

**OSAGE BEACH / LAKE OZARK
JOINT SEWER BOARD MEETING
AGENDA
July 18th, 2023, 2023 @ 4:00 p.m.
LAKE OZARK CITY HALL**

1. CALL TO ORDER

2. ROLL CALL

Mayor, Michael Harmison
Mayor, Dennis Newberry
City Administrator, Harrison Fry
City Administrator, Jeana Woods
Alderman, Kevin Rucker
Alderman, Pat Thompson
Public Works Director, Matt Michalik
Member at Large, Gary Hamner

3. PUBLIC COMMENT

4. MINUTES

Regular Meeting: June 20th, 2023 2-3

5. REPORTS

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Revenue Budget Analysis	10
Expenditure Budget Analysis	11
Income & Expense Summary	12

6. ALLIANCE REPORT OF OPERATIONS 13-32

7. APPROVAL OF MAY FLOW CHARTS

8. OLD BUSINESS

- A. Board update
- B. Continued review and possible action regarding the Alliance Water Resources Contract.
Pg. 33
- C. Continued review of bylaws, purchasing policy and connection policy. Pg 34-46

9. NEW BUSINESS

10. ADDITIONAL DISCUSSION ITEMS

11. ADJOURNMENT

LAKE OZARK-OSAGE BEACH JOINT SEWER BOARD

Meeting Minutes – June 20th, 2023

CALL TO ORDER:

Mayor Harmison called the meeting to order at 4:01 pm on Tuesday, June 20th, 2023 at Lake Ozark City Hall.

ROLL CALL:

Mayor, Dennis Newberry – Present
Mayor, Michael Harmison- Present
City Administrator, Harrison Fry - Present
City Administrator, Jeana Woods - Present
Alderman, Kevin Rucker- Present
Alderman, Pat Thompson- Absent
Public Works Director, Matt Michalik – Present
Resident Member, Mr. Gary Hamner - Absent

MINUTES:

Alderman Kevin Rucker, motioned to approve the meeting minutes from May 16th, 2023 as amended. His motion was seconded City Administrator Harrison Fry and passed unanimously.

REPORTS:

- Bill List
- Revenue Budget Analysis
- Expenditure Budget Analysis
- Income & Expense Summary

A motion was made by City Administrator, Jeana Woods to approve the Bills List, Revenue Budget Analysis, Expenditure Budget Analysis, and the Income & Expense Summary. Her motion was seconded by City Administrator, Harrison Fry and was passed unanimously.

ALLIANCE REPORT OF OPERATIONS:

Alliance Report of Operations: The average daily incoming flow for May was 1.153 mgd. We had 2.1 inches of precipitation measured for May at the WWTP.

Operationally, the plant's discharge was excellent, with an effluent monthly average BOD and TSS of 1.6 mg/l and 1.8 mg/l respectively for May which represents a 99.3 + % or better removal.

The MLSS average for both aeration basins for May was 6,390 mg/l. The total dry weight sludge inventory for May totaled 330,226 pounds. 49 loads of septage or 102,500 gallons for May were received.

APPROVAL OF FLOW CHART:

Alderman, Pat Thompson motioned to approve the May flow chart. The motion was seconded by City Administrator, Jeana Woods and was unanimously approved.

OLD BUSINESS:

- A. Board Representative Update. Director Michalik advised no update.
- B. Reviewed and discussed JSB meeting schedule, purchasing and connection policies.
- C. The Bylaws were discussed and reviewed.

NEW BUSINESS:

- A. Review and discuss the miscellaneous and extension terms in the Alliance contract.
- B. Review of the Lake Ozark / Osage Beach 2022 Annual Audit

ADDITIONAL DISCUSSION ITEMS:**ADJOURNMENT:**

With no further business to discuss, a motion was made by Alderman, Pat Thompson to adjourn. Her motion was seconded by City Administrator, Jeana Woods. The meeting adjourned at 4:54 pm.

Approved:

Dennis Newberry, Mayor

Robin Craig, Clerk

JOINT SEWER BOARD
BILL LIST
JULY 18, 2023

OPERATING FUND BILLS PAID PRIOR TO BOARD MEETING:	\$	1,080.00
OPERATING FUND BILLS TO BE PAID:	\$	50,994.21
EQUIPMENT REPLACEMENT FUND BILLS PAID PRIOR TO BOARD MEETING:	\$	-
EQUIPMENT REPLACEMENT FUND BILLS TO BE PAID:	\$	-
TOTAL		\$ 52,074.21

OPERATING FUND BILLS PAID PRIOR TO BOARD MEETING:			Amount:
Account	Paid To:	Description:	
4020	A&A Inc.	Remove gravel/rock	\$ 1,080.00
			\$ -
			\$ -
TOTAL			\$ 1,080.00

OPERATING FUND BILLS TO BE PAID:			Amount:
Account	Paid To:	Description:	
4000	Equipment Replacement Fund	Payment into ER Fund	\$ 5,000.00
4020	Catalyst Electric	Install Replacement Breaker	\$ 140.00
4020	CED	Replacement Breaker for bar screen	\$ 335.00
4020	Lake Recharge and Fire	Annual extinguisher main.	\$ 69.50
4020	Majestic Franchising Inc.	July	\$ 275.00
4020	M/C QuickBooks	Accounting Software	\$ 30.00
4020	Menards	Cleaners & tools RAS Basement	\$ 96.12
4020	Miller Co. Extension Ctr.	Soil Sample test	\$ 22.00
4020	Ovivo USA, LLC	Skimmertrough gaskets for Clarifier #2	\$ 85.50
4020	Professional Metal Fabricators	Labor/material gaskets on Clarifier #1	\$ 2,445.78
4020	Professional Metal Fal	Bearing Shroud for Splitter box #3	\$ 459.82
4020	Ray Lindsey Co.	Troubleshoot the Pista Grit System	\$ 625.00
4020	WSG & Solutions, Inc.	Bar Screen Shear Pins	\$ 375.00
4020	Xylem Water Solution:	Solifold Valve & Air Hose UV Sys.	\$ 312.00
4170	Alliance Water Resources, Inc.	July	\$ 29,466.00
4175	Ameren MO	11673321	\$ 10,897.36
4175	Ameren MO	98041275	\$ 178.76
4176	AT&T	July	\$ 103.84
4176	Republic	July	\$ 77.53
TOTAL			\$ 50,994.21

EQUIPMENT REPLACEMENT FUND BILLS PAID PRIOR TO BOARD MEETING:			Amount:
Account	Paid To:	Description:	
TOTAL			\$ -

EQUIPMENT REPLACEMENT FUND BILLS TO BE PAID:			Amount:
Account	Paid To:	Description:	
4000			\$ -
4000			\$ -
TOTAL			\$ -



Professional Metal Fabricators
7511 Liberty Road
Jefferson City, MO 65101
Phone: (573) 634-1069

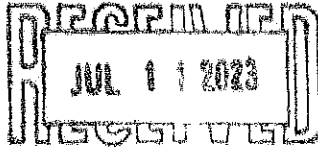
Invoice

Invoice Number
23-0154
Invoice Date
7/11/2023

Bill To: Joint Sewer Board
#3 Anderson Rd
P.O. Box 1985
Lake Ozark, MO 65049

Re: AW Replace Gasket

Ship To:



Job No	Customer Job No	Customer PO	Payment Terms	Due Date
23-0154			Net 30 Days	8/10/2023
Date	Quantity	Description	Rate/Unit	Price
5/15/2023	31.00	Labor to change out Duck Skimmer Trough Gaskets per proposal G-0170-1	69.09	2,141.72
5/15/2023	1.00	Materials used to change out Duck Skimmer Trough Gaskets per proposal G-0170-1	230.14	230.14
5/15/2023	1.00	Equipment used to change out Duck Skimmer Trough Gaskets per proposal G-0170-1	73.92	73.92

INSTALLED SKIMMER TROUGH GASKETS
ON CLARIFIER #1

GL Acct#: 4020

Signature: [Signature]

Date: 7/11/23

Subtotal \$ 2,445.78
Sales Tax (if applicable) \$ 0.00

Total Due \$ 2,445.78

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Account Number 4580005832
 Customer Name ALLIANCE WATER RESOURCES INC
 Service Address 3 ANDERSON RD.,
 LAKE OZARK, MO 65049

AMOUNT DUE \$10,897.36

Due Date 07/31/2023

Current Detail for Statement 07/10/2023

Total Electric Charges \$10,897.36

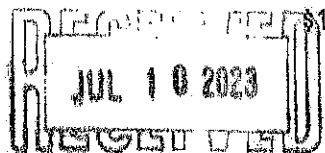
Amount After Due Date \$11,006.33

Total Amount Due \$10,897.36

Previous Statement \$7,047.55

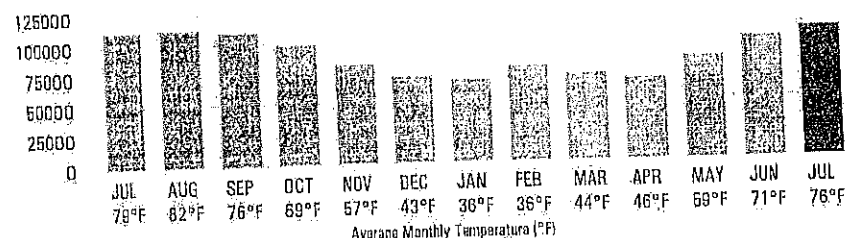
Total Payments \$7,047.55

Payment Received. Thank You.



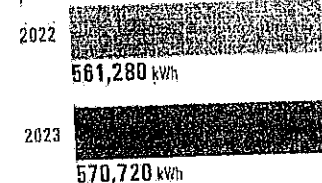
Electric Usage History

Electric Usage in Kilowatt Hours (kWh)



Electric Usage Summary (kWh)

So far this year, you're using **1.7%** more than last year.



Usage from Jan-Jul for 2022 & 2023

Keeping You Informed.

Update your account information so we can contact you when crews are working in your neighborhood. Fill out the slip and mail it in or update your online account. Don't have an online account? Sign up today at AmerenMissouri.com.

GL Acct#: 4175
 Signature: [Signature]
 Date: 7/10/23

Keep this portion for your records.

» See next page for service details.

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Amount Due	Due Date
\$10,897.36	July 31, 2023
Delinquent Amount After Due Date	Account Number
\$11,006.33	4580005832

Amount Enclosed \$

>003326 2222149 0001 092139 10Z

ALLIANCE WATER RESOURCES INC
 PO BOX 1985
 LAKE OZARK, MO 65049-1985

AMEREN MISSOURI
 PO BOX 88068
 CHICAGO IL 60680-1068

40600000 0045800058302 000010897360 000010897360

13073
03326 2222149 005644 013287 0001/0002



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Electric Service Details Service from 06/06/2023 - 07/06/2023 (30 days)

Electric Meter Read

METER NUMBER	SERVICE FROM - TO	NO. DAYS	USAGE TYPE	READING TYPE	CURRENT READING	PREVIOUS READING	READING DIFFERENCE	MULTIPLIER	USAGE
11673321	06/06 - 07/06	30	Total kWh	Actual	80611.0000	78647.0000	684.0000	160.0000	106240.0000
11673321	06/06 - 07/06	30	Peak kW	Actual	13380	10000	1380	160.0000	214.2000

Usage Summary

Total kWh	106240.0000	Summer kWh	106240.0000
Peak kW	214.2000	Billing Demand	214.2000
Total Billing Demand	214.2000	October Winter Base kW	164.8000
Winter Base Demand	164.8000	Base kWh Ratio	0.7684
Base kWh (HUD)	0.0000	Seasonal kWh (HUD)	0.0000

Rate 3M Large General Service

DESCRIPTION	USAGE	UNIT		RATE	CHARGE
Seasonal Energy Charge	0.00	kWh	@	\$ 0.03870000	\$0.00
Summer Demand Charge	214.20	kW	@	\$ 5.87000000	\$1,257.36
Winter Demand Charge	214.20	kW	@	\$ 0.00000000	\$0.00
Energy Charge/Hours Used	32,130.00	kWh	@	\$ 0.10540000	\$3,386.60
Energy Charge/Hours Used	42,840.00	kWh	@	\$ 0.07930000	\$3,397.21
Energy Charge/Hours Used	31,270.00	kWh	@	\$ 0.05340000	\$1,688.82
Base Energy Charge / Hours Used	0.00	kWh	@	\$ 0.06620000	\$0.00
Customer Charge					\$104.86
Fuel Adjustment Charge	106,240.00	kWh	@	\$ 0.00526000	\$558.82
Energy Efficiency Investment Charge	106,240.00	kWh	@	\$ 0.00467100	\$495.62
Renewable Energy Adjustment	106,240.00	kWh	@	\$ 0.00035000	\$37.18
Total Service Amount					\$10,897.38
Total Electric Charges					\$10,897.38

Questions? Contact Ameren Missouri at 1.877.426.3736 or visit AmerenMissouri.com.

