

Water Partnership Team
Minutes
September 11, 2007
10:00 am – 12:00 pm
NWMSU – The Station

Harlan Higginbotham opened the meeting at 10:10 am on September 11, 2007 at the Station located on NWMSU campus. See attached attendance sheet.

Mr. Higginbotham began with the attachments in the packets: Recommendations For Individuals Water Systems, Water Partnership Recommendations/Work Plan for 2007-2008 for Phase II and Administrative Contract with Northwest Missouri Regional Council of Governments for Phase II. The order of business will follow the WP Recommendations for Phase II handout and then the presentation from NW MO Wholesale Water Commission. The Work Plan 2007-2008 will appear in the Water Partnership report which a Final Draft is attached. It is still along way from completion. It is the intentions to review the Work Plan and approve of it today.

Marsha Boone began with the Recommendations and Work Plan 2007-2008. Discussion and questions that occurred from the Symposium and other meetings have been included in the Work Plan for Phase II.

WATER PARTNERSHIP MEMBERSHIP

The Water Partnership Membership will restructure its membership to reflect the responsibilities in Phase II planning. In the spring, several people (Randy Railsback, Bob Stiens and Dick VanVactor met to discuss the by-laws, but it was stopped because it was not known as to what the responsibilities would be in Phase II. Carl Fett set in on a conference call and some things that were talked about were how the memberships might change, public education, and more implementation issues. Mr. Fett stated some other by-laws were found from Colorado and Illinois. A sub-committee does need to reactivate and reexamine these concerns. Up until now, the group has been working on a consensus, which has worked well, but need to get some operational procedures or by-laws in order and Breck Summerford will have to approve of those. Hopefully at the next meeting the sub-committee will have a proposed set of by-laws for the membership. Currently the group is operating by the Senate Bill. There will be more discussion after this meeting. Judy Bowman has been asked to work with the sub-committee. Tye Parsons asked, is the group moving towards incorporating so we are a 501 (c) 3 or some type of actual organized group to receive grant funds and if so needs to be incorporated into the by-laws. This was a good point. The group needs to advertise publicly to invite members. Need some type of criteria or profile in order to know what the group is looking for such as, problems, implementation, education and those types of aspects.

PLANNING MEETINGS

The next topic was holding regularly scheduled planning meetings and encourage greater stockholder participation at meetings. Marsha Boone will provide progress reports to the Partnership, NWMSU and DNR in December 2007 and April 2008. A final report will be sent September 15, 2008 at the end of Phase II Planning Grant cycle. In the process now of finalizing a database that included 600 names and currently there are 134 names that are accurate. The Northwest Missouri Regional Council will be contracted for

administrative services for the next contract period which is September to September 2008. RCOG will receive this database and continue to add names to it.

PRELIMINARY ENGINEERING STUDY

For the first time in years, the Department of Natural Resources has convinced the Corps of Engineers to give them money for projects like this. This is a grant in the amount of \$50,000 to pay for a portion of the study which will cost between \$80,000 and \$87,000. The WPT will still ask the water systems to contribute \$400 each with a total of 83 water systems. The remaining will come from the Department. No grants will need to be written. The partnership members will be asked to call their water systems in their counties and ask if they received their reports and ask them to give money to pay for the study. The Partnership will conduct a Preliminary Engineering Feasibility Study with oversight and advisement from the Partnership and MDNR, and the COE will select an engineering firm to conduct the preliminary feasibility study. The COE will take advisement from the Partnership and DNR from which engineering firm is selected. Breck Summerford spoke about the selection of engineers. A proposal will be submitted to COE to see if it meets the criteria. The COE will select the engineering firm from what they feel best can do the proposal. The engineer must be on the approved list of consulting engineers, which is a nationwide list. There are firms in the area of the State that are on the approved list. Most engineering firms know they are on the list with the State of Missouri. The Phase I Report mailing will include a request to the water systems to support the Study. Huey Jacobs said he met with the Caldwell County Commissioners and they suggested that the 12 counties pay \$2,500 each. The county said there is a business meeting the 20th of September in King City and they suggested having someone from the WPT to attend and speak about the program and funds. Mr. Jacobs said he would not be able to get all this water systems to pay the money. Bob Stiens said the counties would have to budget these funds before spending them. Tye Parsons commented, where is the cut-off point was as far as 83 water districts having to pay or not. Does 50% or 75% need to pay before the department will pay the remaining gap? Marsha stated the department will pay the remainder of the feasibility study. There are some systems that can not contribute towards the funding of the study. Marsha needs to know how the partnership wants to handle this situation. When the report is sent out the end of this month a cover letter signed from both Harland and Bill to encourage local support for the study and a check off form that states we do support it and interested in receiving information. The letter will state any entity can contribute towards the project. The check will be payable to the NWMSU. The university has already set up an account to receive the checks and hold them to pay for the study. After much discussion, letters will be sent to all 83 water systems and counties asking for an investment. This will allow the counties to budget funds in the next year's budget. There is no concept of how many water systems are interested at this time. Some water districts are not interested in participating. There will be an attempt to meet all 83 water systems face-to-face. There are only two districts that are regulated by the Missouri Service Commission and they are White Cloud and Missouri American. All other districts do not have to go in front of the MSC. The partnership needs a good list of supporters to show the ones who are interested. Bob Stiens stated the counties will need an official letter requesting funds. Bill Hills will attend the meeting in King City, on September 20 at the Iberger Building. The membership list will be in the reports along with the bios. All Commissioners will receive a report and request letter and talk about it at the September 20 meeting and then they will receive a formal request and each water district will receive one too. There is no timeline on receiving funds. This will be included in the request letter. A follow-up

call may be required by each member to call their counties. Members will receive the mailing also as their notification.

