
**SEPTEMBER 16, 2025 - MINUTES OF THE
BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES REGULAR MEETING SESSION
BOONE COUNTY GOVERNMENT CENTER
801 E WALNUT ST, COLUMBIA MO**

Trustees Present: Dave Bennett, Vice Chair
Brian Burks, Secretary
Justin Aldred, Trustee

Trustees Absent: Randy Chann, Chair
Bill Watkins, Trustee

Others Present: Jesse Stephens, Interim Executive Director
Daniel Cunningham, Project Manager
Jason Horton, O&M Supervisor
Drew Perkins, Administrative Assistant
Angela Gonzalez, Administrative Assistant
Bill Florea, Boone County Resource Management
Angela Burke, Blitz, Bardgett & Deutsch, General Counsel
Jacob Dean, Great River Engineering

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

Dave Bennett, Vice Chair, called the meeting to order at 5:30 p.m. He noted that the majority of members were present and that there was a quorum.

ADOPTION OF THE AGENDA

Bennett asked if there was a revised agenda and was informed that the agenda had not been revised.

MOTION: On a motion by Bennett and a second by Burks, the Board moved to approve the agenda as presented. All trustees present voted in favor. Motion carried.

APPROVAL OF MINUTES OF AUGUST 19, 2025 BOARD MEETING

The minutes of the August 19th Board Meeting were included in the packet. Bennett asked if there were any questions or comments and there were none.

MOTION: On a motion by Aldred and a second by Burks, the Board moved to approve the minutes as presented. All trustees present voted in favor. Motion carried.

PUBLIC COMMENT

A representative from Great River Engineering introduced himself and the firm to the Board. He explained that Great River Engineering is a Missouri-based civil infrastructure company headquartered in Springfield, with offices across the state, including Kansas City, St. Louis, Jefferson City, and Ashland. The firm has extensive experience in public works projects such as roadways and bridges and has provided engineering services to several counties, including Boone County.

He expressed interest in developing a working relationship with the District and noted that Great River has performed sewer-related projects for the Taney County Regional Sewer District for over two decades. He also mentioned that the firm specializes in user rate studies and offered its expertise for the District's upcoming rate evaluation. The Board thanked him for attending and sharing information about the company's capabilities.

OLD BUSINESS

There was no Old Business.

PLANNING AND ZONING UPDATE

The Planning and Zoning report was provided in advance of the meeting, as the District's liaison was unable to attend. The Board reviewed the monthly agenda and noted no new major developments requiring action. Several items on the report had been discussed previously, with updates provided on the Spencer's Hill Planned Residential Development, located within the Clear View area recently incorporated into the Rocky Fork system.

The Board discussed that this development, consisting of approximately 30 cottage-style lots, would utilize existing infrastructure, including an eight-inch gravity sewer main running through the property. Members expressed enthusiasm about the addition of a gravity system project, which is uncommon among current developments.

It was also noted that the number of building permits issued this year had increased compared to the previous year, reflecting stronger construction activity driven by favorable weather conditions. The Board acknowledged that several subdivisions are experiencing renewed building momentum as developers take advantage of the extended construction season before winter.

INTERIM EXECUTIVE DIRECTOR UPDATE

Billing/Customer Service Software Contract Update

The Interim Executive Director reported on the progress of the new Muni-Link billing and customer service software contract. Following extensive review and revisions by staff and legal counsel, the final contract was presented under the evening's consideration items for approval.

He outlined the anticipated implementation timeline, noting that project kickoff is expected by mid-October, with substantial progress projected by the end of December. Staff training will begin in February, with full system launch planned for March or April 2026. Adjustments to the schedule may be made as needed to ensure proper integration with Boone Electric systems and internal data conversion.

The Board was informed that the District's cybersecurity insurance provider would review both the Muni-Link and GFI Digital contracts prior to renewal to ensure there are no coverage gaps as the District transitions away from Boone Electric's legacy systems. The Interim Executive Director emphasized that this new platform would position the District for a smoother billing process and improved data accuracy in advance of the next water usage adjustment and any potential rate modifications.

Surplus Property Disposal

The Interim Executive Director reported that the District's previously listed generator had successfully sold for \$4,900, exceeding the original offer received during the first auction. The buyer completed pickup earlier that day, and payment was confirmed as forthcoming.

He noted that the District realized better-than-expected results overall from the surplus auction, with total proceeds of \$37,800 from equipment sales. With the generator now finalized, the surplus disposal process for this cycle is complete, and no further action from the Board is required.

Headquarters Renovation

The Interim Executive Director provided an update on the headquarters renovation project, noting that the evaluation committee—consisting of himself, Brian Burks, Dave Bennet, and Daniel Cunningham—met to review the Phase 1 proposals. After reviewing the submissions and conducting reference checks, the committee finalized the scoring and determined that Coil Construction, PCE, and Septagon were the three firms most qualified to advance to Phases 2 and 3 of the selection process.

He explained that the next step will be to coordinate with each of the three firms to establish timelines for submission of their Phase 2 and Phase 3 materials. The Board will later review those submittals before final selection.

Committee members emphasized that while timeliness is important, ensuring quality and due diligence throughout the design-build process remains the top priority. The Board concurred that allowing the finalists adequate time to prepare complete proposals is essential for a successful outcome.

AWMP and CIP Stakeholder Engagement

The Interim Executive Director provided a detailed update on the Area-Wide Management Plan (AWMP) and Capital Improvements Plan (CIP) following the public hearing held on September 8 at the Boone Electric Community Room. The event was well attended, with approximately 20 to 25 participants in person and an additional 8 to 10 joining virtually. Several members of the public provided comments and questions during the session.

He reported that due to ongoing interest and additional requests from residents who were unable to attend, staff plan to schedule a second public hearing in early October. This additional session will provide another opportunity for community feedback before the plans advance to final consideration. The District continues to maintain updated information on its website, including the presentation materials and a recording of the public hearing, to ensure accessibility and transparency.

The Interim Executive Director also noted ongoing meetings with community stakeholders, municipalities, and advocacy organizations. Feedback has already been received from groups such as the Sierra Club and Friends of Rock Bridge, and additional commentary is expected from the Missouri State Parks Division. The District is compiling both written and emailed feedback into a single record for Board review.

While no formal action was requested, the Board discussed the importance of continued engagement and agreed that a second hearing would be beneficial for encouraging broader participation and ensuring that public concerns are fully addressed before plan adoption.

Public Comment – Email and Follow-Up Discussion

The Board reviewed and discussed the written and emailed public comments received following the September 8 public hearing on the Area-Wide Management Plan (AWMP) and Capital Improvements Plan (CIP). The Interim Executive Director reported that numerous submissions were collected through the District's online feedback form, along with additional written statements that were scanned and included in the record for Board review.

One of the most detailed responses came from Debbie Schnedler, a former trustee, who submitted several questions and observations regarding the AWMP's financial assumptions and project prioritization. The Interim Executive Director acknowledged that some of the concerns raised reflected a lack of historical context for newer board members and staff and indicated he is working to provide supporting data and documentation to clarify those issues. He emphasized the importance of establishing a shared understanding of the factual record before evaluating potential revisions to the plan.

The discussion also noted comments from environmental and community organizations, including the Sierra Club and Friends of Rock Bridge State Park, whose representatives expressed concern about development near sensitive watershed areas such as the Devil's Icebox and Hunter's Cave recharge zones. The District assured the Board that such input will be carefully reviewed, and additional correspondence from the Missouri Department of Natural Resources is anticipated.

To ensure full transparency and adequate opportunity for engagement, the Board agreed that holding a second public hearing in early October is appropriate. The Interim Executive Director stated that the additional meeting will allow staff to clarify plan details, respond to public questions, and incorporate relevant feedback into a revised draft to be presented later this fall.

GFI – Elevate Phone System

The GFI Elevate system will consolidate phone and mobile communications into a single platform, featuring automated call routing, voicemail management, and integrated mobile applications. The service will also support record retention for calls, texts, and messages to ensure compliance with Missouri's Sunshine Law and improve operational transparency.