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FOCUSED ENERGY. For life.

Account Number 5580005920
 Customer Name ALLIANCE WATER RESOURCES INC
 Service Address 3 ANDERSON RD
 LAKE OZARK, MO 65049

AMOUNT DUE \$178.76

Due Date 07/31/2023

Amount After Due Date \$180.55

Previous Statement \$80.11

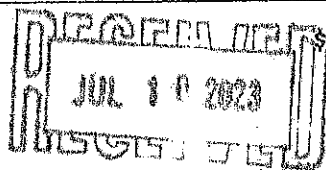
Total Payments \$80.11

Payment Received. Thank You.

Current Statement for Statement 07/10/2023

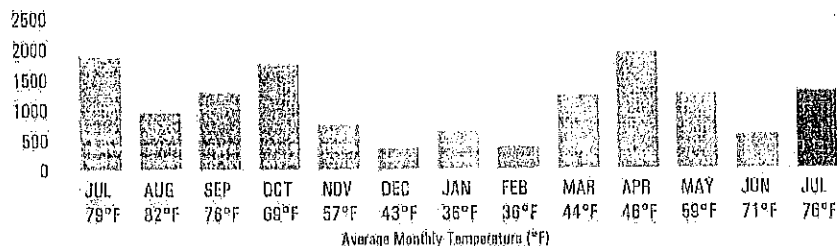
Total Electric Charges \$178.76

Total Amount Due \$178.76



Electric Usage History

Electric Usage in Kilowatt Hours (kWh)



Electric Usage Summary (kWh)

So far this year, you're using **41.5%** less than last year.

2022 12,400 kWh

2023 7,280 kWh

Usage from Jan-Jul for 2022 & 2023

Keeping You Informed.

Update your account information so we can contact you when crews are working in your neighborhood. Fill out the slip and mail it in or update your online account. Don't have an online account? Sign up today at AmerenMissouri.com.

GL Acct#: 4175

Signature: *[Signature]*

Date: 7/10/23

Keep this portion for your records.

See next page for service details.

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Amount Due	Due Date
\$178.76	July 31, 2023
Delinquent Amount After Due Date	Account Number
\$180.55	5580005920
Amount Enclosed \$	

>003324 2222149 0001 092139 10Z

ALLIANCE WATER RESOURCES INC
 PO BOX 1985
 LAKE OZARK, MO 65049-1985

AMEREN MISSOURI
 PO BOX 88068
 CHICAGO IL 60680-1068

10633000 0055800059200 000000178760 000000178760



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Electric Service Details

Service from 06/06/2023 - 07/06/2023 (30 days)

Electric Meter Read

METER NUMBER	SERVICE FROM - TO	NO. DAYS	USAGE TYPE	READING TYPE	CURRENT READING	PREVIOUS READING	READING DIFFERENCE	MULTIPLIER	USAGE
99041275	06/06 - 07/06	30	Total kWh	Actual	28096.0000	25968.0000	1228.0000	10.0000	1280.0000
99041275	06/06 - 07/06	30	Peak kW	Actual	6.0880	0.0000	6.0880	10.0000	60.8800

Usage Summary

Total kWh	1280.0000	Summer kWh	1280.0000
Winter Base kWh	1000.0000	Current Base kWh	1000.0000
Summer Cur Base kWh	1000.0000	Seasonal kWh	280.0000
Summer Seasonal kWh	280.0000		

Rate 2M Sm Gen Svc - 3 Ph w/Dmd

Threshold - Peak Demand

DESCRIPTION	USAGE	UNIT	RATE	CHARGE
Summer Total Energy Charge	1,280.00	kWh	@ \$ 0.11350000	\$145.28
Base Energy Charge	0.00	kWh	@ \$ 0.08480000	\$0.00
Seasonal Energy Charge	0.00	kWh	@ \$ 0.04880000	\$0.00
Customer Charge				\$21.86
Fuel Adjustment Charge	1,280.00	kWh	@ \$ 0.00528000	\$6.73
Energy Efficiency Investment Charge	1,280.00	kWh	@ \$ 0.00346900	\$4.44
Renewable Energy Adjustment	1,280.00	kWh	@ \$ 0.00035000	\$0.45
Total Service Amount				\$178.70
Total Electric Charges				\$178.76

Payments Since Previous Statement

DATE RECEIVED	AMOUNT
June 28, 2023	\$80.11

Questions? Contact Ameren Missouri at 1.877.426.3736 or visit AmerenMissouri.com.

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**MONTH-TO-DATE AND YEAR-TO-DATE
REVENUE/BUDGET ANALYSIS**

		6/30/2023					Percent YTD
Account Number	Account Name	2021 Actual	2022 Actual	2023 Budget	2023 Actual as of 6/30/2023	2023 June Revenue	
3020	Osage Beach	465,202.63	460,708.70	481,940.00	248,100.80	42,008.81	51%
3010	Lake Ozark	84,797.35	91,794.26	98,710.00	39,920.03	6,378.69	40%
3030	Misc.	22,000.00	1,094.92	0.00	0.00	0.00	0%
3100	Interest	2,700.22	2,462.35	2,500.00	2,721.96	22.59	109%
3060	Waste Haulers' Fee	60,520.00	49,490.00	56,000.00	34,260.00	6,700.00	61%
Total Operating Fund		635,220.20	605,550.23	639,150.00	325,002.79	55,110.09	51%
E/R Fund Income		5,508.47	3,588.63	4,000.00	6,361.37	60.82	159%
TOTAL INCOME		640,728.67	609,138.86	643,150.00	331,364.16	55,170.91	52%

MONTH-TO-DATE AND YEAR-TO-DATE
EXPENDITURE/BUDGET ANALYSIS
6/30/2023

Account Number	Account Name	2021 Actual	2022 Actual	2023 Budget	2023 Actual as of 6/30/2023	2023 June Expenses	Percent YTD
4000	Equipment Replace Fund	143,608.00	65,008.00	60,000.00	30,000.00	5,000.00	50%
4020	*Maintenance & Repair	104,853.81	60,030.11	93,500.00	60,901.52	35,478.02	65%
4140	Insurance	21,493.00	22,088.00	23,000.00	22,766.00	0.00	99%
4150	Vehicle Repair/Main	11,099.99	5,999.58	8,000.00	2,930.58	231.45	37%
4170	Contract Management	306,640.00	331,080.00	360,000.00	176,796.00	29,466.00	49%
4175	Electric	82,227.41	79,890.16	81,000.00	31,765.56	7,127.66	39%
4176	Utilities Misc.	3,528.17	3,694.18	5,000.00	2,772.79	189.00	55%
4190	Bank Charges	0.00	12.00	0.00	3.00	(2.00)	0%
4200	Audit	2,600.00	2,700.00	2,800.00	2,800.00	0.00	100%
4240	Capital Purchases	399.99	0.00	0.00	0.00	0.00	0%
	Totals	678,450.37	560,502.03	633,300.00	330,735.45	77,490.13	52%
	**E/R Expenses	202,161.70	11,093.26	103,000.00	97,062.54	0.00	94%
	TOTAL EXPENSES	880,612.07	571,595.29	736,300.00	427,797.99	77,490.13	58%

4020 DETAIL: Equip & Bldg. Repair/Main.

Auto Dialer Yrly Software Fee	500	X
Regular Maintenance	20,000	X
UV Bulbs, Quartz Sleeves, Misc	10,000	X
Painting RAS basement piping	30,000	X
Rock for road	3,000	Fall
Sandblasting & paint Clarifier #3	30,000	Fall

93,500.00

DETAIL: Equipment & Replacement

Replace wooden doors w/fiberglass	3,000	If needed
Replace flow meter for the effluent	25,000	X
*Replace aerator gear box - new	75,000	X
	103,000.00	

OPERATING FUND INCOME AND EXPENSE SUMMARY
6/30/2023

Beginning Balance	360,785.16
Income - Osage Beach	42,008.81
Income - Lake Ozark	6,378.69
Income - Other	-
Income - Waste Haulers' Fees	6,700.00
Interest - Checking	22.59
Income - CD Interest	-
Transfers From E/R Fund	-
Transfers To E/R Fund	(5,000.00)
Expenses	(72,490.13)
Ending Fund Balance	338,405.12
Central Bank - NOW Acct.	114,238.70
CD First Bank of the Lake, 11/20/23 #8432	109,348.88
CD First Bank of the Lake, 10/22/23 #8433	115,897.54
Outstanding Checks:	(1,080.00)
	338,405.12

EQUIPMENT REPLACEMENT FUND INCOME AND EXPENSE SUMMARY
6/30/2023

Beginning Balance	460,478.62
Interest - Checking	60.82
Income - CD Interest	-
Transfers From Operating Fund	5,000.00
Income - Miscellaneous	-
Expenses	-
Ending Fund Balance	465,539.44
First Bank of the Lake - Money Mkt.	82,989.59
CD First Bank of the Lake, 1/31/24 #8430	112,549.85
CD First Bank of the Lake, 5/07/24 #8434	270,000.00
Outstanding Checks:	-
	465,539.44

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Professional Water and Wastewater Operations

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**Alliance Water
Resources
Inc.**

206 S. Keene
St.
Columbia, MO
65201

(573) 874-8080

REPORT OF OPERATIONS

LAKE OZARK/OSAGE BEACH
Joint Wastewater Treatment Plant No. 1

Month of June 2023

Submitted by Alliance Water Resources, Inc. for the

July 2023

Joint Sewer Board Meeting

SUMMARY OF FACILITY OPERATION

The Lake Ozark/Osage Beach Joint WWTP produced superior effluent quality throughout the month and was in full compliance with effluent limitations established in NPDES Permit No. MO-0103241. No leaks, no spills, and no unauthorized releases to waters of the state. No work-related lost time accidents have occurred during the month.

Detailed information relating to plant performance and operations is presented as follows.

PLANT EFFLUENT QUALITY

	BOD mg/l	TSS mg/l	pH	E.coli Colonies/100 ml	Coliform	Ammonia as N mg/L	O&G mg/L
Monthly/Quarterly Avg	1.3	1.5	N/A	10.0		0.09	<2.0
Peak Day	1.5	1.9	7.9	<20		0.19	<2.0
Percent Removal	99.5	99.5	N/A	N/A		N/A	N/A

NPDES EFFLUENT LIMITATIONS

	BOD mg/l	TSS mg/l	pH	E.coli Colonies/100 ml	Coliform	Ammonia as N mg/L	O&G mg/L
Monthly/Quarterly Avg	30	30	6-9	126		3.1	10
Weekly Average	45	45		630			
Daily Max				N/A		12.1	15

PLANT HYDRAULIC AND ORGANIC LOADING

The average daily influent flow for the month was 1.273 MGD or 42% of Permitted flow with Lake Ozark contributing 16% of the total flow and Osage Beach contributing 84%. Daily influent flow BOD and TSS data is presented in Table A. Daily flow for the month and rainfall are shown in Figure 2. A three-year flow history for each of the two cities is presented in Table B.

Organic loading for the month was 85179 pounds of BOD.

BIOSOLIDS APPLICATION AND INVENTORY

Plant personnel land applied 59 tanker loads of bio-solids during the month equivalent to a total of 208,800 gallons and 65,362 pounds dry weight solids.

241,332 pounds of dry weight solids have been land applied year to date.

Bio-solids inventory in the storage tanks at the end of the month was 495,000 gallons with a level of 6.0 feet in Tank 1 and 5.0 feet in Tank 2.

WASTEHAULERS

The plant received 59 loads of septage during the month totaling 131,500 gallons.

WWTP OPERATIONS

- Decanting digesters and wasting weekly.
- Normal operations.

WWTP MAINTENANCE AND REPAIR

- Performed routine maintenance throughout the month as per Maxpanda Maintenance Data Management software schedule.
- We had an airline leak in the outside panel of the UV system on the 3rd of June and we cut the bad spot out and made it work until we could get some more replacement line in. We had another leak in the outside panel on the 8th and found that the solenoid switch needed replaced, so we replaced it with the spare and ordered a replacement along with some more airline.
- We found that we had a bad breaker on Bar Screen #1 on the 20th of July and ordered a replacement that day. We got the replacement breaker on the 26th of July and Catalyst Electric came in on the 27th and installed it and got it back online.
- We had to replace another bar screen shear pin on the 22nd of July due to excess rock/gravel.
- We got a rock chip in the windshield of the sludge truck by a passing vehicle on highway 54 on the 21st of July. We contacted the Joint Sewer Boards insurance company and they sent Safelite Auto Glass out on the 23rd and repaired it at no cost.

SAFETY

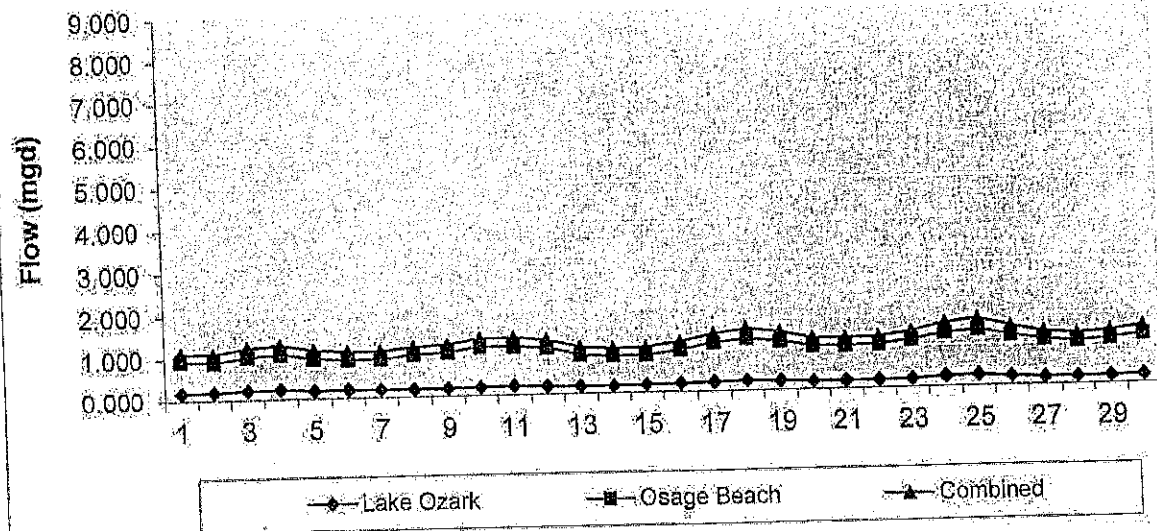
- We conducted our monthly Safety Meeting on Work Zone & Flagger Safety and Laboratory Chemical Hygiene on the 26th of June.

REGULATORY AGENCY, INSPECTION AND REPORT

- We filled out the new EDMR on the EPA MoGEM website on the 10th of July.
- We set up for our annual WET test on the 5th of June and shipped it to our Lab on the 6th. We received the results on the 21st of June, and everything passed with 100% survival. We filled out the EDMR for the WET test on the EPA MoGEM website on the 10th of July.

MISCELLANEOUS AND RECOMMENDATIONS

Daily Flow
Figure 1



Effect of Rainfall on Flow
Figure 2

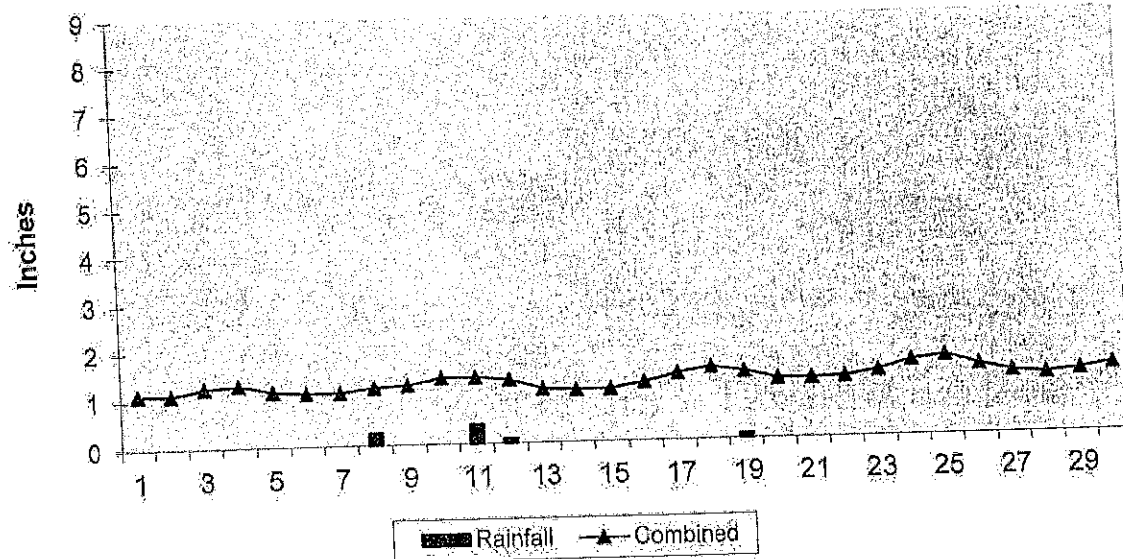


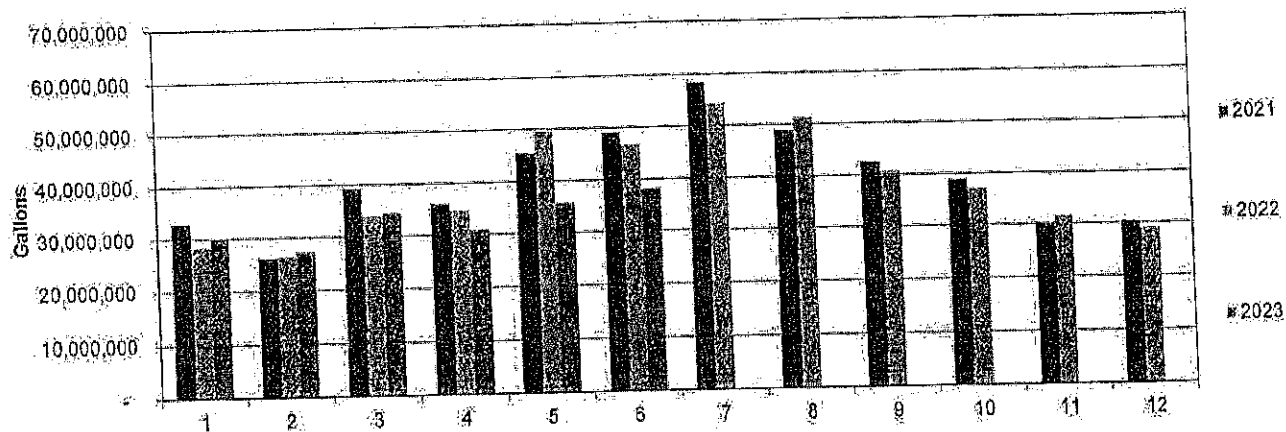
TABLE B
JOINT SEWER BOARD
Monthly Flows

<u>2021</u>	<u>RAINFALL</u>	<u>OSAGE BEACH</u>		<u>LAKE OZARK</u>		<u>TOTAL</u>	<u>%</u>
January	6.0	28,107,000	85%	4,855,000	15%	32,962,000	100%
February	3.0	22,136,000	85%	4,048,000	15%	26,184,000	100%
March	4.0	32,848,000	84%	6,450,000	16%	39,298,000	100%
April	5.2	30,179,000	84%	5,792,000	16%	35,971,000	100%
May	5.2	37,964,000	84%	7,479,000	16%	45,443,000	100%
June	8.0	41,695,000	85%	7,390,000	15%	49,085,000	100%
July	6.9	49,378,000	85%	9,000,000	15%	58,378,000	100%
August	1.8	41,691,000	85%	7,211,000	15%	48,902,000	100%
September	3.1	36,185,000	85%	6,306,000	15%	42,491,000	100%
October	6.0	32,925,000	85%	5,987,000	15%	38,912,000	100%
November	0.8	25,192,000	83%	5,025,000	17%	30,217,000	100%
December	2.3	25,041,000	82%	5,317,000	18%	30,358,000	100%
	52.2	403,341,000	84%	74,860,000	16%	478,201,000	100%

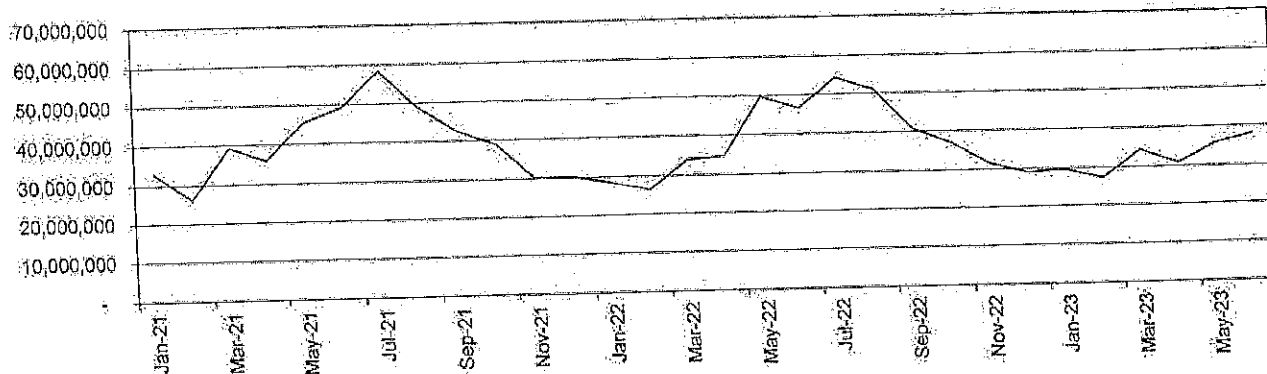
<u>2022</u>	<u>RAINFALL</u>	<u>OSAGE BEACH</u>		<u>LAKE OZARK</u>		<u>TOTAL</u>	<u>%</u>
January	1.7	23,599,000	83%	4,824,000	17%	28,423,000	100%
February	3.8	21,853,000	83%	4,610,000	17%	26,463,000	100%
March	5.2	28,266,000	83%	5,657,000	17%	33,923,000	100%
April	6.3	28,580,000	82%	6,088,000	18%	34,668,000	100%
May	9.1	41,076,000	83%	8,597,000	17%	49,673,000	100%
June	3.3	39,125,000	84%	7,563,000	16%	46,688,000	100%
July	2.6	45,728,000	84%	8,591,000	16%	54,319,000	100%
August	6.8	42,549,000	83%	8,716,000	17%	51,265,000	100%
September	2.4	34,238,000	84%	6,499,000	16%	40,737,000	100%
October	5.2	31,814,000	86%	5,317,000	14%	37,131,000	100%
November	4.5	26,905,000	85%	4,739,000	15%	31,644,000	100%
December	1.9	24,749,000	85%	4,376,000	15%	29,125,000	100%
	52.7	388,482,000	84%	75,577,000	16%	464,059,000	100%

<u>2023</u>	<u>RAINFALL</u>	<u>OSAGE BEACH</u>		<u>LAKE OZARK</u>		<u>TOTAL</u>	<u>%</u>
January	2.8	25,972,000	87%	3,812,000	13%	29,784,000	100%
February	3.9	23,448,000	86%	3,820,000	14%	27,268,000	100%
March	6.2	29,920,000	87%	4,559,000	13%	34,479,000	100%
April	1.3	26,903,000	87%	4,085,000	13%	30,988,000	100%
May	2.1	29,783,000	83%	5,950,000	17%	35,733,000	100%
June	0.85	32,155,000	84%	6,040,000	16%	38,195,000	100%
July							
August							
September							
October							
November							
December							
	17.1	168,181,000	86%	28,266,000	14%	196,447,000	100%

