

**BOONE COUNTY REGIONAL SEWER DISTRICT
BOARD OF TRUSTEES MEETING
SEPTEMBER 18, 2012
BOONE COUNTY REGIONAL SEWER DISTRICT OFFICE
1314 NORTH SEVENTH STREET**

Trustees Present: Randy Chann, Chair
David Shorr, Vice Chair
Karen Miller, Trustee
Deborah Schnedler, Secretary

Absent: John Massey

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

Randy Chann, Chair, called the September 18, 2012, Board of Trustees meeting to order at 7:00 PM. Chann noted a quorum was present.

Revised Agenda

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

Approval of Minutes and Closed Session Minutes

On a motion by Randy Chann and a second by Debbie Schnedler, the Board moved to approve the minutes for the public meeting and the minutes for the closed session for the August 2012 board meeting as written. Motion carried unanimously.

Approval of Financial Reports

Lesley Oswald reviewed the financials.

On a motion by Karen Miller and a second by Debbie Schnedler, the Board moved to approve the Cash Receipts & Disbursements, Bank Reconciliation and Financial Statements for August 2012. Motion carried unanimously.

Public Comment

Chann invited Dennis Stith of SKW to report on the items he came to the meeting to address.

Consider Waiving Bidder Irregularity on Rocky Fork Equipment Procurement Contract

Ratermann reviewed the letter from Dennis Stith of SKW included in the packet. He went over the irregularities noted in the report from Stith. He noted that all three bids had irregularities. Ratermann said that the bidding documents state that irregularities can be waived and he recommends that the board do so. He reported that re-bidding would delay the project and possibly adversely affect the costs.

Karen Miller suggested that the Board reject them all and avoid possible legal ramifications of accepting a bid with irregularities. Chann agreed with Miller that going with one of these bids may not be in the District's best interests.

On a motion by Karen Miller and a second by Debbie Schnedler, the Board moved to disapprove waiving bidder irregularities on the Rocky Fork Equipment Procurement Contract and directed staff to rebid the equipment. Motion carried.

Chann requested that Stith review the equipment with the Board so they are better prepared to evaluate the new bids. Ratermann suggested that this be a part of the October Board meeting. Stith agreed that he can provide this information.

Consider Equipment Procurement Contract on Rocky Fork WRF

This item was tabled.

Manager's Report Easement Acquisition Report

Ratermann reviewed the report that was included in the packet.

Lien Report

Oswald reported that one lien was released and one was filed in the last month.

Planning and Zoning Update

Stan Shawver reviewed the agenda from the last Planning and Zoning meeting.

Permit Status Report

Ratermann reported there were no changes.

Disinfection Deadlines

Ratermann reported there were no changes.

Intended Use Plan (IUP) Update

Ratermann reported that he attended the Clean Water Commission meeting and two District projects, Hwy HH for \$4.9 million and Rocky Fork WRF for \$11 million, were moved to SRF fundable list.

Report on Letters of Warning (LOW)/ Notices of Violation (NOV)

Ratermann reviewed the report that was included in the packet.

Lake of the Woods Pump Station

Ratermann reported that the agreement that was approved at the August Board Meeting was mailed to Ed Sachs.

Connection Agreement with City of Columbia – Water’s Edge Area

Ratermann reported that this particular connection agreement has a termination date of September 25, 2012. Ratermann reported that he and John Whiteside have prepared a draft of a new agreement modeled after the most current agreement. Ratermann noted that Steve Hunt is expecting the new agreement.

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to accept the Manager’s Report as presented. Motion carried unanimously.

Operations and Maintenance Report – Dwayne Cooksey

Dwayne Cooksey reviewed the O & M Report as written.

On a motion by Randy Chann and a second by Debbie Schnedler, the Board moved to accept the O & M Report as presented. Motion carried unanimously.

Safety Report

Cooksey noted that the crew met yesterday and Virgil Farnen shared what he had learned at a meeting regarding SSOs. Cooksey noted that Farnen concentrated on SSO reporting to MO Department of Natural Resources.

On a motion by Randy Chann and a second by Debbie Schnedler, the Board moved to accept the Safety Report as presented. Motion carried unanimously.

Status Report (Work in Progress)

CIP – Construction

Clearview – Rayfield PS & Force Main – SKW – Capital RR – \$603,703

Ratermann noted that the project is in the clean up phase and nearly complete.

City – North Fork of the Grindstone Phase 2 – High School Sewer – \$600,000

Ratermann reported that this project has begun. He noted that the proposal from SKW for a Shaw WWTP closure plan is an agenda item.

CIP – Design & Easement Acquisition

Rocky Fork WRF – SKW – Design funded by 2007B SRF Loan – \$842,114 (Bon Gor, Phenora South, Wagon Trail, County Downs & Powell) (Agenda Item)

Ratermann noted that the equipment bids were discussed earlier.

City – Spring Park Pump Station – A Civil Group – \$35,080

Ratermann reported that this project is next in line on the SRF contingency list.

City – Sunrise Estates Lagoon Closure – ESS – \$62,200

Ratermann stated that this project follows Spring Park in SRF priority points.

City – Hwy HH Corridor Facility Plan – HDR Archer – \$395,000 (Lake Capri, Fall Creek, Hillview Acres, Sun Valley Estates & Sharidan Hills)

Ratermann noted that Andy Lister is working on easement acquisition.

City – El Rey Facility Plan – THH – \$7,876

Ratermann stated that THH owes the District plans on this project. There was some discussion on design timelines and penalties points for not meeting deadlines.