Financially, the change is expected to reduce monthly costs, as approximately one-third of the District's current phone lines—those used for field alarms or lift stations—will remain hardwired for safety, while the remainder will shift to the new platform. The projected monthly cost for GFI Elevate is around \$600, with savings expected from discontinuing the third-party answering service and redundant phone lines.

The Board discussed procurement policy implications for recurring service fees and concurred that while the total cost is within the Executive Director's purchasing authority, it was appropriate to seek Board consensus before finalizing the amendment. Members expressed support for the upgrade, recognizing both the operational and compliance benefits.

The Executive Director confirmed that all existing public-facing phone numbers will remain unchanged during the transition. The GFI contract amendment incorporating the Elevate service will be presented for formal approval at a subsequent meeting, alongside a proposed Bring Your Own Device (BYOD) policy to align with the new system.

Finance and HR Manager Hiring

The Interim Executive Director reported continued progress in the recruitment process for the Finance and Human Resources Manager position. Interest in the role has been strong, with approximately 200 applications received to date. Initial phone interviews have been completed with several qualified candidates, and the Director expressed confidence that the final selection will result in a well-qualified hire.

He indicated plans to advance to in-person interviews in the coming weeks and invited Board members to participate in the final interview stage if interested. The Board agreed that the Executive Director should continue leading the process, offering support as needed during finalist evaluations.

The Director emphasized that filling this position remains a top priority, as it will provide essential leadership and stability to the District's administrative and financial operations. He noted that the District's former finance officer, Wendy, continues to assist on a part-time basis and has offered to help with onboarding and transition for the new hire.

Board members expressed appreciation for the progress and agreed that maintaining momentum in this search is vital for supporting the District's upcoming budget cycle and other financial planning activities.

OPERATIONS UPDATE

August '25 O&M Summary

The Operations team reported that August was a productive month, with 340 feet of sewer line cleaned and more than 20,000 feet inspected as part of ongoing preventive maintenance. No major blockages were found during these inspections, and all pumps that had been pulled for maintenance were successfully serviced and reinstalled.

A total of 18 service calls were completed, a noticeable improvement compared to July's higher workload. Staff attributed the decline to drier weather conditions and the completion of several recurring maintenance issues. The team also performed 520 utility locates, responding to 461 of those within the month.

The Board was informed that wastewater hauling operations remained steady, with approximately 5,000 gallons transported from the southern facilities. Work continues to process residual material at the Hartsburg facility, which recently received its operating permit renewal.

In addition to maintenance activities, several staff members completed OSHA 10-hour construction safety training, with others scheduled for certification in October and November. The District also plans to continue supporting operator training to maintain Class B and C wastewater licenses.

Overall, the Operations Department reported stable system performance and efficient use of resources during the month.

August '25 Service Call Labor Report

The Operations team presented a summary of labor and financial data related to August service calls. The District recorded 10,000 dollars in total costs and a comparable amount in related service fees, resulting in balanced expenditures for the month. Average service call costs returned to normal levels following the unusually high expenses reported in July, which were primarily driven by multiple pump failures.

Across the 293 service calls tracked to date, the average cost per call is approximately \$568. Staff noted that this number remains influenced by the age and performance of certain pump models within the system. The ongoing Barnes Razor pump replacement program continues to show positive results, with expectations that newer models will improve reliability and reduce maintenance frequency.

The Operations team also discussed efforts to better align the pressure sewer surcharge rate with the actual cost of service. The long-term objective is to both reduce operational costs through system upgrades and ensure that rate structures accurately reflect service demands.

The Board acknowledged the improvement in overall efficiency and commended the team for maintaining service quality while addressing cost control.

August '25 Safety Meeting

The District's monthly safety meeting focused on hearing protection and other personal protective equipment (PPE) best practices. Staff reviewed noise exposure limits, proper use of hearing protection devices, and workplace procedures to minimize long-term hearing loss. The session also included reminders on regular safety inspections and equipment maintenance.