Monthly Influent Flow
Figure 3A

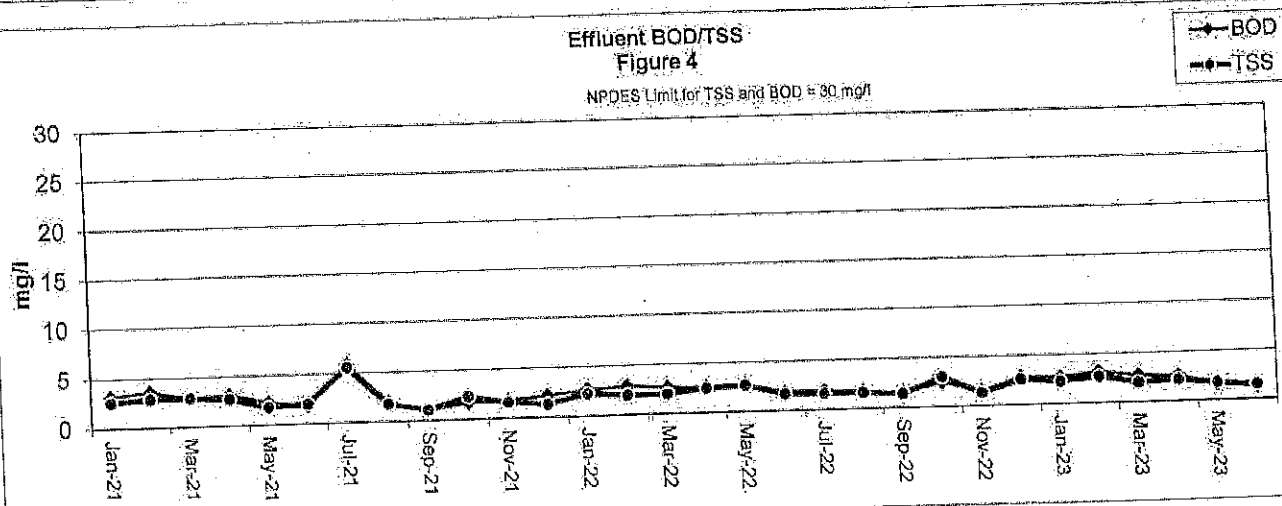


Monthly Influent Flow
Figure 3B



Effluent BOD/TSS
Figure 4

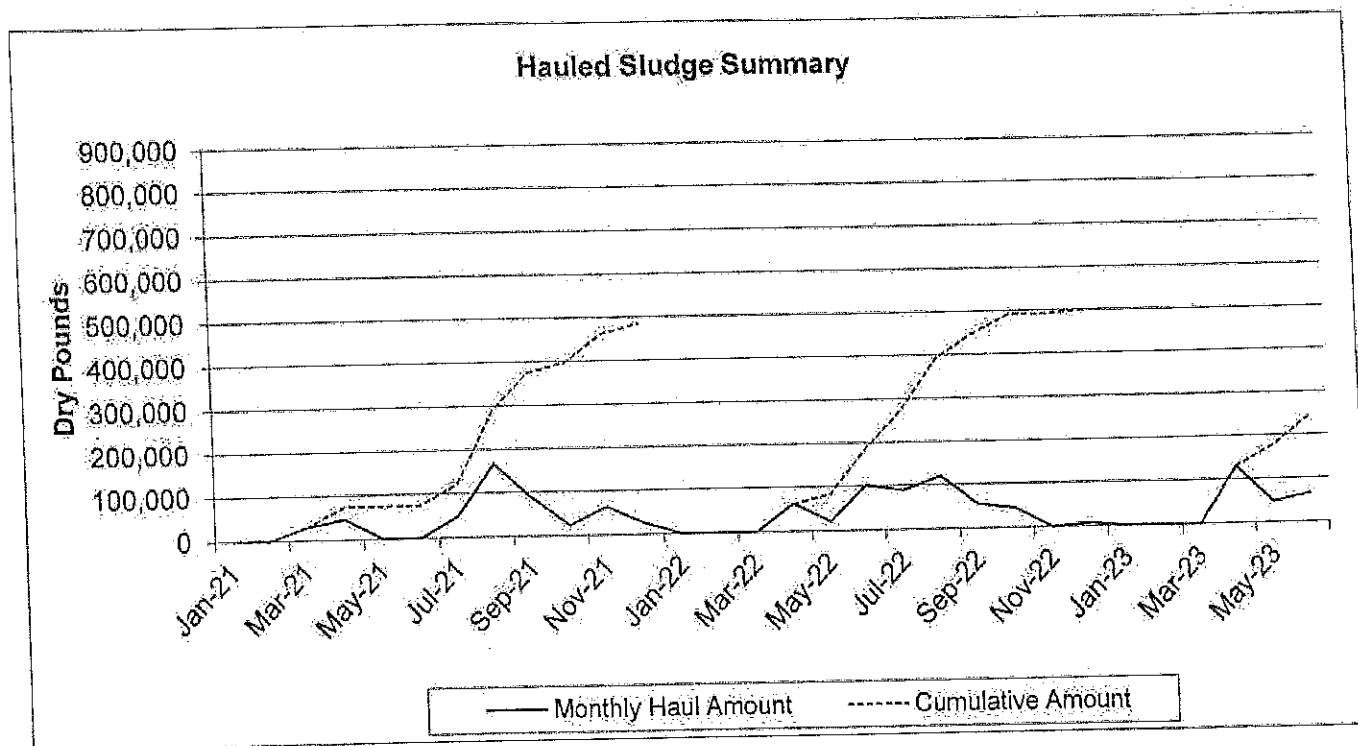
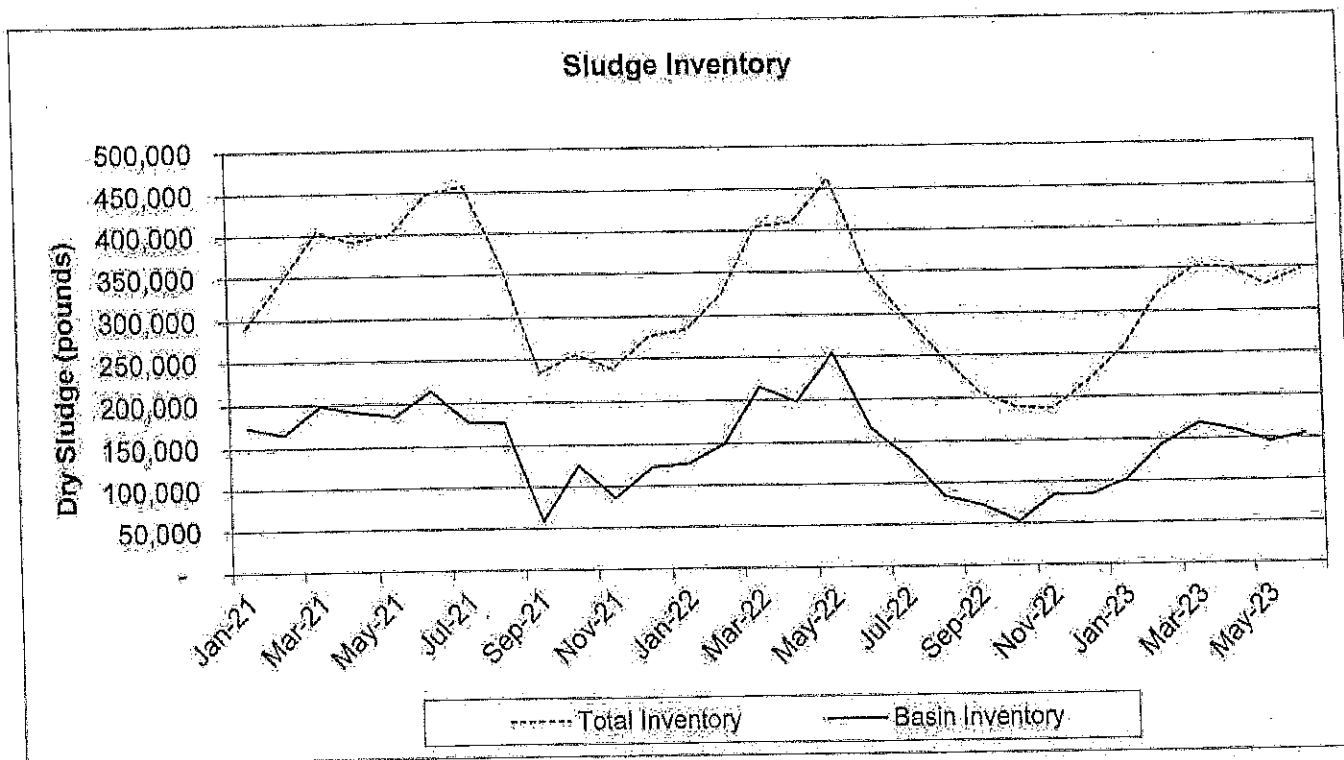
NPDES Limit for TSS and BOD = 30 mg/l



	Hauled Sludge				
	Loads	Gallons	# Dry	% Solids	Annual Cumulative # Dry
Jan-21	0	-	0	4.4%	-
Feb-21	0	-	0	4.4%	-
Mar-21	23	85,100	28,883	4.1%	28,883
Apr-21	39	144,300	45,269	3.8%	74,152
May-21	0	-	0	3.8%	74,152
Jun-21	0	-	0	3.8%	74,152
Jul-21	40	144,000	47,378	3.9%	121,530
Aug-21	153	550,800	166,363	3.6%	287,893
Sep-21	92	331,200	87,226	3.2%	375,119
Oct-21	17	61,200	22,698	4.4%	397,817
Nov-21	45	165,600	63,521	4.6%	461,438
Dec-21	16	57,600	24,139	5.0%	485,577
Jan-22	0	-	0	4.5%	-
Feb-22	0	-	0	4.0%	-
Mar-22	0	-	0	4.4%	-
Apr-22	47	169,200	62,120	4.4%	62,120
May-22	16	57,600	21,017	4.4%	83,137
Jun-22	84	302,400	102,052	4.0%	185,189
Jul-22	80	288,000	88,951	3.7%	274,150
Aug-22	108	388,800	120,428	3.7%	394,578
Sep-22	51	183,600	54,073	3.5%	448,649
Oct-22	42	151,200	44,405	3.5%	493,054
Nov-22	0	-	0	3.5%	493,054
Dec-22	8	28,800	7,746	3.2%	500,800
Jan-23	0	-	0	3.2%	-
Feb-23	0	-	0	3.2%	-
Mar-23	0	-	0	3.2%	-
Apr-23	116	417,000	129,223	3.7%	129,223
May-23	48	172,800	46,747	3.2%	175,970
Jun-23	58	208,800	65,362	3.8%	241,332

Basin Depths				# Dry
Tank #1	Tank #2	AB #1	Basin Gallons	
7.0	3.5	0.0	472,500	173,389
5.0	5.0	0.0	450,000	165,132
6.0	7.0	0.0	585,000	199,549
6.0	7.5	0.0	607,500	190,582
6.0	7.0	0.0	585,000	185,395
7.0	8.0	0.0	675,000	213,921
5.0	7.0	0.0	540,000	177,663
7.0	6.0	0.0	585,000	175,693
2.0	3.0	0.0	225,000	89,257
3.5	4.0	0.0	337,500	125,173
3.0	2.0	0.0	225,000	88,442
4.0	2.5	0.0	292,500	122,581
4.5	3.0	0.0	337,500	129,854
7.0	3.0	0.0	450,000	150,120
6.0	7.0	0.0	585,000	214,672
7.0	5.0	0.0	540,000	188,255
6.5	7.0	0.0	697,500	254,503
7.0	4.0	0.0	495,000	167,049
7.0	2.5	0.0	427,500	132,051
2.0	4.0	0.0	270,000	83,529
3.5	2.0	0.0	247,500	72,893
1.0	3.0	0.0	180,000	52,853
4.0	2.5	0.0	292,500	85,381
4.0	3.0	0.0	315,000	84,722
5.0	3.5	0.0	382,500	102,082
6.5	5.5	0.0	540,000	144,115
7.0	7.0	0.0	630,000	168,134
7.5	4.0	0.0	517,500	160,357
6.0	6.0	0.0	540,000	146,084
6.0	5.0	0.0	495,000	154,953