GOVERNANCE STRUCTURE FOR TRANSMISSION LINES

A governance structure is still not in place for the proposed transmission lines. Bruce Hattig will speak about the Northwest Wholesale Commission. We know that Atchison County Commission can serve in that role. The partnership will identify needs, options, and make recommendations for a governance structure for the proposed transmission lines. The Partnership holds facilitated planning sessions with stakeholders to determine the best model to meet the needs of the region. Planning sessions will begin this fall and recommendations will be completed within 60 days following the completion of the preliminary study. Mr. Hattig with Bartlett & West Engineers past out a letter that was sent to Harlan from the Northwest Missouri Wholesale Water Commission. The letter referenced the continued support and working with the Water Partnership Team. The NWMWWC and Atchison County Water Commission both have written preliminary engineering reports. The most pressing issue is having monies available for the Phase II feasibility study and the opportunity for the \$50 million in Bond's money that is going to be available throughout the State with applications being due November 15. The NWMWWC is willing to sit down and have a dialogue of this and to see what will make sense to make the project work. Breck mentioned start very quickly with a working group and get a plan of action on just the November funding and there are people experienced with grant applications and people in the department that administer those funds and can talk with them and try to decide on an approach to apply for these funds. Brock Pfof will continue working with the small communities on their systems. A meeting can be held next week and decide who needs to come such as consulting firms, planning commissions, and others who are interested in putting their input into this plan. Tye Parsons stated the \$50M is for water and wastewater and the funds that are available for water are 50% maximum or \$1,400 per connection maximum which will mean gap funding. Tye also asked, how can we apply for any phase of this sketch 7 if there is no feasibility study done? Bruce said the best case scenario is to delay the bond issue by 12 months. The timing is not good. Breck stated the people that administer those funds can help the partnership with this. Dave Williams said that this money is here now. He is working with the Atchison County Water Commission and there are city's that needed water plants a year ago. Dave is encouraging them to work together as a group and submit for money to build a water plant. There are needs out there now that can't wait. This is primarily Rock Port, Fairfax and Craig. Atchison County #1 depends on these communities. Atchison County #1 will own these transmission lines. Bill Hills agreed with David and the reality is they need to move on with the bases of taking source water from Nodaway County #1 which Nodaway County #1 is part of Atchison County now. They can do that now and at least part of those being able already supplied by Nodaway County and this and then when transmission mains begin to be built, they can pick up and reinforce this, but doesn't need to be done prior to the project of those four and won't affect the other material. If we can't get Atchison County Wholesale Water done, then we don't have water for the rest of the project. Atchison County is moving forward anyway. At the end of this meeting, those who are interested need to stay and plan a sub-committee meeting as well as the engineering committee. Bill Hills will organize the meeting. The consensus is that Sketch 7 needs to be changed a little. Marsha stated the partnership still have the issues of the overall governance. Harlan said we need to invite anybody else to give presentations to give us ideas of what our governance should be.

EXPANSION OF PUBLIC OUTREACH

The Partnership will create and implement a one-year social marketing plan designed to increase public awareness of and support for the findings and recommendations of the Water Partnership. The plan will include presentations to target audiences addressing topics such as “the real cost of water and “the link between economic development and abundant water supplies.” The Roundtable discussions will be held among city officials, county commissioners, economic development staff and water specialists. Administrative support services shall send regular press releases of Partnership meetings, events, and news worthy announcements.

CAPACITY DEVELOPMENT TRAINING FOR AREA WATER SYSTEMS

At Symposium III, Bev Maltsburger spoke about preparation of smaller water systems that can be offered that want to participate. The water systems that choose to participate, will offer management training, mapping assessment, rate study and pricing, options for consolidation with neighboring systems and other issues related to long range planning needs for systems. Bev Maltsburger, Economic Development Specialist for the University of Missouri Extension is working with MDNR to develop a pilot project for 2007-2008. UME will contract with NWMSU for training services. It is believed to get participation at these events, credits will be given for Operation Certification. Bill Hills and Dave Williams will be on-hand to encourage participation and answer questions. Bill and Dave will continue to meet face-to-face with these water systems to tell them how important it is to expand their services or upgrade their services. The pilot project has been working with various parts of the department and the department has agreed to give money to pilot it to see if it is viable to take elsewhere in the State. Bev plans to give a presentation at the October meeting.

Bill Hills distributed “Recommendations for Individual Water Systems”. All water systems need to be thinking about and doing these items. These recommendations need to be included in the monthly newsletters and Bev can use in her presentations. This is a guideline for all water systems.

Several guests were present and made comments and offered their assistance.

The following dates and times have been scheduled for meetings. These dates and times will be confirmed with the NWMSU as well as location.

October 9 from 1-3 pm
November 6 from 10-12 pm
December 11 from 10-12 pm
January 8 from 10-12 pm

We can now send out with our mailings our meeting dates to the Partnership with the report. All correspondence will be sent by emails. Be sure that we have your emails.

Several groups will meet and discuss.

Meeting was adjourned at 11:55 am.