

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
MARCH 20, 2018
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE
1314 NORTH SEVENTH STREET**

Trustees Present: Randy Chann, Chair
David Shorr, Vice Chair
Fred Parry, Trustee
John Massey, Trustee

Absent: Deborah Schnedler, Secretary

Others Present: Tom Ratermann, General Manager
Lesley Oswald, Assistant Secretary & Treasurer
Andy Lister, Project Manager
Stan Shawver, Boone County Resource Management
John Whiteside, General Counsel
Sandi Clark, Administrative Assistant
Erin Keys, City of Columbia

Randy Chann, Chair, called the March 20, 2018 Board of Trustees meeting to order at 5:30 p.m. Chann noted there was a quorum.

Adoption of Revised Agenda

The agenda was not revised.

Approval of Minutes

The minutes for the February 2018 Board of Trustees Meeting were included in the packet.

On a motion by John Massey and a second by David Shorr, the Board moved to approve the minutes for the February 2018 Board of Trustees meeting as written. Motion carried.

Approval of Closed Session Minutes

The February 2018 Closed Session minutes were included in the packet.

On a motion by David Shorr and a second by John Massey, the Board moved to approve the Closed Session Minutes for February 2018 as presented. Motion carried.

Approval of Cash Receipts & Disbursements & Bank Reconciliation and Monthly Operating Report for February 2018

Oswald reviewed the financial reports included in the packet.

On a motion by John Massey and a second by David Shorr, the Board moved to approve the Cash Receipts & Disbursements, Bank Reconciliation and Monthly Operating Reports for February 2018. Motion carried.

Approval of Outstanding Bill(s)

There were no outstanding bills for February 2018.

Public Comment:

There was no public comment.

**Manager's Report
Easement Acquisition Report**

The Easement Acquisition Report was included in the packet.

Planning and Zoning Update

Shawver reviewed the Planning and Zoning Update and Building Statistics.

Permit Status Report

The Permit Status Report was included in the packet.

Disinfection Deadlines

The Disinfection Deadlines Report was included in the packet.

Report on 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.

BCRSD – City of Columbia Work Session

Ratermann reviewed the City's comments on the draft connection agreements for Clear Creek and Perche Ridge included in the packet. He advised the City is proposing gravity sewer inspections in accordance with City specifications, and to submit a televised inspection of the line to the City for review prior to connection. Ratermann advised the City may install flow meters to measure excessive inflow and infiltration (I&I). Shorr requested an example of where this is happening elsewhere. The District and the City are trying to find a definition of excessive I&I.

Ratermann advised the City is proposing a change to the wholesale rate applied to Clear Creek and Perche Ridge and future connection agreements to require the District to pay 100% of the base charge and 80% of the use charge, with the intention of recuperating more for the City's debt service. He recommended this change to the wholesale rate should be

substantiated. Shorr pointed out that the majority of District customers who may be impacted by this increase in wholesale rate do not have the right to vote on City improvements.

Ratermann reviewed the remaining City comments.

MASD – Tracking Proposed Legislation

Ratermann advised the legislation is being tracked.

Review Land Lease with Boone Electric

Ratermann explained the lease expires 2037.

Janlin LLC Property

Ratermann reported the property west of Elks Lodge is getting interest from developers. The flat sewer line will prove to be difficult to remedy. Shorr asked if any of these flat sewer lines are in the area of where the county new roads are going to be improved. Ratermann advised very few of them are.

City of Ashland

Ratermann explained Ashland has hired the Alliance Water Resources to operate their wastewater system.

American Outdoor Brands

Ratermann advised Ryan Boone LLC and Boone County are owners of this property. A new agreement for land application drip dispersal system is being drafted since contractors changed.

Appointment of BCRSD Trustees

Ratermann stated the County Commission reappointed John Massey and Randy Chann for another 5 years.

City of Columbia – Street, Storm and Sanitary Sewer Specifications

Ratermann explained he feels the District should adopt the October 2016 City sanitary sewer specifications and standards, primarily for purposes of regulating tracer wire and televised inspections prior to connections. He advised the District previously adopted City specs from 1993 and 2001. Massey will review the City specs to determine if the District needs to alter any standards before adoption.

City of Columbia – Pump Station Design Requirements and Standard Specifications

Ratermann asked Massey to also review the pump station standards and specs.

Ravenwood

Ratermann reviewed the subdivision map and explained owner has an April deadline to obtain a sewer plan in order to get plat approval from County Planning and Zoning. Ratermann advised the owner is proposing to trade 10 to 13 lots with the District in lieu of connection fees in order to secure the sewer plans and capacity needed to satisfy his plat approval.

Hallsville

Ratermann reviewed the correspondence included in the packet, to include Hallsville's acceptance of a connection agreement for Sunny Slope, and Ratermann's draft response to

the City of Hallsville. He recommended a sanitary sewer evaluation to measure average daily flow and peak flow, and to televise prior to connection.

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

Operations and Maintenance Report

The report was included in the packet.

On a motion by Fred Parry and a second by John Massey, the Board moved to accept the O & M Report as presented. Motion carried.

Safety Report

Clark reviewed the safety report included in the packet.

Status Report (Work in Progress)

Capital Improvement Projects (CIP) – Construction

(none currently)

CIP – Design & Easement Acquisition

Oberlin Valley Facility Plan – HDR - \$21,900

See Agenda Item S: *Consider Amendment with HDR for the Lee Heights/ Oberlin Valley Project in the Not to Exceed Amount of \$7,900.00.*

Lee Heights Facility Plan – HDR - \$18,500

See Agenda Item S: *Consider Amendment with HDR for the Lee Heights/ Oberlin Valley Project in the Not to Exceed Amount of \$7,900.00.*

Henderson Branch – Midway Service Area – HDR - \$628,047

No report.

Highfield Acres Facility Plan – Cochran – \$18,280

No report.

Rollingwood Plat 1 Facility Plan – HDR - \$17,500 – Midway Crossings

No report.

Richardson Acres & Brown Station – HDR - \$20,500 – City of Columbia

No report.

South Route K Facility Plan, SSES & Design- Donohue & Associates - \$109,072

No report.

Cedar Gate Facility Plan – Cochran – \$28,770

No report.

Quarter Mile Hills Facility Plan– Cochran – \$38,000

No report.

Sunnyslope Facility Plan – Cochran – \$23,950

No report.

Trails West Facility Plan – Allstate – \$14,000 – Midway Crossings

No report.

Tier 2
(None Currently)

Neighborhood Improvement District (NID)

Phenora North Sanitary Sewer NID – Rocky Fork WRF

Ratermann advised this is in the design phase.

Bolli Rd. Sanitary Sewer NID –Midway Crossings

Ratermann advised this is in the design phase. He explained the District is conducting in-house inspections for electrical capacity to support the required pumps.

Developer & Homeowner Built

Connections to City

Arrowhead 3 LLC, Arrowhead Lake Estates Plat 3 – 4 Lots

No report.

Connections to South Route K

Liepard – A Civil Group – South Route K – 2 Lots

No report.

3WT Properties – South Rte K – 9 Lots

No report.

Connections to Rocky Fork WWTP at Shalimar Gardens PS

Minchew – Shalimar Gardens – 4 Lots

No report.

Harvester Road – Alviso & S&S – A Civil Group – 3 Lots

No report.

Midway Elementary – Midway Crossings – 1 Lot

No report *Connections to Kinkade Crossing*

Eng – Kinkade Crossing – 2 Lots

No report.

Hinton Road – 6 Lots

No report.

Connections to Prairie Meadows
Real Estates LLC – School Upgrade - 15 Lots

No report.

North Battleground
Westward Home Builders LLC – 88 Lots

No report.

Abell Acres
Abell Label LLC – 4 Lots

See Agenda Item Q: *Ratify the Agreement for the Purchase of Lot 4 of Abell Acres in the Amount of \$51,000.00.*

Misc
Lake Chateau

No report.

Hinkson Creek (303d list)

No report.

Mapping and Asset Management – Bartlett and West – Phase Two GIS \$47,440
Ratermann advised Bartlett & West terminated two project managers and some transitions may take place.

On a motion by Fred Parry and a second by David Shorr, the Board moved to approve the Manager's Report as presented. Motion carried.

(Agenda Items)

Tier 2 Public Hearing

1.) Introduction

Ratermann introduced the Tier 2 Public Hearing.

2.) Call for Comments

Chann opened the Public Hearing and called for comments from the public. Chann noted there were no public comments.

3.) Close Public Meeting

Chann closed the public meeting.

**Consider Agreement with Carol Miller & Central MO Auto Body for
Wastewater Treatment Services**

Ratermann explained this owner has a lot that is included in a group of lots previously approved by Trustees for connection to the Shalimar Gardens system. He recommended the Trustees approve the agreement. He advised that because the capacity at Shalimar is limited, the usage from this lot is also limited. The District has made it clear to the owner the wash bay for the car wash cannot be expanded.

On a motion by Fred Parry and a second by John Massey, the Board moved to approve

the agreement with Carol Miller and Central MO Auto Body for wastewater treatment services. Motion carried.

Consider Adoption of Subsurface Drip Dispersal Regulations

The regulations were included in the packet. Chann noted some concerns about all pre-treatment being physical before sending the wastewater to drip dispersal system. The pre-treatment requirement can be revised if needed.

On a motion by Fred Parry and a second by John Massey, the Board moved to adopt the design regulations for subsurface drip dispersal. Motion carried.

Ratify the Agreement for the Purchase of Lot 4 of Abell Acres in the Amount of \$51,000.00

Ratermann advised the Trustees gave District staff direction in February to purchase this lot and the agreement is signed. Ratermann asked for final and formal authorization for this agreement for the purchase of lot 4, Abell Acres, for reserve if needed.

On a motion by John Massey and a second by David Shorr, the Board moved to ratify the agreement for the purchase of lot 4 of Abell Acres in the amount of \$51,000.00. Motion carried.

Consider Accepting Report from Connell Architecture

The report was included in the packet. Ratermann explained the Trustees only need to accept the report, but a decision for option approval is not being made at this time.

On a motion by John Massey and a second by Fred Parry, the Board moved to accept the report from Connell Architecture. Motion carried.

Consider Amendment with HDR for the Lee Heights/ Oberlin Valley Project in the Not to Exceed Amount of \$7,900.00

Ratermann advised the alignment at Lee Heights was changed. The District needs to survey the lot and get utilities located.

On a motion by John Massey and a second by Fred Parry, the Board moved to approve the amendment with HDR for the Lee Heights/ Oberlin Valley project in the not to exceed amount of \$7,900.00. Motion carried.

Consider Agreement with Columbia Landcare LLC for Mowing in the Not to Exceed Amount of \$47,814.00

Ratermann reviewed the agreement included in the packet. Massey asked what the savings was with a contract for this amount of money. Ratermann advised the monetary cost on temporary labor and purchasing and repairing equipment is saved, but the specialized staff labor is freed up to apply on wastewater related tasks, and liability is deferred. Finding reliable temporary labor is becoming more difficult each year. Chann recommended the District communicate these cost savings endeavors to District customers.

On a motion by David Shorr and a second by Fred Parry, the Board moved to approve the

agreement with Columbia Landcare LLC for mowing in the not to exceed amount of \$47,814.00.00.

Randy Chann, David Shorr and Fred Parry voted in favor. John Massey was opposed. Debbie Schnedler was absent. Motion carried.

Consider Agreement with HDR for Review of American Outdoor Brands' (AOB) Plans for Subsurface Drip Dispersal in the Not to Exceed Amount of \$5,200.00

Ratermann advised a review of AOB's subsurface drip dispersal plans is needed and is included in the plans for AOB's system. This is to be paid for by the applicant once the agreement is finalized.

On a motion by John Massey and a second by Fred Parry, the Board moved to approve the agreement with HDR for review of American Outdoor Brands' plans for subsurface drip dispersal in the not to exceed amount of \$5,200.00. Motion carried.

New Business

There was no New Business.

Old Business

There was no Old Business.

Vote to Hold Closed Session Under Section 610.021 (13)

On a motion by Fred Parry and a second by John Massey, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 7:11 PM on March 20, 2018, as authorized by section 610.021(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, John Massey and Fred Parry voted in favor. Debbie Schnedler was absent. Motion carried.

On a motion by Fred Parry and a second by David Shorr, the Board moved to re-open the regular meeting at 7:50 PM on Tuesday, March 20, 2018.

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

Adjournment

On a motion by Fred Parry and a second by David Shorr, the Board moved to adjourn the meeting. Motion carried.

Meeting was adjourned at 7:53 PM.

Approved by:



Deborah Schneider