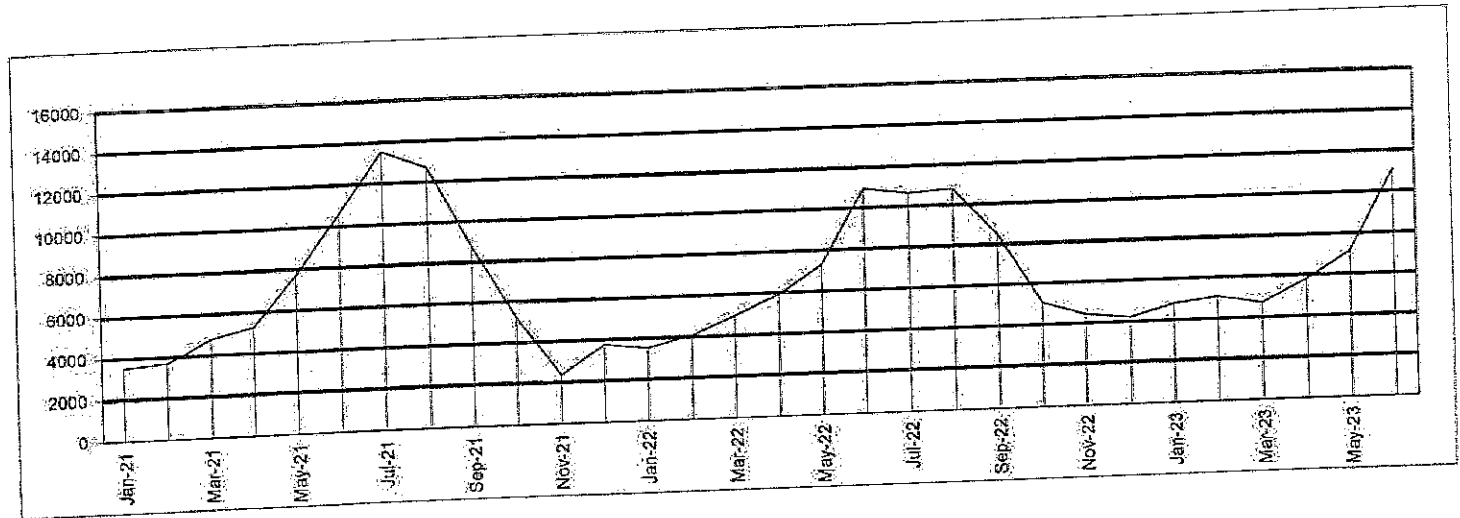
Blanket Depths			MLSS Inventory		Blanket and MLSS Inventory		MLSS	Total Dry	Accepted Septage			
Clar #1	Clar #2	Clar #3	MLSS	AB #1	MLSS	AB #2	Gallons	# Dry	% Solids	Sludge Inventory	Loads	Gallons
6.0	0.0	1.0	3,810	3,780	3,750,000	118,689	0.0038	292,077			83	205,500
5.0	8.0	0.0	5,490	5,750	3,830,906	179,558	0.00562	344,690			28	69,500
2.0	5.0	0.5	6,830	6,330	3,746,048	205,573	0.00658	404,122			32	70,000
12.0	5.0	1.0	6,890	5,350	3,945,382	201,375	0.00612	391,957			22	52,000
13.0	14.0	1.0	6,200	6,330	4,123,002	215,427	0.00627	400,825			48	128,500
6.0	7.5	2.0	7,280	8,050	3,926,643	234,903	0.00717	448,624			63	151,500
7.0	12.0	3.0	6,190	8,110	4,067,762	279,340	0.00823	457,007			117	289,000
1.0	1.0	0.5	6,180	5,840	3,657,238	183,008	0.0060	359,701			66	163,000
1.0	1.0	0.5	5,320	6,180	3,657,238	175,383	0.0058	234,640			62	159,500
1.0	0.5	0.5	4,430	4,140	3,648,357	130,381	0.0043	255,554			34	80,000
0.5	1.0	0.0	5,130	4,980	3,626,643	152,138	0.0050	238,580			37	83,000
1.0	1.0	0.0	4,540	5,630	3,635,524	154,179	0.0051	276,759			27	62,000
1.0	3.5	0.0	5,090	5,180	3,679,929	157,135	0.0051	283,800			13	27,000
4.0	1.5	0.0	6,280	5,030	3,687,691	174,393	0.0057	324,513			32	68,000
9.0	10.0	0.0	5,870	5,760	3,937,478	190,464	0.0058	405,135			23	48,000
10.0	10.0	1.0	7,100	5,600	3,998,688	211,765	0.0064	410,021			52	124,500
2.0	10.0	1.0	6,290	6,530	3,866,572	207,778	0.0065	452,281			37	85,000
4.5	0.5	1.5	5,760	6,010	3,753,952	184,247	0.0059	351,297			42	93,500
5.0	3.0	1.5	4,740	5,380	3,860,524	166,296	0.0052	298,348			33	68,500
1.5	1.0	0.5	5,490	5,420	3,666,119	166,789	0.0055	250,418			168	300,000
1.0	1.0	0.5	4,650	4,160	3,657,238	134,359	0.0044	207,251			76	168,000
0.5	0.5	0.5	4,590	4,390	3,639,476	136,286	0.0045	189,149			33	71,000
1.0	1.0	0.0	4,330	2,340	3,635,524	101,573	0.0034	166,964			38	89,500
1.5	1.5	0.0	4,510	4,270	3,653,286	133,755	0.0044	218,478			33	71,500
1.0	1.0	0.0	4,880	5,380	3,635,524	155,543	0.0051	257,625			35	74,500
2.0	2.0	0.0	6,060	5,570	3,671,048	177,882	0.0058	321,997			38	87,500
1.0	2.0	1.0	5,310	5,640	3,696,714	184,213	0.0060	352,347			50	115,500
1.0	1.0	1.0	6,200	6,170	3,678,952	189,771	0.0062	350,138			82	171,500
0.5	9.0	0.5	5,120	6,530	3,790,453	184,142	0.0058	330,226			49	102,500
1.5	4.0	0.5	6,020	5,440	3,719,405	193,254	0.0062	348,207			59	131,500



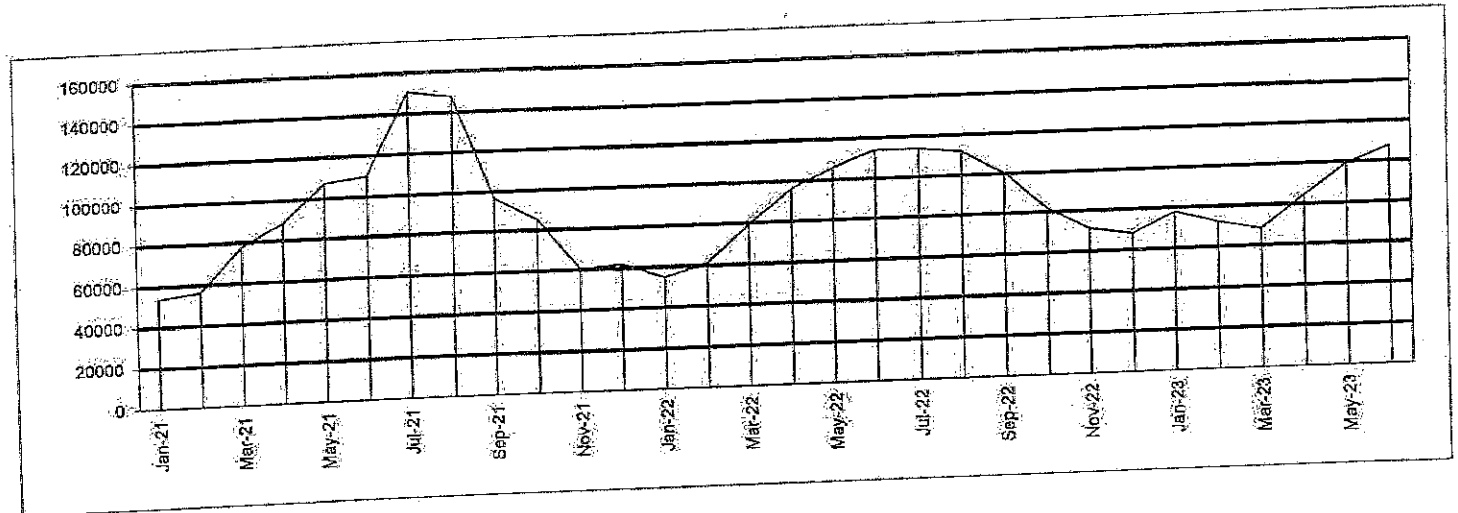
Electric Cost

Electric Cost Kilowatts Used

Jan-21	3524	53,730
Feb-21	3696	56,370
Mar-21	4776	77,720
Apr-21	5281	88,390
May-21	7727	107,320
Jun-21	10610	110,130
Jul-21	13533	150,740
Aug-21	12737	147,810
Sep-21	8751	96,600
Oct-21	5233	85,530
Nov-21	2348	60,370
Dec-21	3776	62,100
Jan-22	3547	55,070
Feb-22	4063	61,330
Mar-22	4979	79,050
Apr-22	5907	96,160
May-22	7292	106,100
Jun-22	10958	113,870
Jul-22	10648	113,590
Aug-22	10800	111,690
Sep-22	8498	100,470
Oct-22	5071	82,030
Nov-22	4451	71,240
Dec-22	4224	68,000
Jan-23	4809	77,980
Feb-23	5074	72,420
Mar-23	4730	68,320
Apr-23	5801	84,440
May-23	7128	99,300
Jun-23	11076	107,520



Kilowatts Used





**MISSOURI DEPARTMENT OF NATURAL RESOURCES
DIVISION OF ENVIRONMENTAL QUALITY**

Discharge Monitoring Report For Municipal Wastewater Treatment Plants

NAME OF FACILITY							LOCATION ADDRESS & CITY							COUNTY/REGION		
Lake of the Ozarks Regional WWTP #1							#3 Anderson Road							Miller/SWRO		
MONTH/YEAR		PERMIT NUMBER					OUTFALL NUMBER		TYPE TREATMENT FACILITY							
Jun-23		MO-0103241					#001		Oxidation Ditch/UV/Sludge Holding-sludge is land applied							
INFLUENT							EFFLUENT							% Removal		
DATE	pH UNITS	BOD mg/L	TSS mg/L	Ammonia as N mg/l	TEMP °C	FLOW MGD	pH UNITS	BOD mg/L	TSS mg/L	Ammonia as N mg/l	DO mg/L	E. coli COLFRM #/100 ML	TEMP °C	BOD mg/L	TSS mg/L	
1	6.9			38.0	20.8	1.386	7.8			0.17	8.6		22.0			
2	7.1	255	336		21.5	1.382	7.8	1.3	1.3		8.5		22.4	99.5	99.6	
3	6.9				21.0	1.589	7.8				8.6		21.9			
4	7.0				20.8	1.643	7.8				8.6		21.9			
5	6.9				20.9	1.470	7.8				8.6	< 20	21.9			
6	6.9			40.4	21.0	1.411	7.8			0.02	8.7		21.8			
7	7.0				21.0	1.427	7.7				8.5		21.9			
8	6.9				21.7	1.399	7.7				8.5		22.3			
9	6.9	318	368		20.5	1.491	7.7	1.3	1.7		8.6		21.5	99.6	99.5	
10	6.8				21.6	1.601	7.6				8.6		21.7			
11	6.9				21.5	1.711	7.7				8.4		21.9			
12	6.8				20.4	1.535	7.8				8.7	< 20	21.4			
13	6.9				20.3	1.289	7.9				8.7		21.3			
14	6.9			42.5	21.0	1.800	7.8			0.07	8.7		21.0			
15	7.0				21.8	1.965	7.8				8.6		21.8			
16	6.9	278	348		21.4	1.499	7.7	1.1	1.4		8.5		22.2	99.6	99.6	
17	7.1				21.3	1.669	7.8				8.6		21.9			
18	7.0				21.8	1.769	7.7				8.4		22.7			
19	6.8				22.5	1.646	7.7				8.4	< 20	22.8			
20	6.9				22.8	1.418	7.7				8.4		23.5			
21	6.9			32.7	22.5	1.506	7.8			0.19	8.4		23.5			
22	7.1				22.7	1.531	7.7				8.4		23.7			
23	6.9	258	332		23.0	1.639	7.7	1.2	1.9		8.3		23.9	99.5	99.4	
24	6.9				22.3	1.775	7.7				8.4		23.1			
25	7.0				23.3	1.940	7.8				8.1		24.5			
26	6.8				23.0	1.685	7.7				8.2	< 20	24.0			
27	6.9				22.7	1.606	7.7				8.2		24.3			
28	6.8			34.5	22.6	1.480	7.7			0.02	8.2		23.9			
29	7.0				24.5	1.664	7.7				8.1		25.1			
30	6.9	228	254		24.7	1.640	7.7	1.5	1.0		8.2		24.8	99.3	99.6	
Total						46.466										
Avg		267	328	37.6	21.9	1.549		1.3	1.5	0.09	8.5	10.0	22.7	99.5	99.6	
Min	6.8	228	254	32.7	20.3	1.289	7.6	1.1	1.0	0.02	8.1	< 20	21.0	99.3	99.4	
Max	7.1	318	368	42.5	24.7	1.940	7.9	1.5	1.9	0.19	8.7	< 20	25.1	99.6	99.6	

MONTHLY EFF MONITORING				QUARTERLY EFF MONITORING				MONTHLY INF MONITORING		
DATE	Phosphorus mg/L	TKN mg/L	Nitrite+Nitrate mg/L	Oil & Grease mg/L	TR. Cadmium mg/L	Selenium mg/L	Hardness mg/L	Phosphorus mg/L	TKN mg/L	Nitrite+Nitrate mg/L
1										
2										
3										
4										
5										
6	2.77	< 0.130	0.283					6.22	22.9	< 0.030
7										
8										
9										
10										
11										
12										
13										
14										
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25										
26										
27										
28										
29										
30										
Total	2.77	< 0.130	0.283					6.22	22.9	< 0.030
Avg	2.77	< 0.130	0.283					6.22	22.9	< 0.030
Min	2.77	< 0.130	0.283					6.22	22.9	< 0.030
Max	2.77	< 0.130	0.283					6.22	22.9	< 0.030