Midway Crossings – Trails West Facility Plan – Allstate – \$14,000 (Agenda Item)

Ratermann noted the revised Facility Plan was mailed out. Ratermann stated he recommends the \$1M option because it gets pump station close to the I-70 right of way, offers service to development, construction of a force main means less land disturbance, and there is less easement acquisition needed. David Shorr requested that the engineers include a table in facility plans that compare all the costs for all alternatives.

Tier 2

City – Prathersville Area

Ratermann reported that he is assisting the Burnam family with their easement acquisition from APAC. Ratermann noted that completion of the Burnam connection will bring public sewer closer to other properties in this area.

US 63/Hwy124 Area Facility Plan (MoDOT) – THH – \$7,299

Debbie Schnedler suggested that staff terminate the contract with THH for this project since they have not met the deadlines. The Board members agreed and staff will do so.

Rocky Fork WRF – Green Hills Mobile Home Park (MHP)

Ratermann reported that this developer is making plans to connect to the District. Ratermann said that he is advocating for a connection fee of \$750 like the Burnam Project and Manchester Hts. John Whiteside noted that the developer did contact the District in 2009. Ratermann reported that the Rocky Fork Project brings sewer line close to this MHP.

NID

Kinkade Crossings – Hinton Rd. Sanitary Sewer NID

Ratermann reported that this area will likely connect one lot at a time.

Rocky Fork WRF – Phenora North Sanitary Sewer NID

Ratermann stated that county officials have signed off on the NID. He said the county counselor has not completed his review of the documents.

Developer & Homeowner Built

South Rte K WWTP – Scenic Heights (formerly Providence Heights) – Crockett Eng

Ratermann reported that there is capacity in the Hillcreek collection system for this project.

Grant

**Energy Efficiency Conservation Block Grant (EECBG) – SKW – Facility Energy Audit
\$15,000 – Facility Equipment Upgrade \$31,000 – J. Louis Crum – \$161,642.73**

Ratermann reported that this project is down to closing documents.

Misc

Hinkson Creek (303d list)

Ratermann noted that he is working to revise the watershed management plan to reflect City and Sewer District's SRF projects. He noted that this would likely result in more SRF priority points for these projects.

Agenda Items

Reclassification of Administrative Support Assistant

Ratermann reported that staff is not ready to make a recommendation on this matter. He said that he will present a staffing plan next month.

Consider Proposal from SKW for Shaw WWTP Closure Plan NTE \$3,100

On a motion by Randy Chann and a second by David Shorr, the Board moved to approve the proposal from SKW for the Shaw WWTP Closure Plan NTE \$3,100. Motion carried.

Consider Waiving Bidder Irregularity on Rocky Fork Equipment Procurement Contract
See public comment.

Consider Equipment Procurement Contract on Rocky Fork WRF

This item was tabled.

Consider Condemnation Resolution on Guilford for Twin Lakes WWTP Project

No action was needed on this agenda item. There was no discussion

Consider Bid for Office Computer Replacements - \$4,000 Budget

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to approve the purchase of two office computers from Central MO Computer Center at a cost of \$3,301. Motion carried.

Consider Resolution to Authorize a Representative for the Trails West SRF Loan Application & Consider Reimbursement Resolution for the Trails West Project

On a motion by Karen Miller and a second by Debbie Schnedler, the Board moved to the Resolution to Authorize a Representative for the Trails West SRF Loan Application and to approve the Reimbursement Resolution for the Trails West Project. Motion carried.

Consider Right of Use Permit Regarding Rocky Fork Access Road and Authorize Signature by General Manager

On a motion by David Shorr and a second by Debbie Schnedler, the Board moved to approve a Right of Use Permit Regarding Rocky Fork Access Road and Authorize Signature by General Manger. Motion carried.

Old Business

No old business.

New Business

Consider Amendment 16 with SKW on Rocky Fork WRF for Phase 2 Cultural Resource Survey NTE \$31,500

Ratermann reviewed the report in the packet.

On a motion by David Shorr and a second by Randy Chann the Board moved to approve Amendment 16 with SKW on Rocky Fork WRF for Phase 2 Cultural Resource Survey NTE \$31,500. Motion passed.

Consider Engineering Contract with Donohue and Associates for the South Route K Facility Plan NTE \$45,500

Ratermann reported that interviews were last week and the committee reached a consensus on recommending Donohue & Associates. Ratermann recommends approving the facility plan portion of the proposal and negotiate the sanitary sewer evaluation (SSE) and design contract at a later date. He noted that District forces can do some of the work in the SSE. There was some discussion about the selection process.

On a motion by David Shorr and a second by Debbie Schnedler the Board moved to approve the Engineering Contract with Donohue and Associates for the South Route K Facility Plan NTE \$45,500. Motion passed.

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

On a motion by David Shorr and a second by Karen Miller, the Board moved that the Boone County Regional Sewer District Board of Trustees authorize a closed meeting at 8:10 PM on September 18, 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 & 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. Debbie Schnedler, David Shorr, Randy Chann and Karen Miller voted in favor. John Massey was absent. Motion carried.

On a motion by David Shorr and a second by Karen Miller, the Board moved to re-open the regular meeting at 8:28 p.m. on September 18, 2012, Debbie Schnedler, David Shorr, Randy Chann and Karen Miller voted in favor. John Massey was absent. Motion carried.

Adjournment

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

Meeting was adjourned at 8:28 PM.

Approved by:

