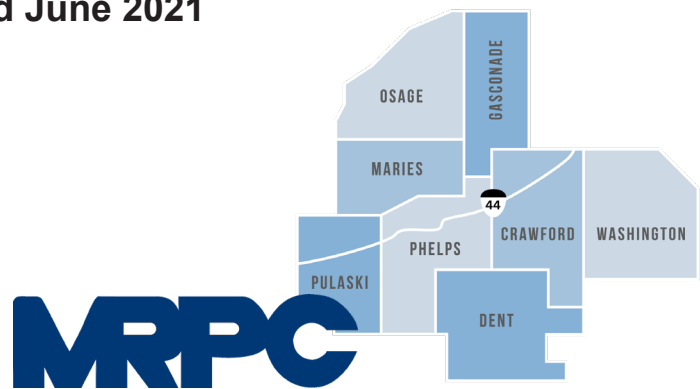


Study to Determine the Feasibility of Shared WasteWater Treatment Resources in the Meramec Region

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A VOLUNTARY COUNCIL OF LOCAL GOVERNMENTS
SERVING THE MERAMEC AREA

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“This project has been funded wholly or in part by the United States Environmental Protection Agency (EPA) and the Missouri Department of Natural Resources under assistance agreement G19-WQM-02 to Meramec Regional Planning Commission. It has been subjected to the EPA and the department’s product and administrative review and has been approved for production. The contents of this document do not necessarily reflect the views and policies of the EPA or the department, nor does the EPA or the department endorse trade names or recommend the use of commercial products mentioned in this document.”

1) EXECUTIVE SUMMARY

~ Project Background/Summary of Findings and Recommendations

The Meramec Region is located in south-central Missouri and includes Crawford, Dent, Gasconade, Maries, Osage, Phelps, Pulaski and Washington counties. The area is rural, with the largest city being Rolla, with a population of 20,390. According to the 2015-2019 American Community Survey (ACS) the entire eight-county region has an estimated population of 198,743. The majority of incorporated communities in the region have populations of less than 5,000. Very small communities struggle to maintain qualified employees to operate and maintain wastewater systems. Due to very small populations of customers, these communities do not generate much revenue, yet expenses to operate and maintain a system are comparable to larger communities. It is often difficult to retain employees who are trained in maintaining wastewater systems, as these positions are generally part-time.



Certified operators are in constant demand with few available locally. Communities advertising for operators is quite common.

The Meramec Regional Planning Commission (MRPC) is a voluntary council of local governments made up of eight counties and 36 municipalities which was formed in 1969. MRPC has been very active in assisting communities with writing and administering grants and loans for wastewater treatment facilities and other projects

related to water and wastewater. In 2010 MRPC joined with other regional planning commissions around the state to conduct a state-wide wastewater assessment.

In 2018, the Meramec Regional Planning Commission (MRPC) submitted a 604(b) application for water quality management grants to the Missouri Department of Natural Resources (MDNR) for the purpose of doing a feasibility study to determine if there would be a cost savings and improved job stability in having shared operational responsibilities among multiple small communities. The proposal would study the duties and time commitments for operation of small wastewater treatment facilities as well as the personnel costs – including for initial training and required continuing education.

The proposal was funded by MDNR in 2018 through the 604b Water Quality grants and completed in August 2021.

There are 130 permitted facilities in the Meramec Region, and 130 were included on the initial survey mailing. Of those, 51 permits have requirements for certified wastewater operators. Based on additional information received, six of those were removed from the list due to closure or privatization. An additional 12 entities were eventually removed from the list, due to mailings being returned or statements from the entities that they were not interested in participating. A total of 39 surveys were completed with staff personally visiting and interviewing 13 communities to gather information.

In addition to conducting the study, the proposal included sharing the results with communities and small sewer districts throughout the region. If the study showed that the approach would result in cost savings, MRPC would work with interested entities to implement sharing operators.

The study sought to answer the following questions:

- Is there a cost savings in having shared operational responsibilities among several small communities over the status quo of each community hiring and training part-time staff?
- Is there improved employment stability for communities sharing an operator?

During the course of gathering information for the study, MRPC staff found that communities were also concerned about:

- How can training costs be reduced and access to training improved?
- Is there a cost savings in using local labs for sample testing?

Staff were able to investigate training costs and accessibility and those findings and the results of MRPC's efforts are included in this report. Questions regarding cost savings in using local labs for sample testing was not explored further as funding and time were limited.

The intent of the study was to determine if it was feasible for small communities to share a wastewater operator to save money and reduce turnover rates. Results of the study showed that although there would be cost savings in sharing an operator, other factors resulted in there being limited interest in long-term sharing of operators by small communities in the area. Communities cited liability issues, differences in salaries, complications with benefits and concern about how an operator would be able to provide adequate service if both systems were having an emergency.

Through interviews and surveys, it became evident that most small communities were not comfortable with routinely sharing operators. Reasons included liability concerns and how the operator would prioritize work if there were critical issues occurring with both systems at the same time. City representatives also questioned how items like insurance, employee benefits, etc. could feasibly be shared. Additionally, in most small communities this position is filled by someone who also has other job responsibilities that may be unrelated to wastewater treatment. For instance, the operator may also be responsible for road maintenance or utility services.

Most of the communities were interested in putting Memorandums of Understanding in place to share operators on short-term basis – for instance when an operator went on vacation or sick leave. A sample agreement for the purpose of sharing a full-time operator, and sample MOUs for providing backup assistance in emergency situations and in routine operator absence situations were developed and are included in both the implementation plan and Chapter 6. These documents were shared with the participating owner/operators.

Recommendation: Encourage small communities and small system owners to consider entering into MOUs with nearby communities to jointly provide backup wastewater treatment operators to cover when the regular operator is unavailable or during an emergency when additional assistance is needed.

Recommendation: Continue to encourage small communities who only provide part-time employment for their wastewater operator to consider entering into an MOU or contract with a nearby community to share a wastewater operator for the purpose of cutting costs, providing full-time employment and benefits and reducing turnover.

Recommendation: Provide additional information, including contact information, and encourage interested entities to follow-up and explore MOUs and contract opportunities.

The survey revealed that 15 jurisdictions, or roughly half of the respondents, did not have their wastewater systems digitally mapped. As GIS mapping of utilities is an efficient tool in maintaining, expanding and improving systems, it is important for these jurisdictions to be informed on the mapping options available.

The greatest concern expressed by small communities was the lack of locally accessible training. Classroom training time required to complete the lowest certification level – Class D – is 12 days. Factoring in travel time and overnight stays, the time and financial commitment for a small community to get someone trained to minimal standards can be significant. This does not include continuing education hours. Currently there is no wastewater operator training or certification examinations being offered within the eight-county Meramec region.

Staff contacted one of the training providers, Missouri Rural Water Association (MRWA) and discussed this issue. The COVID-19 pandemic has resulted in several classes being converted from in-person classroom courses to virtual classes. This has improved accessibility for those communities that are located far from the regular class locations – as long as broadband internet is readily available. In rural Missouri broadband accessibility can be limited. Trainers believed that those classes that worked well on a virtual platform will continue to be offered, but other courses that are not as conducive to virtual delivery will likely return to only in-person classes. Discussions with MRWA included staff offering training locations within the region. MRWA trainers were receptive to using alternate locations in the region providing training.

Recommendation: Continue to provide and expand wastewater operator training in a virtual format that can be accessed by anyone with an adequate internet connection.

Recommendation: Provide training options using locations within the Meramec Region. This could also include providing local certification exams.

Four cities within the Meramec Region have arrangements to share operators: Crocker and Dixon and Cuba and Bourbon. In both cases, the operator is a contractor who has independent contracts with both communities. The survey found that 10 jurisdictions (based on 39 responses) were interested in sharing operators – or at least willing to learn more.

Recommendation: Share information on GIS services available through MRPC to those entities without digital/GIS capabilities.

2) STUDY AREA

The study area consists of the eight counties in the Meramec Region: Crawford, Dent, Gasconade, Maries, Osage, Phelps, Pulaski and Washington. These eight counties cover approximately 5,151 and include 36 incorporated cities. The total population for the region, according to the 2019 American Community Survey, is 198,743. Figure 1 provides a map of the region showing city and county boundaries and major transportation routes.

Table 1 shows the population for each county, median age of residents, median household income, percent of population living in poverty for each county and the number of households.

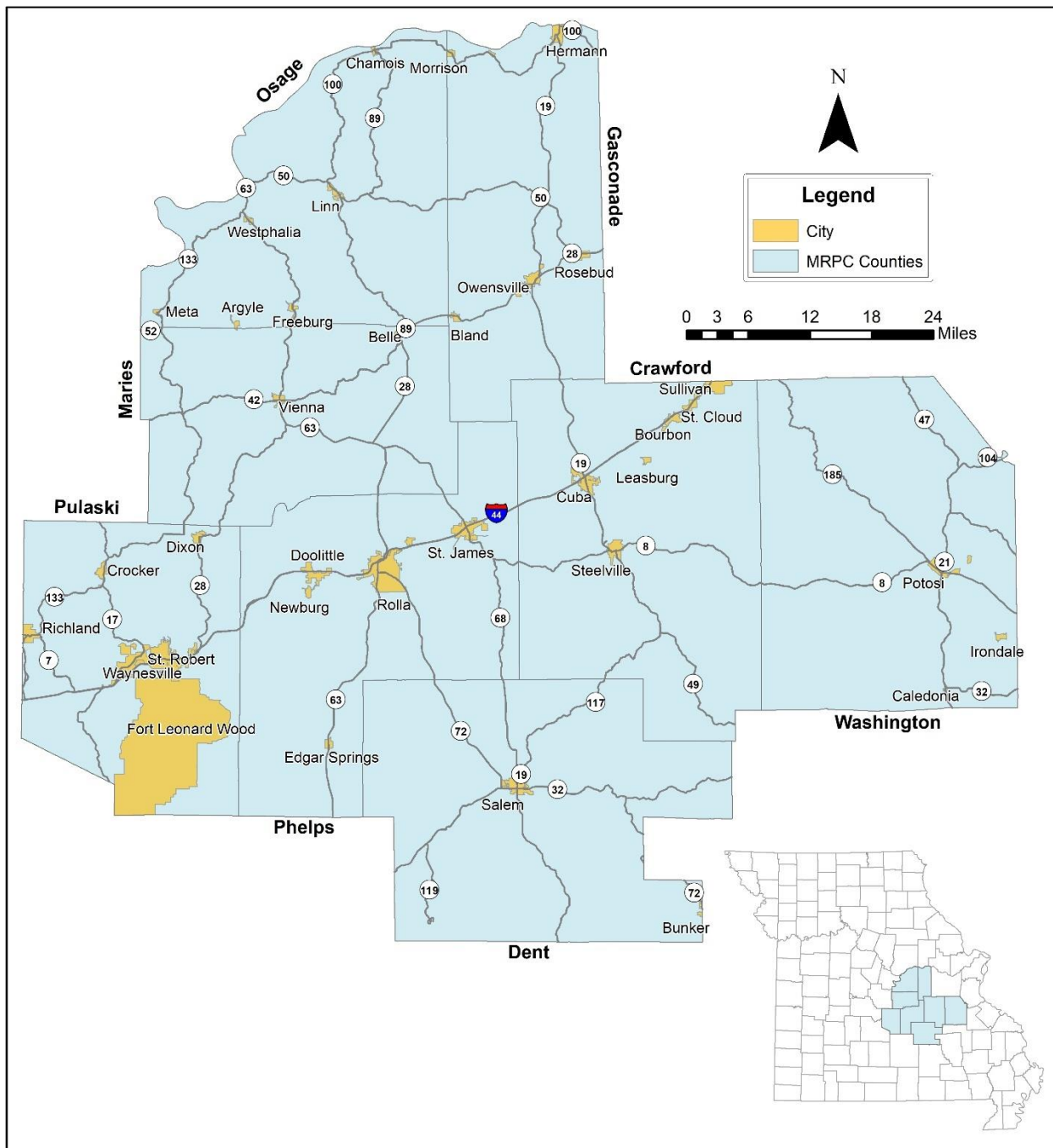
As is evidenced by the populations for each county, the area is very rural. The largest city is Rolla, with a population of 20,169. Phelps and Pulaski counties have the youngest median age for the region due to the location of Missouri University of Science and Technology in Rolla and Fort Leonard Wood in Pulaski County, which both bring in large numbers of young people for post-secondary education and military training. Median household income varies among the eight counties, with Osage County having the highest MHI of \$61,687 and Washington County having the lowest with \$41,483. The percentage of people living in poverty also varies widely, with Osage County having the lowest rate of 7.4 percent and Dent County having the highest rate with 22.4 percent.


Table 1: General Demographics for Meramec Region

County	Population	Median Age	Median Household Income	% in Poverty	Number of Households
Crawford	24,154	41.9	\$44,438	18.5%	9,578
Dent	15,545	44.7	\$42,100	22.4%	6,371
Gasconade	14,711	46.2	\$54,885	9%	6,076
Maries	8,803	46	\$47,569	17%	3,762
Osage	13,615	40.8	\$61,687	7.4%	5,120
Phelps	44,630	35.3	\$44,154	20.6%	17,981
Pulaski	52,425	27.6	\$53,492	15.1%	15,154
Washington	24,860	40.8	\$41,483	20.1%	9,231

Source: American Community Survey 2019, US Census

Figure 1: Map of the Meramec Region



<p>4 Industrial Dr, St. James, MO 65559</p>	<p>Meramec Region</p> <p>This map was created by the Meramec Regional Planning Commission's GIS Department. To the best of the author's knowledge, the data presented here is accurate. However, the author or MRPC assumes no responsibility for the accuracy of the data presented on this map.</p> <p><small>Document: X:\GIS\GIS\Project Folders\604b Wastewater Survey 2019\Region.mxd</small></p>	
<p>Date: 7/28/2021</p>		

The region's population is primarily white, with larger minority populations located in Phelps and Pulaski counties. Phelps County and the city of Rolla have the Missouri University of Science and Technology campus which results in more racial and cultural diversity. Pulaski County is home to Fort Leonard Wood, which also has a higher percentage of minority groups.

Table 2: Racial Demographics for the Meramec Region

County	White	African American	American Indian/Alaskan Native	Asian	Native Hawaiian/ Pacific Islander	Hispanic Latino	Two or More Races	Some Other Race
Crawford	96.7	0.4	0	0.2	0	2.0	2.1	0.6
Dent	95.2	0.5	0.7	0.3	0	1.8	2.9	0.3
Gasconade	97.2	0.5	0.5	0.3	0	1.4	1.3	0.2
Maries	96.7	0.3	1.0	1.0	0	1.3	0.9	0.1
Osage	99.1	0.2	0.1	0	0	0.8	0.4	0.1
Phelps	90.5	2.4	0.8	3.6	0	2.5	2.4	0.3
Pulaski	75.7	11.2	0.9	2.5	0.7	11.2	6.0	3.0
Washington	95.3	2.1	0.3	0.2	0.3	1.4	1.9	0

Source: American Community Survey 2019, US Census

Table 3 below provides data on education attainment of residents in the region. The average educational attainment for the region places 13.6 percent of the population 25 and older with less than a high school diploma or equivalent with Washington County having the highest percentage – 23.1% - of residents with less than a high school degree. Pulaski County has the largest percentage of the population with a Bachelor's degree - with 17.7 percent. Phelps County has the highest percentage of Graduate or Profession degree holders with 13.2 percent.

Table 3: Educational Attainment in the Meramec Region 25 Years and Older

County	Less than High School Diploma	High School Diploma or Equivalent	Some College or Associates Degree	Bachelor Degree	Graduate or Professional Degree
Crawford	14.4%	39.1%	27.3%	7.9%	3.7%
Dent	16.8%	41.4%	26.5%	10%	5.3%
Gasconade	12.2%	38.5%	30%	11.4%	7.8%
Maries	13.5%	40%	30.6%	11.3%	4.5%
Osage	10.1%	43.7%	24.2%	13.8%	5.2%
Phelps	11.7%	30.4%	28.7%	16%	13.2%
Pulaski	7.2%	27.5%	37.1%	17.7%	10.5%
Washington	23.1%	37.4%	29.7%	6.3%	3.6%
Average	13.6%	37.25%	29.26%	11.8%	6.7%

Source: American Community Survey 2019, US Census

The majority of the communities in the Meramec Region are very small. Of the 36 incorporated cities, only Sullivan, Rolla, St. Robert and Waynesville have populations greater than 5,000, while 16 communities have populations of less than 1,000.

Historically, it has been very difficult for most small communities to maintain their wastewater facilities to the standards required by MDNR and US EPA. This study was initiated in order to try to find ways to reduce costs and improve services for these jurisdictions.

Figures 2 through 10 are maps showing the permitted wastewater facilities in the region. Figure 2 shows region-wide, with the following maps providing the information by county.

Figure 2: Permitted Wastewater Facilities in the Meramec Region

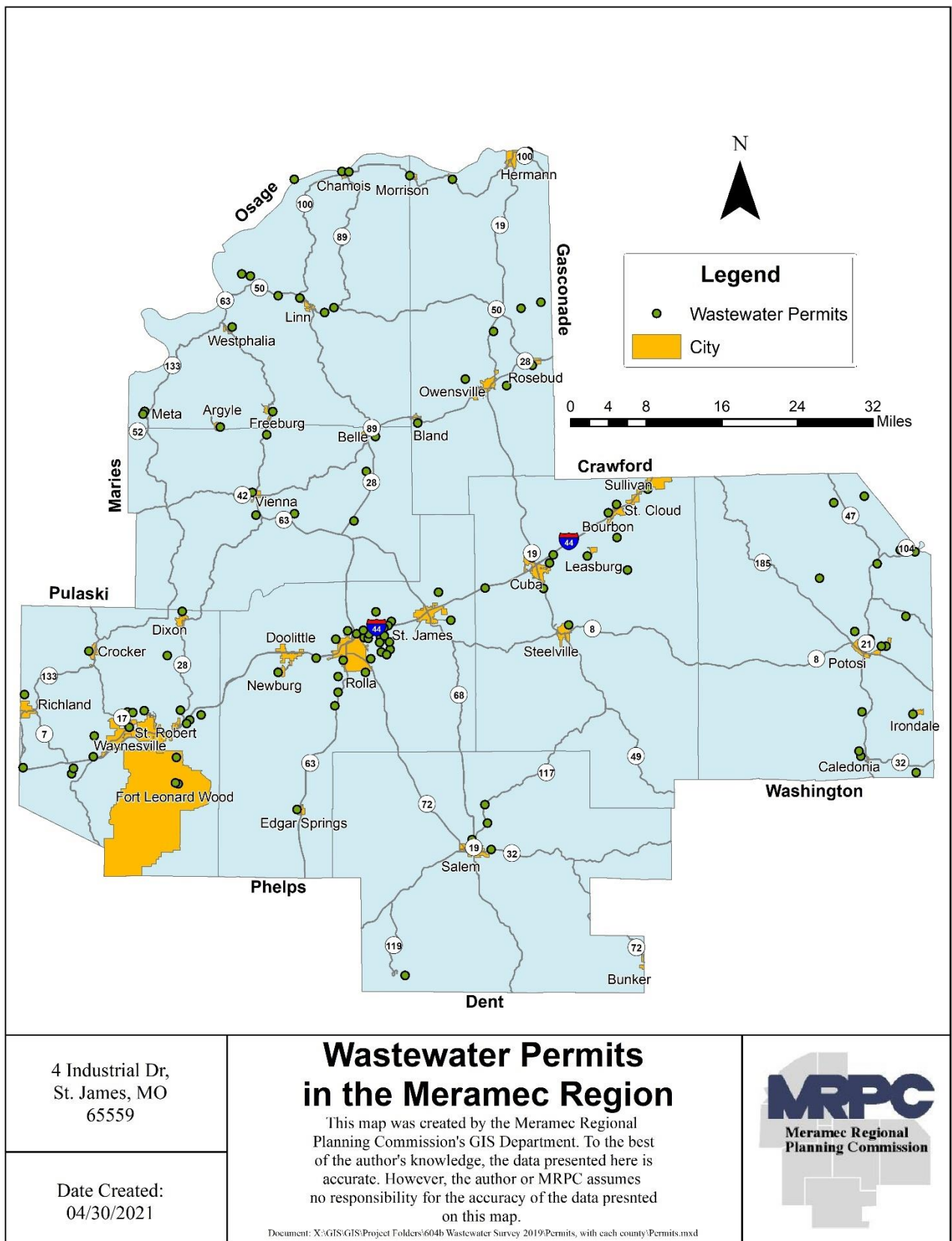


Figure 3: Permitted Wastewater Facilities in Crawford County

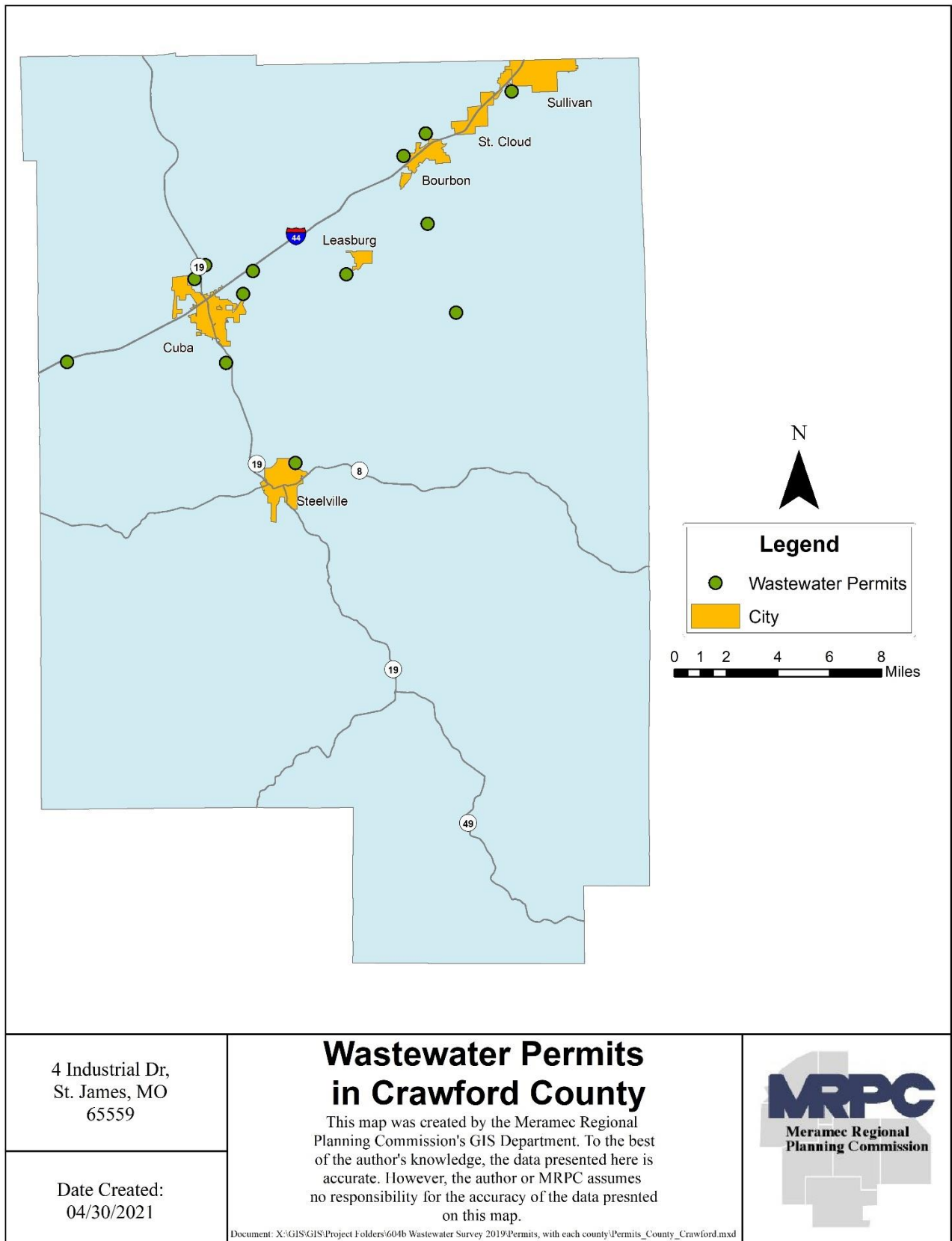


Figure 4: Permitted Wastewater Facilities in Dent County

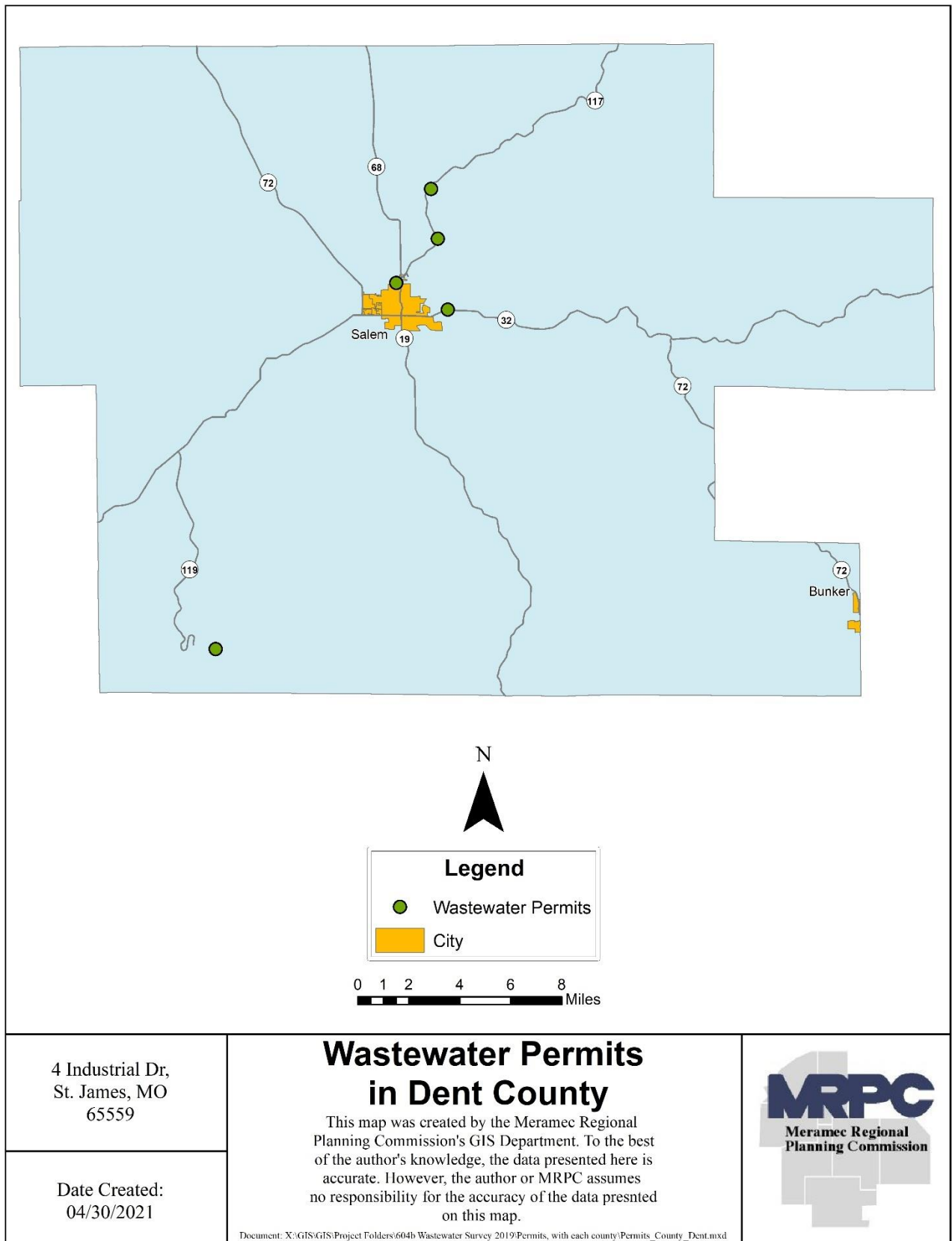


Figure 5: Permitted Wastewater Facilities in Gasconade County

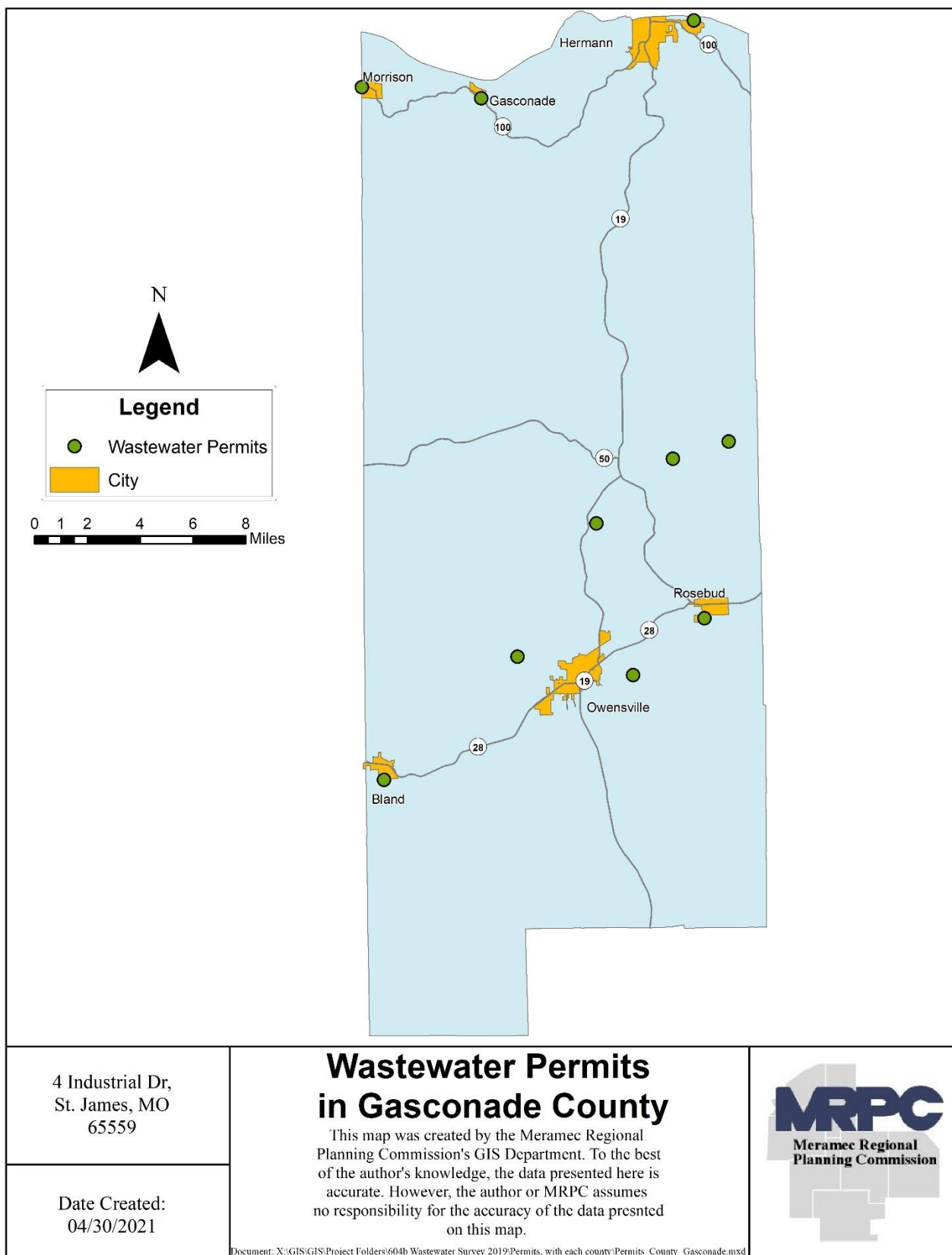


Figure 6: Permitted Wastewater Facilities in Maries County

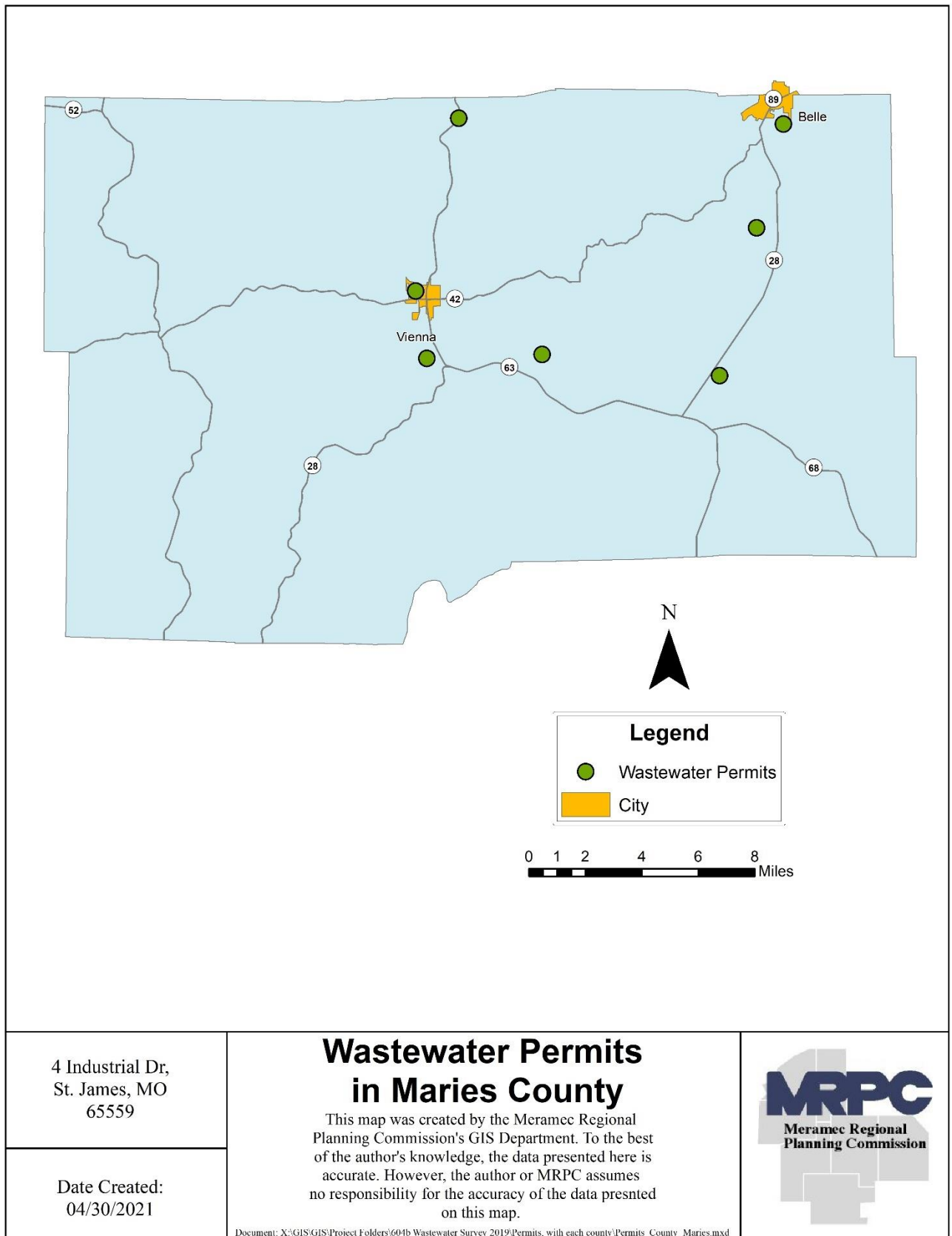


Figure 7: Permitted Wastewater Facilities in Osage County

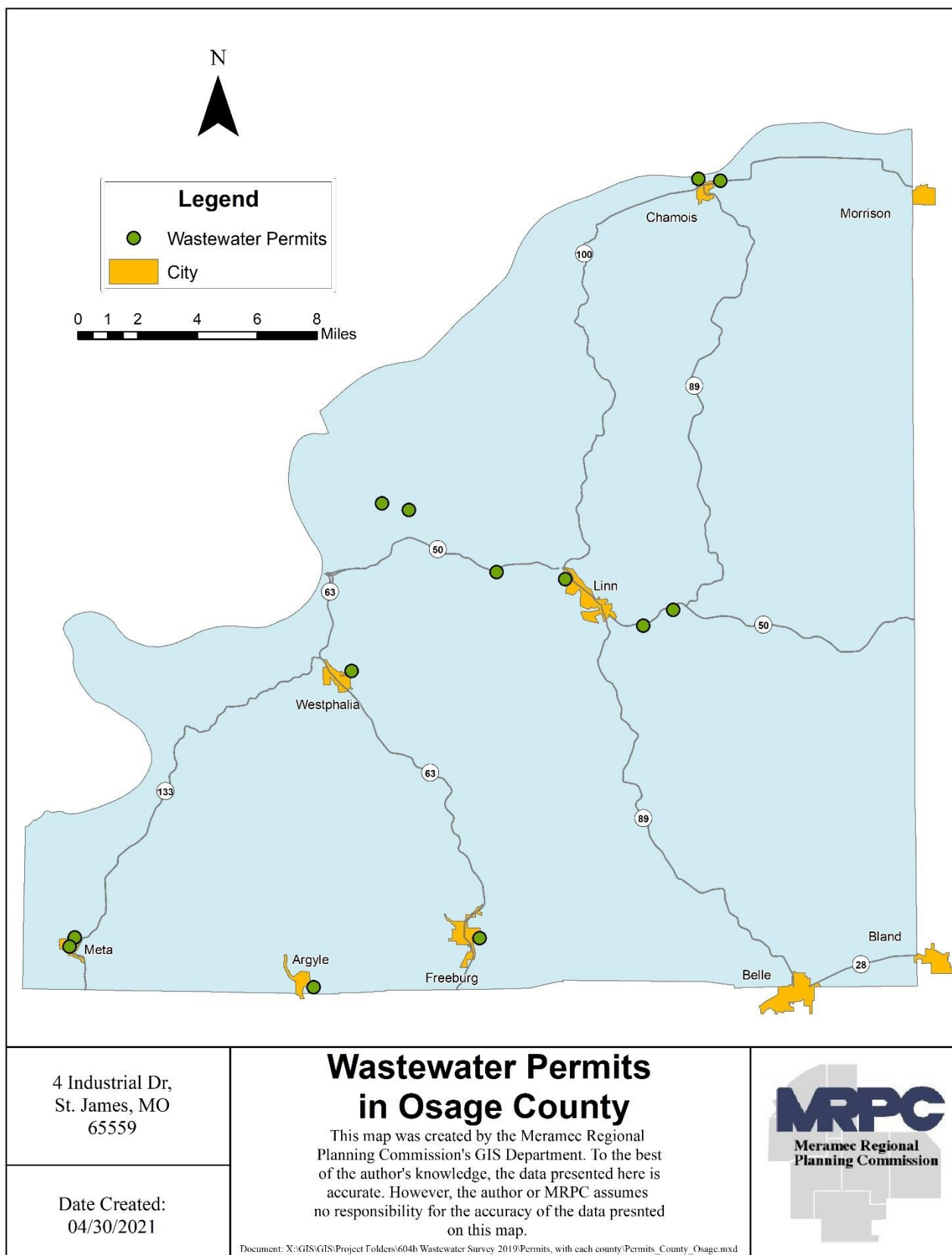


Figure 8: Permitted Wastewater Facilities in Phelps County

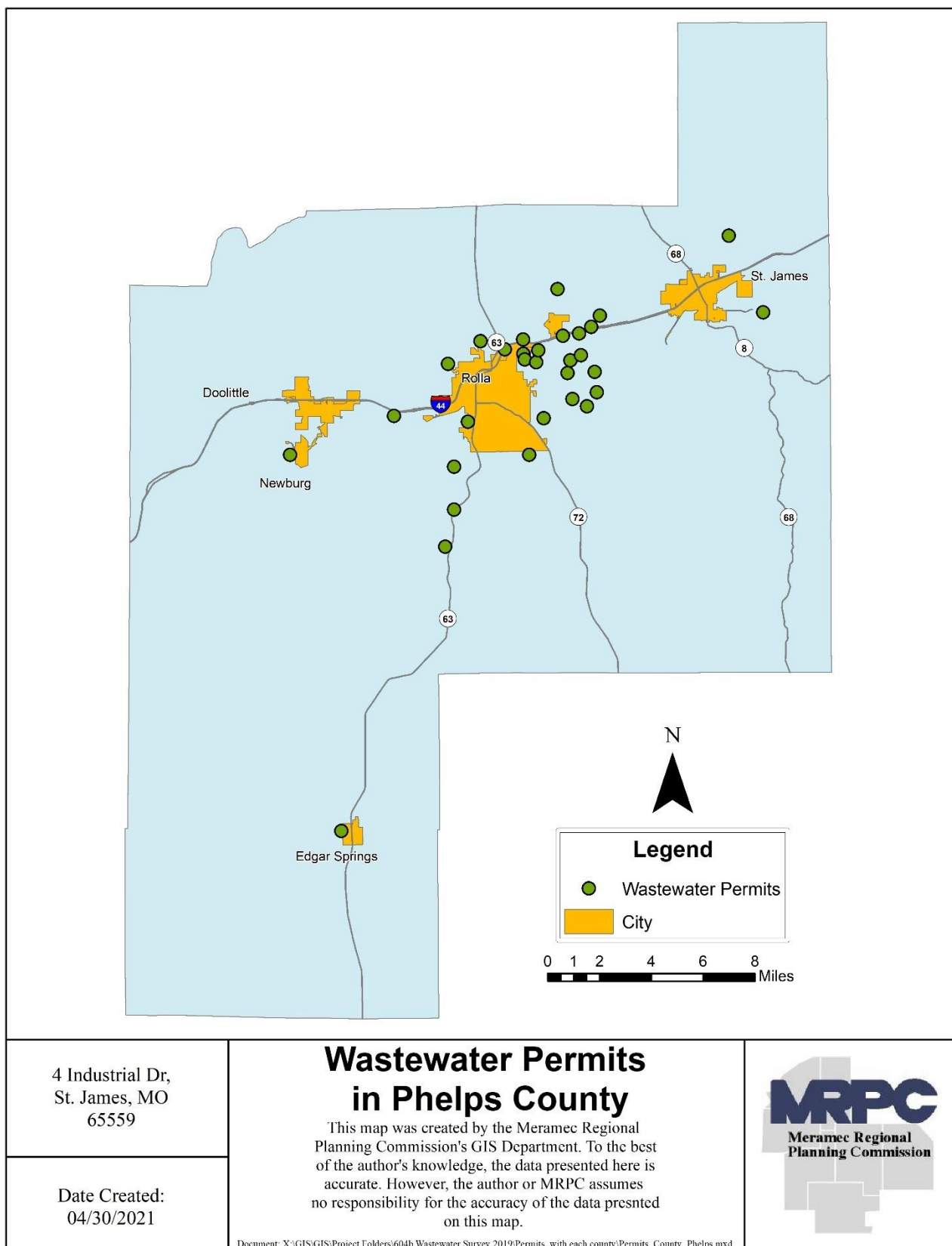


Figure 9: Permitted Wastewater Facilities in Pulaski County

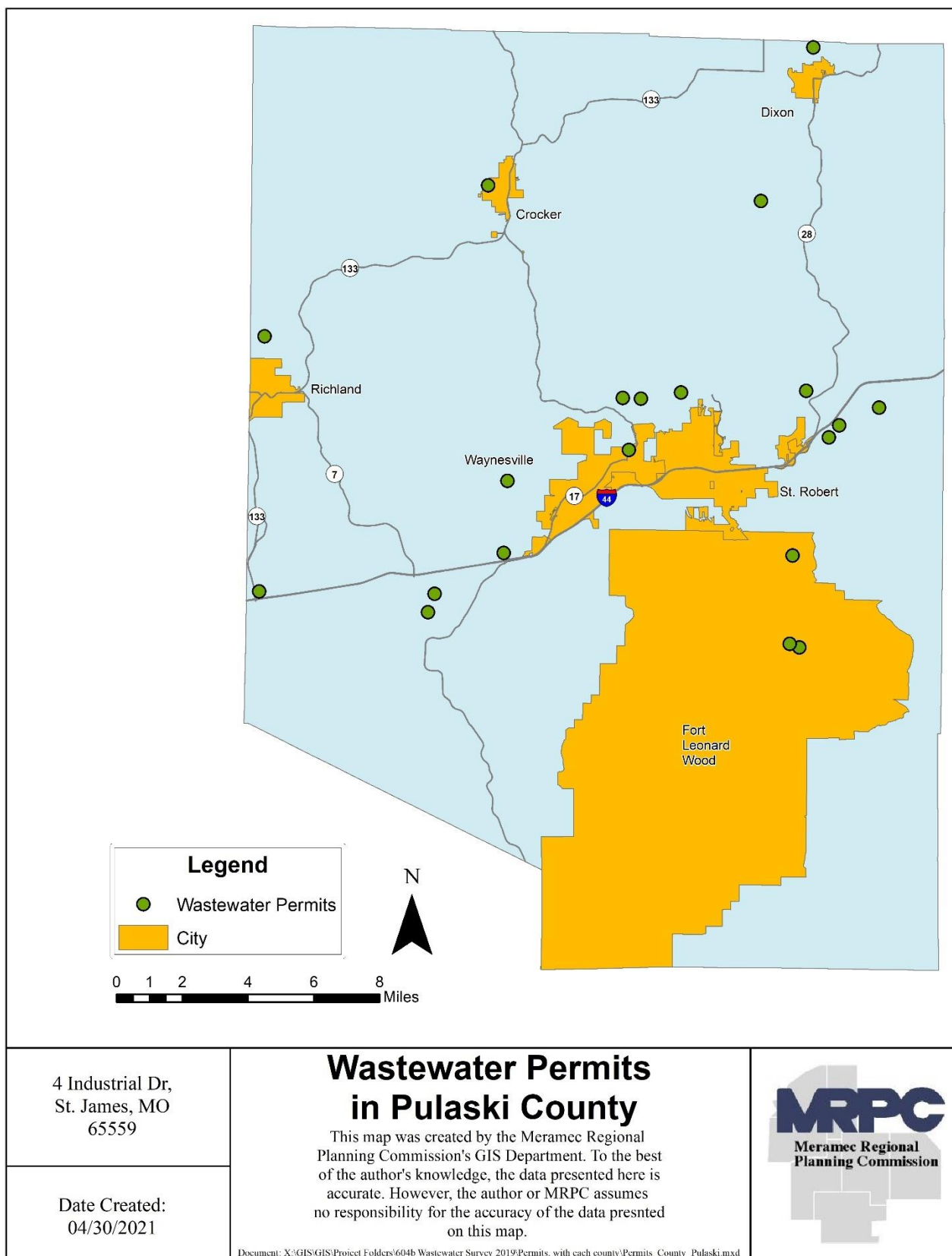


Figure 10: Permitted Wastewater Facilities in Washington County

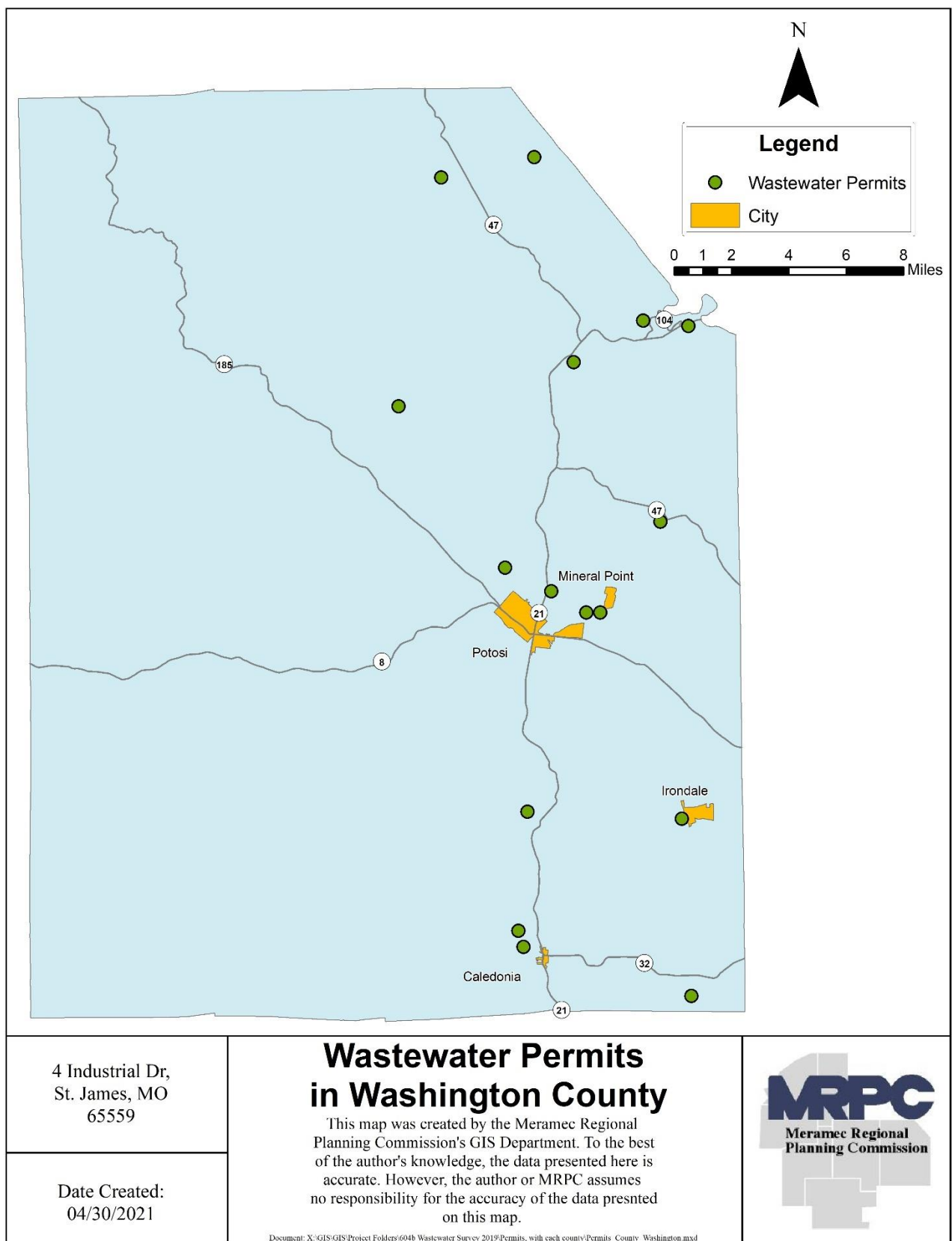
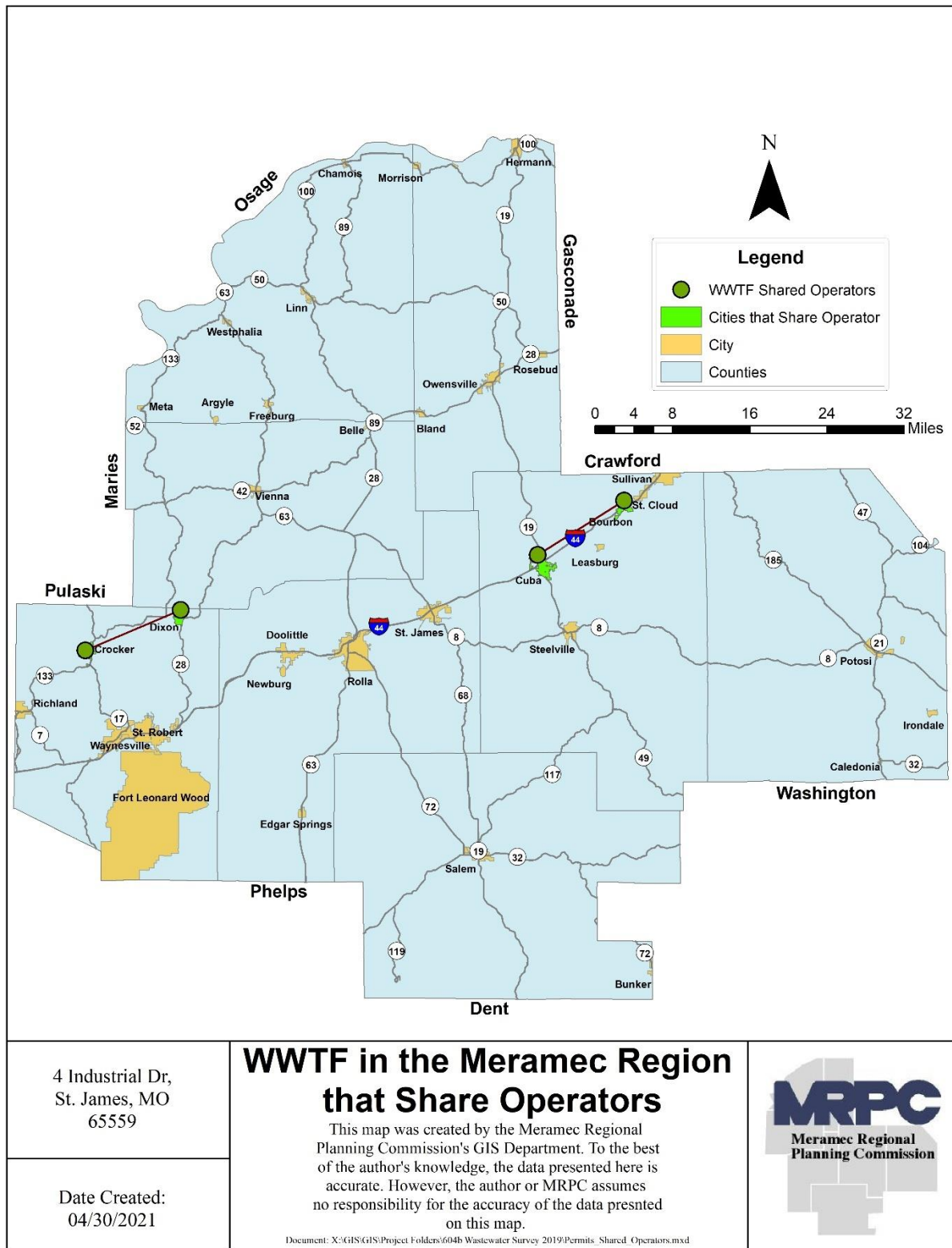


Figure 11 shows which communities currently share wastewater operators in the region. These include the cities of Crocker and Dixon, and Cuba and Bourbon.

Figure 11: Communities Sharing Wastewater Operators



3) RESEARCH METHODOLOGY AND SCOPE

In 2019 and 2020, surveys were conducted with the owner/operators of permitted wastewater treatment facilities in the Meramec Region, and when contact information was available, with the certified wastewater operators responsible for those systems. The purpose of the surveys was to gather information on certified wastewater operators and the systems they maintained in the region. This included queries on:

- Wages, benefits and hours
- Employment status (contracted, full-time or part-time employee)
- Job descriptions/list of duties
- Turnover of operators
- Interest in sharing an operator with another jurisdiction
- Information on the type and size of the wastewater treatment system
- Number of hookups, capacity, daily flow and permit status

The study's intent was to determine if it was feasible to share operators and if the entities that owned the wastewater facilities could save money and reduce turnover by sharing personnel.

In order to gather data for the study, staff obtained the list of permitted wastewater facilities in the region from the Missouri Department of Natural Resources. A total of 130 entities were included on the initial list of permitted wastewater facilities. Staff developed surveys based on the information needed for the study and distributed them to every permitted wastewater facility in the eight-county region. Follow up contacts were made by phone and when available, email. The surveys were mailed out two times. The surveys were initially sent to all 130. Six entities on the list were eventually removed because the facilities were closed or privatized. An additional 12 entities were eventually removed from the list, due to mailings being returned or statements from the entities that they were not interested in participating. A total of 39 surveys were completed. Staff personally visited 13 of those communities to complete the survey. Staff intended to do several more personal visits, but those efforts were interrupted by the COVID-19 pandemic. Announcements were made at MRPC monthly meetings asking local elected officials to complete and return the surveys. In addition, the survey was made available on-line. All the local government entities on the list were emailed and offered the convenience of the on-line survey. In addition, a press release was sent out to area media announcing the availability of the on-line survey.

As responses from the mailed surveys were fewer than what was hoped for, staff also followed up by making appointments to discuss the surveys and gather information. It was through these personal meetings that staff gathered the most enlightening

information and perspectives on operator sharing and overall challenges and needs. These insights lead to the revision of the original survey to gather additional information on training issues. All versions of the survey are included in *Exhibits*. This method of data gathering was highly successful, but the onset of the COVID-19 pandemic and subsequent lockdowns, social distancing requirements and elimination of face-to-face meetings ended those efforts before staff were able to meet with all the targeted communities. Staff were able to meet with a total of 13 entities before the pandemic. Staff did not have the same success in gathering data when attempting to do so by phone.

Additional attempts were made to contact permitted wastewater facilities and operators by phone and email with appeals made through social media and meetings of the MRPC board. However, survey responses remained lower than anticipated.

4) SURVEYS AND DELIVERY OF SURVEYS AND SURVEY RESULTS

Originally, MRPC staff sent surveys via email and/or postal service to approximately 130 permitted wastewater facility owner/operators, based on the list of owner/operators provided by the Missouri Department of Natural Resources (MDNR). Based on returned mail, responses from entities that they did not want to participate, and closures and privatization of some systems, the overall list was eventually reduced to 112. Surveys were also made available on-line. Surveys were sent out multiple times in 2019 and 2020 in an attempt to increase responses.

In addition, between Nov. 14, 2019, and March 12, 2020, staff met personally with 13 entities to complete the survey and discuss wastewater operator issues. Unfortunately, the pandemic interrupted this method of data gathering and due to social distancing and lockdowns, the one-on-one meetings were suspended.

The face-to-face meeting format was definitively the most effective means of gathering information. These personal discussions were opportunities for staff to discuss not only the questions on the survey, but to get feedback from owner/operators on the issues that were most important to them.

The two main questions that came up during those meetings were:

- How can training costs be reduced and access to training improved?
- Is there a cost savings in using local labs for sample testing?

Training people to get the necessary wastewater operator training certification is time consuming. There are currently no wastewater trainings or certification testing locations within the eight-county Meramec Region. Sending people to training locations – sometimes hours away – is costly when travel time, mileage and lodging are factored into the equation. Staff did additional investigation of this issue and the results of those inquiries is include in *Perspectives, Results and Recommendations*. Questions regarding cost savings in using local labs for sample testing was not explored further as funding and time were limited.

Following the one-on-one meetings with owners/operators, staff added questions to the survey related to training issues and sent it out again. In addition, staff tried to contact entities by phone to get surveys completed and/or get additional question responses, but phone calls were not very effective in completing the surveys.

The original survey asked questions on:

- System information: size and type of collection and treatment system; number of hook-ups; capacity and actual daily flow; compliance with MDNR permit and any compliance issues
- Operating information: name of certified operator and what level of certification; years employed; employee or contractor; and full or part-time and hours worked weekly; salary and benefits or contracted rate of pay; job descriptions or list of job duties; does the jurisdiction pay for training and certification costs; how many operators in the past 10 years; is there a backup operator; how is maintenance documented; is there a digitized map of the system; and would your jurisdiction be interested in sharing an operator with other jurisdictions

Based on the initial responses received, it was determined that additional questions needed to be asked to get a clearer picture of hours spent and tasks. The additional questions that were added included:

- 1) How many hours are spent (by all operators) solely on wastewater each week?
 - a. Approximately what percent of their time is this?
- 2) How much does the city spend, on average, each year on training for wastewater certification and continuing education (including travel expenses)?
- 3) Break Down of Operator Tasks –
 - a. What is done daily?
 - b. Weekly?
 - c. Monthly?
 - d. Annually?

In addition, based on the concerns voiced by jurisdictions during the one-on-one meetings, staff also developed a set of follow-up questions that dealt with training issues and lab costs. Staff made phone calls to survey respondents to ask the additional questions. Both versions of the survey, as well as the telephone script, can be found in *Exhibits*.

Survey Results

There were 39 responses to the original survey. As the survey was sent based on permit number, and one entity may have multiple facilities, there were cases where one entity submitted more than one survey. A total of 32 separate entities participated in the survey on some level. Based on the 39 responses out of 112 surveys mailed out, that is a return rate of 34.82 percent. The entities responding included 19 municipalities, one state park, four school districts, three public water/sewer supply districts and five private systems that included subdivisions and a private hall. Not every respondent filled out the surveys completely, so, data is not complete for all 39 facilities that returned surveys.

Table 4 provides information on the survey response, including the level of certification required for each system; which surveys were completely filled out and all requested information provided; if the system was contacted by phone and/or email; and if staff

met with the owner/operator of the system. Table 5 is the list of entities that were removed from the contact list. This table provides information on the level of certification of the system; if the mailed survey was returned due to a bad address; if the entity was contacted by phone and/or email; and the reason for removing the contact from the list.

Table 4: Survey Response Information

Name of System	Permit Number	Owner/ Company Name	County	Level of Certification of System	Fully Responded to Survey	Partially Responded to Survey	System Contacted by Phone	System Contacted by Email	Met with MRPC Staff
Lakewood Mobile Home Park WWTF	MO0085341	SVS Property Group LLC	Crawford	N/A			No phone listed.	X	
Bourbon WWTP	MO0094765	City of Bourbon	Crawford	C		X		X	X
Country Squire MHP WWTF	MO0125491	SVS Property Group LLC	Crawford	N/A			X		
Cuba WWTP	MO0094919	City of Cuba	Crawford	C		X	X		
Knights of Columbus Council #8920	MO0134210	Knights of Columbus Council #8920	Crawford	N/A		X	X	No email	
Lead-M, The Oaks, LLC	MO0126314	Lead-M, The Oaks, LLC	Crawford	N/A				X	
Leasburg WWTF	MO0099830	Village of Leasburg	Crawford	D			X	X	
MDNR, Onondaga Cave State Park WWTF	MO0134511	MDNR, Division of State Parks	Crawford	N/A		X		X	
Meramec Valley Camp-Resort	MO0089630	Meramec Valley's Owners Association	Crawford	N/A			X	No email	
Riley Spence Properties No. 3 WWTF	MO0101311	Greg Spence	Crawford	N/A				No email	
Route 66 Mobile Home Park WWTF	MO0138924	Leon Dickens	Crawford	N/A		X		No email	
Steelville WWTP	MO0095567	City of Steelville	Crawford	C		X	X	X	X
Village at Four Condominiums WWTP	MO0108413	Village at Four Property Owners Association	Crawford	N/A				No email	
Adams Subdivision WWTF	MO0083984	Adams Subdivision HOA	Dent	N/A				No email	

Name of System	Permit Number	Owner/ Company Name	County	Level of Certification of System	Fully Responded to Survey	Partially Responded to Survey	System Contacted by Phone	System Contacted by Email	Met with MRPC Staff
MDNR, Montauk State Park WWTF	MO0034819	MDNR Division of State Parks	Dent	D				X	
North Wood R-IV WWTP	MO0053546	North Wood R-IV School District	Dent	N/A		X		X	X
Salem Municipal WWTF	MO0021768	City of Salem	Dent	C		X		X	X
BLAND WWTF	MO0055395	City of Bland	Gasconade	D		X	X		
Country Living Apartments WWTF	MO0134376	B.A.L. Leasing	Gasconade	N/A				X	
Hermann Industrial Track Lagoon	MO0116009	City of Hermann	Gasconade	D		X		X	
Lake Northwoods Estates WWTF	MO0106526	Ronald Ragland	Gasconade	D				No email	
Lost Valley Lake Resort	MO0103161	Lost Valley Lake Resorts	Gasconade	N/A		X	X	X	
Morrison Wastewater Treatment Facility	MO0119016	City of Morrison	Gasconade	N/A			X		
Owensville WWTF	MO0041068	City of Owensville	Gasconade	C		X		X	X
PWSD No. 1 of Gasconade Co. WWTF	MO0041467	PWSD No. 1	Gasconade	D		X			
Rosebud North Lagoon	MO0091367	City of Rosebud	Gasconade	N/A	X			X	
Rosebud South Lagoon	MO0091375	City of Rosebud	Gasconade	D	X			X	
Belle WWTF	MO0048101	City of Belle	Maries	D			X	X	
Gasconade Get Away RV Park WWTF	MO0134007	Gasconade RV Park Homeowners Assoc.	Maries	N/A			X	No email	
Kingsford Manufacturing	MO0000931	The Clorox Company	Maries	N/A			X		

Name of System	Permit Number	Owner/ Company Name	County	Level of Certification of System	Fully Responded to Survey	Partially Responded to Survey	System Contacted by Phone	System Contacted by Email	Met with MRPC Staff
Company									
Moreland's Resort and Campground WWTF	MO0120413	Moreland's Homeowners Association	Maries	N/A					
Quaker Window Products Company	MO0130630	Quaker Window Products	Maries	N/A				No email	
Rolla National Airport	MO0137693	City of Rolla	Maries	D	X			X	X
Vienna WWTF	MO0055352	City of Vienna	Maries	D			X	X	
Argyle WWTF	MO0132900	City of Argyle	Osage	C		X	X	X	
Chamois Municipal WWTF	MO0039624	City of Chamois	Osage	D		X	X	X	
City View Subdivision WWTF	MO0125041	Springdale, Inc.	Osage	N/A				No email	
Fairground Apartments WWTP	MO0128953	John Trenshaw	Osage	N/A				No email	
Freeburg WWTF	MO0058220	Village of Freeburg	Osage	D			X		
Jaegers Subdivision WWTP	MO0129488	Jaegers Subdivision Sewer District	Osage	N/A				X	
Linn Acres MHP	MO0091952	S & W Investment Properties LLC	Osage	N/A				X	
Linn Wastewater Treatment Facility	MO0051551	City of Linn	Osage	C		X	X	X	
Meta Senior Apartments WWTF	MO0119989	Joe Wieberg	Osage	N/A				X	
Orscheln's High Pointe Apartments WWTP	MO0127892	Orscheln's High Pointe Apartments	Osage	N/A				X	
Sunset Hills Trailer Park	MO0121533	Sunset Hills Trailer Park	Osage	N/A				No email	
Voss Trailer Court	MO0131792	Eugene Voss	Osage	N/A			X	X	

Name of System	Permit Number	Owner/ Company Name	County	Level of Certification of System	Fully Responded to Survey	Partially Responded to Survey	System Contacted by Phone	System Contacted by Email	Met with MRPC Staff
WWTF									
Westphalia WWTP	MO0127884	City of Westphalia	Osage	C				X	
Alta Vista Mobile Villa WWTF	MO0087971	Tim Moersch	Phelps	N/A				X	
Bliss and Jones Mobile Home Park	MO0133736	Jim Jones	Phelps	N/A				No email	
Boys and Girls Town WWTF	MO0134279	Boys and Girls Town of Missouri	Phelps	N/A				X	
Dave's MHP	MO0112232	David Dziak	Phelps	N/A				No email	
Deer Run Apartments WWTF	MO0111121	Mark Janos	Phelps	N/A				X	
Edgar Springs WWTP	MO0105449	City of Edgar Springs	Phelps	C		X		X	
Formerly Little Dixie Truck Port WWTF	MO0104493	Gerald Brink	Phelps	N/A			X	No email	
Great Circle WWTF	MO0085707	Great Circle	Phelps	N/A				X	
James Johnson Mobile Home Park	MO0133973	James Johnson	Phelps	N/A			No phone listed.	No email	
Lakeside Community	MO0118664	JSCD, Inc.	Phelps	N/A				X	
Lakewood Courts LLC WWTF	MO086975	Lakewood Courts, LLC	Phelps	N/A				X	
Newburg WWTP	MO0021784	City of Newburg	Phelps	C		X		X	
Oak Forest Subdivision WWTP	MO0113263	Oak Forest Homeowner Association	Phelps	N/A				No email	
PCPWSD No. 2 Forest Lakes Subdivision WWTP	MO0125032	Phelps County PWSD No. 2	Phelps	D			X	X	
PCPWSD No. 2 The	MO0119121	Phelps County	Phelps	D			X	X	

Name of System	Permit Number	Owner/ Company Name	County	Level of Certification of System	Fully Responded to Survey	Partially Responded to Survey	System Contacted by Phone	System Contacted by Email	Met with MRPC Staff
Pines WWTF		PWSD No. 2							
PCPWSD No. 2 Twitty Industrial Park WWTP	MO0129704	Phelps County PWSD No. 2	Phelps	N/A			X	X	
PCPWSD No. 2 College Hills North WWTP	MO0126748	Phelps County PWSD No. 2	Phelps	D			X	X	
PCPWSD No. 2 Country Club Terrace WWTP	MO0125059	Phelps County PWSD No. 2	Phelps	N/A			X	X	
PCPWSD No. 2 Summer Field Subdivision WWTP	MO0125482	Phelps County PWSD No. 2	Phelps	N/A			X	X	
PCPWSD No. 2 Tuscan Hills Subdivision WWTP	MO0135011	Phelps County PWSD No. 2	Phelps	N/A			X	X	
PCPWSD No. 2 College Hills East WWTF	MO0126730	Phelps County PWSD No. 2	Phelps	D			X	X	
PCPWSD No. 2 Greenlefe Subdivision WWTF	MO0125211	Phelps County PWSD No. 2	Phelps	D			X	X	
Phipps MHP WWTF	MO0132471	Phipps Rentals LLC	Phelps	N/A				No email	
Ridge Creek Estates WWTP	MO0134619	Ridge Creek Homeowners Association	Phelps	N/A			No phone listed.	No email	
Rolla SE WWtP	MO0050652	City of Rolla	Phelps	B	X		X	X	X
Rolla Southwest WWTP	MO0047023	City of Rolla	Phelps	C	X		X	X	X
Rolla Vichy Road WWTP	MO0047031	City of Rolla	Phelps	C	X		X	X	X

Name of System	Permit Number	Owner/ Company Name	County	Level of Certification of System	Fully Responded to Survey	Partially Responded to Survey	System Contacted by Phone	System Contacted by Email	Met with MRPC Staff
Route 66 Tiny Home Community WWTP	MO0101508	Barfor Holdings LLC	Phelps	N/A				X	
Shady Lane MHP WWTF	MO0092789	LCR Properties LLC	Phelps	N/A				X	
Southwoods II Subdivision WWTP	MO0124346	Southwood II Homeowners Association	Phelps	C		X		X	
St. James WWTF	MO0093564	City of St. James	Phelps	B		X	X	X	
Cedar Hill Estates WWTP	MO0114022	Cedar Hills Homeowners Association	Pulaski	N/A				No email	
Crocker Wastewater Treatment Plant	MO0094943	City of Crocker	Pulaski	C			X	X	
Ditrapani's Italian Bistro WWTP	MO0118885	Bank of Crocker	Pulaski	N/A				X	
Dixon WWTF	MO0100129	City of Dixon	Pulaski	C			X		
High Point Estates Subdivision WWTP	MO0110744	Pulaski Co. Sewer District No. 1	Pulaski	N/A				X	
Laquey R-5 School District WWTF	MO0125121	Laquey R-5 School District	Pulaski	N/A		X		X	
Laquey Subdivision WWTF	MO0131831	Laquey Property Owners Association	Pulaski	N/A				No email	
Lookout Mountain Apartment Complex WWTF	MO0108278	Saul Sosa	Pulaski	N/A				No email	
Lookout Pointe MHP WWTF	MO0107280	Thomas Hood	Pulaski	N/A				X	
Moonlight Valley Subdivision WWTF	MO0133329	Twin Creek Farm LLC	Pulaski	N/A		X			
Northern Heights Estates Subdivision	MO0130249	Pulaski Co. Sewer District No. 1	Pulaski	C				X	

Name of System	Permit Number	Owner/ Company Name	County	Level of Certification of System	Fully Responded to Survey	Partially Responded to Survey	System Contacted by Phone	System Contacted by Email	Met with MRPC Staff
WWTP									
Oasis Truck Plaza	MO0108197	Oasis Truck Plaza LLC	Pulaski	N/A			X	No email	
PCSD No. 1 Taylor Hills WWTF	MO0133302	Pulaski Co. Sewer District No. 1	Pulaski	C		X		X	
PCSD No. 1 Wyndridge Estates WWTP	MO0119938	Pulaski Co. Sewer District No. 1	Pulaski	D		X		X	
PCSD No. 1 Weeks Hollow WWTF	MO0111716	Pulaski Co. Sewer District No. 1	Pulaski	B		X		X	
Richland WWTP	MO0023299	City of Richland	Pulaski	B		X		X	
Shalom Mountain Homeowner's Assoc. WWTF	MO0130311	Shalom Mountain Homeowners Assoc.	Pulaski	N/A				X	
St. Robert WWTP	MO0112925	City of St. Robert	Pulaski	B			X	X	
Waynesville WWTP	MO0094161	City of Waynesville	Pulaski	B		X	X	X	X
Witmore Development	MO0135984	Witmore Development	Pulaski	N/A				No email	
Buckman Laboratories Inc.	MO0101184	Buckman Laboratories Inc.	Washington	N/A			X	No email	
Cabreva Acres WWTF	MO0110035	D and J Real Estate Mgt.	Washington	N/A				X	
Caledonia WWTF	MO0128571	Village of Caledonia	Washington	C		X	X	X	
Country Hill MHP	MO0058378	Country Hill MHP	Washington	N/A				No email	
Grandview Plaza MHP WWTF	MO0084395	JV Development LLC	Washington	N/A				No email	
Irondale WWTF	MO0109568	City of Irondale	Washington	D			X	No email	
Kingston K-14 School	MO0087921	Kingston K-12 School	Washington	N/A		X		No email	X

Name of System	Permit Number	Owner/ Company Name	County	Level of Certification of System	Fully Responded to Survey	Partially Responded to Survey	System Contacted by Phone	System Contacted by Email	Met with MRPC Staff
WWTP		Dist.							
MDNR, Washington State Park WWTF	MO0133728	MDNR, MO State Parks	Washington	N/A			X	No email	
Potosi WWTF #2	MO0099732	City of Potosi	Washington	C		X	X		X
Potosi WWTF #3	MO0127566	Industrial Dev. Authority of Washington Co.	Washington	C			X	X	
Potosi WWTP No. 1	MO0099431	City of Potosi	Washington	B			X	X	
Richwoods R-7 School WWTP	MO0088927	Richwoods RVII School District	Washington	N/A		X			X
Washington Co. PWSD No. 4 WWTP	MO0132519	Washington Co. PWSD No. 4		C		X		X	
Whispering Pines MHP WWTF	MO0089893	Daniel DeClue		N/A				No email	

Table 5: Facilities Removed from Contact List

Name of System	Permit Number	Owner/Company Name	County	Level of Certification of System	Mailing Returned	Contacted by Phone	Contacted by Email	Reason for Removal
Jost Trailer Park WWTF	MO0110493	Linda Tennyson	Crawford	N/A	X		No email	All Contact Info Incorrect. Mailed survey twice to two different addresses– returned.
Virginia Vaughan WWTF	MO0120979	Virginia Vaughan	Dent	N/A			No email	Owner Deceased
Gasconade WWTP	MO0108863	City of Gasconade	Gasconade	C		X	X	Not interested in participating
Chamois Power Plant	MO0004766	Chamois LLC	Osage	N/A			X	Power Plant and WWTF Closed and Demolished

Name of System	Permit Number	Owner/Company Name	County	Level of Certification of System	Mailing Returned	Contacted by Phone	Contacted by Email	Reason for Removal
J and H Backes Poultry Company	MO0090182		Osage	N/A				Not interested in participating.
Meta WWTF	MO0131521	City of Meta	Osage	N/A				City Does Not Have a WWTF
Sugar Creek Restaurant	MO0134848	Michael Meyers	Osage	N/A		X		Closed in 2017.
Lakeside Estates HOA WWTF	MO0106411	Lakeside Estates HOA	Phelps	N/A			No email	Not interested in participating
Northwey MHP WWTF	MO0081981	Patricia Overby Birdsong	Phelps	N/A				All Contact Info Incorrect
Gladlo Water and Sewer WWTF	MO0084191	Gladlo Water and Sewer Co. Inc	Phelps	C			X	Privatized – mailed survey returned. Emailed.
Matt's Steakhouse WWTF	MO0133299	Matt's Steakhouse	Phelps	N/A		X	X	Closed. Reopened but were not interested in participating.
Fort Leonard Wood Water Treatment Plant	MO0058068	US Army INCOM and Fort Leonard Wood	Pulaski	N/A		X		Federal Facility
Fort Leonard Wood WWTF	MO0029742	US Army IMCOM and Fort Leonard Wood	Pulaski	A		X		Federal Facility
US Army Garrison, Fort Leonard Wood	MO0117251	US Army Garrison, Fort Leonard Wood	Pulaski	N/A		X	X	Federal Facility
Willow Creek Development Holding Basin	MO0133540	Charles Bassett	Pulaski	N/A			X	Not interested in participating
Rogue Creek Utilities, Inc. WWTP	MO0087181	Rogue Creek Utilities	Washington	C			X	Not interested in participating
IESI Timber Ridge Landfill	MO0127345	Timber Ridge Landfill Company	Washington	N/A		X	X	Not interested in participating
Coleman Trucking Repair	MO0115100	Coleman Trucking Inc.	Washington	N/A				Not interested in participating.

Figure 12 shows the surveys returned over the entire region. Figures 13 through 20 are maps showing the surveys returned by county.

Figure 12: WWTF Surveys Returned in the Meramec Region

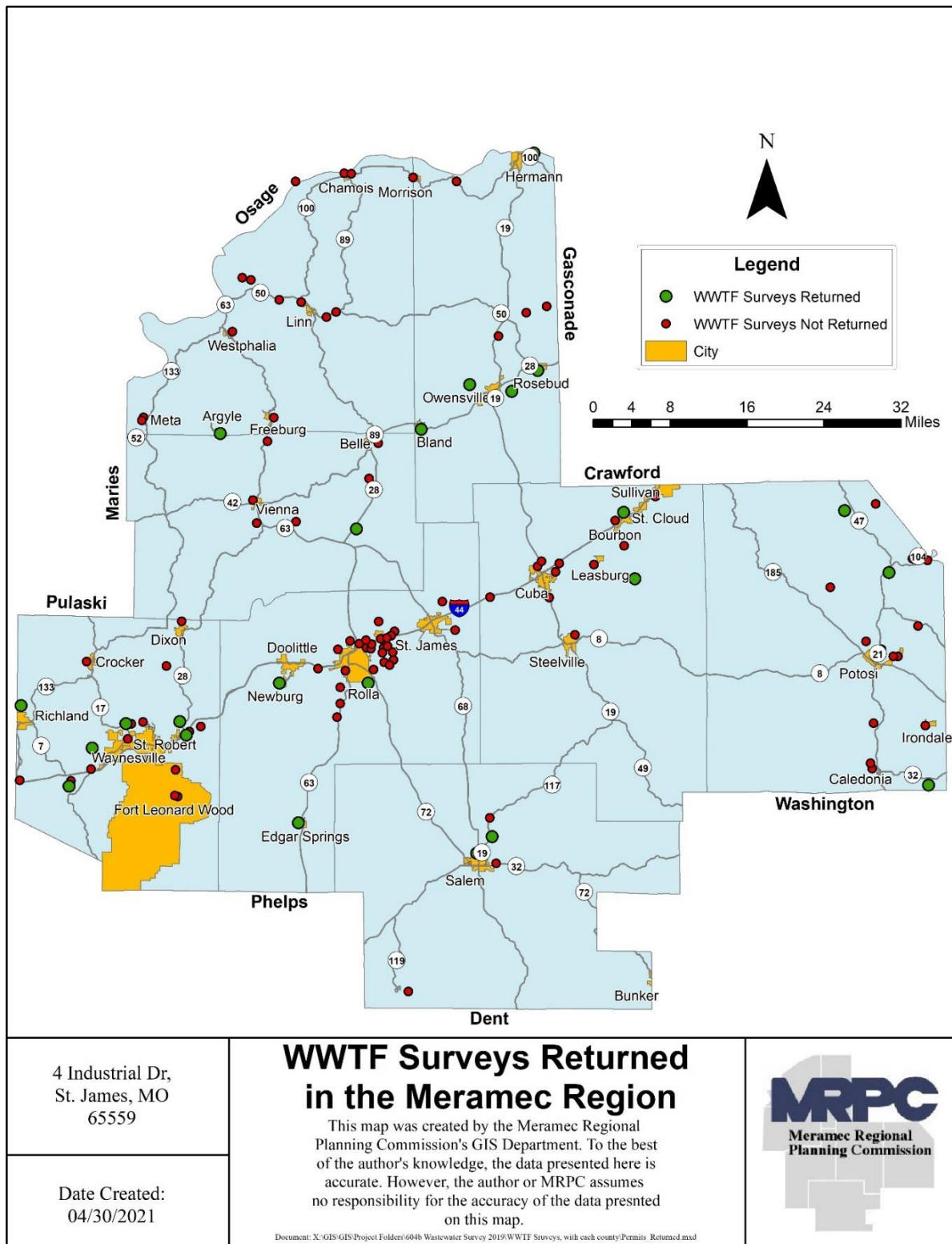


Figure 13: WWTF Surveys Returned in Crawford County

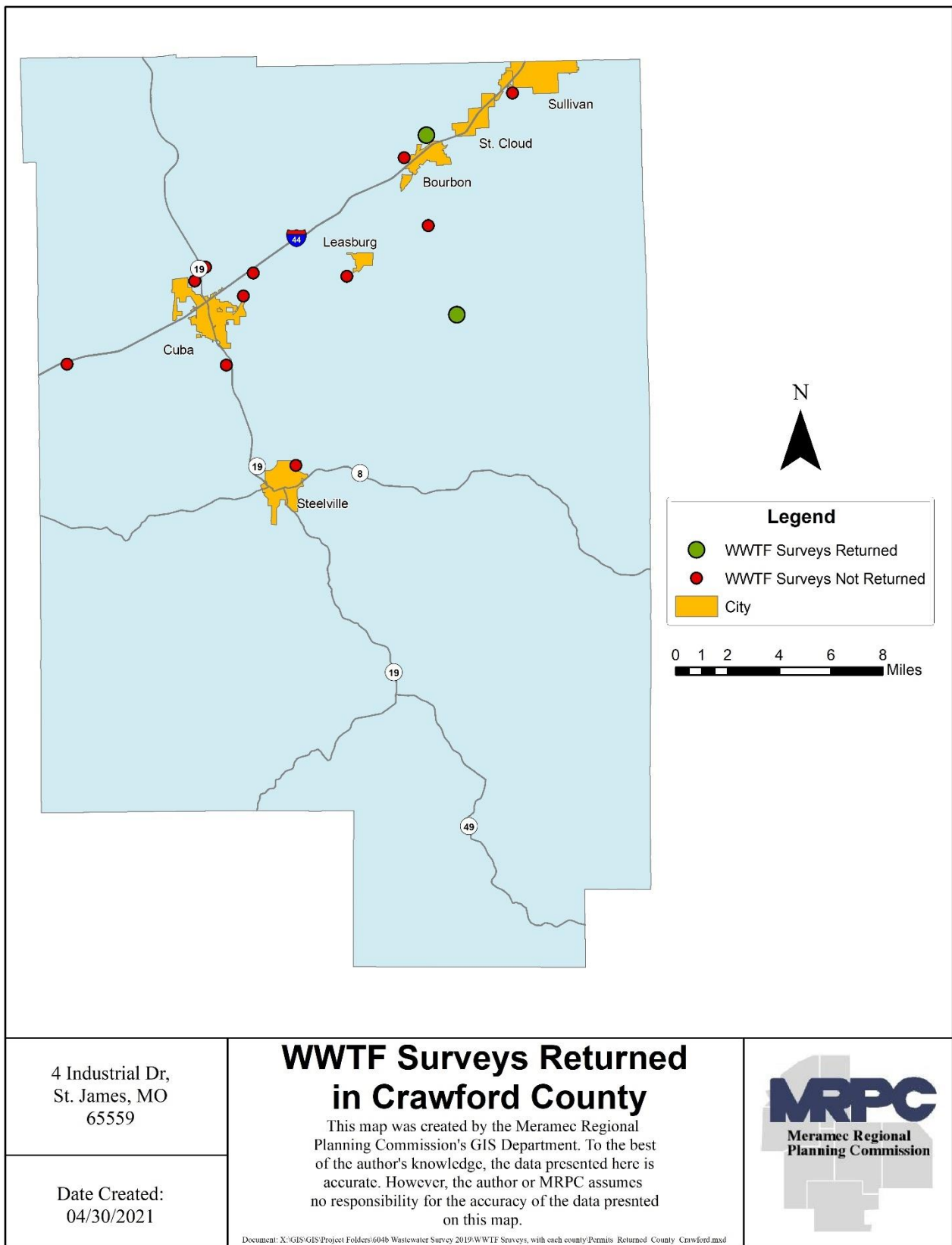


Figure 14: WWTF Surveys Returned in Dent County

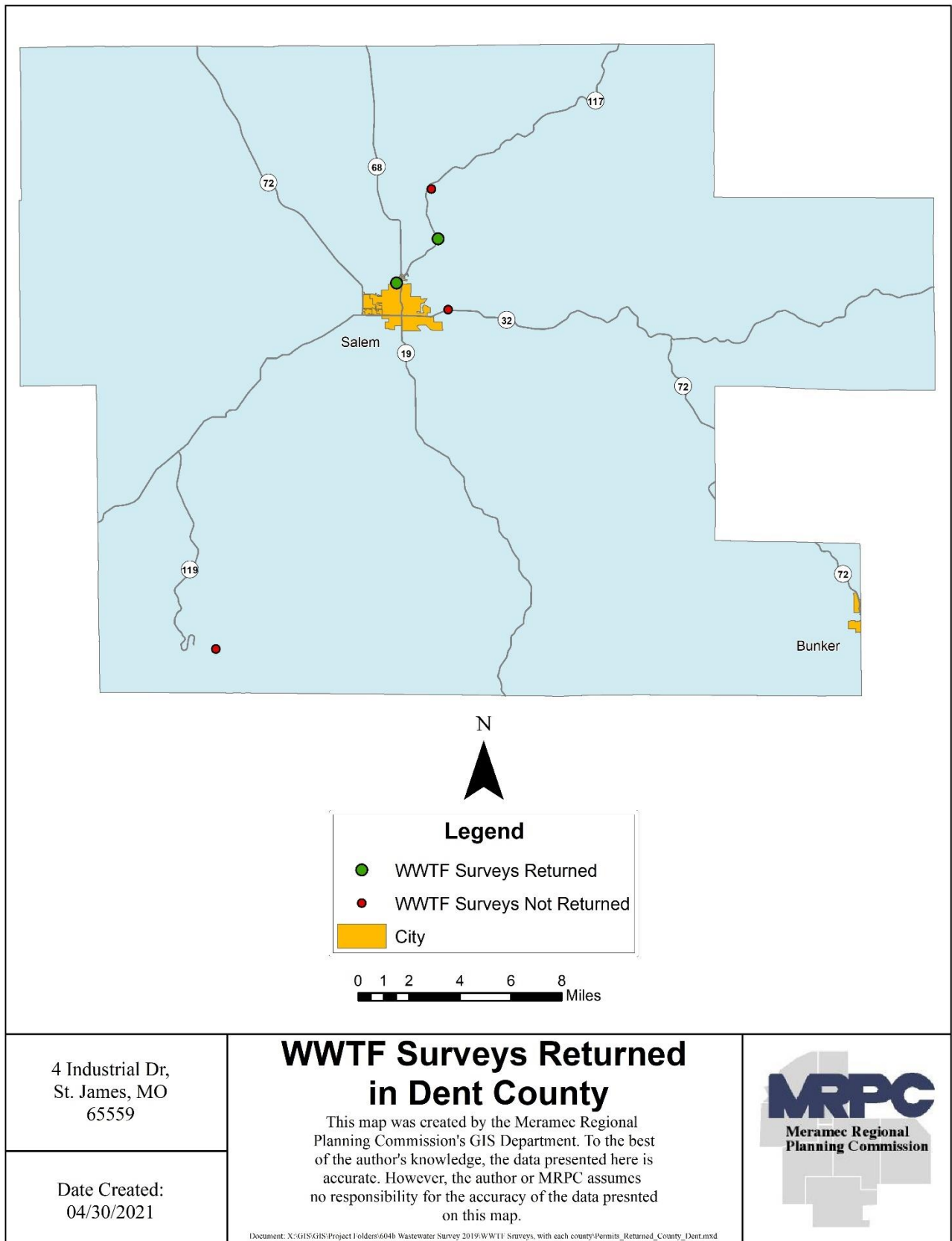


Figure 15: WWTF Surveys Returned in Gasconade County

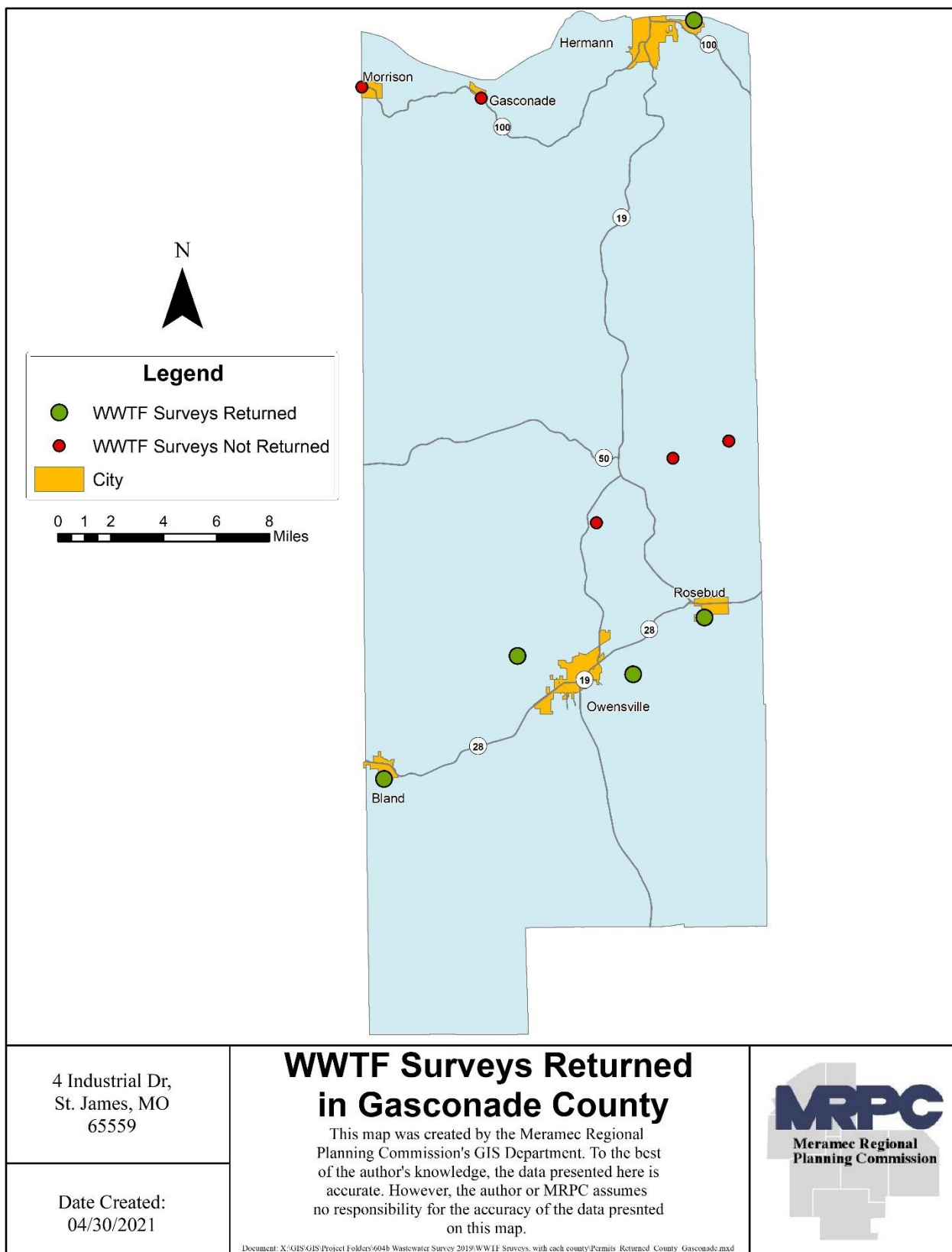


Figure 16: WWTF Surveys Returned in Maries County

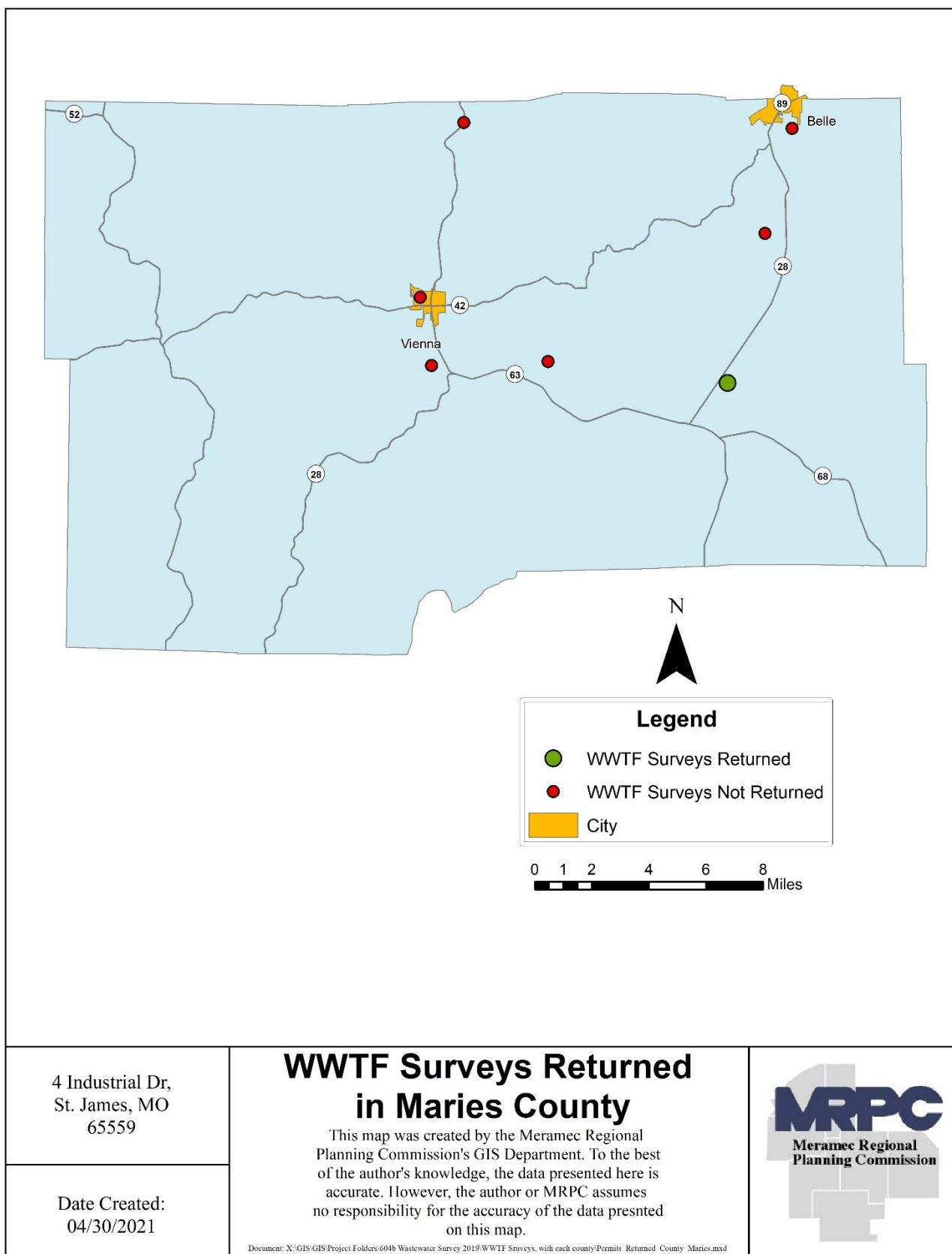


Figure 17: WWTF Surveys Returned in Osage County

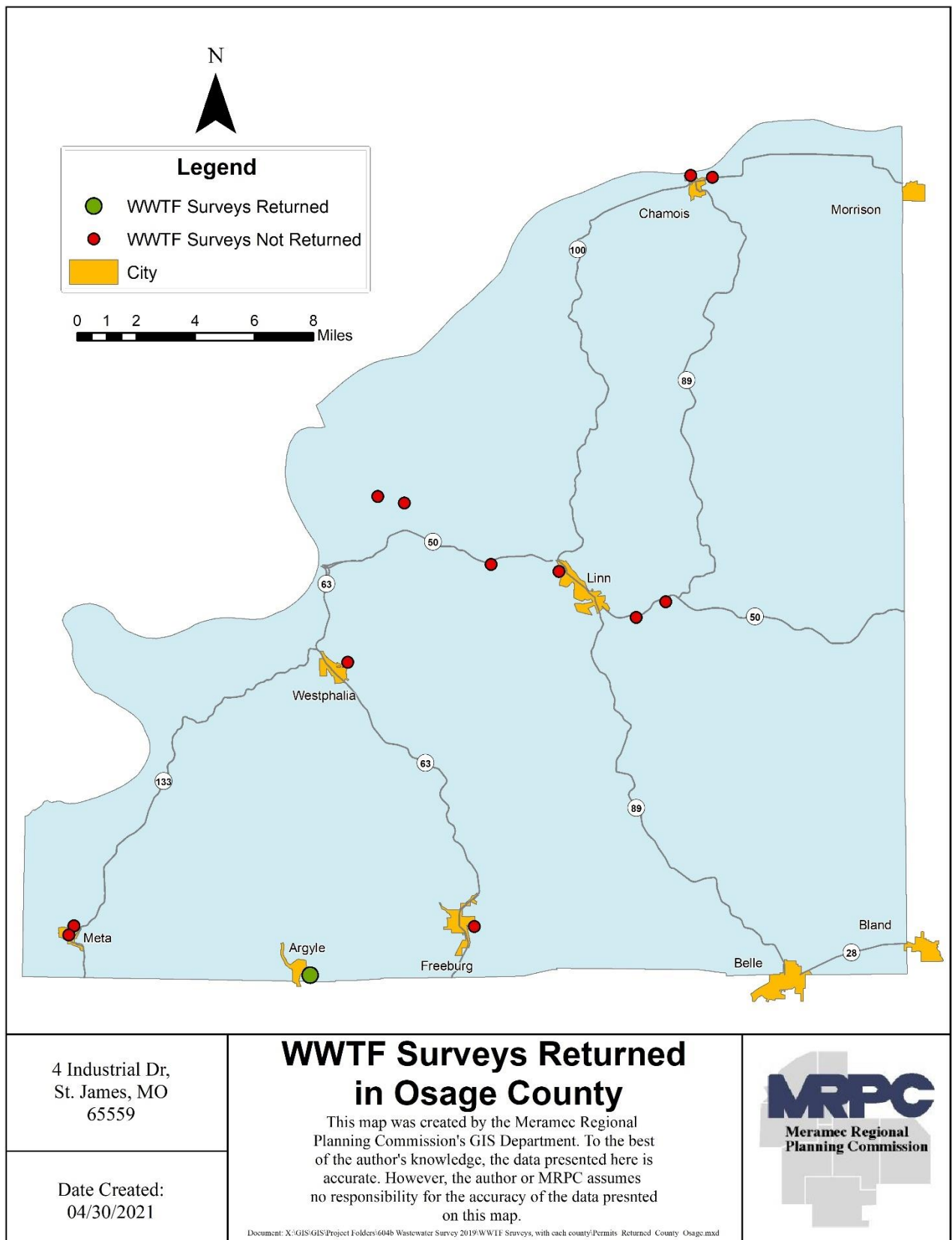


Figure 18: WWTF Surveys Returned in Phelps County

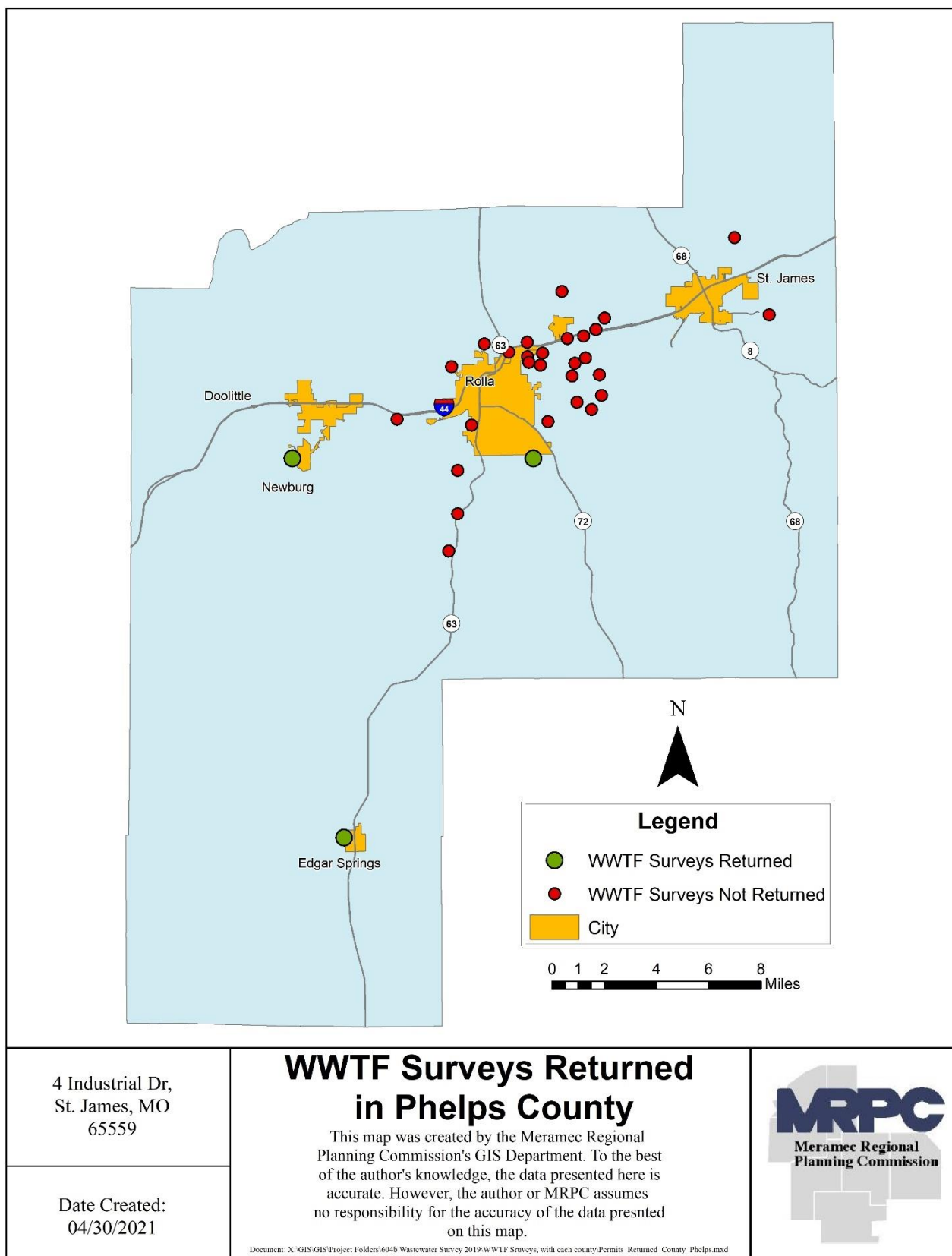


Figure 19: WWTF Surveys Returned in Pulaski Counties

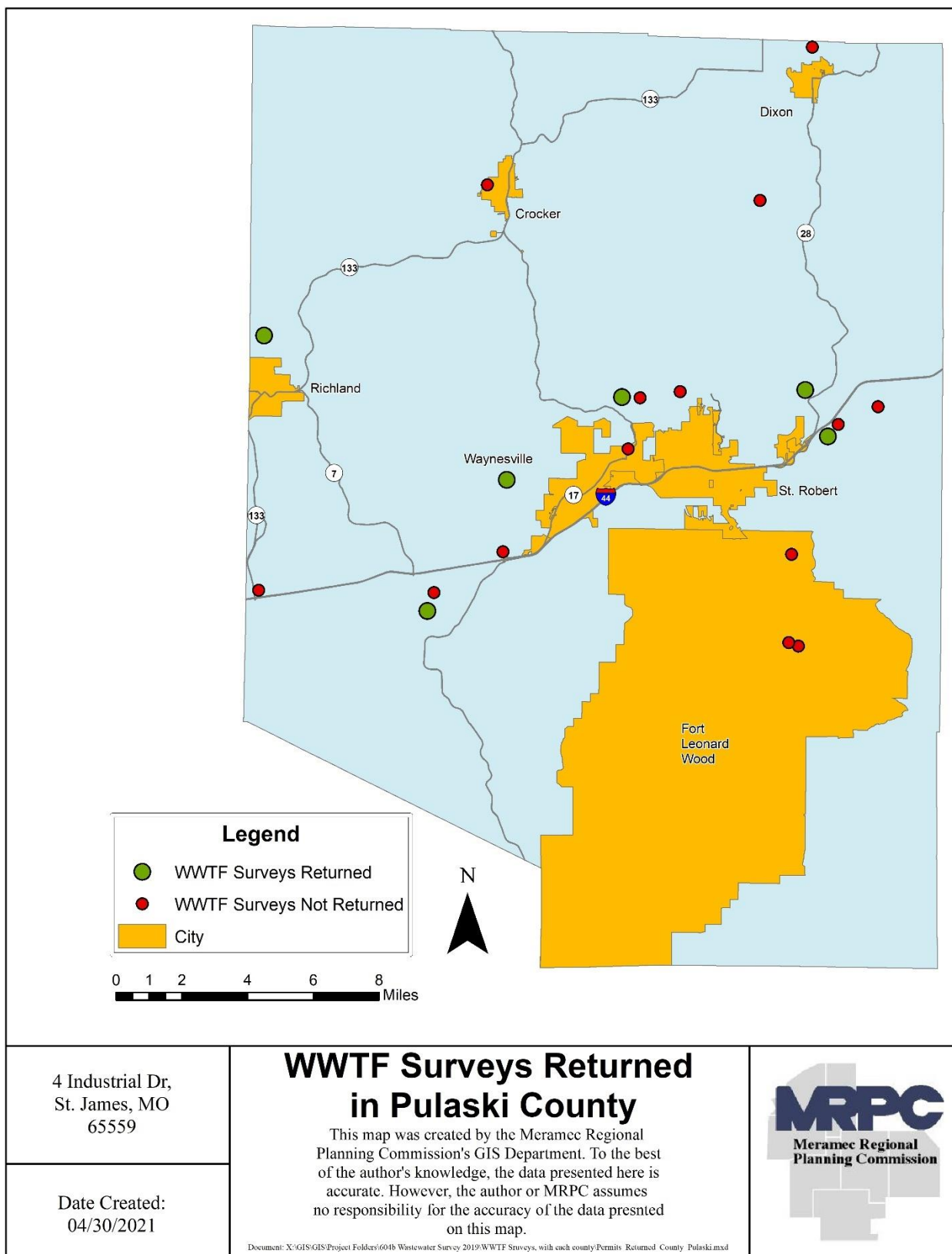
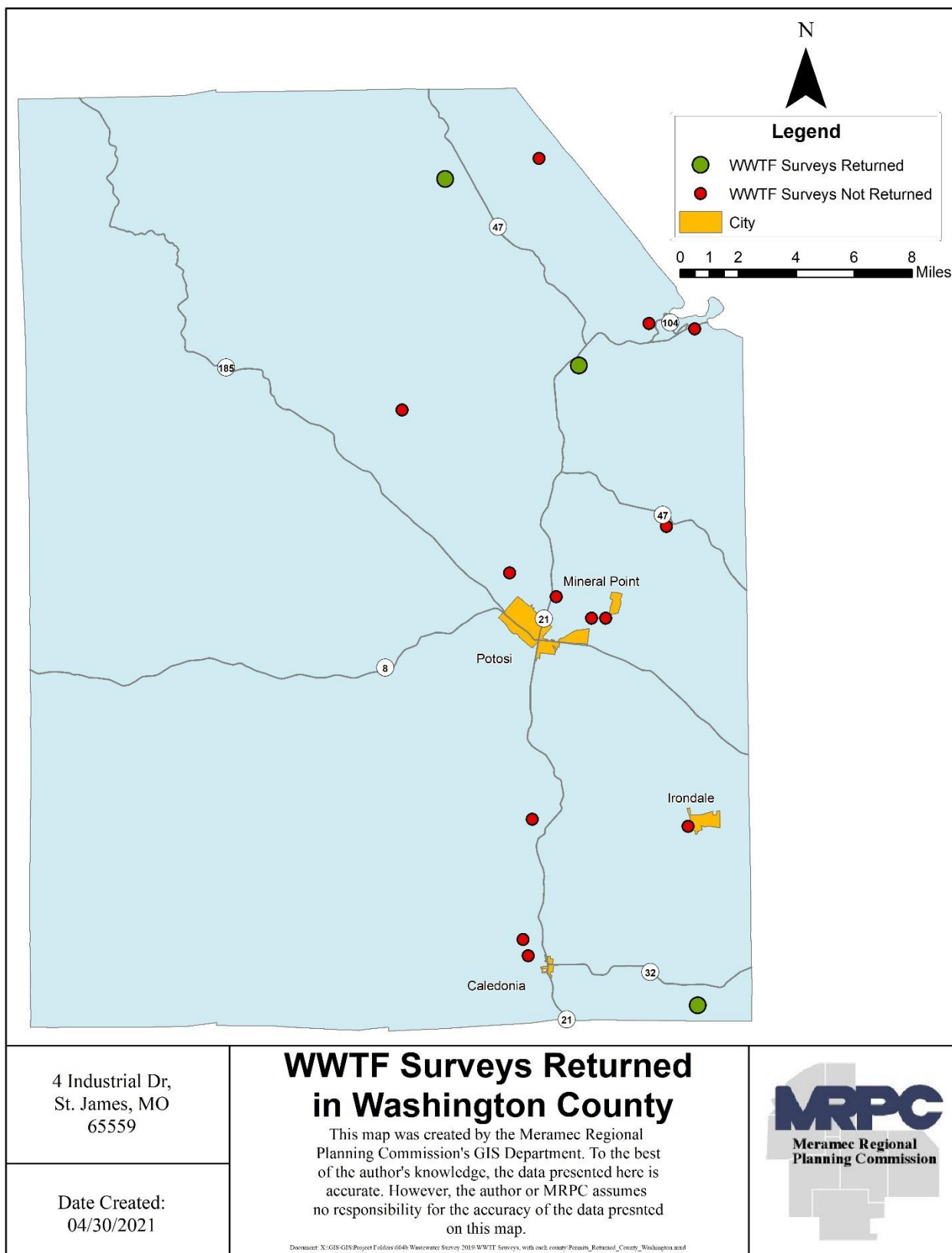


Figure 20: WWTF Surveys Returned in Washington County



The following information is a breakdown of the data that was collected.

Table 6 shows the type of collection systems that were reported on the surveys. Table 7 shows the wastewater treatment system type.

Table 6: Wastewater Collection Systems Type

Responses: 23	
Type of Collection System	Number of Systems
Gravity	8
Gravity Force Main	1
Activated Sludge	1
Lagoon (no discharge)	3
Septic Tanks	4
Septic Tank Effluent Pumping (STEP)	4
Septic – Force Main Pump	1
Vitrified Clay and PVC Pipe	1

Source: MRPC Wastewater Survey 2019-20

Table 7: Wastewater Treatment System Type

Responses: 36	
Type of Treatment System	Number of Systems
Recirculating Sand Filter	6
Sand Filtration	2
Recirculating Sand Filter/Sludge Disposal by Contractor	1
Lagoon	1
Step Feed/Extended Air	1
Mechanical Plant	4
Sequence Batch Reactor	1
Aerated Lagoon	6
Land Application	2

Responses: 36	
Type of Treatment System	Number of Systems
Chlorine	1
Publicly Owned Treatment Works (POTW-SIC)	1
Frontier Environmental – Deployable Baffled Bioreactor (dBBR)	1
Oxidation Ditch	3
3 Cell Lagoon with UV Disinfection	1
UV Disinfection	2
Activated Sludge	1
Anaerobic Digester/Recirculating Sand Filter	1
Extended Aeration/UV Disinfection/Sludge Holding Tank	1

Source: MRPC Wastewater Survey 2019-20

Table 8: Number of Hookups, Capacity of System, Actual Gallons/Daily Flow

Responses: 31				
Owner/Operator	County	Number of Hookups	System Capacity Gallons Per Day	Actual Daily Flow Gallons Per Day
Onondaga State Park	Crawford	-	846,969 gpd	236 gpd
Route 66 Homes	Crawford	-	-	-
Knights of Columbus	Crawford	2	2,000	-
Steelville	Crawford	642	330,000	497,400
Bourbon	Crawford	750	580,000	120,000
Cuba	Crawford			
Salem	Dent	-	741,000	741,000
North Wood R-IV	Dent	1	10,000	3,000
City of Hermann	Gasconade	1,400	460,000	350,000
Lost Valley Lake Resort	Gasconade	30	80,000	60,000
Rosebud	Gasconade	211	38,000	38,000
Bland	Gasconade	235	78,000	54,340
Owensville	Gasconade	1,360	42,000,000	420,000
Public Water Supply District No. 1	Gasconade	182	-	80,000
Argyle	Osage	66	-	-
Chamois	Osage	223	-	55,460
Linn	Osage	665	499,000	250,000
Rolla	Phelps	8	30,500	3,500

Responses: 31				
Owner/Operator	County	Number of Hookups	System Capacity Gallons Per Day	Actual Daily Flow Gallons Per Day
Rolla	Phelps	-	4,765,000	3,060,000
Rolla	Phelps	-	1,000,000	388,000
Rolla	Phelps	-	400,000	317,000
Southwood II HOA	Phelps	15	5,695	3,800
Newburg	Phelps	204	100,000	45,000-70,000
St. James	Phelps	1,750	1,000,000	500,000
Edgar Springs	Phelps	105	40,000	11,000
St. Robert	Pulaski	273	83,250	30,000
St. Robert	Pulaski	71	21,120	14,700
St. Robert	Pulaski	273	69,912	45,000
St. Robert	Pulaski	2,491	1,500,000	670,000
Laquey R-V School District	Pulaski	1	15,000	-
Richland	Pulaski	865	360,000	330,000
Waynesville	Pulaski			
Moonlight Valley HOA	Pulaski	5	-	900
Caledonia	Washington	108	20,000	13,700
Holiday Shores HOA	Washington	113	12,000	4,000
Richwoods R-VII	Washington	1	6,000	1,200
Kingston K-14	Washington	1	3,500	3,000
Kingston K-14	Washington	1	6,000	5,000

Source: MRPC Wastewater Survey 2019-20

Twenty-six of the respondents stated that they were in compliance with their MDNR wastewater permits. Two entities stated that they were not in compliance. There were seven who stated that they did not have a Schedule of Compliance (SOC) to renew their permit, and 15 stated that they did have an SOC. The issues that needed to be addressed varied. Two entities stated there were problems with infiltration and inflow (I/I). Four jurisdiction indicated there were issues with ammonia levels. Other issues included:

- Reducing solids
- Operating above capacity
- Upgrading aspects of the system
- Upgrading e coli testing
- Ammonia and E-coli levels too high
- Upgrading or adding lift stations
- Removing duckweed
- Installing UV disinfection equipment
- Upgrading septic system to a non-discharge system

The majority of respondents had one certified wastewater operator. One reported that the person taking care of their system was not certified. Five entities reported having two certified wastewater operators. Three reported maintaining four certified operators. Table 9 shows the levels of certification reported on the surveys and number of operators.

Table 9: Certified Wastewater Operator Levels and Number of Operators at Each Level

Responses: 37				
Level A	Level B	Level C	Level D	Not Certified
24	2	11	15	1

Source: MRPC Wastewater Survey 2019-20

Twenty-eight respondents provided information on the length of time operators had been employed with them. The years that an operator had been employed by the same entity varied widely from one year to 26 years. The average years employed was 10.65.

In response to whether the operators were employees or contractors, 22 responded that their operator was an employee, and nine reported using contractors to maintain their systems. Twenty-three reported full-time employees, and seven reported part-time employees. Many of the full-time operators, particularly in small communities, were responsible for other jobs, such as utilities or roads, and spent part of their time on the wastewater system. One entity reported using a volunteer, who was not certified.

The survey asked the respondents to provide how many hours were worked if the operator was part-time. This varied from two hours per week to 80 hours per week. It is assumed that the 80-hour week would occur during an emergency at the facility. Time spent varied widely because the types and sizes of wastewater systems varied significantly among the respondents.

Salaries and rates of pay also varied significantly. The lowest rate of pay for an employee working as a certified wastewater operator was \$11.02 per hour. The highest rate of pay for the same position as an employee of the reporting entity was \$27.13 per hour. Taking the hourly rates for the 19 entities that reported rate of pay for employees, the average hourly rate for an employee is \$18.85. The lowest hourly rate of \$11.02 is \$7.83 lower than the average and \$16.11 lower than the highest rate of pay for an employee. This inconsistency could result in difficulties in establishing contracts to share certified wastewater operators.

In addition to salary information, the survey asked if benefits were provided to employees. A total of 18 of the returned surveys had benefits information. Benefits provided varied widely as well, with two entities reporting no benefits provided to their operators and 16 reporting a variety of levels of benefits. The majority reporting- 11 - provided, at a minimum of sick leave and vacation. Twelve reported providing some

level of health insurance, ranging from \$500 per month toward health insurance to providing health, dental, life insurance and pension benefits.

Contractor rates also varied and were more difficult to compare because some charge an annual rate, some charge a set amount per visit and other use an hourly rate. These rates are charged based on the type and size of the wastewater facility. The contractor rates reported and shown in Table 10.

Table 10: Rates of Pay to Contractors

Responses: 6			
Monthly Rate	Annual Rate	Hourly Rate	On-Site Check Rate
\$350.00 - \$1,320.00	\$333,888.00	\$5.62 - \$16.50	\$60

Source: MRPC Wastewater Survey 2019-20

Twelve respondents provided estimates on the number of hours that were spent solely on wastewater. In many small communities, employees cover multiple positions and do not spend a full 40 hours per week on wastewater treatment maintenance and servicing. Again, this varied significantly due to the different types and sizes of systems. Hours spent ranged from one hour per week to 50 hours per week. The average for the 12 reported was 24.75 hours per week.

The survey requested copies of job descriptions and those have been included in the *Exhibits*.

As training costs were a concern expressed by several jurisdictions, staff added questions to the survey pertaining to training. The first question on this topic was whether or not facility owners covered any expenses for an individual to obtain their certification and/or continuing education credits. The majority of the reporting entities did provide at least some financial assistance with training for employees. Twenty-seven respondents included information on training costs. Six stated that they did not provide any financial assistance with obtaining a certification or continuing education credits. Twenty-one stated that they did provide funds for training to cover mileage, food and lodging. Eight provided the amount they spent on training costs each year. The amount varied widely. The lowest dollar amount was \$300 to \$400 per year. The highest dollar amount provided for annual training was \$1,600 per year. The average for all eight that reported was \$865.63 spent on training costs each year, which included mileage, food and lodging.

Turnover of operators appeared to be a problem for smaller systems. There were 26 responses to the survey question of how many operators each respondent had in the past 10 years. Responses ranged from one to 12. Six stated that they had maintained the same operator for 10 or more years. Ten had two operators in the past 10 years. Five had three operators in the span of 10 years. One had had six operators in 10

years. One had 10 operators in 10 years. Three jurisdictions had employed 12 different operators in the span of 10 years.

In order to get the full picture on turnover, it is important to compare this data to the data on how many operators a jurisdiction employed. Larger systems with multiple facilities will have more than one employee. Ten jurisdictions reported they had two operators in the past 10 years. Half of those entities employ two operators. There were two jurisdictions who employed four certified operators. However, even with factoring that information into turnover rates, there has still been considerable changes in employment and smaller communities seem to have the most difficulty in keeping certified operators.

As turnover seems to be an issue, and because most entities employ only one certified operator, the survey asked if facilities had backup operators. 31 respondents answered the question. Of the 31 responses, 24 stated they had backup operators if needed. Seven indicated that they did not have backup operators to cover if the regular operator was unavailable.

The survey asked how each facility documented maintenance records. Do they use computer software, written records or both. Thirty-three responses were received on this question. Seven facilities use computer software for maintenance records. Twenty-one facilities keep maintenance information in written records. Five facilities use both methods.

Table 11: Method of Keeping Maintenance Records

Responses: 33		
Written Records	Computer Software	Both Written and Digital
21	7	5

Source: MRPC Wastewater Survey 2019-20

Respondents were asked if they had digital maps/GIS of their wastewater systems. Table 10 shows the breakdown of responses. Approximately half have digital maps, while half do not.

Table 12: Wastewater Systems Digitally Mapped/GIS

Number of Responses: 31		
Number of Facilities with Digital Maps/GIS	Number of Facilities Without Digital Maps/GIS	Number of Facilities In the Process of Developing Digital Maps/ GIS
15	15	1

Source: MRPC Wastewater Survey 2019-20

The last questions on the survey asked respondents if they were interested in sharing operators with other jurisdictions if it proved to be cost effective. There were 27 responses to this question with 13 respondents indicating they were not interested, seven stating they were definitely interested; six “maybes” and one “unknown” response.

Table 13: Interest in Joint Contracts to Share Operators

Responses: 29			
Yes	No	Maybe	Unknown
7	13	8	1

Source: MRPC Wastewater Survey 2019-20

Some of the jurisdictions who had submitted surveys and stated they were not interested in sharing operators, later indicated, in the face-to-face meetings, that they would be interested in sharing operators, or at least learning more. The jurisdictions who indicated that they were interested, either through the survey or in one-on-one meetings with staff included: Rolla, Salem, North Wood K-12, Edgar Springs, Gasconade Public Water Supply District #1, Rosebud, Chamois, St. James, Caledonia and Bland. The jurisdictions that indicated they might be interested in sharing operators included: Owensville, Argyle, Richwoods K-12, Washington County Public Water Supply District #4 and Bourbon. The follow-up question to this was to ask respondents to provide reasons for being interested or not interested in sharing operators. The responses are listed below in Table 14.

Table 14: Reasons for Response to Interest in Sharing Operators

Responses: 27		
Positive Responses	Negative Responses	Other Responses
To maintain coverage and make it easier to take time off.	Unable to work outside of jurisdiction.	We would only be interested in order to provide services to other communities.
Because it would be advantageous to all communities if it reduced costs.	Don't want more work at this time.	
Always looking for ways to become more efficient and/or cost effective.	We are a state agency and this is not an option.	
If it proved effective in filling operator tasks and was cost-effective.	Not needed.	
	Alliance is big enough to cover all needs.	
	This is a private, owner operated resort, self-sufficient.	
	No one wants to take time to look into it.	

Source: MRPC Wastewater Survey 2019-20

In addition to the survey, staff requested that entities provide descriptions of their daily tasks. Those responses are included in the *Exhibits* section of the report after job descriptions.

5) MEMORANDUMS OF AGREEMENT, AGREEMENTS AND IMPLEMENTATION OF SHARED OPERATORS

In order to share operators, it would be necessary to develop formal agreements that outline the responsibilities of the parties involved. Although there are some jurisdictions in the region who share operators, they do not have memorandums of agreement (MOU) or contracts to formalize those arrangements. Staff did research on this type of agreement and were only able to find one example from Manitoba, Canada, that was for support during emergencies.

Staff did further research on other MOUs and agreements that were specifically for sharing employees between jurisdictions. Taking the examples that were found, staff drafted two MOUs – one for sharing of operators during emergencies and one for temporarily sharing operators in the case of sick leave, vacation or need for short-term coverage of operator services. In addition, staff drafted a sample Shared Staff Agreement. This agreement would be used for two jurisdictions to establish a formal arrangement to share a certified wastewater treatment operator long-term. Examples of all three documents are in the *Exhibits* section of this report. All three documents can be altered to meet the needs of the cooperating jurisdictions. These documents provide a framework to assist entities in developing agreements that are mutually beneficial and that plainly outline responsibilities of all involved.

After reviewing the data collected through surveys and one-on-one meetings, staff will strongly encourage those jurisdictions who do not have back-up operators to consider executing MOUs with neighboring jurisdictions to develop a plan for coverage in both emergency situations and more normal absences of certified operators for sick leave or vacation. In both cases, it would be prudent to establish MOUs with more than one other entity. Natural disasters can affect large areas and if multiple jurisdictions with established MOUs are all suffering the effects of flooding or other disasters, they may not be able to immediately support one another. MOUs with multiple jurisdictions will increase resiliency in the face of natural disasters. In addition, an MOU with a nearby jurisdiction will ease the problems associated with routine operator absences due to illness, vacation or the time it would take to replace an operator who has terminated employment.

The most difficult aspects of sharing operators in any situation will be:

- The potential difference in salary and benefits between partner jurisdictions;
- The differences between wastewater systems;

- Differences in certification levels between operators and the need to be properly certified for the partner jurisdiction's wastewater system;
- Willingness of operators to participate.

As the survey demonstrated, salary and benefits can vary widely between jurisdictions. The city of Rolla indicated an interest in sharing operators with other entities, but it also reported one of the higher pay rates and broader benefits packages. Because Rolla employs several certified operators, it is also in the position to be best able to share its staff. For short-term/temporary situations, MOUs with Rolla could still be managed as long as the partnering entity was prepared to reimburse the city for the cost of using their employees. If the purpose was for short-term coverage, this would certainly be workable. For long-term agreements, the partnering jurisdiction would have to be willing to pay their share of the salary and benefits for Rolla employees.

When factoring in the costs of initial and continuing training of an employee to acquire and maintain a certification and depending on the amount of time necessary for servicing a partner jurisdiction, it might still be feasible, for even a small community to consider contracting with another local government for services. For example: If a community currently pays close to the average rate for a certified operator (\$18.85) and pays fringe at a rate of 30 percent of salary (\$5.66), their hourly rate for salary and fringe would be \$24.51. Using 30 percent fringe costs for the city of Rolla's pay rate of \$24.56, this would result in a total hourly rate for salary and fringe at \$31.93. If an employee spends 12 days in classes preparing for the certification exam, and another day taking the exam - that is a time cost of \$2,352.96. If you add in travel costs of hotel \$85 per night; food at \$40 per day and mileage estimated at the state rate of \$.56 x 200 miles roundtrip – seven times, you have travel expenses of \$2,284. Add that to the weekly costs of operating the facility and the total expense is \$17,382.16. Comparing that to the annual estimated cost of sharing an operator with Rolla, and the concept becomes much more feasible.

For jurisdictions paying closer to \$15.00 per hour or less – the feasibility of doing a long-term agreement with Rolla becomes much less advantageous. But of the 19 responses, there were only three instances of salaries falling at \$15.00 or less per hour.

All of these arrangements should work well in cases where an operator is working part-time. In cases where operators are working in full-time positions, some allowances may need to be made with the understanding that the MOU is mutually beneficial and while one jurisdiction may be temporarily inconvenienced, it may need the same support in the future. And in all cases it will be necessary to get the buy-in and feedback of the operator(s) affected by the agreement.

Table 15: Feasibility of Sharing Operators

Jurisdiction	Wages x 30% Fringe + Wages = Hourly Rate	Hourly Rate x Avg. Hours Required for Servicing per week/per year	Hourly Cost of Getting an Employee Certified 12 x 8 x HR =	Travel Costs of Getting an Employee Certified (Hotel, meals, mileage)	Total Estimated Annual Costs
City A \$19.98	\$5.66 + \$18.85 = \$24.51	\$245.10 pw \$12,745.20 py	\$2,352.96	Hotel: \$1,020 Food: \$480 *Mileage: \$784 TOTAL: \$2,284	\$17,382.16
City B \$15.00	\$4.50 + \$15.00 = \$19.50	\$195.00 pw \$10,140.00 py	\$1,872.00	Hotel: \$1,020 Food: \$480 *Mileage: \$784 TOTAL: \$2,284	\$14,296.00
City of Rolla \$24.56	\$7.37 + \$24.56 = \$31.93	\$319.30 pw	-	-	\$16,603.60

**Based on 200 mile round trip seven times (six trips for training, one for exam) state mileage rate of \$.56*

In order to obtain a clearer picture of which jurisdictions could feasibly share an operator based on travel distance, staff developed maps showing a 30 mile radius and a 50 mile radius from the communities interested in sharing operators. These maps also highlight which other communities expressed interest. Figures 21 through 30 illustrate these distances between interested jurisdictions.

Figure 21: Bourbon WWTF 30 & 50 Mile Radiuses

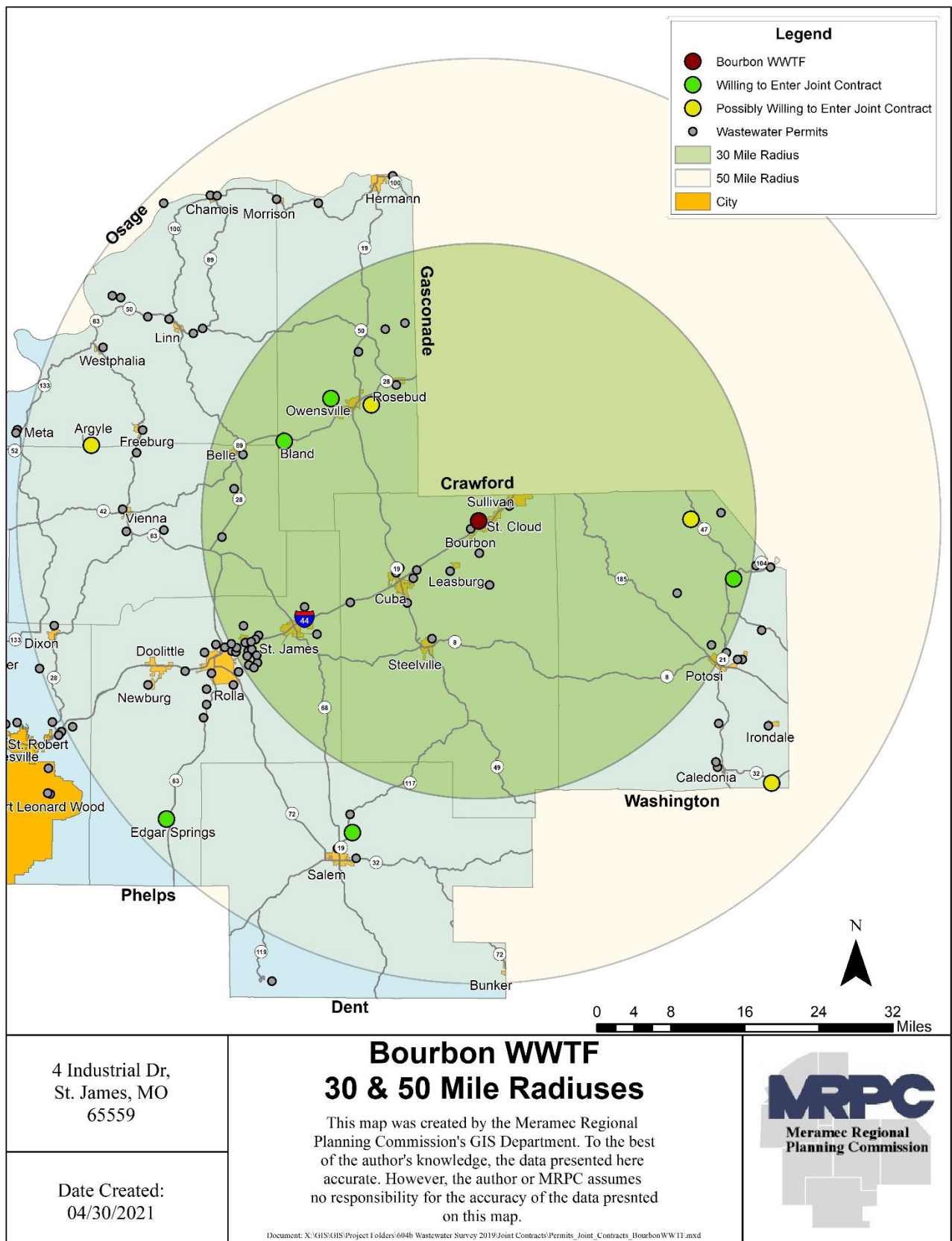


Figure 22: North Wood R-IV 30 & 50 Mile Radiuses

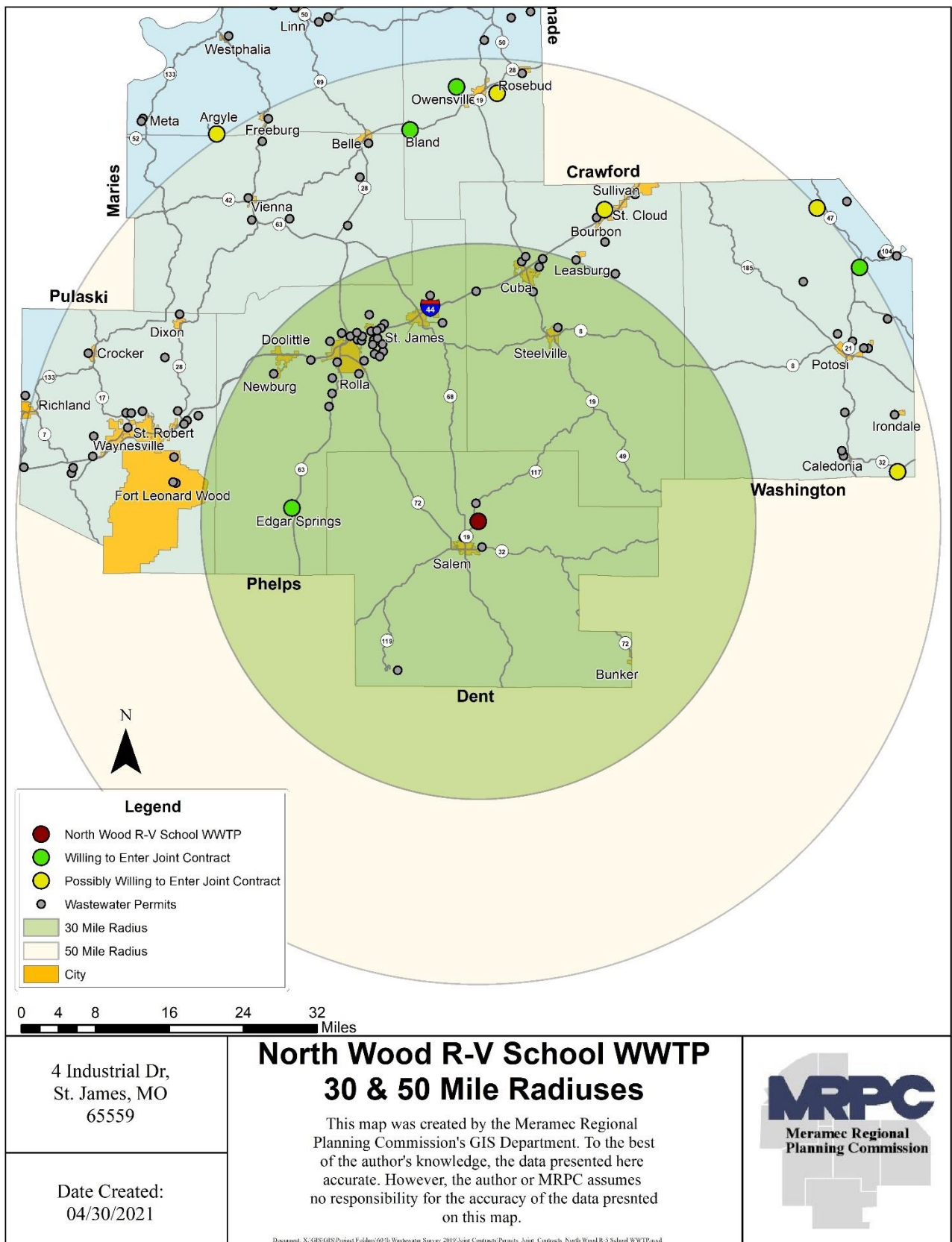


Figure 23: Bland WWTF 30 & 50 Mile Radiuses

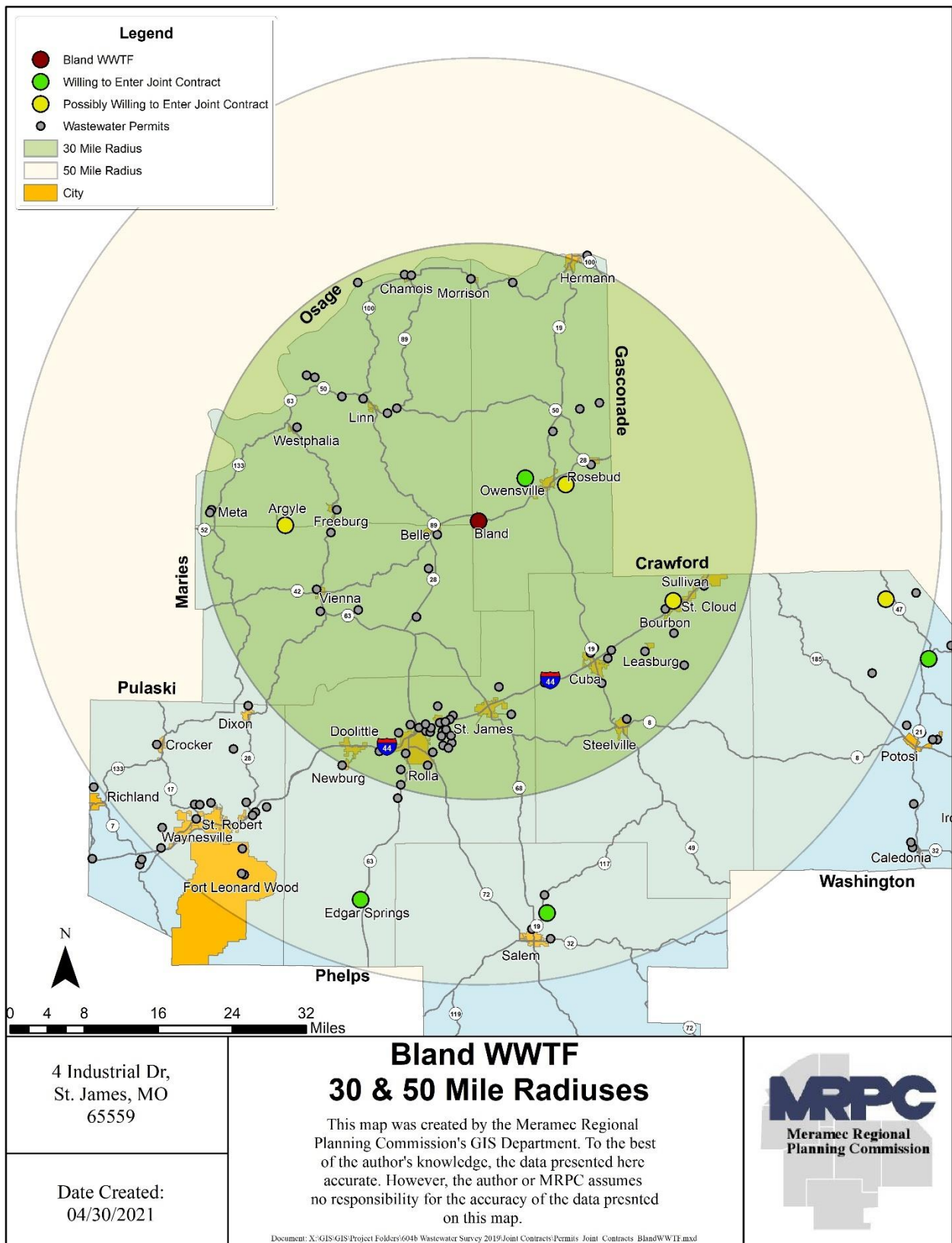


Figure 24: Owensville WWTF 30 & 50 Miles Radiuses

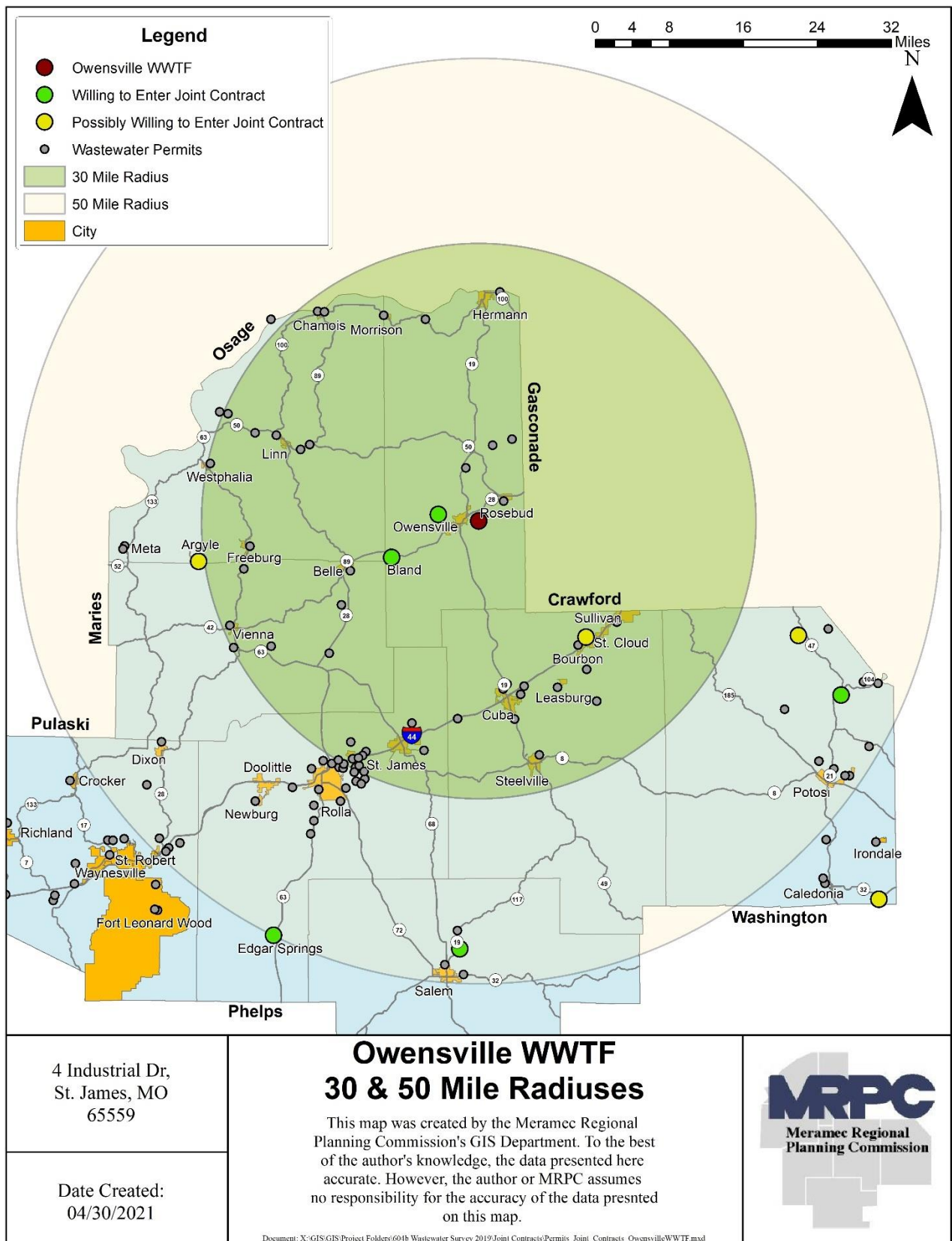


Figure 25: PWSD No. 1 of Gasconade County 30 & 50 Mile Radiuses

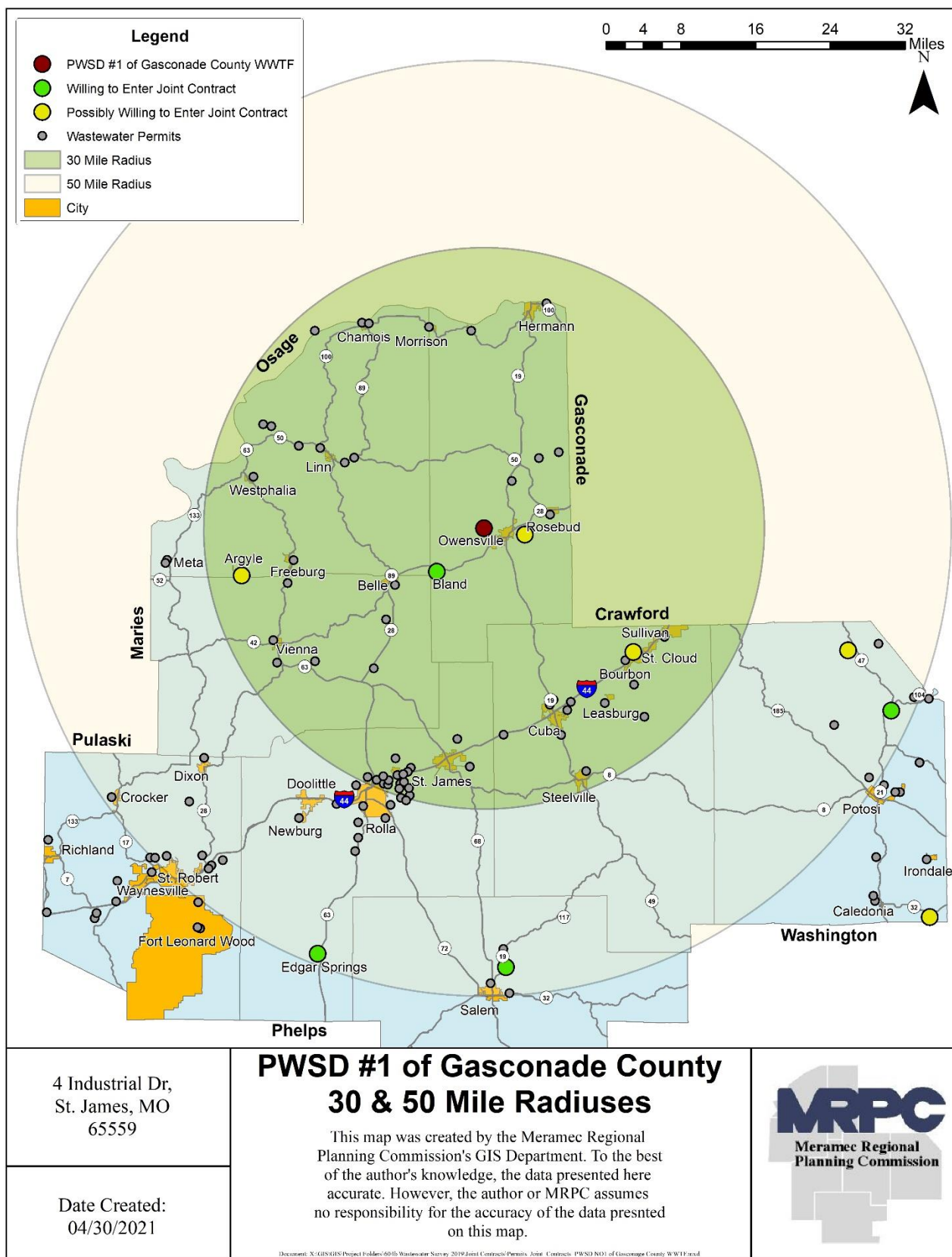


Figure 26: Argyle WWTF 30 & 50 Mile Radiuses

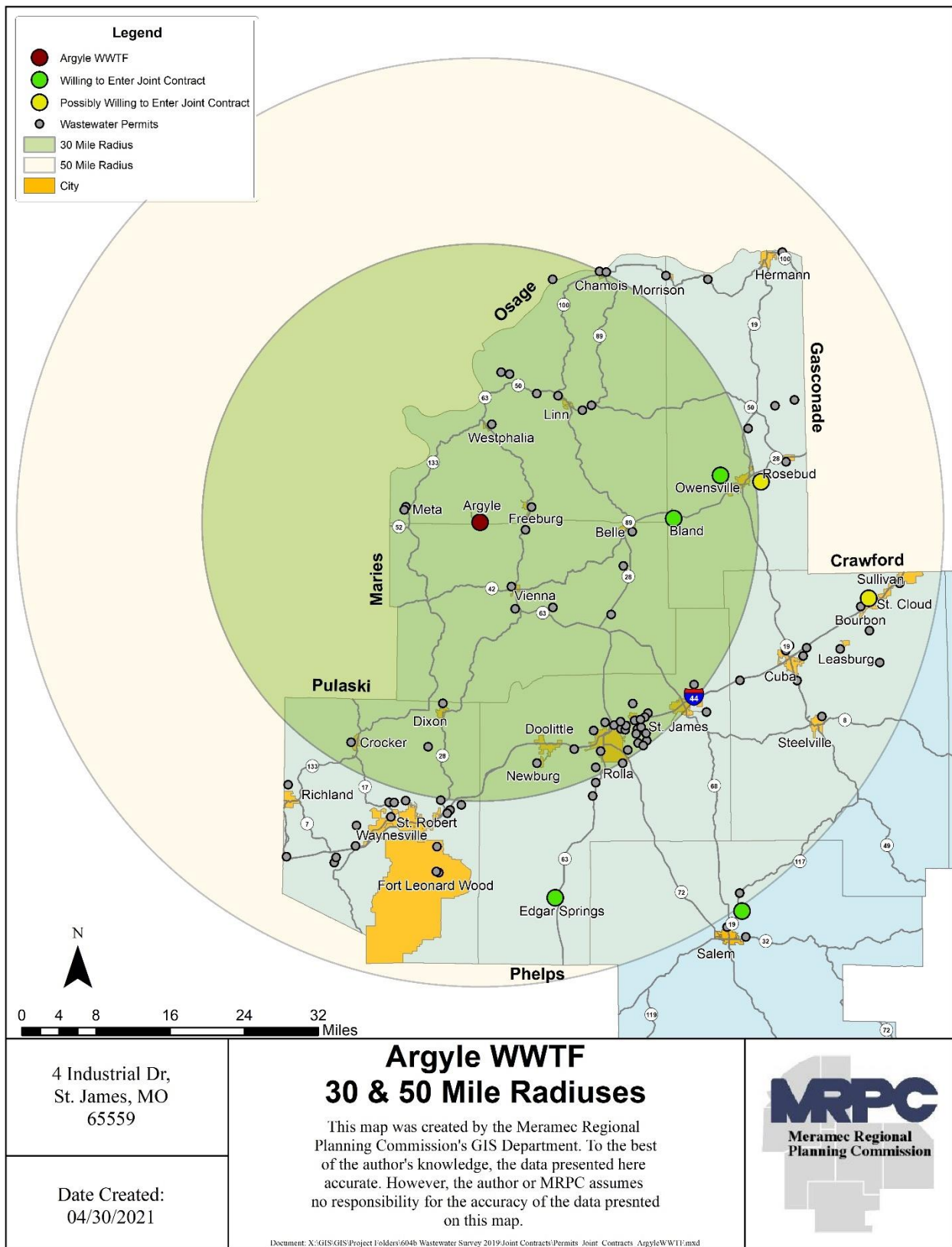


Figure 27: Edgar Springs WWTP 30 & 50 Mile Radiuses

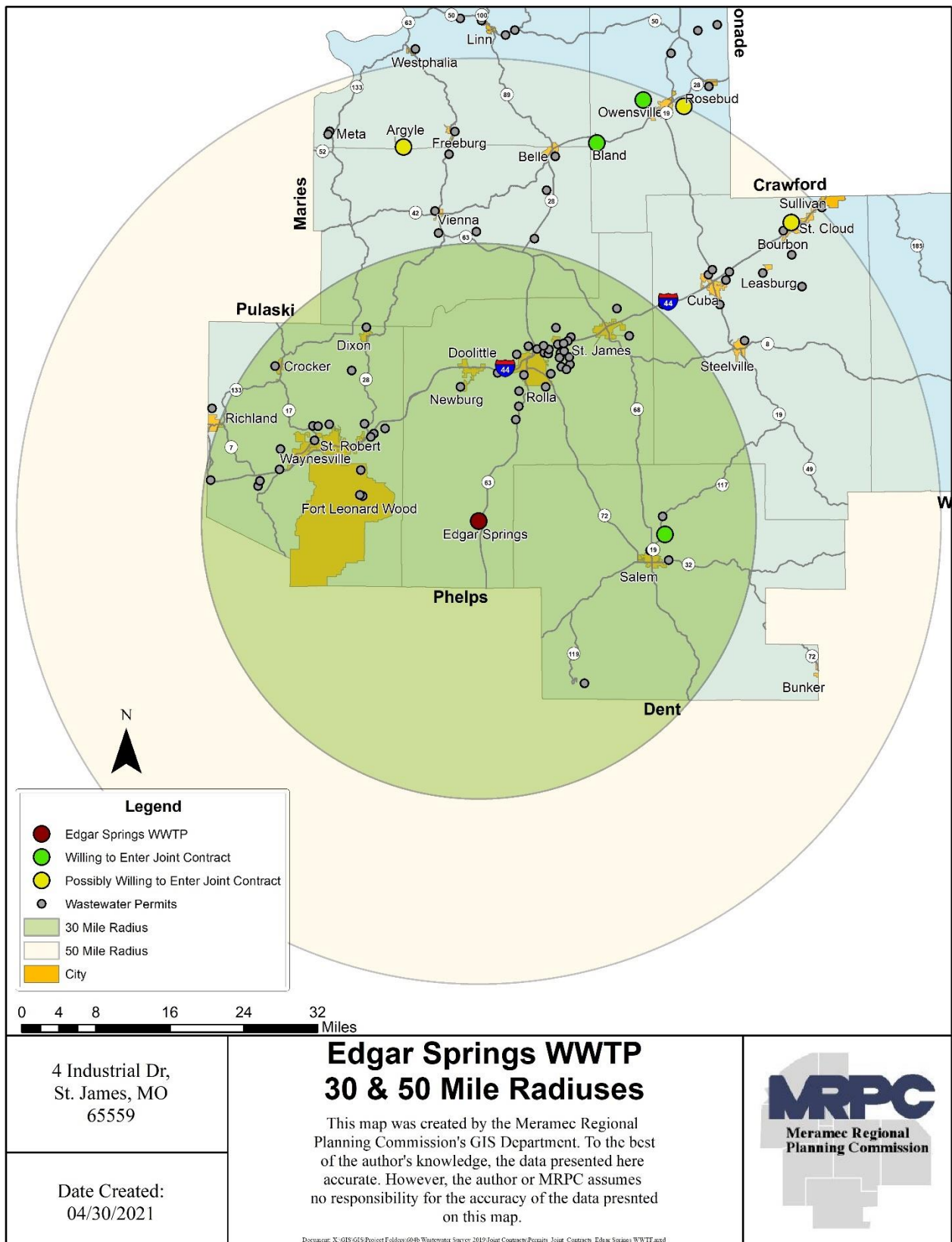


Figure 28: Kingston K-14 School WWTP 30 & 50 Mile Radiuses

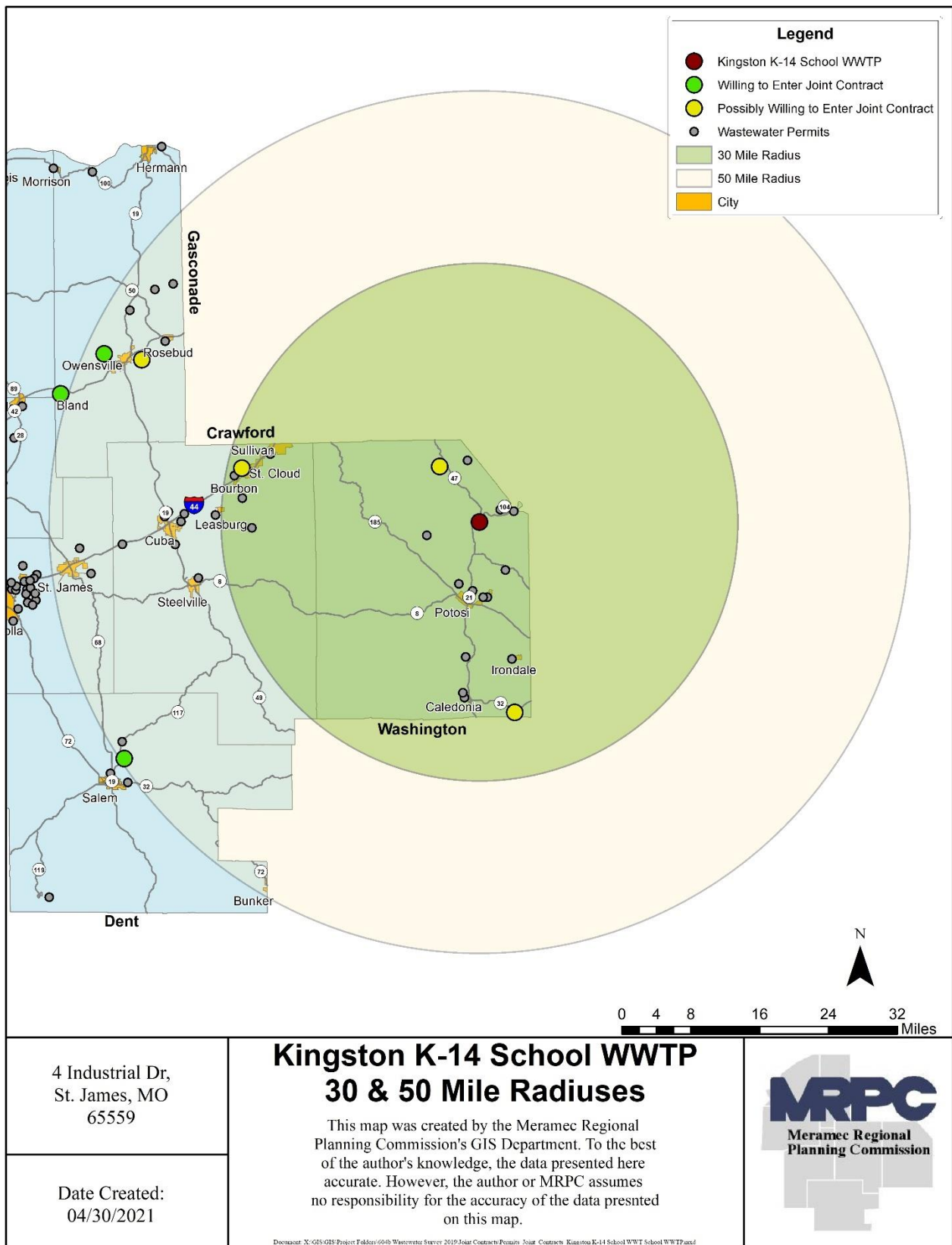


Figure 29: Richwoods R-VII School WWTP 30 & 50 Mile Radiuses

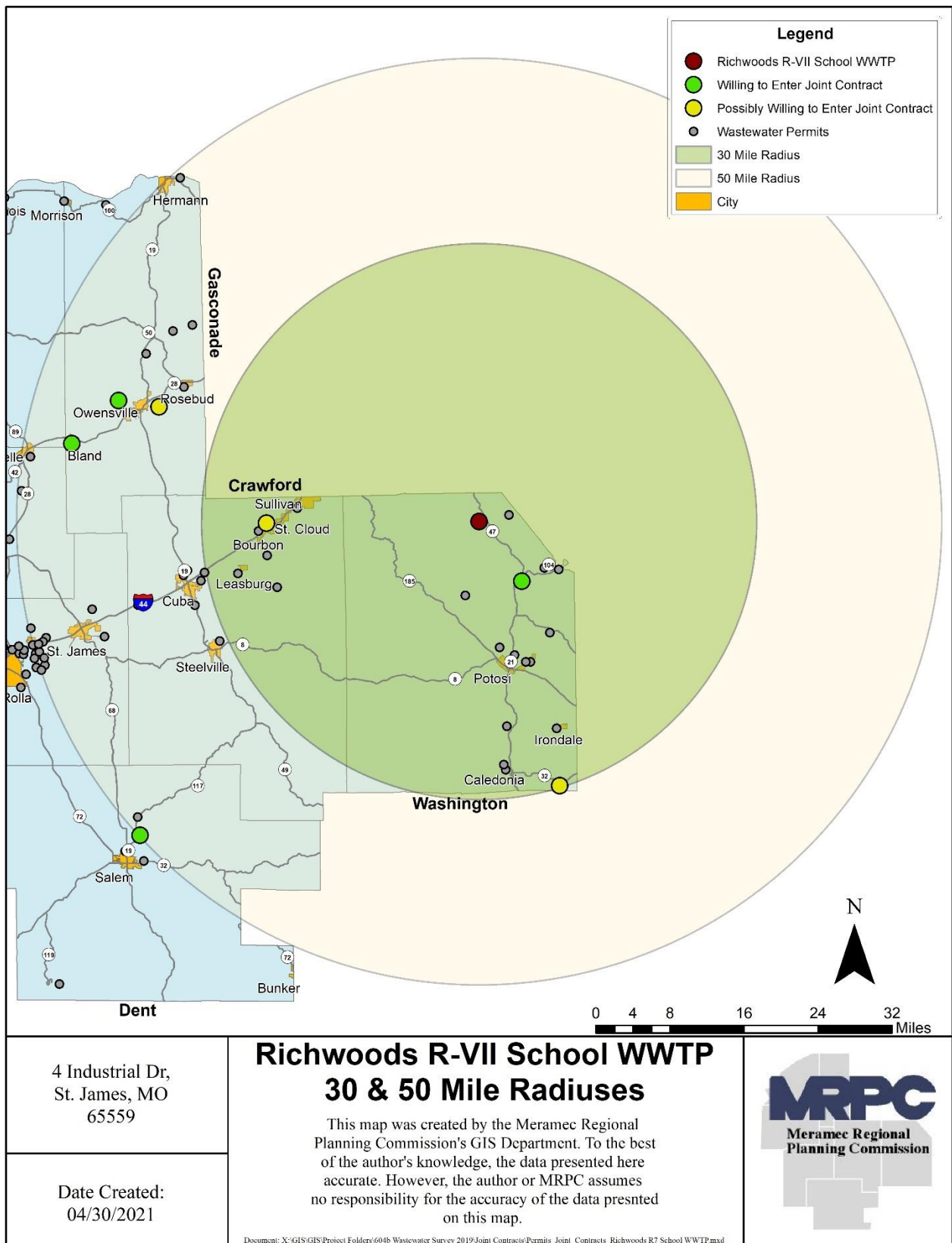
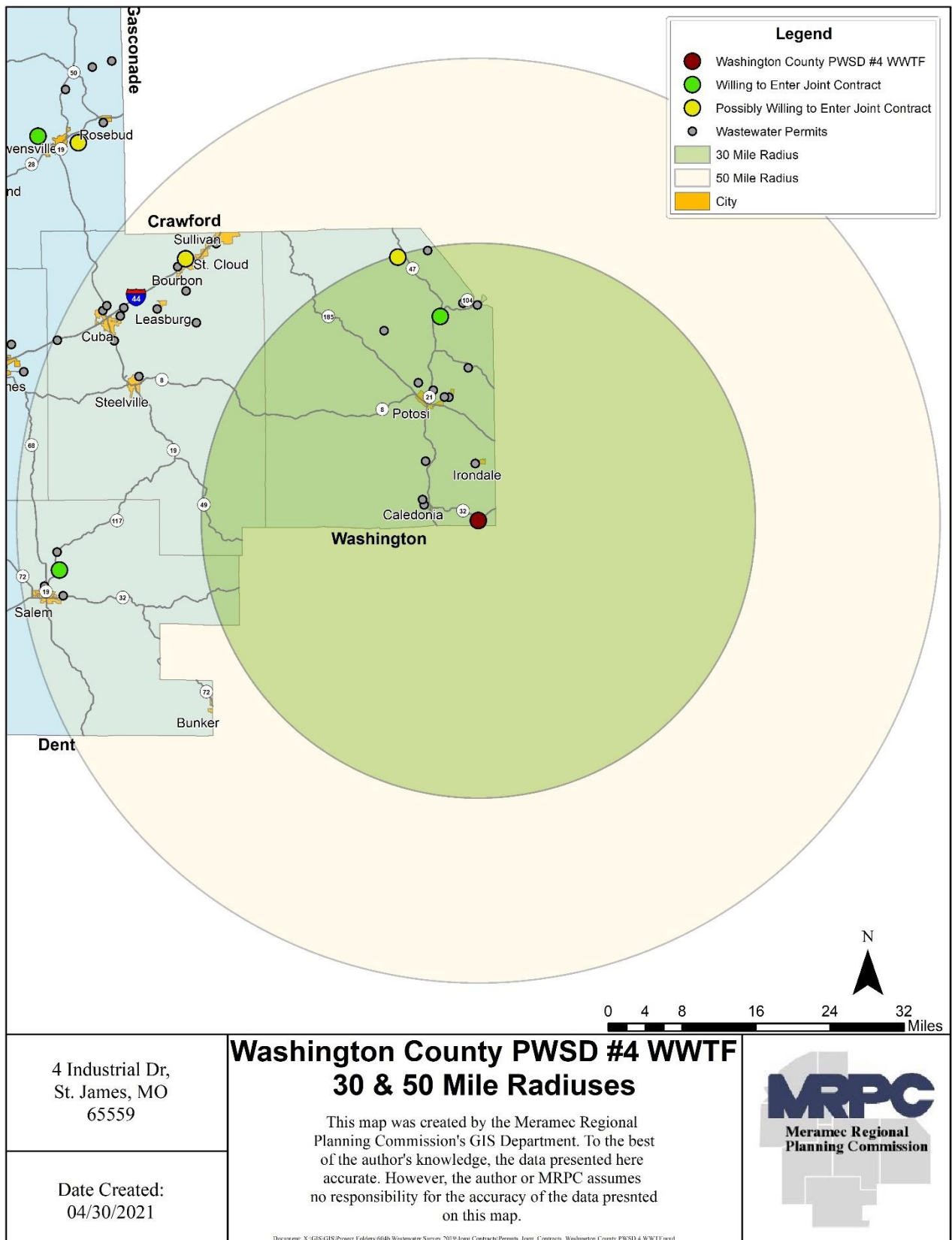


Figure 30: Washington County PWSD No. 4 WWTP 30 & 50 Mile Radiuses



Entering into any of these agreements will require negotiation between the interested parties and developing clear guidelines within the agreements on how operators will be shared, how needs will be communicated and met, how work will be prioritized and how costs will be shared.

In order to encourage the use of MOUs and/or sharing agreements, staff will carry out the following activities:

- Provide the results of the survey and the feasibility study to the participating jurisdictions;
- Distribute press releases on the results of the survey;
- Post the results of the survey on the MRPC website;
- Provide a presentation on the results of the project at a public meeting;
- Share the sample MOUs and sharing agreement with the participating respondents;
- Share information about those entities who are interested in sharing operators; and
- Share information on GIS services available through MRPC to those entities without digital/GIS capabilities.

6) DIFFICULTIES ENCOUNTERED

Staff faced a number of challenges with this project. The grant was awarded at a point when there was a turnover in staff and new staff were not immediately hired and the project was not immediately assigned to a different staff member. Due to these staffing constraints, the project start was delayed into late 2019. MRPC requested and received an extension to May 31, 2021.

The 2020 pandemic also significantly impacted the project in a number of ways. Staff had begun to see success with face-to-face meetings in gathering information from local communities on their wastewater issues and needs when the virus became prevalent in Missouri and lockdowns occurred. Person-to-person meetings were cancelled while people and agencies grappled with the pandemic. Apathy from targeted communities and operators resulted in lower response rates on the survey than had been hoped for before the pandemic occurred, but staff feel that the COVID-19 crisis deepened the lack of interest in the project among the target group. They had other priorities, as well as more challenging workloads and stressors due to the pandemic. The elimination of the face-to-face visits that were planned as a follow-up to mailed surveys was a major disappointment and hindrance to increasing the response rate.

The pandemic also caused school and daycare closures that resulted in key staff reducing hours in order to care for small children and working from home. In addition, a key staff member took extended leave during the project period. Other staff took over the project, but there was a transition period to get up to speed.

It was also a disappointment that even though staff have heard frequent complaints about the difficulty of hiring and keeping certified wastewater operators, the majority of responding entities were definitively not interested in sharing operators despite the cost savings it might provide. Local newspapers frequently have articles where the problems with hiring and keeping operators are discussed at local city council meetings, (examples are included in the *Exhibits* section). The reasons respondents provided included liability issues and concerns with how work would be prioritized if both communities were having wastewater emergencies.

7) PERSPECTIVES, RESULTS AND RECOMMENDATIONS

After analyzing the data gathered through the survey, it is evident that capabilities, costs and challenges vary widely among the wastewater facilities in the region. Regardless, from systems that have one hookup to those that serve thousands of households, they must all meet the requirements of state and federal rules, regulations and their permits. Despite all their differences there are opportunities to cooperate and assist one another and work together to meet needs in the areas of operator coverage and training.

The survey project has been a great opportunity for staff to not only find out more about how jurisdictions could benefit from sharing operators but to discover more about the issues and challenges that small rural wastewater systems are currently facing. The difficulties in meeting state and federal clean water requirements has been an identified issue for decades. However, staff were not aware of the problems with training and testing that were expressed by the communities with whom we had discussions. It has been enlightening to research the training issues and develop some possible solutions that will make training more accessible and less costly for the entities within our region.

The following are the recommendations developed through this process:

Recommendation: Encourage small communities and small system owners to consider entering into MOUs with nearby communities to jointly provide backup wastewater treatment operators to cover when the regular operator is unavailable or during an emergency when additional assistance is needed.

Twenty-two percent of respondents did not have backup operators if their operator quit or went on leave. That is a significant number and an issue that should be reasonably easy to remedy. Jurisdictions should plan for the contingency that they could be without an operator for days, weeks or even months at a time. Although it may be necessary to pay more per hour for a stand-in operator from a neighboring jurisdiction, it would provide a short-term solution to keep the wastewater system properly monitored and maintained until the regular operator returns to work or a replacement can be hired.

During an emergency it may be necessary to bring in additional help to address problems with the wastewater plant. Flooding, loss of power or damage from storms can cause plants to go down and cease operations, resulting in major hardship for residents and jurisdictions. Having a plan for assistance when a disaster strikes will make the jurisdiction more resilient during disasters, providing a swifter return to normal services.

Sample MOUs for these situations are included in the *Exhibits* section.

Recommendation: Continue to encourage small communities who only provide part-time employment for their wastewater operator to consider entering into an MOU and/or contract with a nearby community to share a wastewater operator for the purpose of cutting costs, providing full-time employment and benefits and reducing turnover.

Based on the information gathered through the survey, there is a significant range in the cost of certified wastewater operators across the region. Salaries and benefits vary widely. This could complicate efforts to share operators on a long-term basis. It does not, however, make it impossible. It will require cooperation and negotiation between the partnering entities. An ideal situation would be if multiple entities that only needed part-time service cooperated to hire an individual to provide services for two or three jurisdictions with the same certification requirements or one jurisdiction hire the employee and contract those services to other jurisdictions. Compensation and benefits could be determined before hiring and agreements established on how to share costs. Guidance would need to be developed for prioritizing work during emergencies and how all of the parties involved would communicate concerns and work through issues. But providing full-time employment would help to reduce turnover. Perhaps more importantly, training expenses could be shared and reduced for each individual jurisdiction.

Recommendation: Provide additional information, including contact information, and encourage interested entities to follow-up and explore MOUs and contract opportunities.

Four cities within the Meramec Region have arrangements to share operators: Crocker and Dixon and Cuba and Bourbon. In both cases the operator is a contractor who has separate contracts with each community. The survey found that 15 jurisdictions were interested in sharing operators – or at least willing to learn more.

Recommendation: Continue to provide and expand wastewater operator training in a virtual format that can be accessed by anyone with an adequate internet connection.

One of the positive outcomes of the COVID-19 pandemic has been the development and improvement of virtual meetings and trainings technology. Most organizations have become familiar with and have participated in virtual format meetings. Wastewater Operator training organizations have followed suit and transitioned from classroom only training to providing those classes on-line.

Staff interviewed trainers with the Missouri Rural Water Association (MRWA) and asked them if these changes were here to stay or if they thought training would go back to classroom only. The response was “it depends.” Some training can be done virtually without losing quality of delivery or substance. Other trainings don’t translate well into digital formats and are much better delivered in-person. The consensus was that some

classes that work well will continue to be offered virtually and other classes will go back to classroom presentation.

Staff encouraged the MRWA to continue to provide a selection of continuing education credit classes virtually. This would provide a less expensive alternative for those operators who have to travel to attend classes and still allow them to earn their CEUs.

Recommendation: Provide training options at locations within the Meramec Region on a regular basis. This could also include providing local certification exams.

The cost of training and the distance that individuals from the Meramec Region had to travel to get training or to test for certification were issues that came up regularly in the one-on-one meetings with jurisdictions. In order to sit for a wastewater operator certification, individuals typically attend classroom training. The Missouri Rural Water Association (MRWA) is one of the approved providers in Missouri. According to Larry Vangilder, trainer for MRWA, certification training class for the lowest level certification – Class D – is a total of 12 days of in-classroom studies. Mr. Vangilder breaks the class down to two days per week for six weeks. If travel time and overnight stays are factored in for the classes required to gain certification, the time spent away from the job and home – as well as the costs – are considerable. In addition, operators are required to take 30 hours of continuing education every three years to maintain their certification. This can result in considerable time off-site to obtain the required training.

In relation to the counties of the Meramec Region, the current training locations are at quite a distance. For the Spring 2021 trainings offered in the example above, Lebanon provides the closest available location. While Lebanon is a 30-minute drive from Waynesville in Pulaski County, it is 2.5 hours for the communities of Caledonia in Washington County, Chamois in Osage County or Hermann in Gasconade County. Figure 31 shows the training locations typically used by the MRWA. None of the locations are within the Meramec Region.

The recent list of trainings through MDNR shows a Wastewater Entry Level Certification Class offered in Springfield in May 2021. This location is over 3.5 hours for many of the Meramec Region communities. Depending on the time of year that a community's operator requires training, it was reported that locations in Branson, Jefferson City and Poplar Bluff are the only options, and these locations are over four hours from several communities in the region. As most Entry Level Wastewater Certification courses are provided over the course of 8-12 days, it requires a community to bear the costs of travel, lodging and per diem to send a new operator to training. This also means that the operator is not overseeing the system while traveling to training.

MRPC staff have contacted the Missouri Rural Water Association, an organization that provides wastewater operator training, and discussed the problem and provided solutions and local training facilities for MRWA to use to provide classes. Additionally,

due to the pandemic, a number of continuing education classes have been converted to virtual trainings. Providing these courses on-line is a great opportunity for those operators who do not live near the typical training venues used by training providers.

In addition to the training requirements, the certification exams are also located in areas that are not convenient to the communities of Meramec Region. Figure 32 illustrates exam locations, and none are located in the study area.

Recommendation: Share information on GIS services available through MRPC to those entities without digital/GIS capabilities.

The survey revealed that 15 jurisdictions, or roughly half of the respondents, did not have their wastewater systems digitally mapped. GIS mapping of utilities is an efficient tool in maintaining, expanding and improving systems. It is important for these jurisdictions to be informed on the mapping options available.

Figure 31: MRWA Training Locations

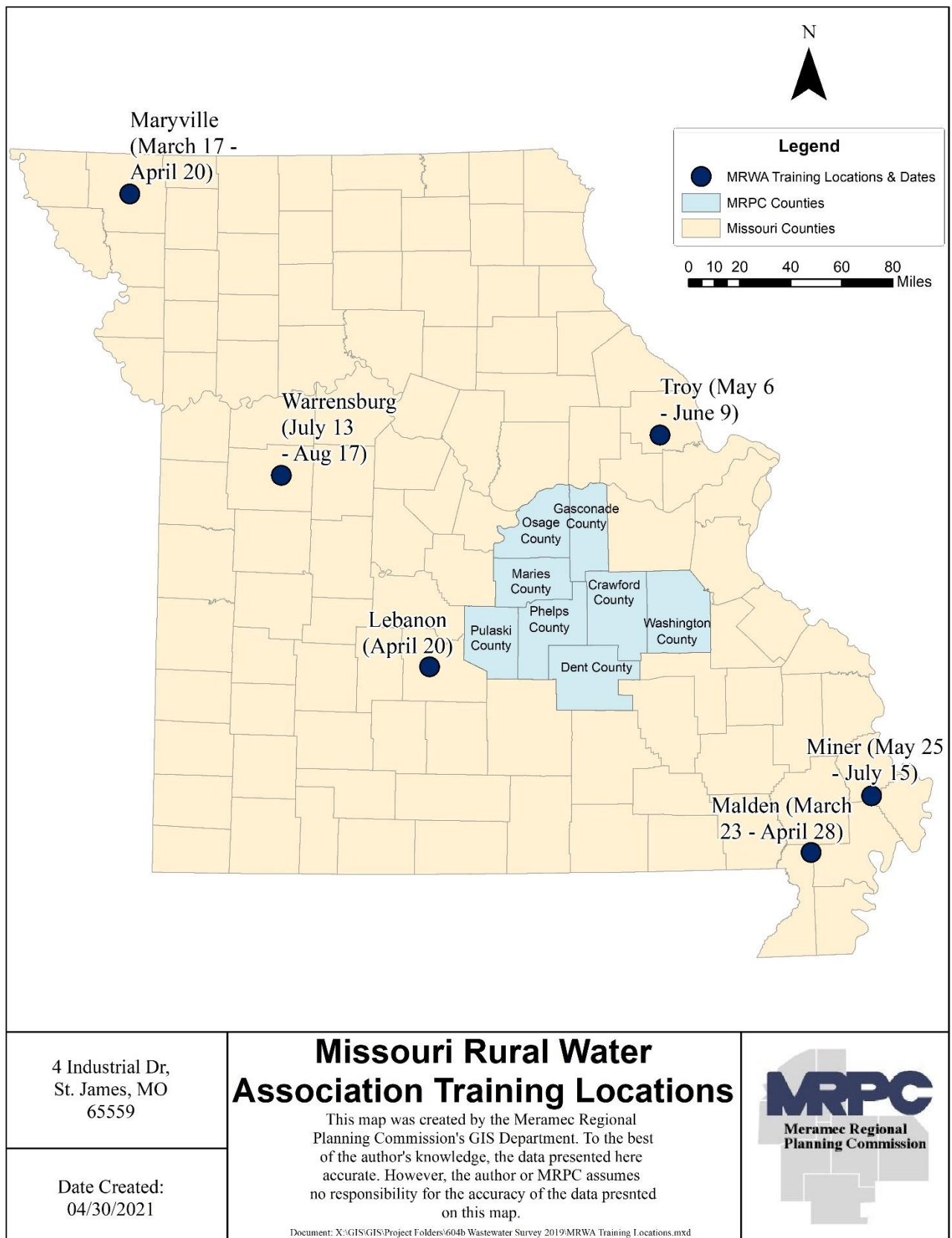
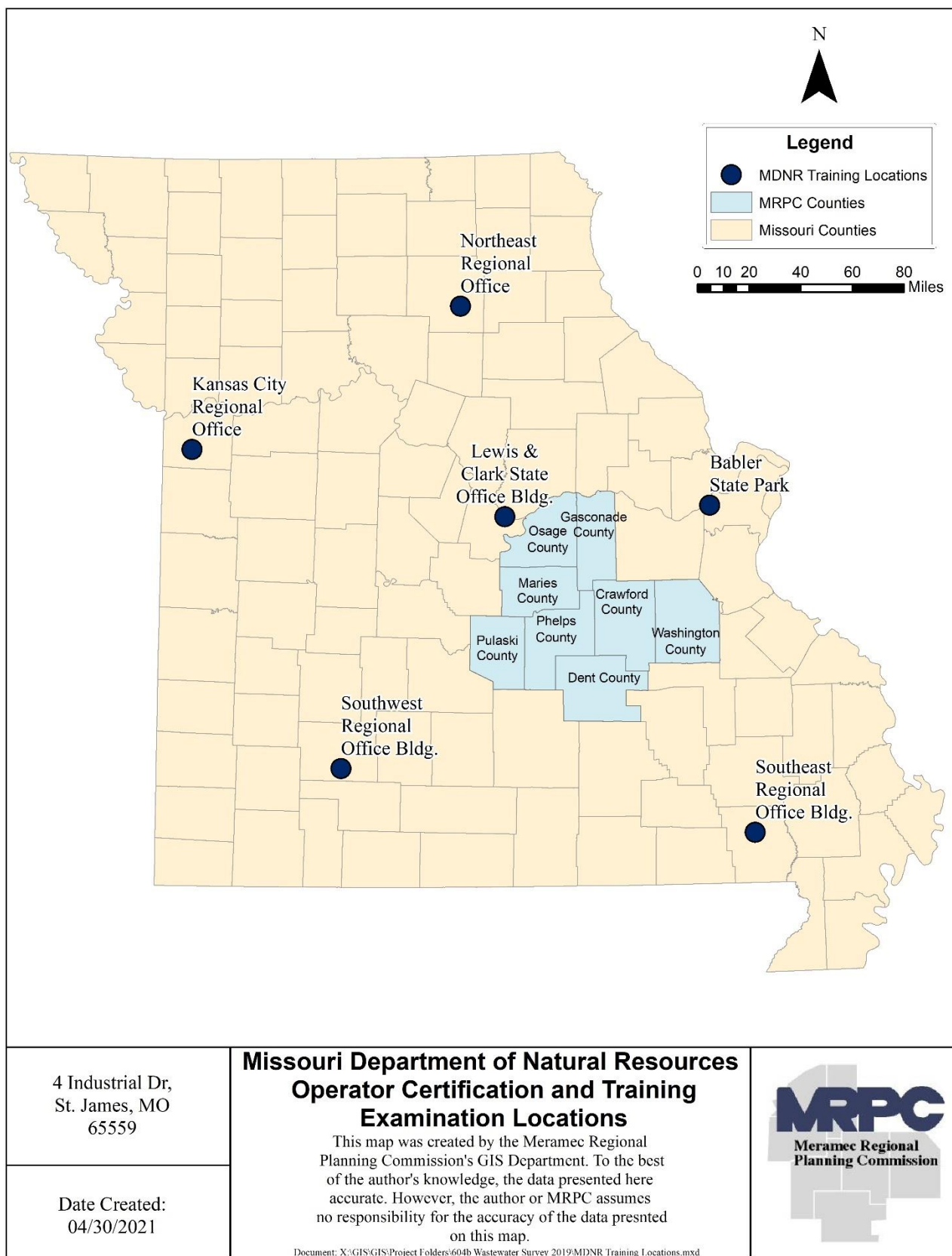


Figure 32: MDNR Wastewater Certification Exam Locations



In response to this issue, staff identified, and local communities volunteered, several locations in the region that would be suitable for training. These were discussed and shared with the MWRA staff. It is assumed that MDNR staff will also share the information with other training providers, and it will be possible to host classes in the region in the near future.

Several communities within the Meramec Region have offered their facilities to host training. These include:

Table 16: Potential Training Locations

Community	Facility	Capacity	Audio-visual capable
Rolla, Phelps County	Rolla City Hall 901 N. Elm	30	Yes
Waynesville, Pulaski County	Waynesville Municipal Center 100 Tremont Center	30	Yes
Steelville, Crawford County	Steelville Community Building 101 W. Keysville	30	Yes
St. James, Phelps County	MRPC offices 4 Industrial Drive	30	Yes

8) *EXHIBITS*

Surveys, cover letters, scripts, etc.

Press Release

List of Certified Wastewater Operators for Meramec Region

Memorandums of Understanding, Agreement for Sharing Operators

Sample of Contract Between City and Contracted Wastewater Operator

Midwest Assistance Program Article

Local News Articles

MDNR Operator Certification and Training Examination Schedule for 2021-2022

Certified Wastewater Operator and Related Job Descriptions

Certified Wastewater Operator Daily Tasks

Returned Surveys

Notice of Public Meeting

Letter to MRWA on Training Locations

PowerPoint Presentation on Project

Initial Survey

Contact Information

Name: _____ Title: _____

Jurisdiction Served (City/District/HOA/etc.): _____

Address: _____

Phone: _____ Email: _____

System Information

Type of Waste Water Collection System: _____

Type of Waste Water Treatment System: _____

Size of Waste Water Treatment Facility: _____

Hook-ups on your system: _____

Capacity of WWTF: _____

Actual Gallons/Day Flow: _____

Compliant with MDNR Permit: _____

Do you have a Schedule of Compliance to renew your Permit? _____

What issues need to be addressed for Schedule of Compliance?

Operating Information

Name of Certified Operator: _____ Level: A B C D (circle)

Years employed: _____

Employee or Contractor? _____

Full-time or Part-time? _____



"This project has been funded wholly or in part by the United States Environmental Protection Agency (EPA) and the Missouri Department of Natural Resources under assistance agreement G19-WQM-02 to Meramec Regional Planning Commission. It has been subjected to the EPA and the department's product and administrative review and has been approved for production. The contents of this document do not necessarily reflect the views and policies of the EPA or the department, nor does the EPA or the department endorse trade names or recommend the use of commercial products mentioned in this document."

Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? _____

Does this include benefits? What benefits? _____

If contracted, what is the contracted rate? _____

Can you provide a Job Description or List of Job Duties? _____

Does your jurisdiction pay for Operator Certification? If so, what is that cost?

How many Operators have you had in the past 10 years? _____

Do you have a back-up operator? _____

How do you document maintenance (computer software, written record, etc.)?

Do you have a digital map/GIS of your system? _____

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? _____

Why or why not?

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



"This project has been funded wholly or in part by the United States Environmental Protection Agency (EPA) and the Missouri Department of Natural Resources under assistance agreement G19-WQM-02 to Meramec Regional Planning Commission. It has been subjected to the EPA and the department's product and administrative review and has been approved for production. The contents of this document do not necessarily reflect the views and policies of the EPA or the department, nor does the EPA or the department endorse trade names or recommend the use of commercial products mentioned in this document."

Cover Letter Sent with Later Mailings of the Initial Survey

MEMORANDUM

TO: Wastewater Permit Holders in the Meramec Regional Planning Commission

FROM: Tamara Snodgrass, Assistant Director

RE: Wastewater Treatment Facility Survey Responses

DATE: October 9, 2020

The Meramec Regional Planning Commission has been awarded a grant through the Missouri Department of Natural Resources to conduct a feasibility study of wastewater treatment operations in the region. The purpose of the survey is to identify cost savings; determine the feasibility of sharing operators; and find ways to improve the availability of training for operators.

The survey is open to all MDNR wastewater permit holders in the Meramec region. In order to provide a detailed cost savings analysis, MRPC needs wastewater systems to fill out the survey completely. The survey is brief and gathers information on the system, the operator, and the cost of operating and training. The hope is that with adequate responses a plan can be developed to save systems money and reduce down time without certified operators.

We are struggling to get the surveys returned. Your time in providing this information is greatly appreciated. A paper survey is included and the survey is also available online at <https://mrpcsurveys.typeform.com/to/egU9n68J>. It is important that ALL fields are filled out completely and accurately in order to best serve our communities. Please complete and return the survey by November 15, 2020.

If you have questions or would like further information about the survey, please contact Kathryn Hawes at (573) 265-2993, extension 110. Kathryn can also be reached by fax at 573-265-3550 or by email at KHawes@meramecregion.org.

TS

Enclosures

Revised Survey

Contact Information

Name: _____ Title: _____

Jurisdiction Served (City/District/HOA/etc.): _____

Address: _____

Phone: _____ Email: _____

System Information

Type of Waste Water Collection System: _____

Type of Waste Water Treatment System: _____

Size of Waste Water Treatment Facility: _____

Hook-ups on your system: _____

Capacity of WWTF: _____

Actual Gallons/Day Flow: _____

Compliant with MDNR Permit: _____

Do you have a Schedule of Compliance to renew your Permit? _____

What issues need to be addressed for Schedule of Compliance?

Operating Information

List Certified Operator(s) 1: _____ Level: A B C D (circle)

Operator 2: _____ Level: A B C D (circle)

Operator 3: _____ Level: A B C D (circle)

Operator 4: _____ Level: A B C D (circle)

Years employed: _____

Employee or Contractor? _____

Full-time or Part-time? _____

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? _____

Does this include benefits? What benefits? _____

If contracted, what is the contracted rate? _____

How many hours per week are spent solely on Wastewater? _____

Attach position description if available.

Does your jurisdiction pay for Operator Certification? Or Continuing Education Credits? _____

If so, what is the annual average annual cost (Include all travel, lodging, meals, etc)? _____

How many Operators have you had in the past 10 years? _____

Do you have a back-up operator? _____

How do you document maintenance (computer software, written record, etc.)? _____

Do you have a digital map/GIS of your system? _____

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? _____

Why or why not?

(If you are not the one to make this decision, please pass on to the person(s) who are able.)

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive

St. James, MO 65559

By Fax: 573-265-3550

Or by email: khawes@mereamecregion.org

Phone Survey Script/Questions (Additional Information)

City:

County:

Date:

Interviewee:

How many operators:

Full-time or part-time:

Contract or employees:

Certification Level:

What percent of the job is spent solely on wastewater?

What labs done in house:

What labs sent off:

To Where:

Where do operators attend training:

What is the annual cost of training payed by the jurisdiction?

What has been your turn over:

Would a training program that ends with a certification be of interest?:

What other challenges:

Press Release Promoting Surveys

For immediate release

April 22, 2020

For more information, contact

Tammy Snodgrass at (573) 265-2993

Regional Wastewater Survey Responses Needed

CRAWFORD, DENT, GASCONADE, MARIES, OSAGE, PHELPS, PULAKSI, & WASHINGTON COUNTIES — The Meramec Regional Planning Commission has been awarded a grant through the Missouri Department of Natural Resources in order to conduct a feasibility study of wastewater treatment operations in the region.

While MDNR often focuses on regionalization of wastewater that is not feasible for many communities that are spread thin throughout the Meramec region. The feasibility study seeks to discover if cost savings are attainable by sharing licensed operators instead of the actual treatment system. Many of our small rural communities struggle with having to hire and train individuals to operate wastewater systems. Due to very small systems and small budgets, offering even part-time employment can be prohibitive to retaining trained staff.

The survey is open to all MDNR wastewater permit holders in the Meramec region. In order to provide a detailed cost savings analysis MRPC needs wastewater systems to fill out the survey completely. The survey is brief and gathers information on the system, the operator, and the cost burden for operating and training. The hope is that with adequate responses a plan can be developed in order to save systems money and reduce down time without certified operators. The survey is available on Meramec Regional Planning Commission's website at <https://mrpcsurveys.typeform.com/to/egU9n68J>.

Formed in 1969, MRPC is a voluntary council of governments serving Crawford, Dent, Gasconade, Maries, Osage, Phelps, Pulaski and Washington counties and their respective cities. Gasconade County Presiding Commissioner Larry Miskel serves as chairman of the board. A professional staff of 34 offers technical assistance and services, such as grant preparation and administration, housing assistance, transportation planning, environmental planning, ordinance codification, business loans and other services to member communities.

If you have questions, please contact Tammy Snodgrass at MRPC at 573-265-2993 or by email at tsnodgrass@meramecregion.org.

To keep up with the latest MRPC news and events, visit the MRPC website at www.meramecregion.org or on Facebook at www.facebook.com/meramecregion.

List of Certified Wastewater Operators Located in Meramec Region

Cert No	First Name	Middle		City	State	Zip Code	County	Phone Number	Cert Type	Exp Date	Contract
		Initial	Last Name								
10711	Jared	J.	Boast	Bourbon	MO	65441	CRAWFORD		WW - D	8/31/2021	Yes
11851	Waymon	W.	Boast	Bourbon	MO	65441	CRAWFORD		WW - D	10/31/2021	No
9309	Donald	J.	King	Bourbon	MO	65441	CRAWFORD		WW - D	10/31/2021	No
7087	Mark	D.	McEuen	Bourbon	MO	65441	CRAWFORD		WW - D	5/31/2020	No
12030	Doug	A.	Montgomery	Bourbon	MO	65441	CRAWFORD		WW - A	1/31/2021	Yes
3904	Monty	R.	Todd	Bourbon	MO	65441	CRAWFORD		WW - A	7/31/2020	No
9643	Robert	S	Baldwin	Cuba	MO	65453	CRAWFORD		WW - D	6/30/2021	No
9512	Steven	L.	Black	Cuba	MO	65453	CRAWFORD	573-885-7432	WW - C	6/30/2021	Yes
2316	Joseph	R.	Cason	Cuba	MO	65453	CRAWFORD		WW - D	6/30/2021	No
15081	Roy	L.	Gilliespie	Cuba	MO	65453	CRAWFORD		WW - D	12/31/2020	No
15491	Marc	D.	Mabe	Cuba	MO	65453	CRAWFORD		WW - D	10/31/2021	No
12010	David	H.	Minardi	Cuba	MO	65453	CRAWFORD		WW - C	1/31/2020	No
14490	Scott	J.	Parker	Cuba	MO	65453	CRAWFORD		WW - C	10/31/2019	No
15095	James	M.	Wharton	Cuba	MO	65453	CRAWFORD		WW - D	12/31/2020	No
14365	Randy	E.	Williams	Cuba	MO	65453	CRAWFORD		WW - C	4/30/2019	No
12392	Dwayne	L.	Bostick	Leasburg	MO	65535	CRAWFORD		WW - D	2/28/2021	No
4821	James	A.	Chambers	Steelville	MO	65565	CRAWFORD		WW - C	5/31/2020	No
15486	Jason	D.	Evans	Steelville	MO	65565	CRAWFORD		WW - D	10/31/2021	No
11989	William	M.	Olms	Steelville	MO	65565	CRAWFORD		WW - A	4/30/2019	No
15232	James	B.	Mounce	Boss	MO	65440	DENT		WW - D	4/30/2021	No
15234	Kelby	D.	Pryor	Boss	MO	65440	DENT		WW - D	4/30/2021	No
4310	Vincent	R.	Wisdom	Boss	MO	65440	DENT		WW - C	7/31/2020	No
5371	James	J.	Ficker	Jadwin	MO	65501	DENT		WW - D	7/31/2020	No
15045	Thomas	D.	Burkhart	Salem	MO	65560	DENT		WW - D	3/31/2021	No
2061	Jack	L.	Emory	Salem	MO	65560	DENT		WW - A	2/28/2019	No
15231	David	M.	Fields	Salem	MO	65560	DENT		WW - D	4/30/2021	No
7084	Hugh	C.	Harwell	Salem	MO	65560	DENT		WW - A	10/31/2021	No
8359	Joshua	L.	Hunt	Salem	MO	65560	DENT		WW - A	6/30/2019	No
13095	Bradley	A.	Lewis	Salem	MO	65560	DENT		WW - D	10/31/2019	No
7028	Billy	W.	Lunn	Salem	MO	65560	DENT		WW - A	11/30/2018	No
3988	Michael	E.	Pyles	Salem	MO	65560	DENT		WW - C	7/31/2020	No
12052	Glynn	A.	Ralph	Salem	MO	65560	DENT		WW - C	2/28/2020	No

10080	Amy	B.	Sanders	Salem	MO	65560	DENT		WW - C	4/30/2020	No
13794	Derek	C.	Gruenloh	Cuba	MO	65453	GASCONADE		WW - C	12/31/2020	No
15229	Gregory	J.	Brink	Hermann	MO	65041	GASCONADE		WW - D	4/30/2021	No
13088	Jeffrey	A.	Fahrenholtz	Hermann	MO	65041	GASCONADE		WW - B	8/31/2021	No
15441	Christopher	W.	Kemper	Hermann	MO	65041	GASCONADE		WW - D	9/30/2021	No
14132	Alan	D.	Landrum	Hermann	MO	65041	GASCONADE		WW - D	9/30/2020	No
7988	Darren	R.	Rector	Hermann	MO	65041	GASCONADE		WW - C	12/31/2021	No
12070	Alan	J.	Weber	Hermann	MO	65041	GASCONADE		WW - C	11/30/2018	No
14874	Donald	E.	Burrows	Owensville	MO	65066	GASCONADE	573-789-5051	WW - D	9/30/2020	Yes
12485	Randy	G.	Farrell	Owensville	MO	65066	GASCONADE		WW - D	2/28/2021	No
7024	Charles	J.	Kuhne	Owensville	MO	65066	GASCONADE		WW - C	11/30/2021	No
10993	Richard	A.	Pierce	Owensville	MO	65066	GASCONADE		WW - D	2/28/2020	No
12332	Rodney	A.	Turner	Owensville	MO	65066	GASCONADE		WW - D	11/30/2019	No
13548	Bruce	L.	Walters	Owensville	MO	65066	GASCONADE		WW - D	6/30/2020	No
9306	Dennis	G.	Eilers	Rosebud	MO	63091	GASCONADE		WW - C	4/30/2021	No
2245	Clyde	H.	Zeich	Rosebud	MO	63091	GASCONADE		WW - C	6/30/2021	No
10762	Ruben	W.	Wieberg	Argyle	MO	65001	MARIES		WW - D	6/30/2019	No
12439	Nathan	M.	Abel	Belle	MO	65013	MARIES		WW - D	2/28/2021	No
1232	Zachary	B.	Fredendall	Belle	MO	65013	MARIES		WW - C	7/31/2019	No
4195	Justin	D.	Fritchey	Dixon	MO	65459	MARIES	573-659-3397	WW - A	10/31/2019	Yes
15460	Wyatt	L.	Shelton	Dixon	MO	65459	MARIES		WW - C	10/31/2021	No
1190	Phillip	K.	Rosenburg	Rolla	MO	65401	MARIES		WW - A	10/31/2019	No
11883	Eric	R.	Shive	Saint James	MO	65559	MARIES		WW - A	4/30/2020	No
13394	Todd	C.	Feeler	Vienna	MO	65582	MARIES		WW - D	2/28/2020	No
12313	James	L.	Sandbothe	Vienna	MO	65582	MARIES		WW - D	6/30/2019	No
8713	Shon	A.	Westart	Vienna	MO	65582	MARIES		WW - C	12/31/2019	No
9088	Darlene	M.	Helmig	Belle	MO	65013	OSAGE		WW - D	12/31/2020	No
623	Anthony	J.	Lamb	Freeburg	MO	65035	OSAGE		WW - A	1/31/2022	No
8803	Larry	D.	Fredrich	Linn	MO	65051	OSAGE		WW - B	2/28/2020	No
12422	Danny	W.	Kirsch	Linn	MO	65051	OSAGE		WW - D	11/30/2020	No
14668	Jeffrey	D.	Laughlin	Linn	MO	65051	OSAGE		WW - C	8/31/2021	No
14877	Ian	P.	Barnes	Morrison	MO	65061	OSAGE		WW - C	5/31/2021	No
14354	Kurt	A.	Bruemmer	Westphalia	MO	65085	OSAGE		WW - D	3/31/2019	No
7580	Curt	L.	Kleffner	Westphalia	MO	65085	OSAGE		WW - C	2/28/2019	No

4689	Alan	L.	Baldwin	Edgar Springs	MO	65462	PHELPS	WW - A	7/31/2021	No
13479	Jeffrey	S.	Jordan	Edgar Springs	MO	65462	PHELPS	WW - C	4/30/2020	No
11807	Christopher	D.	Struemp	Edgar Springs	MO	65462	PHELPS	WW - A	4/30/2020	No
1044	David	M.	Simpson	Newburg	MO	65550	PHELPS	WW - A	4/30/2019	No
7082	Josh	J.	Thompson	Newburg	MO	65550	PHELPS	WW - D	5/31/2020	No
9310	Roger	A.	Block	Rolla	MO	65401	PHELPS	WW - A	11/30/2019	No
13431	Billy	W.	Bowers	Rolla	MO	65401	PHELPS	WW - D	10/31/2020	No
9891	Timothy	W.	Bull	Rolla	MO	65401	PHELPS	WW - D	9/30/2019	No
12043	John	W.	Cable	Rolla	MO	65402	PHELPS	WW - D	6/30/2019	No
3125	Terris	L.	Cates	Rolla	MO	65402	PHELPS	WW - A	6/30/2021	Yes
9892	Kevin	M.	Fone	Rolla	MO	65401	PHELPS	WW - D	9/30/2019	No
15530	Dalton	P.	Harmon	Rolla	MO	65401	PHELPS	WW - D	11/30/2021	No
15447	Bob	J.	Hurley	Rolla	MO	65401	PHELPS	WW - D	10/31/2021	No
8264	Lindbergh		Oxner	Rolla	MO	65401	PHELPS	WW - A	5/31/2019	No
3598	Brian	C.	Cornick	Saint James	MO	65559	PHELPS	WW - C	6/30/2021	No
9133	Doug	H.	Counts	Saint James	MO	65559	PHELPS	WW - C	2/28/2019	No
14738	Mark	N.	Gargus	Saint James	MO	65559	PHELPS	WW - D	3/31/2020	No
13335	Sankara		Ishaya	Saint James	MO	65559	PHELPS	WW - D	3/31/2020	No
15433	Justin	T.	Sybert	Saint James	MO	65559	PHELPS	WW - D	9/30/2021	No
8425	Brandon	P.	Connell	Crocker	MO	65452	PULASKI	WW - C	5/31/2020	No
6119	Michael	J.	Criswell	Crocker	MO	65452	PULASKI	WW - C	4/30/2019	No
4612	Robert	L.	Layman	Crocker	MO	65452	PULASKI	WW - C	6/30/2021	No
9690	Matthew	B.	Michalik	Crocker	MO	65452	PULASKI	WW - C	4/30/2020	No
13368	Trevor	J.	Plemmons	Crocker	MO	65452	PULASKI	WW - C	3/31/2020	Yes
6238	Jeffrey	D.	Porter	Crocker	MO	65452	PULASKI	WW - C	4/30/2020	No
10751	Joshua	A.	Sharpensteen	Crocker	MO	65452	PULASKI	WW - C	10/31/2021	No
4857	Fred	C.	Stafford	Crocker	MO	65452	PULASKI	WW - A	1/31/2019	No
5443	Donald	R.	Theberge	Crocker	MO	65452	PULASKI	WW - A	3/31/2019	Yes
9188	Jason	R.	Thornberry	Crocker	MO	65452	PULASKI	WW - C	9/30/2019	No
15021	Nathaniel	D.	Cox	Dixon	MO	65459	PULASKI	WW - C	11/30/2020	Yes
12051	Josh	R.	Lachowitz	Dixon	MO	65459	PULASKI	WW - C	4/30/2019	No
11407	Dirk	J.	Laraby	Dixon	MO	65459	PULASKI	WW - A	6/30/2019	No
14165	Zachary	K.	Shepherd	Dixon	MO	65459	PULASKI	WW - B	10/31/2021	No
4641	Lloyd	D.	Graves	Laquey	MO	65534	PULASKI	WW - A	4/30/2019	No

12307	James	K.	Hendrix	Laquey	MO	65534	PULASKI		WW - C	6/30/2019	No
12637	Royce	M.	Ruwwe	Lebanon	MO	65536	PULASKI	417-718-3890	WW - A	5/31/2021	Yes
3946	Jerry	W.	Britt	Richland	MO	65556	PULASKI		WW - A	5/31/2020	No
12744	Cody	J.	Burgess	Richland	MO	65556	PULASKI		WW - B	10/31/2021	No
9683	Donald	L.	Decker	Richland	MO	65556	PULASKI		WW - A	4/30/2020	No
4866	Shane	P.	Harrell	Richland	MO	65556	PULASKI		WW - A	4/30/2019	No
14164	Clifford	T.	Ogle	Richland	MO	65556	PULASKI		WW - B	10/31/2021	No
3810	Michael	D.	Ogle	Richland	MO	65556	PULASKI		WW - A	3/31/2019	No
4974	Willie	L.	Robinson	Richland	MO	65556	PULASKI		WW - C	5/31/2019	No
13087	Patrick	L.	Sanders	Richland	MO	65556	PULASKI		WW - A	6/30/2019	No
15013	Andrew	C.	Chavez	Saint Robert	MO	65584	PULASKI		WW - D	10/31/2020	No
9886	Scott	M.	Liebig	Saint Robert	MO	65584	PULASKI		WW - C	9/30/2019	No
11709	David	A.	White	Saint Robert	MO	65584	PULASKI		WW - C	5/31/2019	No
2541	Larry	D.	Kelley	St. Robert	MO	65584	PULASKI		WW - A	11/30/2020	No
4622	Felix	A.	Jimenez	St. Roberts	MO	65584	PULASKI		WW - C	6/30/2021	No
15014	Michelle	S.	Janus	Waynesville	MO	65583	PULASKI		WW - D	10/31/2020	No
7085	William	F.	Jewett	Waynesville	MO	65583	PULASKI		WW - A	6/30/2019	No
7811	Jay	R.	Laughlin	Waynesville	MO	65583	PULASKI		WW - C	6/30/2019	No
3944	Steven	W.	Long	Waynesville	MO	65583	PULASKI		WW - C	1/31/2020	No
15042	Ernest	L.	Mentola	Waynesville	MO	65583	PULASKI		WW - C	12/31/2020	No
14060	Robert	P.	Moreau	Waynesville	MO	65583	PULASKI		WW - C	7/31/2021	No
4595	Keith	A.	Pendleton	Waynesville	MO	65583	PULASKI		WW - A	6/30/2021	No
8735	Charles	D.	Presley	Waynesville	MO	65583	PULASKI		WW - A	6/30/2019	No
5379	Michael	D.	Shempert	Waynesville	MO	65583	PULASKI		WW - A	4/30/2019	No
9398	James	D.	Smith	Waynesville	MO	65583	PULASKI		WW - C	6/30/2019	No
14302	Charles	D.	Brown	Bismarck	MO	63624	WASHINGTON	573-366-9896	WW - D	2/28/2022	Yes
12690	John	R.	Heilig	Cadet	MO	63630	WASHINGTON		WW - D	6/30/2021	No
3690	Paul	A.	Luther	Cadet	MO	63630	WASHINGTON		WW - D	3/31/2019	No
2033	Paul	E.	Lashley	Caledonia	MO	63631	WASHINGTON		WW - B	2/28/2020	No
9489	Bobby	L.	Hamby	Farmington	MO	63640	WASHINGTON		WW - A	4/30/2019	No
8906	Karen	A.	Nelson	Irondale	MO	63648	WASHINGTON	573-366-9914	WW - C	3/31/2020	Yes
5642	Jeffery	M.	Benson	Potosi	MO	63664	WASHINGTON	573-438-2288	WW - A	4/30/2019	Yes
14589	Dennis	L.	Brand	Potosi	MO	63664	WASHINGTON		WW - C	5/31/2021	No
6089	David	L.	Douglas	Potosi	MO	63664	WASHINGTON		WW - C	3/31/2020	No

14630	Steven	A.	Rhives	Richwoods	MO	63071	WASHINGTON	WW - D	11/30/2019	No
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Memorandum Of Understanding for Emergency Sharing of Operator

WASTEWATER FACILITY OPERATOR SHARING DURING AN EMERGENCY MEMORANDUM OF UNDERSTANDING

THIS AGREEMENT MADE this ____ day of ____, 202__ BY AND BETWEEN:

(Municipality or Owner of Utility A)

And

(Municipality or Owner of Utility B)

WHEREAS a local emergency could affect a municipal water or wastewater facility, requiring additional certified operators for the safe operations of those facilities;

AND WHEREAS the availability of certified municipal wastewater facility operators is limited;

AND WHEREAS in some situations it may be necessary to request assistance from other municipalities with certified wastewater operators to maintain the health and safety of the public and the environment;

AND WHEREAS the wastewater treatment facility owned by (Municipality or Owner of Utility A) is certified as (provide certification level required) ;

AND WHEREAS the wastewater treatment facility owned by Municipality or Owner of Utility B is certified as (provide certification level required);

AND WHEREAS the shared wastewater treatment operator is certified to service both systems;

AND WHEREAS the above named municipalities wish to make pre-arrangements for expedited emergency action in support of each other when affected or threatened by an emergency that requires the assistance of a certified wastewater operator.

NOW THEREFORE BE IT RESOLVED THAT the above named parties agree as follows:

- 1) Any of the parties to this agreement may request mutual aid from the other party if in need of assistance in a local emergency, to maintain the health and safety of the listed wastewater facilities as listed in “Appendix A” subject to the following:
 - a. Any call for aid may be made by the municipality requiring assistance under this agreement in the event of a local emergency, which is a situation where the wastewater facilities are in jeopardy of compromising the safety and wellbeing of the public and environment, excluding manageable situations such as a shortage of staffing due to vacation or sick leave.
 - b. Any call for aid shall be made by a designated representative of the municipality and must be directed to a designated representative of the other party whose assistance is being sought.

- c. Request for mutual aid shall be restricted to assist with the operation of wastewater facilities under this agreement experiencing a local emergency.
 - d. On receipt of a call for aid, the extent of the assistance given will be at the discretion of the responding municipality, having regard for its own situation at the time.
 - e. The responding municipality agrees to ensure the deployment of a certified wastewater operator as required under “Appendix A” to operate the receiving municipality’s wastewater facility.
 - f. The receiving municipality shall be responsible for the payment of the costs incurred by the responding municipality. Payment will be made in a timely fashion, once the emergency has been dealt with and upon receipt of an invoice from the responding municipality outlining the wages and expenses.
 - g. All liability for the operations of the facilities listed in “Appendix A” of this agreement shall be the sole responsibility of the receiving municipality.
 - h. Each facility as listed in “Appendix A” under this agreement will have an emergency operational and maintenance policy in place to outline the minimum requirements to maintain the facility during the event of a local emergency and the enactment of this MOU and referenced in this agreement as “Appendix B”.
 - i. Each facility as listed in “Appendix A” of this agreement will have an operations and maintenance manual including video with the reference to operation and maintenance as outlined in the above policy.
 - j. The receiving facility agrees to notify the Missouri Department of Natural Resources, via phone call or email upon the enactment of this MOU.
- 2) The agreement comes into force on signing of this document by all parties and the approval of the Missouri Department of Natural Resources Water Protection Program and shall be reviewed for updating as needed or a minimum of every three (3) years. This agreement will remain in effect until such time as either party wishes to terminate the agreement by providing sixty (60) days written notice to the other party.

IN WITNESS WHEREOF the parties hereto have executed this agreement on the day and year first above written.

(Name of Municipality & Authorized Signer)

Date

(Name of Municipality & Authorized Signer)

Date

WASTEWATER FACILITY OPERATOR MEMORANDUM OF UNDERSTANDING

Appendix A

<u>(Facility Owner A)</u>				
Facility/Location	WWTF Description	Treatment Process Type	Minimum Certification Level Required	Operators Names and Certification Level

<u>(Facility Owner B)</u>				
Facility/Location	WWTF Description	Treatment Process Type	Minimum Certification Level Required	Operators Names and Certification Level

Memorandum of Understanding for Temporary Sharing of Operator

WASTEWATER FACILITY OPERATOR SHARING FOR NON-EMERGENCY SITUATIONS MEMORANDUM OF UNDERSTANDING

THIS AGREEMENT MADE this ____ day of ____, 202__ BY AND BETWEEN:

(Municipality or Owner of Utility A)
And
(Municipality or Owner of Utility B)

WHEREAS a the temporary loss of a wastewater operator due to termination of employment, sick leave or other leave could affect a municipal water or wastewater facility, requiring additional certified operators for the safe operations of those facilities;

AND WHEREAS the availability of certified municipal wastewater facility operators is limited;

AND WHEREAS in some situations it may be necessary to request assistance from other municipalities with certified wastewater operators to maintain the health and safety of the public and the environment;

AND WHEREAS the wastewater treatment facility owned by (Municipality or Owner of Utility A) is certified as __ (provide certification level required) __;

AND WHEREAS the wastewater treatment facility owned by Municipality or Owner of Utility B is certified as (provide certification level required);

AND WHEREAS the shared wastewater treatment operator is certified to service both systems;

AND WHEREAS the above named municipalities wish to make pre-arrangements for expedited action in support of each other when a certified wastewater operator is not available to service the wastewater facility.

NOW THEREFORE BE IT RESOLVED THAT the above named parties agree as follows:

- 1) Any of the parties to this agreement may request mutual aid from the other party if in need of assistance during the temporary absence of the municipality's certified wastewater operator, to maintain the health and safety of the listed wastewater facilities as listed in "Appendix A" subject to the following:
 - a. Any call for aid may be made by the municipality requiring assistance under this agreement in the event of the temporary absence of the municipality's certified wastewater operator and the need for the continuity of an operator to avoid compromising the safety and wellbeing of the public and environment.
 - b. Any call for aid shall be made by a designated representative of the municipality and must be directed to a designated representative of the other party whose assistance is being sought.

- c. Request for mutual aid shall be restricted to assist with the operation of wastewater facilities under this agreement experiencing a local emergency.
 - d. On receipt of a call for aid, the extent of the assistance given will be at the discretion of the responding municipality, having regard for its own situation at the time.
 - e. The responding municipality agrees to ensure the deployment of a certified wastewater operator as required under “Appendix A” to operate the receiving municipality’s wastewater facility.
 - f. The receiving municipality shall be responsible for the payment of the costs incurred by the responding municipality. Payment will be made in a timely fashion once the emergency has been dealt with and upon receipt of an invoice from the responding municipality outlining the wages and expenses.
 - g. All liability for the operations of the facilities listed in “Appendix A” of this agreement shall be the sole responsibility of the receiving municipality.
 - h. Each facility as listed in “Appendix A” under this agreement will have an operational and maintenance policy in place to outline the minimum requirements to maintain the facility and the enactment of this MOU and referenced in this agreement as “Appendix B”.
 - i. Each facility as listed in “Appendix A” of this agreement will have an operations and maintenance manual including video with the reference to operation and maintenance as outlined in the above policy.
 - j. The receiving facility agrees to notify the Missouri Department of Natural Resources, via phone call or email upon the enactment of this MOU.
- 2) The agreement comes into force on signing of this document by all parties and shall be reviewed for updating as needed or a minimum of every three (3) years. This agreement will remain in effect until such time as either party wishes to terminate the agreement by providing sixty (60) days written notice to the other party.

IN WITNESS WHEREOF the parties hereto have executed this agreement on the day and year first above written.

(Name of Municipality & Authorized Signer)

Date

(Name of Municipality & Authorized Signer)

Date

WASTEWATER FACILITY OPERATOR MEMORANDUM OF UNDERSTANDING

Appendix A

<u>(Facility Owner A)</u>				
Facility/Location	WWTF Description	Treatment Process Type	Minimum Certification Level Required	Operators Names and Certification Level

<u>(Facility Owner B)</u>				
Facility/Location	WWTF Description	Treatment Process Type	Minimum Certification Level Required	Operators Names and Certification Level

Agreement for Permanent Sharing of Operator

AGREEMENT TO SHARE CERTIFIED WASTEWATER TREATMENT OPERATOR(S)

By and Between
Name of Municipality A
And
Name of Municipality B

THIS AGREEMENT is dated as of the _____ day of _____, 20____, by and between the ____ (Name of Municipality A) ____, with offices located at _____ and the ____ (Name of Municipality B) ____, with offices located at _____.

WHEREAS, these two cities are empowered to enter into an agreement to share a certified wastewater treatment operator(s); and

WHEREAS, the cities of _____ and _____ are committed to protecting the health of their citizens and the environment; and

AND WHEREAS the wastewater treatment facility owned by (Municipality or Owner of Utility A) is certified as (provide certification level required) ;

AND WHEREAS the wastewater treatment facility owned by Municipality or Owner of Utility B is certified as (provide certification level required);

WHEREAS, the sharing of a certified wastewater treatment operator is meets the mutual desire to work collaboratively toward the fiscally responsible operation of both entities wastewater treatment facilities; and

WHEREAS, the terms and conditions of the Agreement have been approved by the governing bodies of both cities;

NOW THEREFORE, the parties hereto agree as follows:

- 1) For the purposes of this Agreement, the cities of _____ and _____ agree to provide services for the wastewater facilities owned by both cities by sharing a certified wastewater facility operator (CWFO).
- 2) The CWFO shall report to _____ and _____. The contact person for the city of _____ shall be _____, and the contact person for the city of _____ shall be _____.
- 3) The CWFO, for the purposes of this Agreement, shall be deemed a full-time employee of ____ Municipality A _____, which will pay the CWFO's salary and make the employer's contributions for retirement, social security, health insurance, workers compensation and other benefits. ____ Municipality B _____ agrees to share all costs incurred by ____ Municipality A _____ as employer of the CWFO, including but not limited

to the CWFO's salary and employee benefits provided by ____Municipality A ____ as employer, on a mutually agreed upon basis. ____Municipality B ____ shall pay its share in monthly installments to be paid to _____ at _____(address)_____.

- 4) In the shared CWFO position, the CWFO will split time between ____Municipality A ____ and ____Municipality B _____. It is anticipated that the CWFO will make efforts to share equal time in both municipalities but may be required to alter this time allocation pending current issues in either municipality at any given time. In coordination with the CWFO, both municipalities will have supervisory capacity at any given time. In the case of an emergency occurring in both cities simultaneously, the CWFO will coordinate with ____public works directors/mayors____ in ____ Municipality A ____ and ____Municipality B____ to discuss and determine work priorities.
- 5) The ____title _____ of ____Municipality A____ and _____title____ of ____Municipality B ____ shall determine each party's share of all costs and expenses incurred under this Agreement. The terms and provisions of this agreement, including salaries of the CWFO and any related expenses arising under this Agreement shall be reviewed annually in ____month____ by both parties. If either party desires to make any amendments or modifications to the terms and provision of the Agreement, a joint meeting of representative of both parties shall be held not later than ____date ____ to discuss the proposed amendments and modifications In no event may either party unilaterally increase the compensation package of the CWFO.
- 6) In the event of the resignation of the CWFO, both parties will reevaluate the process for replacement of the CWFO and/or the viability of continuing the Agreement.
- 7) This Agreement shall take effect upon due approval and execution by the governing body of each municipality and shall remain in effect through ____date _____.

NAME OF MUNICIPALITY

Authorized Signer

Date

Printed Name of Authorized Signer

NAME OF MUNICIPALITY

Authorized Signer

Date

Printed Name of Authorized Signer

CONTRACT FOR WASTE PLANT MANAGEMENT SERVICES

This agreement entered into this 6th day of August, 2019, between Steve Black, hereinafter referred to as "Contractor" and the City of Cuba, Missouri, a municipal corporation hereinafter referred to as "City".

Whereas, the City desires to have a manager for the Cuba Waste Management Facility located in the City of Cuba, Missouri; and

Whereas, the City has deemed it essential for the operation of the City to have an experienced and qualified manager for the Waste Management Facility; and

Whereas, the Contractor is considering retirement and thus the City would like for Contractor to assist in training the City's next manager for Waste Management Facility; and

Whereas, Contractor desires to perform the function of manager of the Waste Management Facility.

Now, therefore, for and in consideration of the premises hereinafter contained, the parties hereby agree as follows:

1. The City shall pay a contract fee to Contractor in the sum of \$53,500.00 per year, payable in monthly installments as and for his services. No other compensation shall be paid. Contractor shall pay his own withholding taxes, with the City to issue a Form 1099 or similar tax document.
2. Contractor shall be eligible for any increases authorized by the Board of Aldermen for City Employees for the City of Cuba, Missouri.
3. Contractor shall maintain the Facility and grounds in a clean and orderly manner and keep facility in proper working order.
4. Contractor shall have the following responsibilities:
 - A. To comply with all rules and regulations promulgated by the Board of Aldermen of the City of Cuba, Missouri.
 - B. To supervise all activities at the Facility including safety of all activities thereon.
 - C. To maintain and oversee all the daily operational testing of the treatment facility.
 - D. To correct and/or report to the City, and all proper governmental authorities, all violations of the Ordinances of the City of Cuba, Missouri, laws of the State of Missouri and regulations of the Missouri Department of Natural Resources with regard to Wastewater violations.
 - E. To maintain all equipment and oversee all sludge waste disposal.
 - F. To maintain and record all testing of treatment plant.
 - G. To conduct daily testing of samples.
 - H. To serve as point of contact for repairs to equipment for treatment facility.

5. The City shall furnish all supplies required to maintain the treatment plant.
6. The City shall provide a vehicle to contractor for contractor's use while conducting business for the City. Vehicle shall not be used for any other employment.
7. The City shall pay for all necessary continuing education classes that are required to maintain the certifications for Contractor.
8. Contractor shall have the responsibility of ensuring a competent person shall be available on a daily basis at the facility. The City will designate an employee to be trained by Contractor to serve as back up when Contractor is unavailable by illness or vacation. Contractor shall have the right to schedule vacation, but in no event shall there be less than two weeks of notice nor shall Contractor schedule to be gone for more than seven days absent exigent circumstances such as a medical emergency.
9. Contractor shall assist the City in training his eventual replacement and making certain the City has a competent person to step in at either Contractor's retirement or the end of the contract period.
10. Contractor shall not assign any interest in this Agreement.
11. The City shall provide liability insurance coverage for Contractor in his capacity as Treatment Plant Director, under its current policy and/or any future policy the City may obtain, with the City to bear all costs of premiums. Contractor shall commit no act which unreasonably increases the premium payable by the City.
12. This Agreement shall be effective as and from the date first above written and shall continue until the end of the fiscal year ending June 30, 2024 (five years) for the City of Cuba, and shall be automatically renewed for successive periods of one year prior to expiration for two additional terms upon agreement of the parties. After the term of the agreement, either party may terminate this Agreement without cause by notifying the other party in writing, and the termination of this Agreement shall be effective sixty (60) days from the date of mailing of said notice by registered mail to the other party's last known address. Any future monthly installments for services due hereunder shall terminate upon the last effective day of this Agreement, with the City to be absolved of all further responsibility for payment.
 - A. City may only terminate contract for good cause shown. Good cause being that Contractor be either willfully unable or physically unable to perform the necessary tasks of the job, which includes training his replacement, negligence in his duties, or if probable cause exists Contractor has committed a crime that prevents the City from trusting Contractor's judgment.
 - B. If City terminates contract prior to 2024 without cause, City shall owe Contractor pro rata value remaining in the contract, such that if the contract is

terminated without cause after three years, City owes salary for remaining two years.


13. This Agreement contains all of the covenants and agreements between the parties. Any modification of this Agreement shall be effective only if made in writing and signed by the parties hereto.
14. This Agreement shall inure to the benefit of and shall be binding upon the City and Contractor. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provisions hereof.
15. This Agreement shall be governed by and construed in accordance with the laws of the State of Missouri and the venue for resolution of any dispute shall be in the Circuit Court of Crawford County, Missouri.

In Witness Whereof, on the day and year first above written, the City and Contractor caused this Agreement to be executed in their names by their duly authorized representatives listed below.


Ray Mortimeyer


Steve Black

Attested to:


Christine Nash, City Clerk

(City Seal)

FEATURE ARTICLE

Operator Certification: Virtual Training in 2020 and Beyond

By Jerry Popp, PE Program Development Coordinator

The close of another year is rapidly approaching, along with the inevitable reflection on the impact made by the COVID-19 pandemic. Nearly every aspect of our lives is being impacted in some way. Some of these changes will be permanent, others may turn out to be temporary disruptions. However, everyone is still working toward the same goals. Like running a steeplechase, the goal is not to remove the hurdles, the focus is on clearing those hurdles and charging ahead to reach the finish line.

For all of the water and wastewater system operators out there, the main goal of your jobs is still the same. Provide an adequate and safe supply of water for your community, and safely dispose of wastewater. Safe water for cleaning and washing is a main line of defense against this new virus. Essentially you are there to protect the health of the citizens. You are certified by a state agency to perform those duties and with that certification comes the responsibility/requirement to continue to improve your skills and abilities through training. Some states have relaxed certification deadlines for completing continuing education requirements.

COVID-19 presents additional hurdles in the training process such as fewer available continuing education hours, personal protective equipment recommendations, local ordinances, social distancing, smaller group numbers, travel restrictions, limited

*Midwest water tower
in early morning.*



access to some venues, essential-only workers, quarantine guidelines, and budget cuts. There will likely continue to be a reduced number of in-person trainings available for operators. Those available will likely limit enrollment numbers. Many gatherings, conferences, classes, and training events have been canceled either due to direct health department orders or broader general health/safety concerns and restrictions. This affects not only operators, but also the individuals who present the training classes. Everyone in the chain needs continuing education to stay current. How does this get done safely and effectively?

Virtual training is rapidly gaining in popularity. It is both convenient and effective. States across the US are finding ways to ensure water and wastewater operators stay up-to-date and certified in our current social distancing environment. Virtual training has always had a presence, but now there is the realization we are able to do it effectively and there is great potential in its use. Online trainings may be the solution for

cutting down on travel costs and allow the operator to 'mind the shop' while slipping in a 2-hour training right from their desk. Additional presenters or co-hosts can be brought in on a training from almost anywhere in the world. Many online software applications allow multiple ways for trainees and trainers to communicate such as chat functions, interactive feedback through polls and surveys, and break-out rooms for discussion. An operator may be able to find a larger variety of courses available, and curriculum can be saved and reviewed following the event.

Attendees need to have access to suitable equipment for virtual training. Essentially all online training presentations will state the attendee should have the following:

1. **Internet:** Reliable internet access of sufficient bandwidth (Speed). There are quick online tools to conduct a speed test to ensure your internet connection is performing well. If you are experiencing interference using a wireless router (Wi-Fi), you may consider an ethernet connection



(wired), especially if the computer is used in the same place all the time.

2. Computer: A reasonably recent-model computer with enough available memory (RAM), an up-to-date operating system (i.e. Windows, iOS, Android), a browser (i.e. Chrome, Microsoft Edge, Firefox), a quality screen (Monitor), and of course the keyboard/mouse or touch screen to interact with.

3. Audio: A headset with a microphone is preferred, and will generally be required to enable two-way communication. The computer's built-in speaker and microphone system (if available) will work well if the attendee can locate a quiet location. Identify at least one backup connection to the audio of the event, usually a phone call-in option. Video of the attendee could be required for attendance verification, but is generally not necessary.

4. Software Application: Some courses may also require downloading a specific software application (app) or a browser plug-in specific to the presentation method, and these will

generally be available free of charge for attendees.

5. Try it out & Practice: Prior to the event, take time to make a test run of each of the components listed 1-4. All of them. Connect early to the session. Attend a trial class or practice session within your organization. Practice manipulating the computer controls, window locations/sizes, try adjusting the volume levels of both speaker and microphone. Attempt reconnecting to the event login page after an unexpected interruption. Test the phone call-in option. Make sure your phone is available and either plugged in or fully charged. Testing the system and connection PRIOR to the live event will greatly reduce the technical issues that may occur.

For any virtual training to be effective, it must be easily interactive. The tools must become very familiar to the attendee (i.e. computer/internet/audio/video). We use pencils and notebooks our entire lives, and learned early to raise our hand and ask questions. In an interactive classroom setting, trainers assume the attendees are proficient in those

skills, and a simple invitation for the students to 'feel free to interrupt if you have a question!' opens the door to positive interaction in that classroom. Someone raises a hand, or someone speaks out "Excuse me, what about ...?" Then a dialog starts, between teacher and student, or between students. In the virtual learning environment, the goal is to replicate this type of exchange by allowing trainees to interact and ask questions of the trainer throughout the presentation.

As of September 2020, Midwest Assistance Program, Inc. (MAP) has completed thirteen virtual trainings for operators and clerks with positive feedback from attendees and trainers alike. According to MAP Training Coordinator Jim Jones, "I believe this form of training will continue to grow and MAP will provide online content in the years to come. TAP's [Technical Assistance Providers] that were first apprehensive about providing online training have later said their trainings went well and they look forward to using the online content again to train others in the future." MAP trainings are often offered at no cost and are updated regularly on the website: www.map-inc.org under "Training."

There are some tall hurdles on our track and it looks like they will be with us a while, therefore we must practice. All of us. The software and hardware tools used by trainers and trainees alike are continually under development, being revised and updated. So, log on and begin training!



SOURCE— 7

OSAGE COUNTY Unterrified Democrat

SINCE 1866

Argyle trustees discuss options for sewer operator

BY LINDA ADKINS
UD STAFF WRITER

ARGYLE — Argyle trustees on Jan. 21 in their first official meeting since September primarily discussed delinquent Department of Natural Resources (DNR) reports and the need for a village sewer operator.

Trustee Ryan Davis reported on his talks with Gary Weber with the Missouri Rural Water Association and DNR. Davis took a sample to Ozark Testing along with reports prepared by the previous sewer operator, J.D. Fritchey. Some of the reports were missing but Keith Fork with DNR said they could work with averages. Weber used the old reports to calculate averages, with reports signed by Davis and sent to Fork.

Davis reports he has not heard back, adding, "As long as I haven't heard back, I assume everything is good."

Fork reiterated to Davis that Argyle needs a sewer operator, and acknowledged that many other smaller towns are in the same position, unable to find operators. "We left it at that," said Davis.

Weber did give Davis some names to contact. Davis presented trustees with estimated costs from I.O. Environmental LLC in Osage Beach. For approximately \$776 per month, I.O. Environmental will provide a Certified "C" Operator, sample analysis, sample collection, DNR reporting, and maintenance.

"Pretty pricey I know," said Davis.

Davis explained for their permit now, the village would still have to do the daily monitoring. Once the permit is straightened out, that daily monitoring could drop to twice or three times a week. The price would include I.O. Environmental coming down and doing the testing, quarterly cleaning of the pumps and pump filters. Argyle would be responsible only for reading the meters, which Davis has been doing anyway.

See **Argyle** on Page 4

Linn aldermen greenlight all-inclusive park moving to City Park

BY THERESA BRANDT
UD STAFF WRITER

LINN — Linn aldermen at a special meeting held last Tuesday night gave Mayor Dwight Massey the green light to sign a resolution to move the all-inclusive park to the Linn City Park. Community and park board members met with the board to discuss replacing the existing playground.

Massey was enthusiastic about the opportunity. "Our job is to build a community," he said. "A place where we all want to live, and to me, that is parks. That is a pool. That is the streets. That is sewer and water and clean properties. As soon as we stop growing, we go backward. We should do it because we need to move forward."

About \$200,000 has been raised in the 18 months to build the all-inclusive playground that has a total budget of \$350,000.

"Our current location, where we were looking to

build, because of the ease and convenience and location, was at the Linn Lions Park, and we still have that as an option," Tracy Winslow explained. "But it is privately owned, and even though it is a not-for-profit, it limits us on the grants that are available."

Winslow and other community members have their eyes on a grant from the Department of Natural Resources for \$250,000 to \$500,000, which requires that the structure be built on public lands.

The playground currently at Linn City Park is about 20 years old and will need to be replaced within the next several years.

"You have a structure that is out of date and you don't have the funds to replace it," Winslow said. "Let's put our ideas together and put in a playground that will take care of both needs."

Community and Park Board members spent some time at the City Park on Tuesday and initially laid out the new play structure in the space. At least five trees would have

to be removed from the park for the new playground. "Ouch," Massey winced. "Losing those big oak trees is always hard."

"One of them already appears to be dead and the smaller trees could be replanted," said Osage County Special Services Director Megan Reichart.

"If we take out five trees," Winslow said. "We can replant five trees."

Skylar Miller, a member of the Park Board, is against the city taking on such a big project.

"I think the idea of an inclusive playground is great and I want to be respectful of the time and resources that people have put into this," Miller said. "But I would like to take a more objective look at this because it is a very emotionally charged issue because you are dealing with something that's going to benefit kids so it's hard to think about the primary issue, which is the financial

See **Inclusive Park** on Page 6



PHOTOS BY NEAL A. JOHNSON

OSAGE COUNTY Presiding Commissioner Daryl Griffin and Eastern District Commissioner Larry Kietner receive a Moderna COVID-19 vaccination Monday during a special clinic by Osage County Health Department Nurse Katelyn Peters. A total of 226 people were given the Moderna vaccine with a second dose to be provided in 28 days. Osage County Health Department (OCHD) Administrator Kim Salin in her first day in that role said most vaccinations were provided to those in Phase 1B, with a few from Tier 1, though most were from Tier 2. Salin said future clinics will be held on Mondays when she is able to secure the vaccine. Clinics will be by appointment only and those who wish to be vaccinated may call the department at 5/3 897 3103, send a FB message, or email osagecountyhealthdepartment@gmail.com to get their name on the list to be called when clinics are scheduled. OCHD is only taking information for those who meet qualifications for Phase 1B, Tier 1 and 2. Also helping with the clinic on Monday were Chelsea Smith, Filsha Rogers, Katy Gallagher, Krista Welschmeyer.



Westphalia approves first sewer rate increase since 2009

BY THERESA BRANDT
UD STAFF WRITER

LINN — Westphalia aldermen last Tuesday approved a monthly sewer flat rate increase, from \$19.06 to \$21 per month. The sewer usage rate per 1,000 gallons of water will also increase from \$3 to \$3.50 per 1,000 gallons. This rate increase was established by the Public Water Supply District #2 and will be reflected on the February bill.

"There has not been a rate increase since 2009," Mayor Tammy Peaks said. "The bottom line, which I have been preaching about for the past four years, is we barely have enough money in the checking account to pay regular monthly bills, and then when (Sewer Operations Manager Phil Peaks) comes up with 'hey we've had this breakdown and we need to pay a bill for \$2,500,' that bill has to come from somewhere. The rate has been stagnant since 2009, and it is not supporting the ongoing increases needed in order to sustain the daily maintenance of the plant."

In addition to changing the minimum flat rate per customer, Ordinance #21-1, will redefine

how multiple-unit customers are billed. While working with Gary Weber from the Missouri Rural Water Association, the city discovered that some of the customers with multiple units were only being charged one flat rate even though they were servicing several different customers. Some of the connections with one sewer hookup but multiple customers were being charged a prorated rate for the additional customer that did not equal the minimum rate charge per customer. City officials are not sure how many customers this will affect but the adjusted projection will be 302 customers, each of whom will be assessed the minimum sewer usage fee of \$21 per month.

"Currently there are different charges for different properties that have been identified as multiple units," Massman explained. "We could not find anything in the regulations to come up with the how the prorated rates were assessed."

"Not all the customers are paying their fair share," Weber explained. "Some of them are

See **Sewer Rates** on Page 5



McKim finds comfort with Molly

See Page 7



St. George students win essay contest

See Page 7



Gentges & Reinkemeyer honored Graduates



See Page 7



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u decided to stay said Griffin. "We u and make best

"place to work," so thankful I've ve made a big s and the health e who live here."

BRIDGE

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on the day of the cycle he or she begins work.

"It's something to think about," Griffin concluded.

He intends to survey other county governments to get an idea of how their employees are paid. Kliethermes suggested searching online through the County Commissioners Association of Missouri (CCAM).

Kempker invited the commissioners to watch the new combination gravel hauler in action. They were all impressed with the new rig's capabilities. The driver currently assigned has had no trouble getting over the county roads. He's had no problem making turns to get out of any situation he's been in so far.

"There will be some dead-end roads," Kempker commented. The county will always need some straight tandem-axle dump trucks for total coverage. However, "He hasn't hit any bad spots he knows of so far."

"I was amazed how fast he was able to drop that load," said Griffin. The trailer empties as fast as any dump truck in the fleet and hauls several tons more material. Kliethermes measured the coverage from one load, noting it stretches 300 yards down a regular gravel road. Plus, it leaves a track 12-feet wide, where a regular dump truck's trail is eight feet. The material is released lower to the road grade, so less rock bounces into the ditch. As a rule, a fresh load is more likely to be drivable immediately.

However, heavy rains recently fell soon after gravel was hauled. It exposed how hungry the roads are for the material. The new loads were completely invisible after the rainfall.

"It's like that a lot this time of year," Kempker commented.

"It's going to take a lot of rock to fix these roads," added Kliethermes.

In addition, the heavy rain produced flooding on the Maries River near Westphalia. A bridge on CR 521 had water well over its deck. Crews spent hours after the weekend of Jan. 25 clearing brush and debris from on and around it.

Griffin recently attended a meeting in Houston. The group is still trying to form an alliance to promote work on US 63 from Jefferson City to the Arkansas border. Nothing is yet confirmed and there remains effort ongoing to build consensus.

"I think it would be a hard sell in Osage County until we get something accomplished on Highway 50," said Griffin, referring specifically to the problem at Rt. CC near Missouri State Technical College and Linn R-2.

The department hauled rock on CRs 201, 232, 233, 236, 241, 244, 263, 273, 274B, 522, 604, and 609; crewmembers performed service on Grader #01; crews patched a low water slab on CR 236; brush mowers worked on CRs 272 and 273; and grader operators worked on

a 16-year run as Morgan County Clerk. Tracey Graham of Mexico is currently the Audrain County Western District Commissioner. He also serves on the Executive Board of the National Association of Counties (NACo).

One feature the commissioners found attractive is CIC's commitment to ongoing enhancement. There is no planned obsolescence. The company gathers input every year from county officials as to how to upgrade the product. Other software will crank for a few years. Then the company announces an expensive upgrade.

CIC, instead, commits a portion of annual service fees to "enhancements." They make improvements each year to avoid the periodic major "upgrade." Planned obsolescence, leading to five-figure fees, has irritated the commissioners several times recently. They often come from the same company that initially installed an electronic system.

Also, all call-in help centers are in America. Service calls are forwarded to a local technician who can schedule a prompt visit. All responders work from home and should be close enough to schedule a personal visit if necessary.

Osage County Clerk Nicci Kammerich has expressed interest in CIC's service. Daniels concluded by committing to scheduling a demonstration that Kammerich could attend.

BUILDING AND GROUNDS

An agreement has been reached with Kuster Real Estate and Management, the owner of a vacant lot northeast of the Annex between Lincoln and Benton streets. The county will lease the lot for five years, with no rent being due for the first three. Instead, the county will clean and maintain it. After that, it will cost \$500 per year. The commission approved and signed a proposed contract. They intend to gain the owner's signature soon.

The next step will be to clear trees from the property. "I expect that to be the major amount," said Trenshaw, who predicts the \$1,500 in saved lease payments will not exceed the cost of getting the property into shape. It is to be used as additional parking for county employees. Power lines are close to every tree on the lot. Professional tree-removal expertise will be necessary.

"I would think Ameren would be the first choice," said Kliethermes.

The power company should be most interested in making sure the job would be safe and efficient. Commissioners agreed to contact them first.

"Cutting trees down can be pretty dangerous," Griffin observed.

PENTECOSTAL BRIDGE

Kliethermes has been monitoring the wreck of the Pentecostal Bridge, the destroyed span on the Maries River on CR 611 east of Westphalia. Collapsed on Aug. 17, it's still in the water. He has

FORM W-4 FOR COUNTY EMPLOYEES

Kammerich complained to the commissioners about the alleged treatment her staff has received. She said it has come from other county employees. By law, the United States Department of the Treasury Internal Revenue Service Employee's Withholding Certificate Form W-4 must be kept up to date. Kammerich has requested all employees update this form before filing their 2020 tax returns. Some have requested assistance from the clerk's office employees. This Kammerich refuses to allow. "Legally, we can't tell them how to fill them out," she said. "We are not tax people."

The refusal to grant the prohibited assistance has met with some behavior she calls rude.

"We are being treated poorly," she said, emphasizing the vituperative is exhibited by a small, but vocal, minority. Most workers are polite and take responsibility for themselves in a cooperative spirit. The exceptions, though, have caused some bad moments.

"You can't tell them how to do it," agreed Kliethermes.

Griffin promised to address the issue with individuals identified by Kammerich.

"They've got to figure out what their tax liability is," said Griffin.

Kammerich said the forms have been coming in at a satisfactory pace but the process is still in its beginning stages. She emphasized her position has not been taken without plenty of advance notice.

"We sent [the instructions] out prior to anybody filing their taxes," she asserted. "We don't deserve to be treated like that."

MISCELLANEOUS

The commissioners signed grant applications written by and for the OCHD. They also signed service contracts with Mitel Corporation, Chesterfield, and Remote Computer Services (RSC), Westphalia.

Commissioners confirmed money from the recent sale of vehicles retired by the Osage County Assessor's Office goes to general revenue, rather than into the assessor's fund.

MRPC has committed to file and deliver all the 1099-G forms incurred by the CARES Act funds administered through the county. "We don't have much time to do those," commented Kliethermes. They were due to contractors by Jan. 31.

MRPC has received a retirement announcement from an Osage County member of the board of directors. Candidates for replacement are wanted.

Commissioners approved paying bills from Jan. 16 through Jan. 27 as follows by department: 911/EMA (\$3,932.27), Building & Grounds (\$358.52), Circuit Clerk (\$293.41),

Argyle • from page 1

The company would also be doing all the Electronic Discharge Monitoring Reports (EDMR), which had not been done regularly. Davis said the reason Fritchey wanted out was that reporting was going electronic and he did not want to deal with it. "To me," Davis said, "that seems like the biggest headache."

Village Clerk Kym Brunner has been talking to Mayor Tammy Massman in Westphalia, which is also looking for an operator.

"If they find one, we may be able to share one," said Mayor Chris Brundick, adding that LO Environmental may be willing to "cut them a deal" if they had two clients in the area.

"Why are (operators) so hard to find?" Trustee Felicia Wieberg asked. "Are there not that many?"

"They are just very busy," Mayor Brundick responded. "A lot of people who are considered to be operators can operate and do everything that needs to be done but only if they are operating under the authority of someone who has the proper authority. The problem is finding somebody that isn't too busy already to do it here. There is a boatload of regulations and not enough people to do them."

Companies like LO Environmental have sprung up to hire people to work under their authority and charge "pretty pricey" rates. The company has the authority and their employees can legally perform the work but only because they are covered by the umbrella of the company who has the proper authority.

Davis said Fork told him that multiple towns were having the same struggle finding operators. Vienna's operator, Shon Westart, is listed as Argyle's operator, but according to Davis, "he isn't able to do anything."

"Hasn't been," Mayor Brundick added. "The problem we are into is that we didn't know he quit doing it."

Westart did respond to a call from Davis on Jan. 29. Davis had read the meters and took samples at 11 a.m. At that time, all three pumps were running, which he knew should not be happening. At 4 p.m., he returned and noted that all three pumps had run for five straight hours. Westart told Davis the tanks needed to be cleaned out. Fritchey used to pressure-wash them out, according to Davis.

"That's not the problem," interjected Mayor Brundick. "It's because of the amount of precipitation on the sand filtration. We've always had that issue."

In other business, smoke-testing will be scheduled for a date in the spring. Smoke-testing is a sewer inspection method in which non-toxic smoke is blown into manholes. The smoke makes its way through the connected pipes in the sewer and helps to locate leaks, broken manholes, cracks, uncapped lines, etc.

Brundick suggested April or May so anyone whose house is filled with smoke can open the windows. Public notices will be published prior to the event.

* At their next meeting, trustees will decide verbiage for their notice for bids for grass-cutting for the next contract period. Additional duties for the bid were discussed, including mowing at the lift station, weed-eating, and pulling weeds at the plant. This was previously handled by Fritchey when he was the village operator.

* Trustees chose to set up the village cell phone on autopay after a suggestion by Brunner. They also voted to keep the insurance on the phone at a cost of \$8.99 per month.

* Trustees discussed the replacement and repair of signs that had been destroyed by a truck driver. The two stop signs were replaced by the Missouri Department of Transportation (MoDOT). Davis straightened and reattached the street sign that had been damaged.

* Davis reported speaking with Jeff Strickland about concrete to set the "Welcome to Argyle" signs. Strickland will provide a bid as soon as he can get there.



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Volume 109 Number 49

Wednesday, December 4, 2019

50¢ plus tax

Journey to Bethlehem with Mary and Joseph at Crocker December 13 & 14



The annual Journey to Bethlehem, presented by the Crocker Christian Church, will take place December 13 and 14 from 5:00 p.m. to 9:00 p.m. Everyone is invited to come and experience the journey of Mary and

Joseph as they travel the road to Bethlehem. Part of the journey will include a live Nativity Scene and Old Town Bethlehem. There is no admission. There will be guided walking tours

every 20 minutes. Depending on the weather since your journey will take you outdoors. There will be free light refreshments provided at the journey's end. Weather permitting, golf carts will be provided for the handicapped.

The project is primarily supported by the Crocker Christian Church, however, there are blessed a host of volunteers from other churches and beyond who help.

Crocker Christian is located at 16200 Highway 17 in Crocker, MO. For information call 573-736-5121 or go to www.crockercc.com.

Cub Scouts to host Christmas In The Park December 14th

Dixon Cub Scouts Pack 4238 will be hosting Christmas In The Park at the Dixon Lions Club Park on Saturday, December 14th from 11:00 a.m. to 1:00 p.m.

Children will be able to take pictures with Santa for a dollar.

There will also be a hot cocoa and s'mores making station. Donations will be accepted and all proceeds will go towards helping with the new pack.

Come out to the park December 14th and join the fun!



Come See Santa at Dixon's Lions Club Park December 14

Dixon City Council discusses water and sewer system operators and changes to update City Code Book

By Robert C. Baker

The regular monthly meeting of the Board of Aldermen for the City of Dixon was held on December 2, 2019 in City Hall. Items on the agenda included a closed session, proposed amendments to the City Code, Water and Sewer System operators, approving bills paid and minutes of prior meetings.

The meeting was called to order by Mayor Allan Kuehl at 6:00 p.m. and a roll call was conducted by City Clerk Jessie Fleming with all aldermen present. After the mayor led the meeting in the Pledge of Allegiance, Pastor Mitch Henson of the United Methodist Church gave the invocation. This brought the meeting to the next item of approving the agenda. As there were no changes on the agenda this time, Alderman Campbell made a motion to approve the agenda with a second by Alderman Shultz. The motion carried on a roll call vote of 6 to 0.

The Council then went into a closed session concerning litigation as per the agenda. Alderman Thomas abstained from any participation in the closed session after a short discussion, without going into details, with the mayor. Alderman Shultz made the motion to go into closed session with a second by Alderman Campbell. The motion carried on a roll call vote of 6 to 0.

Sakelaris Ford continues holiday tradition with Fill-A-Ford Drive

By Connie Ertman

It is that time of year again! Sakelaris Ford Lincoln of Rolla has its Fill-A-Ford program underway. They are collecting nonperishable boxed and canned food items, as well as basic household items like tissue paper, body and dish soap, paper towels, body wash, laundry soap, shampoo/conditioner, etc. Donations will benefit the numerous various food pantries in the area.

Items may be dropped off between the hours of 8:00 a.m. and 6:00 p.m. Monday through Friday and from

8:00 a.m. to 4:00 p.m. on Saturday. In addition to this year's Fill-A-Ford Drive, Sakelaris General Manager Al Morgan has announced a Lincoln Log Toy Drive. Toys will also be collected to benefit those families in need this holiday season.

Morgan is excited about helping those in need in the Sakelaris Ford Lincoln service areas. Pictures with Santa will also be taken this Saturday, December 7 from 9:30-11:00 a.m. at the Dealership. See ad in this week's Pilot for details.

Next on the agenda was the approval of the bills paid the previous month. A short review of the bills was conducted, as the council members had previously received a copy of the bills paid. There being no discussion needed, Alderman Shultz made a motion to approve the bills as listed with a second by Alderman Wamol. The motion carried on a roll call vote of 6 to 0.

This brought the council to the approval of the minutes from the meetings held on November 4th and 18th. Alderman Thomas abstained from this item as she was absent from both meetings and Alderman Wines ab-

stained from the November 18th meeting as she was not present for that meeting. Alderman Shultz made a motion to approve the minutes as presented to the council and the motion was seconded by Alderman Null. The motion carried on a vote of 5 to 0 for the November 4th minutes and 4 to 0 for the minutes for the November 18th meeting.

The next item was concerning the proposed amendment of Chapters 200 to 715 of the Dixon City Code which concern the public utilities for the City of Dixon. Mayor Kuehl stated that this item would be tabled until the January 2020 meeting as it was still in the process of being prepared and would need a legal review after preparation. Alderman Wines made a motion to table this item which was seconded by Alderman Campbell and carried on a roll call vote of 6 to 0.

Water and Sewer System Operators

There was a discussion on the water and sewer system operators added to the agenda after the item from the closed session. This discussion concerned the loss of the licensed water and sewer operators for the City of Dixon in November. Mayor Kuehl said the city has been in contact with the Missouri Department of Natural Resources (MDNR) since the city had no licensed operator for either system. At present Patrick Moore is attending a school to get a water operator license. After completion he will complete the test required to get a license issued, which could take six (6) to eight (8) weeks after the test is taken. Mayor Kuehl also said that the next class for getting issued a sewer operator license is not until February 2020.

During most repairs the city was assisted by both the City of Crocker and the Pulaski County Sewer District. As the mayor stated the Dixon maintenance person is able to do some of the items required for the operation of the treatment plant, such as clean a ditch, but a licensed operator is required for conducting the tests required and other work. The mayor has previously talked with Glenn Smith, Mayor of the City of Crocker, and they reached a verbal agreement concerning the use of the licensed operator from Crocker. This agreement would have the Crocker operator, Don Theberge who has both a water and sewer operator license, doing the items that require a licensed operator for the water and sewer systems. Alderman Wamol thought that a

City of Dixon conducts workshop with representatives from General Code

By Robert C. Baker

A workshop with representatives from General Code was held on November 21, 2019 in the Dixon City Hall. The workshop was started at 6:45 p.m. with Mayor Allan Kuehl, Alderman Trevor Wamol, Marshal Gary Brunkel and City Clerk Jessie Fleming present, all other aldermen were absent. This workshop was a follow up on the workshop held on August 7, 2018 where Susan Lane from General Code discussed with the council the services of land and what those services might cost. The workshop was attended by two representatives from General Code who were Lisa Eisenhauser and Marge Perry. A workshop like this allows the members of the Board of Aldermen to get information on a particular subject and discuss possible actions in an informal setting.

Ms. Eisenhauser was asked by Mayor Kuehl to begin the workshop, to which she explained that General Code is a company that prepares the City Code books for cities around Missouri and other states. These code books are a codification and compilation of the city's ordinances as defined in Section 71.940 of the Revised Statutes of Missouri. A compilation as defined "includes the collecting, assembling and organizing of existing ordinances of the municipality and publication thereof in permanently bound or loose-leaf book form." The end result can be summed up as a "Reader's Digest" version of the ordinances of the city. The city ordinances are updated and revised during this process as necessary to bring them up to date with the current statutes of the State of Missouri. As Ms.

See Workshop Page 9

Cub Scout Nolan Williams attends 2019 World Scout Jamboree



Shown, L. to R., are Cub Scout Nolan Williams with Legion Commander, Don Vineyard with the shadow box Nolan created as a thank you to the Legion. The Dixon American Legion Post helped sponsor Nolan so that he could attend the Jamboree. Photo courtesy

the rich traditions on which scouting has been built since 1908.

Cub Scout Nolan Williams, who the Dixon American Legion Post helped sponsor, attended this momentous event.

Nolan wanted to thank the Legion Post and all the members for helping him achieve his goal so he created a wonderful shadow box that he presented at the November 14 Legion



News Briefs

Dixon Elementary Book Fair December 24

Book Fair at Dixon Elementary Library - Family Nights: Thursday, December 5th until 3:00 - 7:30 p.m. Please attend with your child of any age. We accept cash, check, credit card and debit card. This is a perfect time to buy interesting books for children of all ages!

Dixon City Council

temporary contract was needed between the two cities covering the use of the Crocker operator. Alderman Null after the discussion was completed made a motion to prepare a temporary contract between the two cities, this motion was seconded by Alderman Campbell and carried on a roll call vote of 6 to 0.

Ordinances Adding Chapters



Schedule for December 2019

Monday, Dec. 9, 16 - Waynesville to St. Robert & Pulaski County to Waynesville Food Pantry

Wednesday, Dec. 4, 11, 18 - Dixon, Crocker and Richland to St. Robert

For Dixon, Crocker, Richland, St. Robert and Waynesville. If you need additional information please call our regional office at 1-800-269-6287.

to City Code Book

The last two items on the agenda were ordinances adding chapters to the Dixon City Code book. These additional chapters would add Chapter 210A concerning offenses that would bring the City Code up to date with recent changes to the state statutes starting in the 2014 legislative session. Other amendments during the legislative sessions from 2016 to 2018 made further changes affecting local offense codes. The other chapter is adding the items covered in the Missouri Sunshine Law to the code book and would be added as Chapter 140. These chapters were prepared and provided to the City of Dixon by General Code which was contracted to update the city's code book last year. These chapters are part of the initial urgent additions that the city requested along with an update to the traffic code, Chapter 300 of the City Code. These proposed ordinances were posted for review by the public at City Hall, Country Mart and the Post

Office last week. By doing so the requirement to read them in full before a vote by the council the ordinances were eliminated according to Section 79.130 of the Revised Statutes of Missouri.

"Every proposed ordinance shall be introduced to the board of aldermen in writing and shall be read by title or in full two times prior to passage, both readings may occur at a single meeting of the board of aldermen. If the proposed ordinance is read by title only, copies of the proposed ordinance shall be made available for public inspection prior to the time the bill is under consideration by the board of aldermen."

This allowed the mayor to read the ordinances by title only two times prior to the final vote of approval for the ordinances.

The first proposed ordinance to be up for approval was the one concerning the addition of Chapter 210A Offenses. A motion for the first reading by title was made by Alderwoman Shultz, seconded by Alderwoman Wiles and carried on a vote of 6 to 0. After the reading by title was completed by the mayor and there being no discussion Alderwoman Shultz made a motion for the second reading by title of the proposed ordinance. This motion was seconded by Alderwoman Wiles and carried on a vote of 6 to 0. There being no discussion after the second reading by title was made by Alderwoman Shultz. The motion was seconded by Alderman Campbell and carried on a vote of 6 to 0 and it was formally numbered City Ordinance 576.

That brought the council to the last proposed ordinance adding Chapter 140 adding Missouri Sunshine Law requirements to the city code. Alderman Campbell made the motion for the first reading of the proposed ordinance by title only. This was seconded by Alderwoman Wiles and carried on a vote of 6 to 0. The reading was completed by the mayor and a motion for a second reading by title only was made by Alderwoman Shultz. The motion was seconded by Alderman Campbell and carried on a vote of 6 to 0. After the second reading Alderwoman Thomas pointed out that the sections were erroneously numbered, the section numbers went from one (1) to three (3). Alderwoman Thomas then made a motion for final approval

THE DIXON PILOT, WEDNESDAY, DECEMBER 4, 2019 2

with the corrections as indicated made. The motion was seconded by Alderwoman Shultz and carried on a roll call vote of 6 to 0 and the proposed ordinance was formally numbered City Ordinance 577.

These being the last items on the agenda, a motion to adjourn was made by Alderman Null with a second by Alderwoman Shultz. The motion carried a show of hands vote of 6 to 0 and the meeting was adjourned at 7:22 p.m.

from page 1

PUBLIC NOTICE

To the voters of the Pulaski County Ambulance District: Notice of ambulance board filing dates.

Pursuant to section 115.127, RSMo, notice is hereby given that the filing period for ambulance board member candidates for the April 7, 2020 election is from December 17, 2019 to January 21, 2020.

Filings will be accepted at the Pulaski County Ambulance District Headquarters located at 1601 Ousley Road in Waynesville Missouri, Monday through Friday between the hours of 0800 and 1600. (Except Holidays)

The following board positions to be elected for three (3) year terms:

District 2: St. Robert

District 5: Richland

M. Hartness, Chief of Operations.

#10-20

Hurry kids time is going fast!!

It's that time of year for the kids to write to Santa. The Dixon Pilot will publish Santa letters Wednesday, December 18th.

You can either mail your letters to Dixon Pilot, P.O. Drawer V, Dixon, MO 65459, bring them into the Dixon Pilot or email us at dixon-pilotnews@yahoo.com no later than Thursday, December 12th.



Dixon R-1 Schools Menu

All meals with milk, bread and butter. Menu may vary as government food is received.

December 9 - 13

Monday - Breakfast - Peanut Butter and Jelly, Pears, Juice and Milk. **Lunch -** Pulled Pork Sandwich, Tater Tots, Baked Beans, Raw Veggies w/Dip, Applesauce, Chocolate Chip Cookie and Milk.

Tuesday - Breakfast - Breakfast Burrito, Salsa, Applesauce, Juice and Milk. **Lunch -** Chicken & Dumpling, Steamed Broccoli, Spiced Apples, Chocolate Pudding and Milk.

Wednesday - Breakfast - Breakfast Pizza, Pineapple, Juice and Milk. **Lunch -** Taco, Beef, Refried Beans, Black Beans and Corn, Sliced Peaches and Milk.

Thursday - Breakfast - Scrambled Eggs, Buttered Toast, Pears, Juice and Milk. **Lunch -** Ham Scaloped Potatoes, Corn, Applesauce, Rolls, Jello Cake and Milk.

Friday - Breakfast - Biscuits, Gravy, Spiced Apples Juice and Milk. **Lunch -** Corn Dog, Burrito, Tater Tots, Carrot Sticks, Pears and Milk.

Christmas Sale

at Dixon Floral

Friday, Dec. 6th

4:00 p.m.-6:00 p.m.

ALL Christmas Items 50% Off

Dixon Floral & Gift Shop

Ph. 573-759-6660
Second Street • Dixon, MO

**MISSOURI DEPARTMENT OF NATURAL RESOURCES
OPERATOR CERTIFICATION AND TRAINING
EXAMINATION SCHEDULE**

<u>Exam Date</u>	<u>Location(s)</u>	<u>Filing Deadline</u>
July 6, 2021	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	June 6, 2021
July 6, 2021	Southeast Regional Office, 2155 N Westwood Blvd, Poplar Bluff	June 6, 2021
July 6, 2021	Southwest Regional Office, 2040 W Woodland, Springfield	June 6, 2021
August 3, 2021	Kansas City Regional Office, 500 NE Colbern Rd, Lee's Summit	July 4, 2021
August 3, 2021	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	July 4, 2021
August 3, 2021	Northeast Regional Office, 1709 Prospect Dr, Macon	July 4, 2021
September 7, 2021	Babler State Park, River Hills Visitor Center, Wildwood	August 8, 2021
September 7, 2021	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	August 8, 2021
October 5, 2021	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	September 5, 2021
October 5, 2021	Southeast Regional Office, 2155 N Westwood Blvd, Poplar Bluff	September 5, 2021
October 5, 2021	Southwest Regional Office, 2040 W Woodland, Springfield	September 5, 2021
November 2, 2021	Kansas City Regional Office, 500 NE Colbern Rd, Lee's Summit	October 3, 2021
November 2, 2021	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	October 3, 2021
November 2, 2021	Northeast Regional Office, 1709 Prospect Dr, Macon	October 3, 2021
December 7, 2021	Babler State Park, River Hills Visitor Center, Wildwood	November 7, 2021
December 7, 2021	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	November 7, 2021
January 4, 2022	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	December 5, 2021
January 4, 2022	Southeast Regional Office, 2155 N Westwood Blvd, Poplar Bluff	December 5, 2021
January 4, 2022	Southwest Regional Office, 2040 W Woodland, Springfield	December 5, 2021
February 1, 2022	Kansas City Regional Office, 500 NE Colbern Rd, Lee's Summit	January 2, 2022
February 1, 2022	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	January 2, 2022
February 1, 2022	Northeast Regional Office, 1709 Prospect Dr, Macon	January 2, 2022
March 1, 2022	Babler State Park, River Hills Visitor Center, Wildwood	January 30, 2022
March 1, 2022	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	January 30, 2022
April 5, 2022	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	March 6, 2022
April 5, 2022	Southeast Regional Office, 2155 N Westwood Blvd, Poplar Bluff	March 6, 2022
April 5, 2022	Southwest Regional Office, 2040 W Woodland, Springfield	March 6, 2022
May 3, 2022	Kansas City Regional Office, 500 NE Colbern Rd, Lee's Summit	April 3, 2022
May 3, 2022	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	April 3, 2022
May 3, 2022	Northeast Regional Office, 1709 Prospect Dr, Macon	April 3, 2022
June 7, 2022	Babler State Park, River Hills Visitor Center, Wildwood	May 8, 2022
June 7, 2022	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	May 8, 2022
July 5, 2022	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	June 5, 2022
July 5, 2022	Southeast Regional Office, 2155 N Westwood Blvd, Poplar Bluff	June 5, 2022
July 5, 2022	Southwest Regional Office, 2040 W Woodland, Springfield	June 5, 2022
August 2, 2022	Kansas City Regional Office, 500 NE Colbern Rd, Lee's Summit	July 3, 2022
August 2, 2022	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	July 3, 2022
August 2, 2022	Northeast Regional Office, 1709 Prospect Dr, Macon	July 3, 2022
September 6, 2022	Babler State Park, River Hills Visitor Center, Wildwood	August 7, 2022
September 6, 2022	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	August 7, 2022
October 4, 2022	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	September 4, 2022
October 4, 2022	Southeast Regional Office, 2155 N Westwood Blvd, Poplar Bluff	September 4, 2022
October 4, 2022	Southwest Regional Office, 2040 W Woodland, Springfield	September 4, 2022
November 1, 2022	Kansas City Regional Office, 500 NE Colbern Rd, Lee's Summit	October 2, 2022
November 1, 2022	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	October 2, 2022

<u>Exam Date</u>	<u>Location(s)</u>	<u>Filing Deadline</u>
November 1, 2022	Northeast Regional Office, 1709 Prospect Dr, Macon	October 2, 2022
December 6, 2022	Babler State Park, River Hills Visitor Center, Wildwood	November 6, 2022
December 6, 2022	Lewis & Clark State Office Bldg., 1101 Riverside Dr, Jefferson City	November 6, 2022

Exams are scheduled for 9:00 a.m. unless otherwise noted on the admission letter.

CITY OF ST. ROBERT, MISSOURI
JOB DESCRIPTION
Treatment Plant Supervisor



GENERAL PURPOSE OF POSITION:

The Treatment Plant Supervisor oversees the daily operations of the Wastewater Treatment Plant Department under the direction of the Public Works Director. The Treatment Plant Supervisor plans, organizes, directs and coordinates the overall operation, repair and maintenance of the City wastewater treatment plant including the laboratory operations.

MAJOR DUTIES AND RESPONSIBILITIES:

General

- Oversees operational stability and programmed maintenance of City wastewater treatment plant and appurtenances and its related facilities.
- Determine schedules, sequences, and assignments for work activities, based on work priority, quantity of equipment and skill of personnel.
- Assures that plant operates within required standards.
- May train other operators in acceptable lab methods and procedures to assure accuracy of test results.
- Maintains drawings and schematics of electrical and other systems in the treatment plant.
- Monitors performance of electrical systems, circuits or equipment of the treatment plant.
- Work cooperatively with other city, county, state, or federal agencies.
- Oversees the operation, maintenance, and laboratory testing requirements of the City's treatment plant.
- Assists in the development of the department's annual budget.
- Monitor employees' work levels and review work performance.
- Counsel employees about work-related issues and assist employees to correct job-skill deficiencies.
- Attends professional development workshops and conferences.
- Supervises department operations and personnel.
- Interact with members of the public in a professional manner.
- Evaluates staff performance, provides employee counseling and recommend employee discipline.
- Conduct or arrange for worker training in safety, repair, and maintenance techniques, operational procedures, or equipment use.
- Supervise the maintenance and repair of the City's electrical utility operation and appurtenances.

Supply and Materials

- Prepare requisition forms and purchase requests to order materials, goods and supplies.
- Verify order information for correctness, checking it against previously obtained information as necessary.
- Review requisition orders in order to verify accuracy, terminology, and specifications.
- Maintain knowledge of all organizational and governmental policies affecting purchases, and provide information about these policies to department employees.
- Prepare purchasing forms, and solicit bids in accordance with City purchasing policies.
- Track the status of requisitions, contracts, and orders.
- Coordinate purchases with budgetary appropriations.
- Process purchasing documentation, and coordinate purchasing reconciliation, with City Supply Technician.

Record keeping

- Prepare, maintain, and review maintenance files, reports and price lists.

Treatment Plant Supervisor

updated 09-11-10

- Calculate and compile order-related statistics and prepare quarterly and annual reports.
- File copies of orders received, or post orders on records.

Safety

- Clean and maintain tools, equipment, and storage areas in order to ensure compliance with safety regulations.
- Store materials in a safe, orderly and accessible manner.
- Recommend disposal of unsafe, defective, or obsolete materials, equipment or supplies.
- Ensure safe operation vehicles and equipment in accordance with established safety guidelines.
- Ensure safety of personnel and property at all times.
- Maintain Material Safety Data Sheets (MSDS) as necessary.

Performs other duties as assigned by the Utility Foreman and/or Public Works Director.

JOB CONTEXT:

The Street Supervisor is a full-time, permanent position in the Street Department within Public Works. The immediate supervisor for this position is the Street Foreman. The person in this position is supervised on a weekly basis, primarily for reporting purposes. The person in this position supervises street department employees on a daily basis. The person in this position works regular hours, year-round. The person in this position may work overtime on occasion and is on call for emergencies or during severe weather. The person in this position rarely works nights except for emergencies. There is no shift work associated with this position. The person in this position may be on call 2 to 3 times a month. 25% of the work for this position is done indoors; 75% is outdoors and requires work to be done in all types of weather conditions. The Street Supervisor is accountable for monetary, fiscal, budgetary, safety, and legal issues for which this position is responsible.

There is at least weekly exposure to chemicals and/or hazardous materials in this position including but not limited to fuel, petroleum products, hydraulic fluids, exhaust fumes, and herbicides. The stress level associated with this position is moderately high. Physical work consists of, but is not limited to, standing for long periods of time, climbing, pushing, pulling, lifting, bending, kneeling, balancing, reaching, twisting, stooping, squatting, carrying and stretching.

LICENSES AND CERTIFICATIONS:

- The person in this position must have and maintain a valid Missouri Commercial driver's license.
- Possess and maintain Class D Missouri Wastewater Operator Certification.

EDUCATION AND EXPERIENCE:

- The person in this position must have a high school diploma, GED equivalency, or a graduate of a technical school or trade school.
- A minimum of 3 to 4 years of progressively responsible experience performing varied and complex work in managing municipal wastewater collection and/or wastewater treatment systems, or
- Any equivalent combination of education and experience is acceptable.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge

CITY OF ST. ROBERT, MISSOURI
JOB DESCRIPTION
Treatment Plant Technician



GENERAL PURPOSE OF POSITION:

This position performs laboratory tests to determine chemical and physical characteristics of sewage and water for purpose of process and quality control and conformity for Class A plants; operates sewage plant as required in the Public Works Waste Water Treatment Plant and performs related duties as required. Duties are performed in accordance with state and federal regulatory guidelines, and department policies and procedures of the City of St. Robert.

MAJOR DUTIES AND RESPONSIBILITIES:

General

- Knows, understands and implements the treatment plant facility operating rules and procedures.
- Collect samples, arrange for analysis, and identify concentrations of chemical, physical and/or biological characteristics of wastewater required in accordance with the Missouri State Operating Permit.
- Collect and arrange for analysis of wastewater samples for plant efficiency reports as required by the Missouri Department of Natural Resources and the Missouri State Operating Permit.
- Perform all testing required by the Missouri State Operating Permit.
- Perform and/or arrange for all testing necessary for proper operation of the treatment facility.
- Maintain testing data and all other records per Missouri DNR requirements
- Chart lab test results for trend analysis and maintain accurate records of analyses and test results.
- Evaluates data and write reports as required.
- Perform quality control tests on lab equipment and lab analyses where required.
- Inspects and monitors pumps, valves, and gauges, and makes necessary adjustments.
- Installs, repairs and replaces new equipment, pumps, valves, and gauges as necessary.
- Perform sampling techniques in accordance with established guidelines and regulations.
- Test for BOD, suspended solids, PH, total phosphorous, nitrogen, DO, coliform, chlorine residual, settleable solids, etc.
- Make visual inspection of plant facility and appurtenances.
- Make determinations to improve efficiencies and chemical control.
- Starts, stops, monitors, regulates, maintains and operates all treatment plant equipment as required.
- Prepares chemicals for testing.
- Uses and performs routine/preventative maintenance as required.
- Inspects filters, bar screens, grit chambers, and clarifiers.
- Operate sludge truck
- Performs grounds and facility maintenance operations as ~~necessary~~.
- Operate and adjust controls on equipment to purify and clarify water, process or dispose of sewage.

Performs other related duties as required

JOB CONTEXT:

The Treatment Plant Technician is a full-time, permanent position in the Waste Water Treatment Department. The immediate supervisor for this position is the Treatment Supervisor. The person in this position is supervised on a daily basis. The person in this position works regular hours, year-round. The person in this position may work overtime on occasion and is on call for emergencies or during severe weather. The person in this position rarely works nights except for emergency situations. There is no shift work associated with this position. The person in this position may be on call 2 to 3 times a month. 25% of the work for this position is done indoors; 75% is outdoors and requires work done in all types of weather conditions. The Treatment Plant Technician is accountable for fiscal, safety, and legal issues for which this position is responsible.

Treatment Plant Technician

updated 12/21/2010

There is at least weekly exposure to chemicals and/or hazardous materials in this position including but not limited to, paints, chlorine, acids, cleaners, pesticides, syringes. The stress level associated with this position is average, depending upon the workload. Physical work consists of, but is not limited to, standing for long periods of time, climbing ladders, handling high-pressure hoses, shoveling, lifting, bending, and stretching.

LICENSES AND CERTIFICATIONS:

- The person in this position must possess and maintain a valid Missouri commercial driver's license.
- Class D Missouri Wastewater Operator Certification.

EDUCATION AND EXPERIENCE:

- The person in this position must have a high school diploma or its equivalent.
- One year to 2 years of experience in wastewater treatment systems and laboratory testing procedures.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge

- Considerable knowledge of chemicals such as hydrochloric and sulfuric acid, manganese sulfate, sodium nitrate, aluminum sulfate, chlorides, sewage, water, etc.
- Considerable ability to use microscope, ovens, furnace, dessicator, hood, Kjeldal apparatus, analytical balance, pan balance, PH meter, DO meter, titrator, spectrometer, burettes, BOD incubator, refrigerator, hot plate, centrifuge, test tubes sewage plant equipment and materials.
- Thorough knowledge of safety precautions pertaining to proper use of vehicles, tools and equipment.
- Proper grammar and the use of English in speaking and writing.
- Mathematical skills, including addition, subtraction, division, and multiplication.
- Knowledge of proper operation of vehicles and equipment.
- Knowledge of proper treatment facility operations.
- Computer operations and applications, including word processing and spreadsheets.

Skills and Abilities

- Ability to work cooperatively with co-workers and the general public.
- Perform basic arithmetic involving addition, subtraction, multiplication, and division.
- Ability to operate hand tools and power equipment.
- Ability to safely operate vehicles and other department equipment
- Ability to carry out written and verbal instructions.
- Ability to perform heavy manual labor under frequently adverse conditions.
- Work safely without presenting a direct threat to self or others.
- Communicate effectively with other city employees, both oral and written.
- Work autonomously when necessary.
- Handle multiple tasks simultaneously with frequent interruptions.
- Maintain professional composure in heated situations.
- Achieve and maintain Class C Wastewater Operator Certification.
- Complete 30 hours of operation training renewal as required to maintain Class C Wastewater Operator Certification.

This job description is not intended to be all-inclusive, and the employee will also perform other reasonable related business duties as assigned by the immediate supervisor and/or Department Head as required. This job description is an "at-will" position and does not constitute a written or implied contract of employment.

EMPLOYEE ACKNOWLEDGEMENT:

Job Title: Treatment Plant Technician Department: Public Works Section: Wastewater Treatment

Reports To: Treatment Plant Supervisor Department Head: Public Works Director

Grade: G-3 Wage Rate: \$12.60/hr Work Week: Full-time (40 hours) FLSA Status: Non-Exempt

I acknowledge reading job description for this position and understand the duties and responsibilities required of me as contained herein:

Employee Signature

Date

Print Name

Department Head Signature

Date

Print Name

CITY OF ST. ROBERT, MISSOURI
JOB DESCRIPTION
Treatment Plant Laborer



GENERAL PURPOSE OF POSITION:

This position performs unskilled and semi-skilled work in the Public Works Waste Water Treatment Plant and performs related duties as required. Duties are performed in accordance with state and federal regulatory guidelines, and department policies and procedures of the City of St. Robert.

MAJOR DUTIES AND RESPONSIBILITIES:

General

- Knows, understands and implements the treatment plant facility operating rules and procedures.
- Inspects pumps, valves, and gauges.
- Assists in the repair and replacement of pumps, valves, and gauges.
- Performs minor plumbing.
- Assists in the installation of new equipment.
- Cleans sludge lines.
- Maintains exterior of facility grounds including, but not limited to; grass mowing, weed eating and edging, snow and ice removal, and collection of trash and debris.
- Paints and performs repairs to facility areas.
- Performs chlorine treatment.
- Uses and performs routine/preventative maintenance on vehicles, hand tools, and power equipment.
- Use various types of equipment, including chainsaws, sprayers, and weed eaters.
- Inspects filter twice a day.
- Rakes bar screens.
- Operate sludge truck.
- Set up and inspect equipment and vehicles prior to operation.
- Be familiar with, and execute, safe work procedures associated with assigned work.
- Cleans and maintains tools, equipment, and work place areas.
- Store items in a safe, orderly and accessible manner.
- Operate vehicles and equipment in accordance with established safety guidelines.

Performs other related duties as required

JOB CONTEXT:

The Treatment Plant Laborer is a full-time, permanent position in the Waste Water Treatment Department. The immediate supervisor for this position is the Treatment Plant Supervisor. The person in this position is supervised on a daily basis. The person in this position works regular hours, year-round. The person in this position may work overtime on occasion and is on call for emergencies or during severe weather. The person in this position rarely works nights except for emergency situations. There is no shift work associated with this position. 25% of the work for this position is done indoors; 75% is outdoors and requires work done in all types of weather conditions. The Treatment Plant Laborer is accountable for fiscal, safety, and legal issues for which this position is responsible.

There is at least weekly exposure to chemicals and/or hazardous materials in this position including but not limited to, paints, chlorine, acids, cleaners, pesticides, syringes. The stress level associated with this position is average, depending upon the workload. Physical work consists of, but is not limited to, standing for long periods of time, climbing ladders, handling high-pressure hoses, shoveling, lifting, bending, and stretching.

Treatment Plant Laborer

updated 12/21/2010

LICENSES AND CERTIFICATIONS:

- The person in this position must possess and maintain a valid Missouri commercial driver's license.
- Achieve Class D Missouri Wastewater Operator Certification within 18 months after employment.

EDUCATION AND EXPERIENCE:

- The person in this position must have a high school diploma or its equivalent.
- Six months to 1 year of experience in wastewater systems or related field is recommended.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge

- Thorough knowledge of safety precautions pertaining to proper use of vehicles, tools and equipment.
- Proper grammar and the use of English in speaking and writing.
- Mathematical skills, including addition, subtraction, division, and multiplication.
- Knowledge of proper operation of vehicles and equipment.
- Knowledge of proper treatment facility operations.
- Computer operations and applications, including word processing and spreadsheets.
- OSHA standards and regulations concerning employee safety.

Skills and Abilities

- Ability to work cooperatively with co-workers and the general public.
- Perform basic arithmetic involving addition, subtraction, multiplication, and division.
- Ability to operate hand tools and power equipment.
- Ability to safely operate vehicles and other department equipment
- Ability to carry out written and verbal instructions.
- Ability to perform heavy manual labor under frequently adverse conditions.
- Work safely without presenting a direct threat to self or others.
- Communicate effectively with other city employees, both oral and written.
- Work autonomously when necessary.
- Handle multiple tasks simultaneously with frequent interruptions.
- Maintain professional composure in heated situations.
- Achieve and maintain Class D Wastewater Operator Certification.

This job description is not intended to be all-inclusive, and employee will also perform other reasonable related business duties as assigned by immediate supervisor and Department Head as required. This job description is an “at-will” position and does not constitute a written or implied contract of employment.

EMPLOYEE ACKNOWLEDGEMENT:

Job Title: Treatment Plant Laborer Department: Public Works Section: Wastewater Treatment

Reports To: Treatment Plant Supervisor Department Head: Public Works Director

Grade: G-1 Wage Rate: \$10.62/hr Work Week: Full-time (40 hours) FLSA Status: Non-Exempt

I acknowledge reading job description for this position and understand the duties and responsibilities required of me as contained herein:

Employee Signature

Date

Print Name

Department Head Signature

Date

Print Name

POSITION DESCRIPTION

Job Title: Wastewater Plant Operator
 Department: Public Works
 Date: June 23, 2021

Grade Number:
 FLSA: Full-time, Non-Exempt

GENERAL PURPOSE

This is manual and semi-skilled work in the operation and maintenance of the primary (and some secondary) treatment portions of the City wastewater treatment plant.

An employee performs manual and semi-skilled work in the ongoing conduct of primary treatment operations to maintain a continuing flow of raw sewage into the front end of the plant and its treatment system.

The incumbent follows standard operating procedures to maintain consistent primary operations to meet established EPA and DNR standards.

SUPERVISION RECEIVED

The wastewater supervisor, who establishes a specific operations routine and provides direct and detailed instructions whenever procedures or operations protocols change, closely supervises this employee.

SUPERVISION EXERCISED

None.

ESSENTIAL DUTIES & RESPONSIBILITIES

Follows a carefully pre-established schedule of work activities in the operation of the primary treatment portions of the plant:

Practices safe and efficient operating methods in executing primary treatment procedures:

Controls the flow of raw sewage into the primary treatment areas of the plant; directs overflow sewage from storms into retention basins for future processing:

Scums settlement basins, cleans bar screens and runs collected materials out of grit chambers;

Transfers sludge liquors to holding tanks;

Operates and checks equipment, instruments, pumps, valves, meters, and other apparatus:

Shuts down portions of plant operations to deal with emergencies:

Maintains accurate records of instrument readings and chemicals added to the process during the shift:

Checks efficiency of pumps and overflows;

Maintains an awareness of worker safety guidelines and procedures and applies these in performing daily tasks and activities.

PERIPHERAL DUTIES

Performs related work as required.

JOB CONTEXT

The Wastewater Plant Operator I in the Public Works department works regular, year-round hours with rare overtime. There is no night or shift work for this position, and this person is on call for one week every six weeks. The stress level for this position is moderately low. 30% of the work for this position is indoors; 70% is outdoors and requires working in all types of weather conditions. The Wastewater Plant Operator I is accountable for legal and safety issues for which this position is responsible.

There is exposure to chemical and/or hazardous materials including sodium hypochlorite and HTH chlorine powder.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- A) Graduation from an accredited High School or successful completion of a GED examination and major course work in industrial arts, supplemented by classes in drafting and mechanical drawing, science (biology, physics and chemistry) and mathematics;
- B) Six months experience in the operation of mechanical wastewater treatment equipment; or an equivalent combination of training and/or experience that affords the applicant with the knowledge, skills and abilities.
- C) Applicants must possess or be capable of acquiring within six months a Class D Wastewater Treatment Plant Operators License as issued by the Missouri DNR.
- D) Missouri Commercial Drivers License; Class B.

Necessary Knowledge, Skills and Abilities:

- A) Some knowledge of all operations, processes and procedures involved in the processing and treatment of sewage effluent through the City's wastewater treatment facilities;
- B) Some knowledge of the principles, practices, and methods of wastewater collection and treatment;
- C) Working knowledge of the operation of mechanical and electrical equipment;
- D) Some knowledge of methods of lubricating, maintaining (PM's only) and adjusting equipment;
- E) Limited knowledge of laboratory methods and procedures;
- F) Some knowledge of occupational hazards and safety precautions needed in performing wastewater treatment operations;
- G) Ability to maintain and adjust pumps, instruments, valves, processors, digesters, and other wastewater equipment;
- H) Some ability to safely and effectively apply chemicals to a variety of treatment processes;
- I) Some ability to check the operation of mechanical equipment and to detect flaws and defects;
- J) Some ability to take accurate instrument readings and keep clear and regular records;
- K) Ability to work effectively with co-workers; some mechanical ability; and the ability to perform physically demanding work.

SPECIAL REQUIREMENTS

TOOLS AND EQUIPMENT USED

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms.

The employee frequently is required to stand.

The employee is occasionally required to walk; talk or hear; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions.

The employee occasionally works near moving parts and is occasionally exposed to wet and/or humid conditions.

The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration.

The employee is frequently exposed to toxic or caustic chemicals.

The noise level in the work environment is usually moderately loud.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Approval: _____
Supervisor

Approval: _____
Appointing Authority

Effective Date: _____

Revision History: _____

POSITION DESCRIPTION

Job Title:	Wastewater Equipment Operator	Grade Number:
Department:	Public Works	FLSA: Full-time, <u>Non-Exempt</u>
Date:	June 23, 2021	

GENERAL PURPOSE

This is manual work in the performance of semi-skilled and skilled tasks of a physically demanding nature in support of the City utility operations, maintenance and repair functions.

An employee in this class does semi-skilled and skilled manual labor to provide assistance in the maintenance and repair of the City wastewater and sanitary sewer distribution and wastewater collection systems.

These duties require the ability to use sophisticated equipment and power driven tools and to do heavy physical labor efficiently for the wastewater treatment divisions (and occasionally the street division).

SUPERVISION RECEIVED

The employee works under the daily supervision of the General Foreman.

SUPERVISION EXERCISED

None.

ESSENTIAL DUTIES & RESPONSIBILITIES

Excavates street or right-of-way to reach sewer line breaks, properly laying back trench as the cut deepens:

Helps set line and grade on major sewer line replacement sections; uses journey level plumbing skills to repair sewers:

May clean sewers with sewer jet and other equipment.

Cleans gutters, culverts, sewers and other drainage structures; may lift heavy objects:

Loads and unloads stone, gravel, direct asphalt, and timber with heavy mechanical equipment:

Digs post holes and sets posts; rakes leaves and guts brush:

Mows grass and weeds;

May perform a variety of other manual tasks in connection with the maintenance of sewers, City buildings, and other City facilities:

May perform a variety of other manual tasks in connection with the maintenance of sewers, City buildings, and other City facilities:

Maintains an awareness of worker safety guidelines and procedures and applies these in performing daily tasks and activities.

PERIPHERAL DUTIES

Performs other duties as required.

Equipment Operator

Updated: 6/23/21

JOB CONTEXT

The Wastewater Equipment Operator in the Public Works department works regular, year-round hours with no overtime. There is no night or shift work associated with this position, and this person is on call. The stress level for this position is typically average, but varies with circumstances and activities. 5% of the work for this position is indoors; 95% is outdoors and requires working in all types of weather conditions. The Wastewater Equipment Operator is accountable for legal and safety issues for which this position is responsible.

There is exposure to chemical and/or hazardous material including sewage and oil.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- A) Graduation from an accredited High School or successful completion of a GED examination.
- B) Six months of experience in the maintenance and repair of public water and/or sewer utilities facilities with One year Preferred; or an equivalent combination of training and/or experience.
- C) Missouri Commercial Drivers License; Class B.

Necessary Knowledge, Skills and Abilities:

- A) Working knowledge of a variety of skilled and semi-skilled maintenance tasks.
- B) Working knowledge of the care, uses and applications of power driven and manual maintenance and construction tools and equipment.
- C) Working knowledge of standards safety precautions and procedures.
- D) Working knowledge of basic coding and sequence systems and reading/logging procedures.
- E) Ability to operate the pieces of equipment and powered tools used in sewer line repair and replacement work.
- F) Ability to perform routine manual work.
- G) Demonstrated ability to understand oral instructions.
- H) Ability to read construction blueprints and plans.
- I) Demonstrated mechanical ability.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms.

The employee frequently is required to stand.

The employee is occasionally required to walk; talk or hear; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions.

The employee occasionally works near moving parts and is occasionally exposed to wet and/or humid conditions.

The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration.

The employee is frequently exposed to toxic or caustic chemicals.

The noise level in the work environment is usually moderately loud.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

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Approval: _____
Supervisor

Approval: _____
Appointing Authority

Effective Date: _____

Revision History: _____

SEWAGE TREATMENT PLANT SUPERVISOR

DEFINITION:

This is a highly responsible position of a technical nature requiring knowledge of the operation, maintenance, and supervision of the City's Sewage Treatment Plants.

EXAMPLE OF DUTIES:

1. Responsible for the operation of all sewage treatment plants; knowledgeable of all aspects of plant operations and maintenance; ability to supervise others and provide oversight of all various plant operations and reporting requirements.
2. Performs all duties listed for Sewage Treatment Plant Operator.
3. Provides administrative assistance in the areas of planning, budgeting, reporting, and operations.
4. Performs other duties as assigned.

QUALIFICATIONS:

Must possess all qualifications listed for Sewage Treatment Plant Operator, and, must also possess a proper operator's license per Mo DNR; as well as demonstrate ability to perform necessary supervisory and administrative tasks. Considerable hands-on experience is also required. Must possess a valid Missouri Driver's License.

City of Richland

SEWAGE TREATMENT PLANT OPERATOR

DEFINITION:

This is a highly responsible position of a technical nature in the operation and maintenance of the City's Sewage Treatment Plants.

EXAMPLE OF DUTIES:

1. Responsible for the efficient operation of the sewage treatment plants; maintains plant and equipment in good operating condition; provide all grounds maintenance.
2. Conducts all necessary tests and sampling as required; prepare and maintain all reports and records as required by the Environmental Protection Agency and the Missouri Department of Natural Resources and submit all reports as required; make regular inspections of deep wells and lift stations.
3. Supervise all support personnel.
4. Sweeping and grading of existing streets including snow removal; maintenance of street surfaces by patching and blade mix application; sealing and overlay of existing streets; various aspects of new street construction.
5. Performs other duties as assigned.

QUALIFICATIONS:

Graduate from a standard high school or holds an equivalency certificate. Possess ability to use manual tools in light maintenance; ability to climb stairs and ladders. Must possess a Class "D" Wastewater Operator's License. Must possess a valid Missouri driver's license.

City of Richland

Descriptions of Wastewater Operator Daily Tasks

First responses from Maria Potter, Onondaga State Park

Wastewater Treatment Tasks by Frequency

Daily Tasks:

- Rainfall totals
- Plant Operations SE/SW/Vichy
- Testing/Lab
- Sludge Hauling
- Diagnose and fix problems with the lift pumps

Weekly:

- Sprayfield operation, visual lagoon checks (Mowing/weed eating every other week)
- Lift Station Maintenance
- Grounds Maintenance/Mowing
- Snow/Ice Removal/Salt Spreading (Weather dependent)
- Observes oxidation ditch for solids and DO, PH on INF & EFF
- Repairing sewer lines

Monthly:

- Aeration, fence checks, lift station checks
- Training/Meeting
- Compliance Reporting

Annually:

- Reporting, inspection, repairs and maintenance during off season

Tasks without timeframe:

- Clean sewer mains with a jet
- Camera sewer mains
- Smoke the sewer mains

The information for myself is as follows:

I am the full time Pretreatment Coordinator for the City of Cuba. I spend a full 40 hours per week on the regulation of Industrial and Commercial Wastewater being discharged to our POTW. My task are never the same from day to day or week to week, as my task depend largely on the Compliance Level of each of our dischargers, based upon results of my Fats, Oils, and Grease Program inspections, Industrial wastewater sampling results, Pretreatment Permit writing and reporting requirements, Industry Inspections, and all related calculations and paperwork.

An average of \$950.00 to \$1,000.00 has been spent, during a non-Covid year, in order to obtain my required operator renewal credits (Wastewater Conferences, MODNR Pretreatment Training events, hotel cost, and mileage.