OPERATIONAL CONTROLS/LABORATORY TEST REQUIRED FOR "ACTIVATED SLUDGE" PROCESSES

DATE	SLUDGE DISP. LBS. DRY WEIGHT	#1 Aeration Basin, O-Ditch, Etc.				#2 Aeration Basin, O-Ditch, Etc.				*Weather Conditions		
		MIXED LIQUOR				MIXED LIQUOR				Outside	*RAIN Inches	Time
		* DO	** MLSS	*Settleability		* DO	** MLSS	*Settleability		* Ambient		
		mg/l	mg/l	*30 min ml	Temp °C	mg/l	mg/l	*30 min ml	Temp °C	Temp °F		
1		1.5	6,340	830	21.9	1.3	6,500	840	22.0	65	0	7:30
2		1.3	6,350	830	22.4	1.2	6,120	820	22.4	68	0	7:30
3		1.1	5,810	870	21.6	1.7	6,390	850	21.4	66	0	7:30
4		1.6	6,420	860	21.7	2.0	5,980	600	21.9	64	0	7:30
5		1.5	6,520	870	21.6	1.6	6,530	860	21.7	66	0	7:30
6		1.6	6,070	850	21.4	1.7	6,590	850	21.7	59	0	7:30
7		1.5	6,350	850	21.7	1.0	6,760	870	21.7	63	0	7:30
8		1.5	6,260	860	22.4	1.8	5,920	810	22.4	68	0.25	7:30
9		1.6	6,360	850	21.6	1.4	6,560	870	21.8	63	0	7:30
10		1.2	6,430	860	21.7	1.9	6,140	860	21.6	62	0	7:30
11		1.6	6,550	850	21.9	1.5	7,320	860	22.0	68	0.4	7:30
12		1.2	6,780	850	21.4	1.2	6,050	860	21.4	59	0.1	7:30
13		1.7	4,950	810	20.9	1.4	6,670	870	21.0	56	0	7:30
14	11,890	2.0	6,160	850	20.8	1.1	6,590	850	21.0	60	0	7:30
15	6,485	1.3	7,090	910	21.9	1.1	5,630	840	21.9	64	0	7:30
16		1.1	6,570	900	22.2	1.1	6,520	900	22.2	65	0	7:30
17		1.5	6,190	850	21.7	1.1	6,390	900	21.8	66	0	7:30
18		1.5	6,110	850	22.6	1.6	5,780	800	22.5	73	0	7:30
19		1.0	6,140	850	23.3	0.7	6,650	900	23.1	69	0.1	7:30
20		1.1	6,170	860	23.5	1.0	6,070	860	23.5	67	0	7:30
21	15,492	1.1	6,340	850	23.4	1.2	6,490	870	23.4	67	0	7:30
22	11,109	1.3	6,510	880	23.7	1.4	5,690	800	23.7	68	0	7:30
23	5,554	1.4	6,770	890	23.7	1.2	6,400	860	23.6	69	0	7:30
24		1.4	6,310	860	22.9	1.2	5,950	860	23.0	69	0	7:30
25		1.4	6,360	840	24.5	1.1	6,380	870	24.4	78	0	7:30
26	14,832	1.0	6,670	860	23.9	1.0	5,780	840	23.8	71	0	7:30
27		1.3	6,140	850	24.0	1.2	6,340	890	24.0	70	0	7:30
28		0.9	6,340	850	23.9	0.8	6,330	850	23.6	73	0	7:30
29		1.0	5,920	800	25.7	1.0	6,490	890	25.3	82	0	7:30
30		1.1	6,020	790	25.8	0.9	6,440	850	25.8	77	0	7:30

COMMENTS:

TESTS PERFORMED BY (PRINT)	SIGNATURE	PHONE #	DATE
John Hornback	<i>John Hornback</i>	(573)365-0455	7/10/2023
REPORT APPROVED BY (PRINT)	SIGNATURE	PHONE #	DATE
Gary Hutchcraft	<i>Gary Hutchcraft</i>	(573)365-0455	7/10/2023

*Required Daily (Monday- Friday)

**Required 1/week

Lake of the Ozarks Regional
WWTP 1
#3 Anderson Road
LAKE OZARK, MO, Miller

State of Missouri
Department of Natural Resources
National Pollutant Discharge Elimination System (NPDES)
Discharge Monitoring Report (DMR)

Central Field Operations
P O Box 176
Jefferson City, MO, 65102

Permit Number	Outfall Number
MO0103241	001M
Monitoring Period	
6/1/23	6/30/23
NOD:	*****

Parameters	Reporting Requirements			Unit	Reporting Requirements		Unit
Flow, in conduit or thru treatment plant	*****	*****	*****	*****	1.940	1.549	Mgal/d
Mon. Location: End of Pipe	*****	*****	*****		Daily Max.: Monitoring Required	Monthly Avg.: Monitoring Required	
Sample Type: Total Measured							
Frequency: Daily							
BOD, 5-day, 20 deg. C	*****	1.5	1.3	mg/L	*****	*****	*****
Mon. Location: End of Pipe	*****	Weekly Avg.: 145	Monthly Avg.: 30		*****	*****	
Sample Type: 24 Hour Composite							
Frequency: Weekly							
Total Suspended Solids (TSS)	*****	1.9	1.5	mg/L	*****	*****	*****
Mon. Location: End of Pipe	*****	Weekly Avg.: 145	Monthly Avg.: 30		*****	*****	
Sample Type: 24 Hour Composite							
Frequency: Weekly							
Escherichia coli (E. coli)	*****	<20	10.0	#/100mL	*****	*****	*****
Mon. Location: End of Pipe	*****	7 Day Geo.: 630	30 Day Geo. Mean: 126		*****	*****	
Sample Type: Grab							
Frequency: Weekly							
Phosphorus, total (as P)	2.77	*****	2.77	mg/L	*****	*****	*****
Mon. Location: End of Pipe	Daily Max.: Monitoring Required	*****	Monthly Avg.: Monitoring Required		*****	*****	
Sample Type: 24 Hour Composite							
Frequency: Monthly							
Nitrogen, Kjeldahl, total (as N)	<0.130	*****	<0.130	mg/L	*****	*****	*****
Mon. Location: End of Pipe	Daily Max.: Monitoring Required	*****	Monthly Avg.: Monitoring Required		*****	*****	
Sample Type: 24 Hour Composite							
Frequency: Monthly							
Nitrite plus nitrate total (as N)	0.283	*****	0.283	mg/L	*****	*****	*****
Mon. Location: End of Pipe	Daily Max.: Monitoring Required	*****	Monthly Avg.: Monitoring Required		*****	*****	
Sample Type: 24 Hour Composite							
Frequency: Monthly							
Nitrogen, ammonia total (as	0.19	*****	0.09	mg/L	*****	*****	*****

Lake of the Ozarks Regional
WWTP 1
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LAKE OZARK, MO, Miller

State of Missouri
Department of Natural Resources
National Pollutant Discharge Elimination System (NPDES)
Discharge Monitoring Report (DMR)

Central Field Operations
P O Box 176
Jefferson City, MO, 65102

N)							
Mon. Location: End of Pipe	Daily Max.: 12.1	****,****	Monthly Avg.: 1.7		****,****	****,****	
Sample Type: 24 Hour Composite							
Frequency: Weekly							
pH	7.6	****	7.9	SU	****	****	****
Mon. Location: End of Pipe	Minimum: 6.0	****,****	Maximum: 9.0		****,****	****,****	
Sample Type: Grab							
Frequency: Weekly							
BOD, 5-day, percent removal	****	****	99.3	%	****	****	****
Mon. Location: End of Pipe	****,****	****,****	Monthly Avg. Min.: 85		****,****	****,****	
Sample Type: Calculated							
Frequency: Monthly							
Suspended Solids, percent removal	****	****	99.4	%	****	****	****
Mon. Location: End of Pipe	****,****	****,****	Monthly Avg. Min.: 85		****,****	****,****	
Sample Type: Calculated							
Frequency: Monthly							
Comments:							

Lake of the Ozarks Regional
WWTP 1
#3 Anderson Road
LAKE OZARK, MO, Miller

State of Missouri
Department of Natural Resources
National Pollutant Discharge Elimination System (NPDES)
Discharge Monitoring Report (DMR)

Central Field Operations
P O Box 176
Jefferson City, MO, 65102

Permit Number	Outfall Number
MO0103241	INFIM
Monitoring Period	
6/1/23	5/30/23
NOTE:	*****

[illegible]

Lake of the Ozarks Regional
WWTP 1
#3 Anderson Road
LAKE OZARK, MO, Miller

State of Missouri
Department of Natural Resources
National Pollutant Discharge Elimination System (NPDES)
Discharge Monitoring Report (DMR)

Central Field Operations
P O Box 178
Jefferson City, MO, 65102

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

eSignature Gary Hutchcraft	Submission Date July 10, 2023	User Phone Number (573)365-0455
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Lake of the Ozarks Regional
WWTP 1
#3 Anderson Road
LAKE OZARK, MO, Miller

State of Missouri
Department of Natural Resources
National Pollutant Discharge Elimination System (NPDES)
Discharge Monitoring Report (DMR)

Central Field Operations
P O Box 176
Jefferson City, MO, 65102

Permit Number	Outfall Number
MO0103241	001WA
Monitoring Period	
1/1/23	12/31/23
NOD:	*****

Parameters	Reporting Requirements			Unit	Reporting Requirements		Unit
Toxicity, ceriodaphnia acute	1.0	****	****	toxic	****	****	****
Mon. Location.: End of Pipe	Daily Max.:Monitoring Required	****;****	****;****		****;****	****;****	
Sample Type: 24 Hour Composite							
Frequency: Annual							
Toxicity, pimephales acute	1.0	****	****	toxic	****	****	****
Mon. Location.: End of Pipe	Daily Max.:Monitoring Required	****;****	****;****		****;****	****;****	
Sample Type: 24 Hour Composite							
Frequency: Annual							
Comments:							

Lake of the Ozarks Regional
WWTP 1
#3 Anderson Road
LAKE OZARK, MO, Miller

State of Missouri
Department of Natural Resources
National Pollutant Discharge Elimination System (NPDES)
Discharge Monitoring Report (DMR)

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eSignature Gary Hutchcraft	Submission Date July 10, 2023	User Phone Number (573)365-0455
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FOR JUNE 2022
month year

Contract Bidding Considerations

The contract was out for bid around 2008 or 2009 and awarded to Alliance. About 9 years later,

In 2018 it was put out to bid and a contract was awarded to Alliance 1-1-2019 to 12-31-2021.

July 2021 the same contract was extended from 7-20-2021 to 12-31-2024.

July of 2023 Alliance has asked for an extension to 12-2027 that would be 9 years since last bid.

The Spirit of contract is 1 yr. extensions terms with 2 years maximum.

I think we should re bid at end of current contract 2024 which would make it 6 years between bids, Except the current contract needs re written as we have not been following the stipulations and legal has advised of some changes as well.

I propose a changed NEW contract that would be awarded from 10-1-2023 to 12-31-2026. The board would then bid out at the end of 2025 or early 2026. This would mean 8 years between bidding as the new contract would be awarded 1-1-2027.

Board Discussion Points for Operations Contract with Alliance

1. Page 5. Alliance insurance requirements as it relates to auto. This is felt it is sufficient to provide the protect the Joint Sewer Board should have for incidents involving our vehicles. No need to make any changes to this section.
2. Page 6. Commercial Automobile Liability, Comprehensive and Collision Coverage. It states that the board must carry collision on all vehicles used by Alliance. Some old vehicles the board may only want to carry liability as collision is not cost effective.
3. Page 7. The base compensation amounts need changed to reflect our current amounts.
4. Page 7. Annual CPI Fee adjustment: This change should be based on October 1st each year and adjusted January 1. This will assist in a better budget projection each year.
5. Page 8. New wording: Annual Maintenance and Repair Cost: The Board will pay 100% of all maintenance and repair items. Purchasing, bidding and approval of items will follow the Joint Sewer Board Policy and Procedures for Purchasing adopted July 2023.
6. Page 8 Term: Services under this agreement shall commence on October 1, 2023, and end December 31, 2026. Any prior contract will be considered null and void.
7. Page 8 Extension: The spirit of the agreement is to be able to extend the agreement for one year term with a maximum of 2 extensions for a total of a 5-year contract. Extensions to be done 12-18 months prior to contract end date.
8. Page 9 Scheduled Meetings: First sentence is only change, Alliance shall meet with the designated Board representatives at the Board's scheduled meetings.
9. Appendix B This needs to be updated with the equipment replacement.

By Law changes to the Joint Sewer Board

Article IV, Section 2, Treasurer

Add this to the end d. that is there.

The treasurer shall process all bills each month that the plant Manager has approved, coded, and sent to the treasurer for payment. The treasurer shall present to the Joint Sewer Board for approval and after approval will have two of the four officers sign the checks.

The months that there is no meeting the treasurer will present to all the officers a list of the bills and receive approval from two of the four officers. The treasurer, at the next meeting shall present the list of paid bills to the Joint Sewer Board for their review.

