

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
FEBRUARY 21, 2012 7:00 PM
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE
1314 NORTH SEVENTH STREET**

Trustees Present: Deborah Schnedler, Secretary
David Shorr, Vice Chair
John Massey, Trustee

Trustees Absent: Randy Chann, Chair
Karen Miller, Trustee

Others Present: Tom Ratermann, General Manager
Crystal Bridgman, Sr. Admin. Asst. Support
Stan Shawver, Boone County Planning and Building Inspection
John Whiteside, General Counsel
Lesley Oswald, Assistant Secretary & Treasurer
Steve Hunt, City of Columbia
Andy Lister, Project Manager BCRSD
Dwayne Cooksey, Operations Superintendent

David Shorr, called the February, 2012 Board of Trustees meeting to order at 7:00 p.m. Shorr noted there was a quorum.

Approval of Revised Agenda

On a motion by John Massey, and a second by Debbie Schnedler, the Board moved to approve revised agenda. Motion carried.

Approval of Minutes

On a motion by David Shorr, and a second by John Massey, the Board moved to approve the minutes for January board meeting. Motion carried.

Approval of Closed Session Minutes

On a motion by John Massey, and a second by David Shorr, the Board moved to approve the minutes for January Closed Session. Motion carried.

Approval of Financial Reports

Oswald reviewed the financials.

On a motion by John Massey, and a second by Debbie Schnedler, the Board moved to approve the Cash Receipts & Disbursements, Bank Reconciliation and Financial Statements for January 2012. Motion carried.

Outstanding Bills

Oswald noted there one outstanding bill for USA Blue Book for 2 composite samplers.

On a motion by Debbie Schnedler, and a second by John Massey, the Board moved to approve the payment to USA Blue Book in the amount of \$3,051.50 for two samplers. Motion carried.

Public Comment

No public comment.

Manager's Report

Easement Acquisition Report

Ratermann noted the easement acquisition report went out in the mailed out packet. Ratermann said Andy Lister has been working on the Rocky Fork easement acquisitions.

Lien Report

Ratermann reported there were two liens filed in the last thirty days.

Planning and Zoning Report

Stan Shawver reported on the meeting with the Planning and Zoning Commission.

Permit Status Report

Ratermann reviewed the report provided in the board packets. He said the only change is that he added some footnotes.

Disinfection Deadlines

Ratermann said the information is unchanged from last month. Ratermann noted Rayfield is an agenda item.

Tier 2

High Hill Mobile Home Park

Ratermann said he missed the comment period for this permit.

REDI Membership

Ratermann said the committee for membership has approached the District for membership. Ratermann noted the dues are \$1,000 annually.

Schnedler stated she is opposed to this membership for this organization. Massey stated he is in agreement with this opinion. Shorr stated he would ask staff to bring the discussion back to the board when more board members are present.

Rocheport

Ratermann stated a full report went out last month on the Rocheport financials and condition of the system. Ratermann noted the financial statement report shows they have a balance in their trash and sewer fund of about \$72,000. Ratermann noted the current agreement states the District would pay the bond debt of \$32,000. Ratermann noted there are also seven bad taps that need to be replaced.

Ratermann stated the District staff met with Rocheport staff to discuss the terms of the agreement. Ratermann stated after the meeting he received an email stating Rocheport agree to pay \$15,000 of the amount owed on bond debt and agreed to fix the seven taps.

Ratermann noted there is a map in tonight's packet referring to the plat of ground where the plant is located. Ratermann said Rocheport is asking for access to the road and a portion of the land as outlined on the map. Ratermann noted Rocheport also notes in the future if there is a need for expansion of a treatment facility they are willing to give back the land at that time.

Ratermann noted there is a Rocheport Facility Plan in the packet. Ratermann stated the conclusion of the facility plan includes Les Bougious would pump to Rocheport and there are some other businesses across Highway 70 that could pump to Les Bougious and then pump to Rocheport.

The board members discussed the payment of the bond debt owed by Rocheport. Shorr stated the District could enter into an agreement to pay them the \$15,000 and not have the responsibility of paying the bonds directly.

Schnedler asked if changing the rates from the current rate Rocheport is charging to the sewer district rates would be sufficient for operations and maintenance of the plant. Ratermann noted the financial report showed that the change in rates would be adequate for operations and maintenance of the plant.

Shorr stated the agreement should not include any provision that restricts the board from charging the appropriate charges or if need to sub-district the Rocheport customers if in the future the facility should need repairs. Ratermann noted he thought under chapter 204 Rocheport could be a sub-district.

The board directed the manager to bring back the agreement at the next board meeting for review and more discussion.

Prairie Meadows

Ratermann noted a report is included in the packet answering the questions brought up at last month's board meeting. Ratermann reviewed the report.

There was discussion of capacity needs and allocation of the 10,000 gallons that are left. Ratermann said the current usage of customers could be verified by water usage reports to verify the amount of capacity left.

Shorr noted the plant is a total of 85,000 with 10,000 gallons capacity left. Shor stated Lamone is spending money on a road nearby. Shorr noted Lamone is not going to spend money on the road if he does not plan on developing, he is probably going to claim 5,000 of the 10,000 capacity by commitment once the road is finished the other 5,000 capacity will be completely absorbed very quickly. Shorr stated the District has a

potentialH:\current 2011 Board mtgs\February 2012 minutes.doc capacity problem.

Shnedler stated the expansion of capacity could be paid for by the developers that are interested in developing immediately.

Ratermann stated the District has sent out RFP's for a Capital Improvements Plan. Ratermann noted the Prairie Meadows report in tonight's packet is going to be sent to the consulting engineer.

Ratermann stated he will put this report in next month's packet for more discussion.