No accidents or near misses were reported during the month. The team discussed a recent incident that occurred in Ashland involving a young worker who suffered a head injury, using the situation as a real-world example to reinforce the importance of situational awareness and adherence to safety protocols.

Additional updates included completion of the monthly cybersecurity training module, which focused on identifying fraudulent websites and email threats, and inspection of all fire extinguishers across District facilities. The District is also purchasing additional extinguishers for service vehicles to ensure every truck is fully equipped.

The meeting concluded with a presentation by the Interim Executive Director on employee retirement benefit options, including a review of the District's 457(b) deferred compensation plan. Staff expressed appreciation for the session and indicated interest in inviting Nationwide to provide an upcoming presentation on retirement planning.

FINANCE AND HR UPDATE

The Interim Executive Director provided updates on both financial administration and personnel matters. He introduced Rodney Spires, the District's newest hire and first Class A licensed wastewater operator, noting that his 24 years of industry experience will significantly strengthen operational capacity and provide additional backup support for plant operations.

Former Finance Manager Wendy continues to assist on a part-time basis, helping with payroll and budget transitions. She has been instrumental in delegating and documenting finance-related duties among the current staff and will also assist in onboarding the incoming Finance and HR Manager once the position is filled.

Staff have initiated an employee survey regarding benefits and retirement plans, with results to be compiled and reviewed later in the fall. A presentation from Nationwide on the District's 457(b) plan is also being scheduled to provide additional financial planning resources for employees.

The Director also discussed the District's ongoing insurance renewal process, noting that no major cost increases are anticipated, although final numbers have not yet been confirmed. Work continues on document retention and record management policies to prepare for the upcoming headquarters renovation, ensuring compliance with state recordkeeping laws and safe disposal of outdated materials.

The Board acknowledged the progress on multiple fronts and emphasized the importance of maintaining staff engagement and continuity during the leadership transition.

Cost of Service Report

The Interim Executive Director presented a detailed Cost of Service Report, providing updated financial and operational data for the Board's review. The analysis examined customer billing trends, rate structures, and service costs to ensure accurate alignment between system expenses and revenue generation.

Data compiled from the District's billing software showed that the average monthly customer bill is \$59.13, based on an average water usage of 3,400 gallons per month. This figure differs from prior assumptions that used a standardized 5,000-gallon baseline, offering a more precise reflection of actual consumption patterns. The Director explained that the current software limits data extraction to paid accounts only, and the upcoming Muni-Link system will improve accuracy and reporting capabilities by capturing all billed and usage information.

The analysis further indicated that the District's rate increases have averaged 2.15% annually over the past decade—less than half the 5.1% average annual increase observed nationally and regionally. While personnel costs have grown at a rate of 4.4% annually since 2015, they remain consistent with inflation within the utility industry and below regional household income growth, which has averaged 5.4% per year.

The report compared the District's average monthly cost to the regional average of \$62.25 per month, showing that BCRSD remains slightly below peer systems within the EPA's Region 7, which includes Missouri, Iowa, Nebraska, and Kansas. The Director noted that while operational efficiencies continue to improve, the small size and geographic spread of the District's 22 treatment facilities inherently result in higher per-customer costs compared to larger, consolidated systems.

PROJECTS UPDATE

The Project Manager provided updates on several active construction and maintenance projects across the District. The Bolli Road Sanitary Sewer Improvement Project has reached final completion, with all construction activities concluded and closeout documentation underway. The District is awaiting a final inspection from the Missouri Department of Natural Resources (DNR), which has been delayed due to an influx of federal funding requests requiring processing before the end of the fiscal year.

Two service connection projects—5087 and 5095 New Haven Road—are in progress, each involving large, engineered private forcemains that will include air release valves and septic installations. These installations are unusually extensive for individual service connections, and District staff will directly inspect and monitor construction to ensure compliance.

The Ravenswood Plat 2B project has also begun, marking the continuation of development in the existing subdivision. During site preparation, staff identified a small portable shed encroaching approximately five to six feet onto a platted utility easement. The District notified the property owner and tenants, advising them to remove or relocate the structure at the developer's expense.

Additional updates noted that several previously approved developments, including New Town and Tradewinds, have experienced slower progress likely due to rising interest rates and construction costs. However, permit activity remains steady, and staff expect several projects to advance before winter.

The Board acknowledged the thorough report and expressed appreciation for the proactive coordination with developers and DNR officials to maintain project timelines and compliance.

ENGINEERING UPDATE

The Engineering Manager reported steady progress on several key capital projects. The Rocheport Project is nearing completion of its easement acquisition phase, with final design work expected to be finished soon. Once plans are complete, the project will be advertised for bids and presented for Board approval at an upcoming meeting. Coordination continues with the City of Columbia and nearby property owners, particularly due to the project's visibility along the trail system and its proximity to a newly funded floodwall project being developed by the City.

At Hartsburg, plans have been finalized for the Sludge Removal Project, and bids were opened the previous week. The low bid of \$59,800 was within the engineer's estimate, allowing the project to remain fully funded through the District's allocation of American Rescue Plan Act (ARPA) funds. The work will include lagoon cleaning and proper sludge disposal, with field activities expected to begin following the Board's issuance of a Notice to Award.

The Manager noted that the High Field Acres project remains delayed pending DNR review due to agency staffing shortages. However, District staff are prepared to proceed immediately once the necessary approvals are received. Meanwhile, coordination continues on several smaller projects, including Phenora North, Prairie Meadows, and Brown Station, which are at varying stages of permitting and design.

The Board commended the engineering team for maintaining progress across multiple projects despite regulatory delays and encouraged continued communication with partner agencies to keep schedules on track.

Hillcreek Pump Analysis

The Interim Executive Director provided an update on the planned Hillcreek Pump Station Analysis, which aims to evaluate long-term performance and cost efficiency within the Hillcreek pressure sewer system. While the District continues replacing underperforming pumps as part of the Barnes Razor upgrade program, this study will take a broader, data-driven look at system operations to determine whether additional design or infrastructure improvements are warranted.

The engineering firm Bartlett & West has been selected to perform the hydraulic modeling, which will simulate multiple operational scenarios and provide recommendations for optimizing system reliability and reducing maintenance costs. The analysis will also help assess whether a full system-wide replacement of pumps or control components would yield sufficient long-term savings to justify investment.

The Interim Executive Director emphasized that while immediate pump replacements will continue as needed to maintain service, the results of this analysis will guide future decision-making and capital planning. The Board expressed support for the study, recognizing it as an important step toward improving system efficiency and extending the service life of existing assets.

CONSIDERATION ITEMS

Accept :: Alliance Pump Quote;
Accept Proposal #03-2025 for 25 Barnes Razor OGP pumps
at \$1,500 each, including shipping (\$37,500 total)

The Alliance Pump Quote details results from the Boone County Regional Sewer District's RFP for the purchase of Barnes Razor pumps. Two bids were received—one from Water & Sewer Supply and one from Alliance Pump—with Alliance submitting the lowest responsible bid at \$37,500 for 25 pumps priced at \$1,500 each, including shipping. The quote confirms a five-year limited warranty for manufacturer labor and material defects, and notes minor freight charges for separate capacitor components. The Interim Executive Director recommended authorizing the purchase from Alliance Pump as the lowest bidder meeting all specifications.

MOTION: On a motion by Burks and a second by Aldred, the Board moved to accept the 'Alliance Pump Quote'. All trustees present voted in favor. Motion carried.

Approve :: Proposal #04-2025;
Approve offerors advancing to Phases 2 and 3

The Proposal #04-2025 document summarizes Phase 1 results for the BCRSD Headquarters Renovation vendor evaluation. Four firms submitted proposals—Bartlett & West, Coil Construction, PCE, and Septagon—and were scored on experience, reliability, and expertise. The evaluation matrix (shown on page 2) indicates that Coil Construction (86.25 points), Septagon (85.75 points), and PCE (84.25 points) were the highest-ranked and are recommended to advance to Phases 2 and 3 of the selection process. The Interim Executive Director requested authorization to communicate results to all offerors and coordinate next-phase timelines.

MOTION: On a motion by Aldred and a second by Burks, the Board moved to approve 'Proposal #04-2025'. All trustees present voted in favor. Motion carried.

Approve :: Job Description;
Approve Communication Manager

The Communications Manager Job Description establishes a new administrative and communications leadership role within BCRSD. Reporting to the Executive Director, the position oversees customer and ratepayer communications, office and IT management, and public relations while supporting financial administration and Board governance. Core duties include managing the District's communications strategy, website, newsletters, and public notices; ensuring Sunshine Law compliance; and coordinating technology systems and cybersecurity. The role requires a bachelor's degree in communications, public or business administration, and five years of progressive experience in communications or management, emphasizing transparency, professionalism, and operational efficiency.

MOTION: On a motion by Aldred and a second by Burks, the Board moved to approve the 'Job Description; Communication Manager'. All trustees present voted in favor. Motion carried.

Issue :: Hartsburg Phase 1;
Issue notice of award for sludge removal

The Hartsburg Phase 1 document records the bid results and award recommendation for the Hartsburg Wastewater Treatment Facility Sludge Removal project. Three bids were received, ranging from \$59,800 to \$165,000, with Four Farmers, LLC submitting the lowest responsible bid at \$59,800. The engineer, Lochmueller Group, recommended awarding the contract to Four Farmers contingent on submission of required documentation, including bonding, insurance, and contractor authorization. The Notice of Award formally authorizes the project to proceed, with Four Farmers tasked with cleaning the domestic wastewater lagoon in Hartsburg, Missouri.

MOTION: On a motion by Aldred and a second by Bennett, the Board moved to issue the 'Hartsburg Phase 1;notice of award for sludge removal'. All trustees present voted in favor. Motion carried.

Authorize :: User Rate Study;
Authorize issuance of RFQ

The User Rate Study RFP (Proposal #07-2025) requests professional services to update BCRSD's 2019 user rate study. The study will analyze financial statements, rate structures, debt, and water usage to forecast rates that align with the District's upcoming 20-year Capital Improvement Plan (CIP). The RFP outlines both a preliminary and final study phase, requiring projections through 2030 and adherence to a minimum debt service ratio of 1.1. Proposals are due October 15, 2025, with evaluations based on qualifications, experience, methodology, and pricing. The goal is to ensure equitable, sustainable rate structures that support future infrastructure investments.

MOTION: On a motion by Aldred and a second by Burks, the Board moved to authorize the 'User Rate Study RFQ'. All trustees present voted in favor. Motion carried.

Authorize :: Resolution 2025-13;
Authorize DNR SRF application for Brown Station and Richardson Acres

Resolution 2025-13 authorizes the Boone County Regional Sewer District to apply for financial assistance through Missouri's State Revolving Fund Program under the Clean Water Law (Chapter 644, RSMo.). The application seeks loans or grants for the closure of the Richardson Acres Lagoon and Brown Station Recirculating Sand Filter, and for connecting both service areas to the Rocky Fork wastewater collection and treatment system. The resolution designates Jesse Stephens, Interim Executive Director, to execute the application, provide necessary documentation to the Missouri Department of Natural Resources, and receive any resulting payments on behalf of the District.

MOTION: On a motion by Burks and a second by Aldred, the Board moved to authorize 'Resolution 2025-13'. All trustees present voted in favor. Motion carried.

Approve :: Confluence Rivers;
Approve water shut-off agreement

The Confluence Rivers Agreement establishes a partnership between the Boone County Regional Sewer District (BCRSD) and Confluence Rivers Utility Operating Company to enforce sewer bill collections through coordinated water shutoffs. Under the agreement, Confluence Rivers will provide monthly water meter data for approximately 107 customers in BonGor Lake Estates and will terminate water service to any customer who fails to pay their sewer bill after 30 days' written notice. BCRSD will reimburse Confluence Rivers \$100 per disconnection, and both parties agree to comply with liability and indemnification provisions under Missouri Revised Statute §393.015. Either party may terminate the agreement with 30 days' written notice.

MOTION: On a motion by Aldred and a second by Burks, the Board moved to approve the 'Confluence Rivers; water shut-off agreement'. All trustees present voted in favor. Motion carried.

Approve :: Muni-Link;
Approve software license agreement

The Muni-Link Agreement establishes a software licensing and service contract between the Boone County Regional Sewer District (BCRSD) and Muni-Link, LLC for cloud-based billing and customer management services. The contract includes system implementation, data conversion, and training for a total setup cost of \$26,255, with ongoing software and support services billed at \$3,099 per month for approximately 7,800 accounts. The agreement covers data security, customer data ownership, system uptime guarantees, and annual price adjustments tied to the cost-of-living index. It integrates with QuickBooks and ArcGIS by ESRI, and includes customer notification features for billing and service alerts. The contract renews annually unless terminated with 90 days' notice.

MOTION: On a motion by Aldred and a second by Burks, the Board moved to Approve the 'Muni-Link; software license agreement'. All trustees present voted in favor. Motion carried.

NEW BUSINESS

There was no New Business.

VOTE TO HOLD CLOSED SESSION UNDER SECTION 610.021 (1), (3) & (13)

MOTION: On a motion by Bennett and a second by Aldred, the Board moved to authorize a closed meeting at 7:10 PM, as authorized by RSMo Section 610.021 (1) 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; Section 610.021 (3) to discuss the hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information is discussed or recorded; and Section 610.021 (13) to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, except that this exemption shall not apply to the names, positions, salaries and lengths of service of officers and employees of public agencies once they are employed as such. All trustees present voted in favor. Motion carried.

CLOSED SESSION

The Board discussed potential legal actions or causes of action.

The Board discussed personnel matters including individually identifiable employee records.

RETURN TO OPEN SESSION

MOTION: On a motion by Bennett and a second by Aldred, the Board moved to exit the closed meeting and return to the regular meeting at 7:28 PM. All trustees present voted in favor. Motion carried.

ADJOURNMENT

Meeting was adjourned at 7:30 PM.

Meeting Minutes Approved On : _____

Secretary: _____
Brian Burks, Secretary

**SEPTEMBER 16, 2025 - MINUTES OF THE
BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES CLOSED SESSION
BOONE COUNTY GOVERNMENT CENTER
801 E WALNUT ST, COLUMBIA MO**

Trustees Present: Dave Bennett, Vice Chair
Brian Burks, Secretary
Justin Aldred, Trustee

Trustees Absent: Randy Chann, Chair
Bill Watkins, Trustee

Others Present: Jesse Stephens, Interim Executive Director
Angela Burke, Blitz, Bardgett & Deutsch, General Counsel

VOTE TO HOLD CLOSED SESSION UNDER SECTION 610.021 (1), (3) (13)

MOTION: On a motion by Bennett and a second by Aldred, the Board moved to authorize a closed meeting at 7:10 PM, as authorized by RSMo Section 610.021 (1) 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; Section 610.021 (3) to discuss the hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information is discussed or recorded; and Section 610.021 (13) to discuss individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, except that this exemption shall not apply to the names, positions, salaries and lengths of service of officers and employees of public agencies once they are employed as such. All trustees present voted in favor. Motion carried.

CLOSED SESSION

During closed session, discussion was held among the Trustees, Interim Executive Director Stephens and counsel regarding matters related to litigation and privileged communications between the body and its attorneys. Discussion was also held regarding hiring, firing, disciplining or promoting particular employees, including personal information related to individual employees' performance and merit and individually identifiable personnel performance ratings pertaining to an employee.

RETURN TO OPEN SESSION

MOTION: On a motion by Bennett and a second by Aldred, the Board moved to exit the closed meeting and return to the regular meeting at 7:28 PM. All trustees present voted in favor. Motion carried.

ADJOURNMENT

Meeting was adjourned at 7:30 PM.

Meeting Minutes Approved On : _____

Secretary: _____
Brian Burks, Secretary