Article VII

1. An annual meeting will be held in the month of May each year. Such meeting date, time and location will be determined the prior year by the Joint Sewer Board.
2. All officers of the Joint Sewer Board as listed in Article IV will be elected by the duly appointed members of the Joint Sewer Board at the annual May meeting.
3. The word meetings need to be changed to meeting in number 3.
4. NO CHANGE
5. NO CHNAGE

Article VIII

1. Meetings will be held at a time, date and location as determined by the Joint Sewer Board at their May meeting each year. Meetings will be scheduled from June of the present year to the annual May meeting of the next year. There shall be at least one meeting every three months. In the event of a conflict with the meeting schedule, a majority of the board at any meeting may change the time, date or location.
2. Through 7 NO CHANGE

Suggested Meeting Schedule for 2023-2024

August 15	4:00 pm	Lake Ozark City Hall
September 19	4:00 pm	Lake Ozark City Hall
October 17	4:00 pm	Lake Ozark City Hall
November 21	4:00 pm	Lake Ozark City Hall
2024		
January 16	4:00 pm	Lake Ozark City Hall
March 19	4:00 pm	Lake Ozark City Hall
May 21	4:00 pm	Lake Ozark City Hall

LAKE OZARK – OSAGE BEACH
Joint Sewer Board
POLICY & PROCEDURES
PURCHASING

GOALS

This policy has been designed to ensure that the guidelines set by the Lake Ozark-Osage Beach Joint Sewer Board regarding the expenditure of public funds are met by the Joint Sewer Board and the Plant's Managing Company. With these policies being adhered to, the Joint Sewer Board will receive the maximum value for each public dollar spent.

PURCHASING GOALS

To comply with the legal requirements of public purchasing.

To assure vendors that impartial and equal treatment will be afforded to all who wish to do business with the Joint Sewer Board.

To receive maximum value for each public dollar spent.

To provide the Joint Sewer Board with required goods and services at the time and place needed with respect to quality and quantity.

GENERAL GUIDELINES

These procedures should be considered administrative rules and regulations and are to be adhered to by the Plant's Managing Company in the procurement of goods and services. The Joint Sewer Board Chairperson shall be responsible for overseeing the application and adherence to this policy and will issue clarifications as needed.

The Managing Company's employees are strictly prohibited from using the Company or the Joint Sewer Board's name to purchase items for their own personal use.

- A. The Plant Manager shall be the purchasing agent for the Joint Sewer Board. All purchases and the final authority on whether to use informal and/or formal sealed competitive bidding or negotiated requests for proposals shall be the responsibility of the Plant Manager and shall be made under his/her discretion and supervision. All such purchases, bidding, and negotiations shall be made in accordance with the purchasing rules and procedures approved by the Joint Sewer Board and set forth in this Procedure.
- B. *Requisitions And Estimates.*
 1. Detailed requisitions or estimates of the requirements for supplies, equipment, and contractual services shall be provided to the Joint Sewer Board during the annual budget preparation process or at such time as requested by the Chairperson or his/her designee.
- C. *Preferences.* The Joint Sewer Board accepts the responsibility to its residents of ensuring that the maximum value is obtained for each public dollar spent. For all purchases the Sewer Board shall consider the following preferences:
 1. *Local products.* It is the goal of the Sewer Board to give local or resident businesses preference to the extent that all other factors are equal with no sacrifice of loss in quality. Preference shall be given to purchases of items or contracts for service within the boundaries of the City of Lake Ozark and City of Osage Beach when quality is equal to or better and delivered price is the same or less. Preference may

also be given whenever entire competing bids are comparable.

2. *State products.* Preference shall be given to purchases of items manufactured, mined, produced, or grown within the State of Missouri and to all firms, corporations, and individuals doing business as a Missouri firm, corporation, or individuals when quality is equal to or better and delivered price is the same or less. When using contracts based on the performance or service, preference may be given to firms, corporations, or individuals doing business as a Missouri firm, corporation, or individual which maintains a Missouri office or place of business, when the quality of performance promised is equal or better and the price quoted is the same or less. Preference may also be given whenever entire competing bids are comparable. (Section 34.070, 34.073 and 34.076, RS Mo.)
3. *United States products.* Preference shall be given to purchases of items or contracts for service within the boundaries of the United States of America when quality is equal to or better and delivered price is the same or less. Preference may also be given whenever entire competing bids are comparable. (Section 34.353, RS Mo.)

D. *Payment Procedures.*

1. *General procedures.*

- a. *Requisition.* The Plant's Managing Company Plant Manager is responsible for all procurement and purchasing of commodities and/or contracting for services based on the approved annual budget in accordance with the Purchase and Procurement procedures as stated in this policy as well as any applicable Federal or State laws and regulations.
- b. *Receiving.*
 - (1) Upon receipt of commodities the plant Manager shall inspect and/or test all commodities upon delivery or pickup and shall confirm said commodities with supplier's receiving report against the original order. He shall exercise reasonable care to ensure quantity and quality of delivered goods is as ordered.
 - (2) In the event non-conforming commodities are delivered due to non-conformance with the specifications ordered or for other reasons that are not acceptable he shall notify the vendor immediately so appropriate corrective action may be taken. Documentation of action to remedy the situation shall be made and shall accompany the receiving report.
- c. *Payment.*
 - (1) An invoice is a vendor's statement of commodities or services provided and charges due from the Joint Sewer Board. Upon receipt of an invoice the plant manager shall be responsible for appropriate classification and brief explanation of charges with documental approval by way of signature.
 - (2) The Plant Manager is responsible for reconciling all invoices for commodities or services purchased. All reconciled invoices shall be accompanied with corresponding receiving report, bills of lading, order confirmations, or other verification of purchases and/or deliveries and forwarded to accounts payable for payment. Proper coding for budget purposes shall also be completed.
 - (3) The office of the Sewer Board Treasurer shall be responsible for recording expenditures and payment of invoices.

2. *Credit cards.* The Joint Sewer Board does not issue any credit cards to anyone.

- a. No personal purchases, purchases not pertaining to Joint Sewer Board business, or cash advances shall be made.

- b. All expenditures shall be conducted in accordance with the Joint Sewer Board Purchase Procedures as stated in this Policy as well as any applicable Federal or State laws and/or regulations.
3. *Grants.* Any proceeds from Federal, State, private, or other source grants shall be expended for the special purpose stated by the terms of said grant. Grant expenditures shall be made in accordance with the Sewer Board Purchase Procedure as stated in this Policy as well as any applicable Federal or State laws and regulations. All grants in which the Joint Sewer Board participates shall be administered by the Joint Sewer Board or their designee. All grants in which the Joint Sewer Board participates shall be tracked and reconciled by the Boards Treasurer or his/her designee.
- E. *Ethics.* Any attempt to realize personal gain through elected office, public employment, or any effort to influence any elected official or employee to disobey or divert from any law, or immoral standard is a breach in ethical standards.
 1. *Confidential information.* It shall be a breach of ethical standards for any elected official, employee, or former employee, to knowingly use confidential information for actual or anticipated personal gain, or for actual or anticipated personal gain on behalf of another.
 2. *Conflicts of interest.* Elected officials and employees are prohibited from participating directly or indirectly in a contract for purchase or sale when a conflict of interest exists. Upon discovery of actual or potential conflict of interest, an employee shall promptly file with the Chairperson of the Joint Sewer Board or his/her designee a written statement as to the conflict. An elected official shall promptly file with the Joint Sewer Board a written statement as to the conflict.
 3. *Gifts and rebates.* Gifts and/or rebates offered, given, or an agreement to offer or give, to any elected official or employee is prohibited. Gifts and/or rebates provided to all employees equally may be allowed when approved by the Chairperson of the Joint Sewer Board or his/her designee.
 4. *Kickbacks.* It shall be a breach of ethical standards for any payment, gratuity, offer of employment, or any other form of bribery to be made by or on behalf of a contractor or subcontractor under a contract to the Joint Sewer Board, or any person associated therewith, as an inducement for an award.
 5. *Personal purchases/discounts.* Purchases for elected officials or employees by the Joint Sewer Board are prohibited. Elected officials or employees are also prohibited from using the Joint Sewer Board name or the official's or employee's position to obtain special consideration in personal purchases. Corporate discounts that are offered by business firms to all employees equally may be allowed when approved by the Chairperson of the Joint Sewer Board or his/her designee.

Purchasing and Procurement — Competitive Bidding.

- A. Any purchases or contracts made shall be made only after liberal competition, unless defined otherwise.
- B. *Authority And Responsibilities Appropriated Within the Adopted Annual Budget.*

Amount	Authorization	Bid Procedure
Equal to/less than \$2,500.00	Plant Manager	Small purchases (C)(1)
Equal to/less than \$5,000.00	Public Works Director	Informal bids (C)(2)

Amount	Authorization	Bid Procedure
Equal to/greater than \$5,001.00	Sewer Board	Formal bids (D)

C. *Informal Bidding.*

1. Small Purchases. Purchases that are equal to or less than two thousand five hundred dollars (\$2,500.00) shall be obtained under the following guidelines:
 - a. Non-repetitive purchases not to exceed an aggregate amount of two thousand five hundred dollars (\$2,500.00) may be made as approved by the Plant Manager. Purchases shall not be artificially divided to constitute a small purchase under this Section.
 - b. All purchases not within the approved annual operating budget shall be approved by the Joint Sewer Board and followed with a budget modification.
 - c. Such purchases under this Section shall not interfere with the procurement of items in an existing contractual obligation, services, or items already within a cooperative contract with another agency, or for other items of procurement through another established policy.
2. Informal Purchases. Purchases equal to or greater than two thousand five hundred one dollars (\$2,501.00) and up to five thousand dollars (\$5,000.00) shall be obtained under the following guidelines:
 - a. Public Works Directors and Managers. Purchases procured that are equal to or greater than two thousand five hundred one dollars (\$2,501.00) and up to five thousand dollars (\$5,000.00) shall be approved by the City of Lake Ozark Public Works Director and the City of Osage Beach Public Works Operations Manager.
 - b. Competitive quotations shall be solicited and documented from more than one (1) qualified supplier. Verbal quotes are authorized. Methods of soliciting bids should include direct mail request to prospective vendors; fax or phone requests; and/or electronic media requests, such as email or other online formats.
 - c. If fewer than two (2) proposals from qualified vendors are received, staff recommendation shall be brought to the Joint Sewer Board for approval.
 - d. The Plant Manager may also choose to advertise using the formal bidding procedures if it is deemed by the Plant Manager to be in the best interest of the Sewer Board.
 - e. All purchases not within the approved annual operating budget shall be approved by the Joint Sewer Board and followed with a budget modification.
 - f. When reasonably possible, appropriate approval should be given prior to purchase.

- g. Purchases shall not be artificially divided to constitute an informal purchase under this Section.
 - h. Such purchases under this Section shall not interfere with the procurement of items in an existing contractual obligation, services, or items already within a cooperative contract with another agency, or for other items of procurement through another established policy.
- D. *Formal Bidding.*
- 1. *Formal.* Purchases and contracts equal to or greater than five thousand and one dollars (\$5,001.00) shall be approved by the Joint Sewer Board under the following guidelines:
 - a. *Bidding method.* Purchases and contracts shall be procured through formal competitive sealed bidding procedures unless it is determined, in writing, by the Plant Manager or his/her designee that this method is not practical. Factors for this determination include:
 - (1) Specifications of the bid can be prepared to permit the award based on either the lowest or the lowest evaluated bid price(s); and/or
 - (2) The specifics of the purchase such as supplies, time, place and/or performance are appropriate for the use of competitive sealed bidding.
 - b. *Public notice.*
 - (1) An Invitation for Bid (IFB) shall be published, stating a general description, once in at least one (1) local newspaper of the general circulation and on site at Lake Ozark and Osage Beach's City Halls and electronically via the Cities of Lake Ozark and Osage Beach website no less than fifteen (15) calendar days prior to stated bid opening.
 - (2) Notice of the bid invitation shall be sent, stating a general description, to all prospective bidders who have requested their names be added to the bidder's list on file with and maintained by the office of the Plant Manager pertaining to all published IFBs.
 - c. *Bid opening.*
 - (1) Sealed bids shall be delivered to and held by the Plant Manager who shall conduct the public bid opening at said date and time established by the formal notice.
 - (2) The names of the bidders, the prices, and the items offered, shall be recorded by the Plant Manager, and be posted for public inspection. The delivery terms, and/or other bid specifications items shall be recorded by the Plant Manager.
 - d. *Evaluation.*
 - (1) All bids are evaluated against the criteria included in the bid specifications as formally advertised.
 - (2) The Plant Manager shall review all bids recorded and forward this to the Joint Sewer Board at the next meeting.
 - (3) The Plant Manager shall check and document at least three (3) references of any proposed awardee which has previously not done business with the Joint Sewer Board within a 4-year period.
 - (4) Changes to the bids or the IFB are not allowed after opening of the bids.
 - (5) A contract modification may be made only after formal approval of the contract.

(6) A pending contract modification may not be considered in evaluating procurement.

e. *Award.*

(1) The Joint Sewer Board may accept and/or reject any or all bids and shall make the final award as determined to be the most advantageous to the Joint Sewer Board, taking into consideration price, bid solicitation and specifications.

(2) The Plant Manager or his/her designee shall give written notification of award to the successful bidder.

f. *Non-responsive and unacceptable bids.*

(1) The Joint Sewer Board may reject any bid which is materially non-responsive to the requirements set forth in the formal bid specifications.