City Sanitary Sewer Specifications

Ratermann noted SKW did an analysis comparing the old City specs and the new City specs. He said the District needs to review the report and decide what specs to adopt.

On a motion by John Massey, and a second by Debbie Schnedler, the Board moved to accept the Manager's Report. Motion carried.

Operations and Maintenance Report

Cooksey reviewed the O & M Report as submitted.

There was discussion on how the data regarding maintenance dates, repair and replacement of line is retrievable from the current computer system. Shorr noted the retrieval of the information from the system needs to meet the requirements for information required by EPA. Shorr said if the system is not sufficient to do this then money should be budgeted to achieve updating the system. Ratermann noted this discussion could be added to the long range plan.

On a motion by John Massey, and a second by Debbie Schnedler, the Board moved to accept the O & M Report. Motion carried.

Safety Report

Oswald reviewed the Safety Report.

On a motion by Debbie Schnedler, and a second by John Massey, the Board moved to accept the Safety Report. Motion carried.

Status Report (Work in Progress)

Arrowhead/University Estates

Ratermann said he is waiting to confirm that two vendors were paid.

North Fork of the Grindstone Phase 2-High School Sewer

Ratermann noted this project will be out to bid soon. Steve Hunt said it should be advertised in February.

Sunrise Estates Lagoon Closure

Ratermann noted Engineering Surveys & Services sent the plans to DNR for approval, the City

for approval, and sent the plans to the pipe line that the District will be crossing. Ratermann noted the District will have to do an encroachment agreement with the pipe line company.

HH Corridor

Ratermann said the design is in progress.

Westwood Meadows

Ratermann noted Allstate delivered specs and easements.

Twin Lakes

Ratermann noted the District staff is meeting with the appraiser for the Guilford property. Ratermann said the appraisal should be ready in about a week.

Hinton Road Sanitary Sewer NID

Ratermann said there was a meeting with ten property owners. Ratermann said the cost for the improvements is about \$19,000 per lot. Ratermann noted the owners will probably do their own NID. Ratermann noted two of the ten owners had violations from the Health Department.

Tradewinds-Swilling Property

Ratermann said this property was on the City agenda to be considered to annex to the city. Steve Hunt said it was approved.

Conservation Block Grant

Ratermann noted bid opening is on March 2.

Hillcreek Grinder System

Ratermann stated the District has installed the air release valves and the system seems to be working.

Agenda Items

Consider Construction Contract Award on the Rayfield Project

Ratermann reviewed the bid tabs included in the mailed out packets. Ratermann stated the lowest two bidders were \$270 dollars apart. Ratermann said the bid included a base bid and an alternate 1 which included a deduction in price for the option of a blower building in the amount of \$10,000 submitted by Coffman Construction and \$15,000 deduct submitted by Capital Railroad. Ratermann noted SKW recommends alternate 1 which deducts the blower building; alternate two was a bid from a supplier for equipment similar to a telephone dialer, but much more expensive. Ratermann stated alternate 2 is not included.

Ratermann stated there is a resolution in the packet for the Board's consideration to award the Rayfield project to the lowest bidder, Capital Railroad.

On a motion by Debbie Schnedler, and a second by David Shorr, the Board moved to award the construction contract in the amount of \$603,703 for the Rayfield project to Capital Railroad. Debbie Schnedler and David Shorr voted in favor. John Massey recused himself. Karen Miller and Randy Chann were absent. Motion carried.

**Consider Amendment with SKW for Terracon
for Subsurface Exploration for Rayfield
for Approximately \$13,000**

Ratermann stated the purpose of this is to meet the requirements for SRF loan eligibility.

On a motion by David Shorr, and a second by Debbie Schnedler, the Board moved to approve the amendment with SKW for sub contracting with Terracon for Subsurface Exploration for the Rayfield project for the amount of approximately \$13,000. Debbie Schnedler and David Shorr voted in favor. John Massey recused himself. Karen Miller and Randy Chann were absent. Motion carried.

**Consider Amendment with HDR for Cultural Resources Survey
on the HH Corridor in the Amount of \$2,045**

Ratermann noted the purpose of this is to meet the requirements for SRF loan eligibility.

On a motion by Debbie Schnedler, and a second by John Massey, the Board moved to approve the amendment with HDR for Cultural Resources Survey on the HH Corridor in the amount of \$2,045. Motion carried.

Old Business

No old business.

New Business

**Mid-Mo Regional Planning Commission
Manchester Heights NID**

Ratermann stated all the paper work has been done to meet the requirements for a grant. Ratermann said one of the requirements for the grant is to hire a grant administrator. Ratermann noted 30 RFP's were sent out and one response was returned from Mid-MO Regional Planning Commission. Ratermann noted the fee is \$13,000.

On a motion by Debbie Schnedler, and a second by John Massey, the Board moved to approve the proposal from Mid-MO Regional Planning Commission for Manchester Heights NID for grant administrator in the amount of \$13,000. Motion carried.

Closed Session

Vote to Hold Closed Session Under Section 610.021 (1) & (2)

On a motion by David Shorr, and a second by Debbie Schnedler, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 8:19 PM on Tuesday, February 20, 2012 as authorized by section 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 section 610.021(2) RSMo. to discuss the leasing, purchase or sale of real estate by a public governmental body where

public knowledge of the transaction might adversely affect the legal consideration therefore

John Massey, Debbie Schnedler, David Shorr voted in favor. Karen Miller and Randy Chann were absent. Motion carried.

On a motion by John Massey, and a second by Debbie Schnedler, the Board moved to re-open the regular meeting at 9:06 pm on Tuesday, February 20, 2012. Debbie Schnedler, John Massey and David Shorr voted in favor. Randy Chann and Karen Miller were absent. Motion carried.

Adjournment

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

Meeting was adjourned at 9:07 PM.

Approved by: _____
