business Park and Oak Hill during Status Report discussion.

Ratermann explained the LIHWAP report will be quarterly and was not included in this packet.

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

### **MANAGER'S REPORT**

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

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

There were no new LOW's or NOV's in August.

#### **Operation Committee Meeting**

Ratermann advised the next meeting is scheduled for November 7, 2022.

#### **Request for Qualifications (RFQ) – Certified Public Accounting (CPA) Firms**

Ratermann explained the BCRSD received one response to the RFQ, and Convergence Accounting completed an interview with the BCRSD.

#### **FEMA/ SEMA**

Lara Florea advised payment from FEMA was received in the amount of \$14,389.62, and an additional payment of 10% is expected.

#### **MPUA Wastewater Rate Survey**

Ratermann reviewed the survey included in the packet. Chann recommended staff obtain an Excel version of the survey and compare it against the City of Columbia's Stantec report. Rate discussion ensued. Discussion regarding BCRSD's on-site drip irrigation system regulations ensued.

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

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

#### **CONSIDER AGREEMENT FOR SERVICE WITH MBK INVESTMENTS FOR ROCK BRIDGE BUSINESS PARK**

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 agreement for sewer service with MBK Investments for Rock Bridge Business Park. Motion carried.

#### **CONSIDER APPROVAL OF CHANGE FROM PART-TIME STATUS TO FULL-TIME STATUS FOR THE ADMINISTRATIVE ASSISTANT**

The memo and revised job description were included in the packet. Discussion ensued. Chann requested staff give more detail regarding which tasks the new staff person will handle, and the skill-set required to successfully manage such tasks, during the next Operations Committee meeting.

On a motion by Justin Aldred and a second by Randy Chann, the Board moved to approve revising the Administrative Assistant position from part-time to full time status, and approved posting the job description as presented, on the condition that the requested detail is provided for Board review. Motion carried.

#### **NEW BUSINESS**

#### **August Safety Minutes**

Ratermann reviewed the August Safety Meeting minutes included in the packet.

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

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

On a motion by Justin Aldred and a second by David Shorr, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 7:12 PM on September 20, 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 Justin Aldred and a second by David Shorr, the Board moved to re-open the regular meeting at 7:17 PM on Tuesday, September 20, 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 7:17 PM.

Approved by: \_\_\_\_\_  
  
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