(2) The Joint Sewer Board may re-solicit bids if bids received because of a solicitation for bids are not acceptable for any reason. Such re-solicitation shall not be for the purpose of directing the award to bidder.

g. *Prohibitions.*

(1) *Competitive price sharing.* Otherwise known as 'auctioneering,' price/cost sharing between vendors is prohibited when soliciting bids either in informal or formal, verbal or written, bid soliciting.

(2) *Contract splitting.* Contracts shall not otherwise be divided or split to constitute small quantities and/or amounts or divided into artificial phases or sub-contracts for the purpose of circumventing the requirements of formal bidding.

h. *Records.* The Plant Manager shall keep records of all bids and all contracts awarded which shall be open for public inspection. The office of the Joint Sewer Board Treasurer shall keep all invoice and payment records.

Purchasing and Procurement — Competitive Proposals.

A. *Authority And Responsibilities.* Appropriated within the adopted annual budget.

Amount

Authorization

Equal to/less than \$1,000

Plant Manager

Equal to/greater than \$1,001

Joint Sewer Board

1. Plant Manager. Purchases procured that are equal to or less than one thousand dollars (\$1,000.00) shall be approved by the Plant Manager.

2. Purchases and contracts equal to or greater than one thousand and one dollars (\$1,001.00) shall require the approval of the Joint Sewer Board.

5. If fewer than two (2) proposals from qualified vendors are received, staff recommendation shall be brought to the Joint Sewer Board for approval.

6. All purchases not within the approved annual operating budget shall be approved by the Joint Sewer Board and followed with a budget modification.

B. *Conditions For Use.*

1. *Request for Qualifications (RFQ).* RFQs may be used in lieu of competitive bidding procedures where it is necessary to demonstrate competence and qualifications for the type of services required. Price shall not be a factor in determining the best proposal. The Joint Sewer Board or their designee shall negotiate these contracts based on predetermined criteria as outlined in Section 8.285 to 8.291, RS Mo.

a. RFQ uses:

- (1) Required professional services; includes engineers, architects, and land surveyors.
- (2) Optional professional services; includes legal and financial services.

2. *Request for Proposal (RFP).* RFPs may be used in lieu of competitive bidding procedures under specific circumstances where it is necessary to ensure fair and reasonable price, product, and/or service analysis, but not to prevent competition for technical superiority or price. This method allows for the possibility for negotiations of specific applicable conditions and is only used when competitive bidding is not practical or not advantageous to the Joint Sewer Board as determined by the Joint Sewer Board.

a. RFP may be used for the following:

- (1) Optional professional services; including, but not limited to, legal, financial services, and other professional people who, in keeping with the standards of their discipline, will not enter a competitive bidding process.
- (2) Complex services; or
- (3) Non-standard items.

C. *Public Notice.*

- (1) An Invitation for Bid (IFB) shall be published, stating a general description, once in at least one (1) local newspaper of the general circulation and on site at Lake Ozark and Osage Beach's City Halls and electronically via the Cities of Lake Ozark and Osage Beach website no less than fifteen (15) calendar days prior to stated bid opening.
- (2) Competitive proposal packets may be mailed to proposers who have participated in previous competitive proposal on similar items and/or who have expressed an interest on the specific item and who are on the prospective bidder's list on file with the office of the Plant Manager. Notice of the invitation shall be sent, stating a general description, to all prospective bidders who have requested their names be added to the bidder's list on file with and maintained by the office of the Plant Manager pertaining to all competitive proposal published.

D. *Proposal Opening.*

1. Sealed proposals shall be delivered to and held by the office of the Plant Manager at said date and time established by the formal notice.
2. The names of each proposer shall be recorded by the office of the Plant Manager and shall be posted for public inspection.

E. *Post-Opening Proposal Discussion.* Post-opening negotiations, discussions, and clarifications may be

made with each proposer by the Joint Sewer Board, or their designee as needed to the extent of one's own proposal.

F. *Evaluation.*

1. The evaluated criteria shall be predetermined factors as formally advertised which measure the differences on how well a proposer meets the desired qualifications and performance characteristics.
2. Reasonableness and credibility of price may be considered. Pursuant to Section 8.285 to 8.291 RS Mo., price cannot be a factor in the selection of engineers, architects, and land surveyors.
3. The Joint Sewer Board, or their designee shall review all proposals recorded by the office of the Plant Manager.
4. The Plant Manager shall check and document at least three (3) references of any proposed awardee which has previously not done business with the Joint Sewer Board within a 4-year period.
5. Changes to the proposal are not allowed after opening of the proposals.
6. Contract modification may be made by the Joint Sewer Board only after formal approval of the contract.
7. A pending contract modification may not be considered in evaluating procurement.

G. *Award.*

1. The Joint Sewer Board may accept and/or reject any or all proposals and shall make the final award as determined to be the most advantageous to the Joint Sewer Board.
2. The Plant Manager or his/her designee shall give written notification of award to the successful proposer.

H. *Non-Responsive and Unacceptable Proposals.*

1. The Joint Sewer Board may reject any proposal which is materially non-responsive to the requirements set forth in the formal specifications.
 2. The Joint Sewer Board may re-solicit proposals if proposals received because of a solicitation are not acceptable for any reason. Such re-solicitation shall not be for the purpose of directing the award to a particular proposer.
- I. *Records.* The office of the Plant Manager shall keep records of all competitive proposals and such records shall be open for public inspection.

Purchasing and Procurement — Correction/Withdrawal/ Cancellation.

- A. Bids or proposals may be revised, modified, or withdrawn by the bidder/proposer at any time by written or electronic notice received by the office of the Plant Manager prior to the opening.
- B. After bid or proposal opening, bid/proposal documentation shall be irrevocable as to preserve fair competition.
- C. Bids, proposals, or other solicitation for purchases or procurements may be cancelled or rejected if it is determined by the Joint Sewer Board their designee that such action is in the best interest of the Joint Sewer Board. This determination shall be in writing and shall be kept in the contract and/or final purchase/invoice file.

Purchasing and Procurement — Cooperative Purchasing/Sole Source Procurement/Emergency Purchases.

- A. *Cooperative Purchasing.* It is the goal of the Joint Sewer Board to participate in the cooperative procurement program with the State of Missouri, the County of Camden and/or Miller, or other governmental body. In lieu of purchasing requirements set out in this Policy, purchasing may be authorized based on bids received by another governmental entity, if all the following criteria are met:
1. The other governmental entity must have competitively bid the purchase using procedures which are substantially like the procedures which would have been required by this policy had the Joint Sewer Board bid the purchase itself.
 2. Verification can be made as to the fact that the bid procedures were indeed followed by the other governmental entity.
 3. The successful bidder to the other governmental entity must state, in writing, to the Joint Sewer Board that the Joint Sewer Board is authorized to make the same purchase at the same price.
 4. *Authority And Responsibilities Appropriated Within the Adopted Annual Budget.*

Amount	Authorization
Equal to/less than \$2,500.00	Plant Manager

Equal to/less than \$5,000.00	Public Works
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Equal to/greater than \$5,001.00	Joint Sewer Board
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- a. Plant Manager. Purchases procured by individual departments that are equal to or less than two thousand five hundred dollars (\$2,500.00) may be made as approved by the Plant Manager.
 - b. Public Works Directors and Managers. Purchases procured that are equal to or greater than two thousand five hundred one dollars (\$2,501.00) and up to five thousand dollars (\$5,000.00) shall be approved by the City of Lake Ozark Public Works Director and the City of Osage Beach Public Works Operations Manager.
 - c. Purchases and contracts equal to or greater than five thousand one dollars (\$5,001.00) shall require the approval of the Board of Aldermen prior to purchase.
 - d. All purchases not within the approved annual operating budget shall be approved by the Joint Sewer Board and followed with a budget modification.
- B. *Sole Source Procurement.* A contract may be awarded without competition when it has been determined by the Joint Sewer Board that there is only one (1) feasible source.
1. *Defined.* A sole source is defined as follows:
 - a. *Proprietary.* When there is no substitute for items deemed necessary or a product is only available from one (1) manufacturer or single distributor; and/or

- b. *History.* When the Joint Sewer Board purchases from the same vendor as it has in the past for the purpose of staying consistent.
- 2. *Procedure and records.*
 - a. Appropriate negotiations shall determine price, delivery, and other terms necessary for purchase.
 - b. Determination of sole source shall be documented and made part of the purchase/invoice file.
 - c. The Plant manager shall check and document at least three (3) references of any proposed awardee which has previously not done business with the City within a 4-year period.
- 3. *Authority And Responsibilities Appropriated Within the Adopted Annual Budget.*
 - a. Plant Manager. Purchases procured that are equal to or less than two thousand five hundred dollars (\$2,500.00) may be made as approved by the Plant Manager.
 - b. Public Works. Purchases that are equal to or less than five thousand five hundred one dollars (\$5,501.00) shall be approved by the Lake Ozark Public Works Director and the Osage Beach Public Works Operation Manager.
 - c. Purchases and contracts equal to or greater than five thousand one dollars (\$5,001.00) shall require the approval of the Joint Sewer Board.
 - d. All purchases not within the approved annual operating budget shall be approved by the Joint Sewer Board and followed with a budget modification.

C. *Emergency Purchases.*

- 1. *Defined.* An emergency is a disaster declared by the Mayor of Osage Beach or Lake Ozark or when a breakdown in machinery or equipment or termination of essential services that may vitally affect the health, safety, or welfare of the employees or the public.
- 2. *Authority And Responsibilities.* The approval authority is set forth as follows:
 - a. Plant Manager. Approval of emergency purchases (non-budgeted items) equal to or less than five thousand dollars (\$5,000.00). The Plant Manager shall get approval from the Public Works Manager or Operations Manager of each city or if they are not available then the City Administrator. This action shall be reported at the next regular meeting.
 - b. Plant Manager. Approval of emergency purchases (non-budgeted items) greater than five thousand and one dollar but less than fifty thousand dollars (\$50,000.00). The Plant Manager shall get approval from the Mayors of each city or if in the Mayor is not available then the City Administrator. This action shall be reported at the next regular meeting.
 - c. Joint Sewer Board. Plant Manager shall obtain approval of emergency purchases equal to or greater than fifty thousand and one dollars (\$50,001.00) at the next Joint Sewer Board meeting, if time permits, or by means of a concentrated effort to poll the Joint Sewer Board to obtain an agreement of the majority.

Transfers and Sales.

A. *Disposal Of Joint Sewer Board Property.*

- 1. *Authority.* The Plant Manager shall be responsible for the effective disposal of all surplus property of the Joint Sewer Board operations.

- a. Annually, or as needed, the Plant Manager or his/her designee provide a detailed report of Joint Sewer Board property to be declared surplus. The report shall be the responsibility of the Plant manager to indicate from which the stated property was last assigned and shall include a detailed description of the property including any surveys, drawings, appraisals, photos, or any other identifying and/or descriptive information that may be pertinent to the disposal of the stated property.
 - b. The Plant Manager shall provide a report to the Joint Sewer Board of all property deemed surplus and the recommended method of disposal.
2. Property deemed surplus may be disposed of in the following methods:
- a. *Trade-in.* When replacing its surplus property with a like-kind item(s) the Plant Manager may approve the possible trade-in of stated property. The IFB shall request prices with or without the stated trade-in and should indicate that the award may be made on either basis. The Plant Manager shall compare the stated trade-in value versus the expected sale price based on current market evaluations and shall determine the best method of disposal.
 - b. *Sale.* Sale of surplus property requires Joint Sewer Board approval and may be handled by the following methods:
 - (1) *Sale by auction.* Auction, including online auction venues, shall be publicly advertised to include a general description of the item(s) to be sold, method of auction, and shall be placed in at least one (1) local newspaper of general circulation and on site at Sewer Treatment Plant and electronically via the City's website no less than fifteen (15) calendar days prior to sale's end date and time. Items shall be sold to the highest registered bidder.
 - (2) *Sale by sealed bids.* Public notice shall be made of the sale which shall include a general description of the item(s) to be sold and placed in at least one (1) local newspaper of general circulation and on site at Sewer Treatment Plant and electronically via the participating City's website no less than fifteen (15) calendar days prior to sale's end date and time. Sealed bids shall be delivered to and held by the Plant Manager who shall conduct the bid opening at said date and time established by the formal notice.
 - (3) *Sale by salvage.* When surplus property is deemed unfit for sale by auction or sealed bids the Plant Manager shall approve the sale to a licensed scrap and/or recycle dealer/business.
 - d. *Destruction.* Property that has been deemed by the Plant Manager to be surplus and has no monetary value or use to the sewer treatment plant may be disposed, after approval of the Joint Sewer Board by means of proper destruction based on the specific item(s) stated as such. It shall be the responsibility of the Plant manager to ensure effective and legal disposal of approved said item(s).
 - e. *Donation.* In the event property has been deemed by the Plant Manager to be surplus and of no use to the sewer treatment plant, the Joint Sewer Board may elect to donate stated property to a charity or other not-for-profit organizations.