Pretreatment Coordinator

City of Cuba

573-241-0453

Returned Surveys

2020, Sep. 15 14:07 Wastewr Steeleville eering Survey

No. 0571 P. 2

Contact Information

Name: Jason D. Evans Title: Public Works Director
Jurisdiction Served (City/District/HOA/etc.): City of Steelville
Address: 895 Frisco St.
Steelville MO. 65565
Phone: 573-775-2815 Email: jhevans_consult@gmail.com
573-205-0646

System Information

Type of Waste Water Collection System: Gravity - PVC, clay
Type of Waste Water Treatment System: Oxidation ditch
Size of Waste Water Treatment Facility: 2.32 acres
Hook-ups on your system: 642
Capacity of WWTF: 330,000
Actual Gallons/Day Flow: 497,400 per day
Compliant with MDNR Permit: yes
Do you have a Schedule of Compliance to renew your Permit? NO
What issues need to be addressed for Schedule of Compliance?

Operating Information

List Certified Operator(s) 1: Jim Chambers Level: A B C D (circle) → Chief Operator
Operator 2: Marc Make Level: A B C D (circle)
Operator 3: Jason Evans Level: A B C D (circle)
Operator 4: Robert Hicks Level: A B C D (circle)



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Years employed: 25

Employee or Contractor? Employee

Full-time or Part-time? Full-time

If Part-time, how many hours/week? N/A

If employed, What is the salary or rate of pay? 41,184.00

Does this include benefits? What benefits? Health, Dental, retirement, life insurance

If contracted, what is the contracted rate? N/A

How many hours per week are spent solely on Wastewater? 40

Attach position description if available.

Does your jurisdiction pay for Operator Certification? If so, what is that cost?
yes

How many Operators have you had in the past 10 years? 6

Do you have a back-up operator? yes

How do you document maintenance (computer software, written record, etc.)?
written record

Do you have a digital map/GIS of your system? no

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? unsure

Why or why not?
I need more information about the specifics + logistics of this idea.

(If you are not the one to make this decision, please pass on to the person(s) who are able.)

Thank you for your time!

Please return completed survey to MRPC by mail at:
4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: khawes@meramecregion.org



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RECEIVED

MAR 25 2019

Meramec RPC
St. James, MO**Contact Information**

Name: STEVE BLACK Title: OPERATOR
 Jurisdiction Served (City/District/HOA/etc.): BOURBON MO. W.W.T.P.
 Address: 3259 Hwy DD
CUBA MO 65453
 Phone: 573-259-2833 Email: STEVEBLACK58@HOTMAIL.COM

System Information

Type of Waste Water Collection System: ~~OXIDATION DITCH~~ STANDARD
 Type of Waste Water Treatment System: OXIDATION DITCH
 Size of Waste Water Treatment Facility: DESIGN FLOW OF .580 GPD
 # Hook-ups on your system: 750
 Capacity of WWTF: .580 GPD
 Actual Gallons/Day Flow: .120
 Compliant with MDNR Permit: YES
 Do you have a Schedule of Compliance to renew your Permit? YES
 What issues need to be addressed for Schedule of Compliance?
E-COLI TESTING. UV LIGHTING TO BE INSTALLED

Operating Information

Name of Certified Operator: STEVE BLACK Level: A B (C) D (circle)
 Years employed: 1.5
 Employee or Contractor? CONTRACTOR
 Full-time or Part-time? PART TIME



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Meramec Region Wastewater Facility Operating Survey

RECEIVED

If Part-time, how many hours/week? ?

If employed, What is the salary or rate of pay? —

Does this include benefits? What benefits? NO

If contracted, what is the contracted rate? —

Can you provide a Job Description or List of Job Duties? INSURE

Does your jurisdiction pay for Operator Certification? If so, what is the YES

How many Operators have you had in the past 10 years? 3

Do you have a back-up operator? NO

How do you document maintenance (computer software, written record, etc.)?
—

Do you have a digital map/GIS of your system? NO

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? possibly

Why or why not?
—
—

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



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RECEIVED

NOV 16 2020

Meramec RPC
St. James, MO**Contact Information**Name: LEON DICKENS Title: Route 66 HomesJurisdiction Served (City/District/HOA/etc.): CubaAddress: 8416 HWY 22Cuba, MO 65453Phone: 523-885-7055 Email: NONE**System Information**Type of Waste Water Collection System: Lagoon only GreywaterType of Waste Water Treatment System: KASINGER HAULINGSize of Waste Water Treatment Facility: LAGOON# Hook-ups on your system: HAULING Each TRAILER HAS IT OWN SEPTIC TANKCapacity of WWTF: 100 X 300 foot lagoonActual Gallons/Day Flow: VARIESCompliant with MDNR Permit: MO 4043109Do you have a Schedule of Compliance to renew your Permit? NO

What issues need to be addressed for Schedule of Compliance?

NONE**Operating Information**List Certified Operator(s) 1: STEVE BLACK Level: (A) B C D (circle)Operator 2: JOE CAGAN Level: (A) B C D (circle)

Operator 3: _____ Level: A B C D (circle)

Operator 4: _____ Level: A B C D (circle)



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Meramec Region Wastewater Facility Operating Survey

Years employed: 26

Employee or Contractor? company of waste water

Full-time or Part-time? when needed

If Part-time, how many hours/week? ?

If employed, What is the salary or rate of pay? varies

Does this include benefits? What benefits? no

If contracted, what is the contracted rate? depends on how many trailer we have rented

How many hours per week are spent solely on Wastewater? Hauling

Attach position description if available.

Does your jurisdiction pay for Operator Certification? Or Continuing Education Credits? NO

If so, what is the annual average annual cost (Include all travel, lodging, meals, etc)? ---

How many Operators have you had in the past 10 years? 2

Do you have a back-up operator? yes 2

How do you document maintenance (computer software, written record, etc.)?

written record

Do you have a digital map/GIS of your system? NO

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? NO

Why or why not?

(If you are not the one to make this decision, please pass on to the person(s) who are able.)

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive

St. James, MO 65559

By Fax: 573-265-3550

Or by email: khawes@meramecregion.org



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RECEIVED

11-9-20

NOV 11 2020

Contact Information

Name: Eugene Pfeiffer Meramec RPC St. James, MO Title: Agent
 Jurisdiction Served (City/District/HOA/etc.): ? Knights of Columbus
 Address: 45 S. ELLISTON RD # 8920 7057 Old 66 Cuba, MO 65453
CUBA MO 65453
 Phone: 573-259-0445 Email: KOC 8920 @ G-MAIL
573-885-4225

System Information

Type of Waste Water Collection System: PRIVATE
 Type of Waste Water Treatment System: SAND FILTER
 Size of Waste Water Treatment Facility: 2000 GAL DAILY
 # Hook-ups on your system: 2
 Capacity of WWTF: 2000 GAL DAY
 Actual Gallons/Day Flow: UNKNOWN
 Compliant with MDNR Permit: MO - 0134210
 Do you have a Schedule of Compliance to renew your Permit? YES
 What issues need to be addressed for Schedule of Compliance?
UPGRADE TO E-COL, TESTING

Operating Information

List Certified Operator(s) 1: _____ Level: A B C D (circle)
 Operator 2: _____ Level: A B C D (circle)
 Operator 3: _____ Level: A B C D (circle)
 Operator 4: _____ Level: A B C D (circle)



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Meramec Region Wastewater Facility Operating Survey



Knights Of Columbus #8920
7057 Old 66
Cuba, MO 65453
573-885-4225

Years employed: 25

Employee or Contractor? No

Full-time or Part-time? No (Volunteer)

If Part-time, how many hours/week? VARIES

If employed, What is the salary or rate of pay? None

Does this include benefits? What benefits? No

If contracted, what is the contracted rate? N/A

How many hours per week are spent solely on Wastewater? 1

Attach position description if available. General Duties

Does your jurisdiction pay for Operator Certification? Or Continuing Education Credits? No

If so, what is the annual average annual cost (Include all travel, lodging, meals, etc)? N/A

How many Operators have you had in the past 10 years? None

Do you have a back-up operator? No

How do you document maintenance (computer software, written record, etc.)? WRITTEN FILE

Do you have a digital map/GIS of your system? Yes

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? Yes

Why or why not? It might benefit us

(If you are not the one to make this decision, please pass on to the person(s) who are able.)

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive

St. James, MO 65559

By Fax: 573-265-3550

Or by email: khawes@meramecregion.org



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Contact Information

Name: Steve Black Title: _____
Jurisdiction Served (City/District/HOA/etc.): City of Cuba
Address: 202 N. Smith
Cuba, MO 65453
Phone: 573-885-7432 Email: _____

System Information

Type of Waste Water Collection System: _____
Type of Waste Water Treatment System: _____
Size of Waste Water Treatment Facility: _____
Hook-ups on your system: _____
Capacity of WWTF: _____
Actual Gallons/Day Flow: _____
Compliant with MDNR Permit: _____
Do you have a Schedule of Compliance to renew your Permit? _____
What issues need to be addressed for Schedule of Compliance?

Operating Information

Name of Certified Operator: Steve Black/ Dave Menard Level: A B C D C
Years employed: _____
Employee or Contractor? one contractor/one part-time employee
Full-time or Part-time? _____



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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? _____

Does this include benefits? What benefits? _____

If contracted, what is the contracted rate? _____

Can you provide a Job Description or List of Job Duties? _____

Does your jurisdiction pay for Operator Certification? If so, what is that cost?

Yes _____

How many Operators have you had in the past 10 years? _____

Do you have a back-up operator? _____

How do you document maintenance (computer software, written record, etc.)?

Do you have a digital map/GIS of your system? _____

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? _____

Why or why not?

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



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Meramec Region Wastewater Facility Operating Survey

Contact Information

Name: JACK EMORY

Title:

SUPERINTENDENT

CITY OF SALEM

Address: 400 N. IRON

Phone: 729-3061

Email:

water@salemco.com

System Information

Type of Waste Water Collection System: SANITARY

Type of Waste Water Treatment System: ACTIVATED SLUDGE
PLANT

Size of Waste Water Treatment Facility: .741 MGD

Hook-ups on your system:

Capacity of WWTF: .741 MGD

Actual Gallons/Day Flow: >.741 mgd

Compliant with MDNR Permit: MO00410721

Do you have a Schedule of Compliance to renew your Permit? YES

What issues need to be addressed for Schedule of Compliance? INFLOW &
INFILTRATION**Operating Information**Name of Certified Operator: BILL LUNN Level: A B C D
(circle)

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Meramec Region Wastewater Facility Operating Survey

Years employed: 20Employee or Contractor? JAMES CRAWFORDFull-time or Part-time? FULL TIMEIf Part-time, how many hours/week? 40If employed, What is the salary or rate of pay? 13.23

Does this include benefits? What benefits?

40

If contracted, what is the contracted rate? _____

Can you provide a Job Description or List of Job Duties? ROUTINE MAINTENANCE

Does your jurisdiction pay for Operator Certification? If so, what is that cost?

100%How many Operators have you had in the past 10 years? 2Do you have a back-up operator? YESHow do you document maintenance (computer software, written record, etc.)? COMPUTER SOFTWARE; WRITTENRECORDSDo you have a digital map/GIS of your system? NO

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? _____

Why or why not?

Thank you for your time!

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Received
4/29/19

Contact Information

Name: Jeff Dodson Title: Superintendent
Jurisdiction Served (City/District/HOA/etc.): Northwood R-4 School District
Address: 3734 N Hwy 19
Salem, MO 65560
Phone: 572-729-4670 Email: dodson@northwood.k12.mo.us
4607

System Information

Type of Waste Water Collection System: septic tank
Type of Waste Water Treatment System: recirc sand filter
Size of Waste Water Treatment Facility: 10 K gallon
Hook-ups on your system: 1
Capacity of WWTF: 10 K gallon
Actual Gallons/Day Flow: 3 K
Compliant with MDNR Permit: No
Do you have a Schedule of Compliance to renew your Permit? yes
What issues need to be addressed for Schedule of Compliance?
Currently upgrading system to non discharge system

Operating Information

Name of Certified Operator: Michael A. Manis Level: A B C D (circle)
Years employed: 14
Employee or Contractor? Employee
Full-time or Part-time? Full



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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? No additional pay for this service

Does this include benefits? What benefits? _____

If contracted, what is the contracted rate? _____

Can you provide a Job Description or List of Job Duties? Maintenance / Transportation Director

Does your jurisdiction pay for Operator Certification? If so, what is that cost?

DNR Vouchers

How many Operators have you had in the past 10 years? 1

Do you have a back-up operator? yes

How do you document maintenance (computer software, written record, etc.)?

written

Do you have a digital map/GIS of your system? NO

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? yes

Why or why not?

Our District is always looking for ways to become more efficient and/or cost effective

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



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Contact Information

Name: RANDY FARRELL Title: Operator/Const Mgr.
Jurisdiction Served (City/District/HOA/etc.): Lost Valley Lake Resort
Address: 2334 Hwy 22
Owensville MO 65066
Phone: 573-764-2121 ext 2221 Email: rFarrell@lostvalleylake.com

System Information

Type of Waste Water Collection System: Activated sludge
Type of Waste Water Treatment System: Activated Sludge
Size of Waste Water Treatment Facility: 80,000 gal/day
Hook-ups on your system: 30
Capacity of WWTF: 80,000 gal/day
Actual Gallons/Day Flow: 60,000 gal/day
Compliant with MDNR Permit: No
Do you have a Schedule of Compliance to renew your Permit? yes
What issues need to be addressed for Schedule of Compliance?
ammonia & E-coli levels

Operating Information

List Certified Operator(s) 1: RANDY FARRELL Level: A B C D (circle)
Operator 2: _____ Level: A B C D (circle)
Operator 3: _____ Level: A B C D (circle)
Operator 4: _____ Level: A B C D (circle)



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Meramec Region Wastewater Facility Operating Survey

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NOV 11 2020

Meramec RPC
St. James, MO

Years employed: 10

Employee or Contractor? Employee

Full-time or Part-time? Full

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? _____

Does this include benefits? What benefits? _____

If contracted, what is the contracted rate? _____

How many hours per week are spent solely on Wastewater? 15-20

Attach position description if available.

Does your jurisdiction pay for Operator Certification? Or Continuing Education Credits? yes

If so, what is the annual average annual cost (Include all travel, lodging, meals, etc)? 1200-1400

How many Operators have you had in the past 10 years? 2

Do you have a back-up operator? no

How do you document maintenance (computer software, written record, etc.)?

computer & written

Do you have a digital map/GIS of your system? no

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? no

Why or why not?

This is a private, owner owned Resort

(If you are not the one to make this decision, please pass on to the person(s) who are able.)

Thank you for your time!

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4 Industrial Drive

St. James, MO 65559

By Fax: 573-265-3550

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Received
4/24/19

Contact Information

Name: Jeff Kuhre Title: Public Works Director
Jurisdiction Served (City/District/HOA/etc.): City of Owensville
Address: 107 W. SEARS AV.
OWENSVILLE, MO. 65066
Phone: 573-437-2125 Email: publicworks@cityofowensville.com

System Information

Type of Waste Water Collection System: VCP/PVC
Type of Waste Water Treatment System: Covered Lagoon
Size of Waste Water Treatment Facility: .6 MGD
Hook-ups on your system: 1360
Capacity of WWTF: 42,000,000 gal
Actual Gallons/Day Flow: 420,000
Compliant with MDNR Permit: yes
Do you have a Schedule of Compliance to renew your Permit? _____
What issues need to be addressed for Schedule of Compliance?

Operating Information

Name of Certified Operator: Jeff Fahrenholtz Level: A B C D (circle)
Years employed: 7
Employee or Contractor? Employee
Full-time or Part-time? Full



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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? \$17.69/hr.

Does this include benefits? What benefits? YES Insurance / Retirement

If contracted, what is the contracted rate? _____

Can you provide a Job Description or List of Job Duties? YES

Does your jurisdiction pay for Operator Certification? If so, what is that cost?
YES \$1000.00

How many Operators have you had in the past 10 years? 3

Do you have a back-up operator? YES

How do you document maintenance (computer software, written record, etc.)?
Written

Do you have a digital map/GIS of your system? YES

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? MAYBE

Why or why not?

Thank you for your time!

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1

CONTACT INFORMATION

1a

Name

Ann Parker

1b

Your Title

City Clerk

1c

Jurisdiction Served

Rosebud

1d

Address

307 N Cedar St

1e

Phone

+15737647673

1f

Email Address

clerk@fidnet.com

2

SYSTEM INFORMATION

2a

Type of Waste Water Collection System

Lagoon

2b

Type of Waste Water Treatment System

Lagoon

2c

Size of Waste Water Treatment Facility

38000 gallon per day , 2 acre lagoon

2d
of Hook-ups on your system

211

2e
Capacity of WWTF

38000

2f
Actual Gallons/Day Flow

38000

2g
Compliant with MDNR Permit

2h
Do you have a schedule of Compliance to renew your Permit?

No response

2i
What issues need to be addressed for Schedule of Compliance?

Ammonia limits

3
OPERATING SYSTEM

3a
Name of Certified Operator

Dennis Eilers

3b
Level

3c
Years Employed

14

3d
Operator Type

3e
What is the salary or rate of pay?

No response

3f
Does this include benefits?

No response

3g
What Benefits?

No response

3h
What is the contracted rate?

No response

3i
If part-time, how many hours/week?

No response

3j
Can you provide a Job Description or List of Duties?

Public Works Director who oversees all road maintenance, water and sewer. Honor flags for special events, Monitor and participate in Rosebud Special Events

3k
Does your jurisdiction pay for Operator Certification?

Yes

3l
What is the cost?

Usually use \$300 to \$400 worth of vouchers ,

3m
How many Operators have you had in the past 10 years?

1

3n
Do you have a back-up Operator?

Yes

3o
How do you document maintenance (computer software, written records, etc)?

written records, binders

3p
Do you have a digital map/GIS of your system?

No

3q

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operator if it proved to be cost effective?

Not at this time

3r

Why or why not?

self sufficient at this time



Meramec Region Wastewater Facility Operating Survey

Contact Information

Name: Jason Lewis Title: Public Works Director
Jurisdiction Served (City/District/HOA/etc.): Bland
Address: 209 West Kansas City St
Bland MO 65014
Phone: 573 646 3252 Email: blanpublicworks@yahoo.com

System Information

Type of Waste Water Collection System: lagoon
Type of Waste Water Treatment System: Chlorine
Size of Waste Water Treatment Facility: _____
Hook-ups on your system: 235
Capacity of WWTF: 78,000
Actual Gallons/Day Flow: 54,340
Compliant with MDNR Permit: _____
Do you have a Schedule of Compliance to renew your Permit? no
What issues need to be addressed for Schedule of Compliance?
Duck weed Removal

Operating Information

List Certified Operator(s) 1: Jason Lewis Level: A B C D (circle)
Operator 2: _____ Level: A B C D (circle)
Operator 3: _____ Level: A B C D (circle)
Operator 4: _____ Level: A B C D (circle)



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Meramec Region Wastewater Facility Operating Survey

Years employed: 1 1/2

Employee or Contractor? Employee

Full-time or Part-time? Full time

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? 17.00 per hour

Does this include benefits? What benefits? includes benefits

If contracted, what is the contracted rate? _____

How many hours per week are spent solely on Wastewater? 116

Attach position description if available.

Does your jurisdiction pay for Operator Certification? Or Continuing Education Credits? yes

If so, what is the annual average annual cost (Include all travel, lodging, meals, etc.)? _____

How many Operators have you had in the past 10 years? 3

Do you have a back-up operator? no

How do you document maintenance (computer software, written record, etc.)?

note book

Do you have a digital map/GIS of your system? no

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? no Yes when received online in July 19

Why or why not?

(If you are not the one to make this decision, please pass on to the person(s) who are able.)

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive

St. James, MO 65559

By Fax: 573-265-3550

Or by email: khawes@meramecregion.org



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#124 P.002/002

10/07/2020 16:00

5736465210

From: City of Bland

1

CONTACT INFORMATION

1a

Name

RACHEL ANDERSON

1b

Your Title

CITY CLERK

1c

Jurisdiction Served

CITY OF BLAND

1d

Address

209 W KANSAS CITY ST

1e

Phone

+15736463252

1f

Email Address

BLANDMO@CENTURYLINK.NET

2

OPERATING SYSTEM

2a

Name of Certified Operator

JASON LEWIS

2b

Level

D

2c

Years Employed

1

2d

Operator Type

Employee, Full-Time

2e

What is the salary or rate of pay?

No response

2f

Does this include benefits?

No response

2g

What Benefits?

No response

2h

What is the contracted rate?

No response

2i

If part-time, how many hours/week?

No response

2j

Can you provide a Job Description or List of Duties?

YES

2k

Does your jurisdiction pay for Operator Certification?

Yes

2l

What is the cost?

Classes are paid for by DNR vouchers. The City pays per diem on hotel and meals.

2m

How many Operators have you had in the past 10 years?

3

2n

Do you have a back-up Operator?

Yes

2o

- How do you document maintenance (computer software, written records, etc)?

written records

2p

Do you have a digital map/GIS of your system?

No

2q

Would your jurisdiction be interested in a joint contract or MOU with a smaller jurisdiction to cover absences (vacation, illness, gaps in employment, etc)?

yes

2r

Why or why not?

to maintain coverage and make it easier for staffing to take time off when needed

Received 4/14/19
NW

Meramec Region Wastewater Facility Operating Survey

Contact Information

Name: Donald Burrows Title: Operations Manager
Jurisdiction Served (City/District/HOA/etc.): P.W.S.D. No. 1 of Gasconade County/Peaceful Valley Lake
Address: 3408 B Peaceful Valley Rd
Owensville Mo 65066
Phone: 573 487-7808 Email: don.pwsd1@gmail.com

System Information

Type of Waste Water Collection System: Lagoon
Type of Waste Water Treatment System: No Treatment / Coming in 2023
Size of Waste Water Treatment Facility: _____
Hook-ups on your system: 182
Capacity of WWTF: _____
Actual Gallons/Day Flow: Average 80,000 GPD
Compliant with MDNR Permit: Have Order of Compliance for 2023
Do you have a Schedule of Compliance to renew your Permit? Permit Renewed 3-1-2019
What issues need to be addressed for Schedule of Compliance?
Ammonia

Operating Information

Name of Certified Operator: Donald Burrows Level: A B C (D) (circle)
Years employed: 2 1/2 yrs
Employee or Contractor? Contractor
Full-time or Part-time? P/T



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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? 35 +

If employed, What is the salary or rate of pay? _____

Does this include benefits? What benefits? No Benefits

If contracted, what is the contracted rate? 16.50 per hour

Can you provide a Job Description or List of Job Duties? All Day to Day Operations

Does your jurisdiction pay for Operator Certification? If so, what is that cost?
No

How many Operators have you had in the past 10 years? 3

Do you have a back-up operator? No

How do you document maintenance (computer software, written record, etc.)?
Written record

Do you have a digital map/GIS of your system? No

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? Yes

Why or why not?

If it proved effective in filling operator tasks and was also cost effective

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



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Meramec RPC
St. James, MO**Contact Information**

Name: Danny Kirsch Title: Operator
 Jurisdiction Served (City/District/HOA/etc.): City of Chamois
 Address: 200 S Main
Chamois MO 65024
 Phone: 573 763-5541 Email: dwkirsch@irc.com

System Information

Type of Waste Water Collection System: Lagoon
 Type of Waste Water Treatment System: UV
 Size of Waste Water Treatment Facility: _____
 # Hook-ups on your system: 223
 Capacity of WWTF: _____
 Actual Gallons/Day Flow: 0.05546
 Compliant with MDNR Permit: yes
 Do you have a Schedule of Compliance to renew your Permit? _____
 What issues need to be addressed for Schedule of Compliance?

Operating Information

List Certified Operator(s) 1: Danny Kirsch Level: A B C D (circle)
 Operator 2: _____ Level: A B C D (circle)
 Operator 3: _____ Level: A B C D (circle)
 Operator 4: _____ Level: A B C D (circle)



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Meramec Region Wastewater Facility Operating Survey

Years employed: 10

Employee or Contractor? Employee

Full-time or Part-time? Full time

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? \$21.50/hr

Does this include benefits? What benefits? \$500 insurance

If contracted, what is the contracted rate? _____

How many hours per week are spent solely on Wastewater? 20

Attach position description if available.

Does your jurisdiction pay for Operator Certification? Or Continuing Education Credits? yes

If so, what is the annual average annual cost (Include all travel, lodging, meals, etc)? \$500

How many Operators have you had in the past 10 years? 1

Do you have a back-up operator? yes

How do you document maintenance (computer software, written record, etc.)?
written

Do you have a digital map/GIS of your system? NO

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? _____

Why or why not?

(If you are not the one to make this decision, please pass on to the person(s) who are able.)

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive

St. James, MO 65559

By Fax: 573-265-3550

Or by email: khawes@meramecregion.org



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Meramec RPC
St. James, MO**Contact Information**

Name: Larry Fredrich Title: Utility Superintendent
 Jurisdiction Served (City/District/HOA/etc.): City of Linn WWTF
 Address: P.O. Box 498, 1200 E main st
Linn, MO 65051
 Phone: 573-897-2236 Email: Carrie@Cityoflinn.com

System Information

Type of Waste Water Collection System: Gravity, Force Main
 Type of Waste Water Treatment System: 5 cell, 4 aerated, UV
 Size of Waste Water Treatment Facility: 5 cells over 7 acres
 # Hook-ups on your system: 665
 Capacity of WWTF: 499,000 gals per day
 Actual Gallons/Day Flow: 250,000 per day
 Compliant with MDNR Permit: MO 0051551
 Do you have a Schedule of Compliance to renew your Permit? NO
 What issues need to be addressed for Schedule of Compliance?
None, but we have some issues with the pH going above 9.0

Operating Information

List Certified Operator(s) 1: Larry Fredrich Level: A (B) C D (circle) #8803
 Operator 2: _____ Level: A B C D (circle)
 Operator 3: _____ Level: A B C D (circle)
 Operator 4: _____ Level: A B C D (circle)



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Meramec Region Wastewater Facility Operating Survey

Years employed: 17 1/2 years

Employee or Contractor? Employee

Full-time or Part-time? Full time

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? \$21.68 per hour

Does this include benefits? What benefits? City pays for health Insurance, Dental & Vision Insurance for employer

If contracted, what is the contracted rate? _____

How many hours per week are spent solely on Wastewater? 16

Attach position description if available.

Does your jurisdiction pay for Operator Certification? Or Continuing Education Credits? Yes

If so, what is the annual average annual cost (Include all travel, lodging, meals, etc.)? _____

How many Operators have you had in the past 10 years? 1

Do you have a back-up operator? Yes

How do you document maintenance (computer software, written record, etc.)?
both Software and Written record

Do you have a digital map/GIS of your system? yes

Would your jurisdiction be interested in a joint contract with other local facilities operation if it proved to be cost effective? Not at this time

Why or why not?

It would be time consuming, as the wastewater takes a lot of time and maintenance.

(If you are not the one to make this decision, please pass on to the person(s) who are able.)

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive

St. James, MO 65559

By Fax: 573-265-3550

Or by email: khawes@meramecregion.org



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Meramec Region Wastewater Facility Operating Survey

Contact Information

Name: Chris Brundick Title: MAYOR
 Jurisdiction Served (City/District/HOA/etc.): Village
 Address: 472 2ND St
Argyle Mo 65001
 Phone: 573-728-9980 Email: argyle.missouri@gmail.com

System Information

Type of Waste Water Collection System: SAND Filtration
 Type of Waste Water Treatment System: SAND Filtration
 Size of Waste Water Treatment Facility: _____
 # Hook-ups on your system: 66 as of 7/1/19
 Capacity of WWTF: _____
 Actual Gallons/Day Flow: _____
 Compliant with MDNR Permit: _____
 Do you have a Schedule of Compliance to renew your Permit? _____
 What issues need to be addressed for Schedule of Compliance?

Operating Information

573-578-3549
 Name of Certified Operator: Shon Westark Level: A B C D (circle)
 Years employed: 2
 Employee or Contractor? Contractor
 Full-time or Part-time? Full time



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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? 0Does this include benefits? What benefits? 0If contracted, what is the contracted rate? \$160 onsite checks

Can you provide a Job Description or List of Job Duties? _____

Does your jurisdiction pay for Operator Certification? If so, what is that cost?

NOHow many Operators have you had in the past 10 years? 2Do you have a back-up operator? Yes

How do you document maintenance (computer software, written record, etc.)?

written

Do you have a digital map/GIS of your system? _____

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? Maybe

Why or why not?

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org

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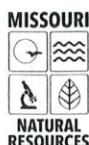
APR 29 2019

Meramec RPC
St. James, MO**Contact Information**Name: David M. Simpson Title: OperatorJurisdiction Served (City/District/HOA/etc.): Newburg, Mo. 65550Address: 191 Main Drawer KNewburg, Mo. 65550Phone: 573-762-2315 Email: City Hall@FidNet.com**System Information**Type of Waste Water Collection System: CombinedType of Waste Water Treatment System: Step feed / Extended AirSize of Waste Water Treatment Facility: 100,000 MGD# Hook-ups on your system: 204Capacity of WWTF: 100,000 MGDActual Gallons/Day Flow: 45-70 MGDCompliant with MDNR Permit: YesDo you have a Schedule of Compliance to renew your Permit? NA Just Renewed

What issues need to be addressed for Schedule of Compliance?

NA

Emailed 7/3
to see if we
take time + money
if they want considered

Operating InformationName of Certified Operator: David M. Simpson Level: (A) B C D (circle)Years employed: 11Employee or Contractor? ContractorFull-time or Part-time? Part Time

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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? 20-80

If employed, What is the salary or rate of pay? \$5.62 - \$16.41

Does this include benefits? What benefits? NO

If contracted, what is the contracted rate? _____

Can you provide a Job Description or List of Job Duties? A-2

Does your jurisdiction pay for Operator Certification? If so, what is that cost?
NO

How many Operators have you had in the past 10 years? 1

Do you have a back-up operator? Yes

How do you document maintenance (computer software, written record, etc.)?
written

Do you have a digital map/GIS of your system? NO

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? NO

Why or why not?
No one wants to take time or money to look into it.

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



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Received 4/17/19
(NW)Contact Information

Name: STEVE HARGIS, P.E. Title: DIRECTOR OF PUBLIC WORKS
 Jurisdiction Served (City/District/HOA/etc.): CITY OF ROLLA
 Address: P.O. Box 979 Rolla, MO 65401
901 North Elm
 Phone: 573-364-8659 Email: shargis@rollacity.org

System Information

(Air Permit)

Type of Waste Water Collection System: GRAVITY
 Type of Waste Water Treatment System: LAND APPLICATION
 Size of Waste Water Treatment Facility: 30,500 GPD
 # Hook-ups on your system: 8
 Capacity of WWTF: 30,500 GPD
 Actual Gallons/Day Flow: 3,500 GPD
 Compliant with MDNR Permit: YES
 Do you have a Schedule of Compliance to renew your Permit? NO
 What issues need to be addressed for Schedule of Compliance?
NONE

Operating Information

Name of Certified Operator: Will Ooms, SUPERINTENDENT Level: (A) B C D (circle)
 Years employed: 3
 Employee or Contractor? EMPLOYEE
 Full-time or Part-time? FULL



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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? \$25.64 / HR

Does this include benefits? What benefits? FULL BENEFITS

If contracted, what is the contracted rate? _____

Can you provide a Job Description or List of Job Duties? YES

Does your jurisdiction pay for Operator Certification? If so, what is that cost?
TRAINING CLASSES

How many Operators have you had in the past 10 years? _____

Do you have a back-up operator? YES

How do you document maintenance (computer software, written record, etc.)?
WRITTEN

Do you have a digital map/GIS of your system? YES

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? _____

Why or why not?

THE ONLY CIRCUMSTANCES WOULD BE WHILE WE CONTRACT TO PROVIDE SERVICES TO OTHER COMMUNITIES

Thank you for your time!

Please return completed survey to MRPC by mail at:

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St. James, MO 65559

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Contact Information

Name: William Oims Title: WW Superintendent
Jurisdiction Served (City/District/HOA/etc.): City of Rolla
Address: P.O. Box 979
Rolla MO 65402
Phone: 573-364-6122 Email: wolms@rollacity.org

System Information

Type of Waste Water Collection System: Gravity
Type of Waste Water Treatment System: Mechanical treatment plant
Size of Waste Water Treatment Facility: 4.765 MGD
Hook-ups on your system: _____
Capacity of WWTF: 4.765 MGD
Actual Gallons/Day Flow: 3.06 MGD
Compliant with MDNR Permit: YES
Do you have a Schedule of Compliance to renew your Permit? NO
What issues need to be addressed for Schedule of Compliance?
None

Operating Information

List Certified Operator(s) 1: Eric Shive Level: (A) B C D (circle)
Operator 2: Chris Strumph Level: (A) B C D (circle)
Operator 3: Hugh Harwell Level: (A) B C D (circle)
Operator 4: Bob Harley Level: A B (C) D (circle)



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Meramec Region Wastewater Facility Operating Survey

Years employed: 4

Employee or Contractor? Employee

Full-time or Part-time? Full-Time

If Part-time, how many hours/week? N/A

If employed, What is the salary or rate of pay? 25.64/hr

Does this include benefits? What benefits? Full Benefits

If contracted, what is the contracted rate? N/A

How many hours per week are spent solely on Wastewater? 40

Attach position description if available.

Does your jurisdiction pay for Operator Certification? If so, what is that cost?

Training Classes

How many Operators have you had in the past 10 years? 10

Do you have a back-up operator? yes

How do you document maintenance (computer software, written record, etc.)?

written

Do you have a digital map/GIS of your system? yes

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? _____

Why or why not?

The only circumstances would be where we contract to provide services to other communities.

(If you are not the one to make this decision, please pass on to the person(s) who are able.)

Thank you for your time!

Please return completed survey to MRPC by mail at:

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St. James, MO 65559

By Fax: 573-265-3550

Or by email: khawes@meramecregion.org



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Contact Information

Name: Will Oims Title: WW Superintendent
 Jurisdiction Served (City/District/HOA/etc.): City of Rolla
 Address: P.O. Box 979
Rolla MO 65402
 Phone: 573-364-6122 Email: woims@rollacity.org

System Information

Type of Waste Water Collection System: Gravity
 Type of Waste Water Treatment System: Mechanical Treatment Plant
 Size of Waste Water Treatment Facility: 1.0 MGD
 # Hook-ups on your system: _____
 Capacity of WWTF: 1.0 MGD
 Actual Gallons/Day Flow: 388 MGD
 Compliant with MDNR Permit: Yes
 Do you have a Schedule of Compliance to renew your Permit? NO
 What issues need to be addressed for Schedule of Compliance?
NONE

Operating Information

List Certified Operator(s) 1: Roger Block Level: (A) B C D (circle)
 Operator 2: Junior Oxner Level: (A) B C D (circle)
 Operator 3: _____ Level: A B C D (circle)
 Operator 4: _____ Level: A B C D (circle)



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Meramec Region Wastewater Facility Operating Survey

Years employed: 20

Employee or Contractor? Employee

Full-time or Part-time? Full Time

If Part-time, how many hours/week? N/A

If employed, What is the salary or rate of pay? 18.93/hr

Does this include benefits? What benefits? Full Benefits

If contracted, what is the contracted rate? N/A

How many hours per week are spent solely on Wastewater? 40

Attach position description if available.

Does your jurisdiction pay for Operator Certification? If so, what is that cost?

Training classes

How many Operators have you had in the past 10 years? 2

Do you have a back-up operator? yes

How do you document maintenance (computer software, written record, etc.)?

written

Do you have a digital map/GIS of your system? yes

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? _____

Why or why not?

The only circumstances would be where we contract to provide services to other communities.

(If you are not the one to make this decision, please pass on to the person(s) who are able.)

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive

St. James, MO 65559

By Fax: 573-265-3550

Or by email: khawes@meramecregion.org



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Contact Information

Name: Will Olms Title: WW Superintendent
Jurisdiction Served (City/District/HOA/etc.): City of Rolla
Address: P.O. Box 979
Rolla Mo 65402
Phone: 573-364-6122 Email: wo1ms@rollacity.org

System Information

Type of Waste Water Collection System: Gravity
Type of Waste Water Treatment System: Mechanical Treatment Plant
Size of Waste Water Treatment Facility: 0.4 MGD
Hook-ups on your system: _____
Capacity of WWTF: 0.4 MGD
Actual Gallons/Day Flow: 0.317 MGD
Compliant with MDNR Permit: YES
Do you have a Schedule of Compliance to renew your Permit? NO
What issues need to be addressed for Schedule of Compliance?
NONE

Operating Information

List Certified Operator(s) 1: Roger Block Level: (A) B C D (circle)
Operator 2: Junior Oxner Level: (A) B C D (circle)
Operator 3: _____ Level: A B C D (circle)
Operator 4: _____ Level: A B C D (circle)



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Meramec Region Wastewater Facility Operating Survey

Years employed: 20

Employee or Contractor? Employee

Full-time or Part-time? Full-Time

If Part-time, how many hours/week? N/A

If employed, What is the salary or rate of pay? 18.93/hr

Does this include benefits? What benefits? Full Benefits

If contracted, what is the contracted rate? N/A

How many hours per week are spent solely on Wastewater? 40

Attach position description if available.

Does your jurisdiction pay for Operator Certification? If so, what is that cost?

Training classes

How many Operators have you had in the past 10 years? 2

Do you have a back-up operator? yes

How do you document maintenance (computer software, written record, etc.)?

Written

Do you have a digital map/GIS of your system? yes

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? _____

Why or why not?

The only circumstances would be where we contract to provide services to other communities.

(If you are not the one to make this decision, please pass on to the person(s) who are able.)

Thank you for your time!

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St. James, MO 65559

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1

CONTACT INFORMATION

1a

Name

Jeff Jordan

1b

Your Title

Operator

1c

Jurisdiction Served

City of edgar springs

1d

Address

555 broadway st. edgar springs mo, 65462

1e

Phone

+15734356334

1f

Email Address

edgarspringsmo@yahoo.com

2

SYSTEM INFORMATION

2a

Type of Waste Water Collection System

POTW - SIC #4952

2b

Type of Waste Water Treatment System

wastewater treatment plant

2c

Size of Waste Water Treatment Facility

40,000 gallons per day.

2d
of Hook-ups on your system

105

2e
Capacity of WWTF

400

2f
Actual Gallons/Day Flow

11,000

2g
Compliant with MDNR Permit

2h
Do you have a schedule of Compliance to renew your Permit?

2i
What issues need to be addressed for Schedule of Compliance?

lift stations

3
OPERATING SYSTEM

3a
Name of Certified Operator

Jeff Jordan

3b
Level

3c
Years Employed

3

3d
Operator Type

3e
What is the salary or rate of pay?

No response

3f
Does this include benefits?

No response

3g
What Benefits?

No response

3h
What is the contracted rate?

12.50 hr

3i
If part-time, how many hours/week?

10 hr

3j
Can you provide a Job Description or List of Duties?

plant operations

3k
Does your jurisdiction pay for Operator Certification?

Yes

3l
What is the cost?

vochers

3m
How many Operators have you had in the past 10 years?

2

3n
Do you have a back-up Operator?

Yes

3o
How do you document maintenance (computer software, written records, etc)?

written records

3p
Do you have a digital map/GIS of your system?

No

3q

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operator if it proved to be cost effective?

yes

3r

Why or why not?

na

Nov 20, 2020 3:28 PM

1
CONTACT INFORMATION

1a
Name

Billy Bowers

1b
Your Title

Local Manager Alliance Water Resources

1c
Jurisdiction Served

City of St. James

1d
Address

16000 ST RT B

1e
Phone

+15732653865

1f
Email Address

bbowers@alliancewater.com

2
SYSTEM INFORMATION

2a
Type of Waste Water Collection System

Gravity

2b
Type of Waste Water Treatment System

oxidation ditch

2c

Size of Waste Water Treatment Facility

1MGD

2d

of Hook-ups on your system

1750

2e

Capacity of WWTF

1MGD

2f

Actual Gallons/Day Flow

.5MGD

2g

Compliant with MDNR Permit

2h

Do you have a schedule of Compliance to renew your Permit?

2i

What issues need to be addressed for Schedule of Compliance?

upgrade to WWTP

3

OPERATING SYSTEM

3a

Name of Certified Operator 1

Bob Hathcock

3b

Level

3c

Name of Certified Operator 2

Billy Bowers

3d
Level

C

3e
Name of Certified Operator 3

NA

3f
Level

D

3g
Name of Certified Operator 4

No response

3h
Level

A

3i
Years Employed

10

3j
Operator Type

Employee, Full-Time

3k
What is the salary or rate of pay?

No response

3l
Does this include benefits?

No response

3m
What Benefits?

No response

3d
Level

C

3e
Name of Certified Operator 3

NA

3f
Level

D

3g
Name of Certified Operator 4

No response

3h
Level

A

3i
Years Employed

10

3j
Operator Type

Employee, Full-Time

3k
What is the salary or rate of pay?

No response

3l
Does this include benefits?

No response

3m
What Benefits?

No response

3n

What is the contracted rate?

\$333,888 annually

3o

If part-time, how many hours/week?

40+

3p

Can you provide a Job Description or List of Duties?

all maintenance and operations of water/waist water

3q

How many staff hours are spent solely on wastewater each week?

50

3r

Does your jurisdiction pay for Operator Certification and Continuing Education?

Yes

3s

What is average annual cost? (Include registration fees, lodging, meals, mileage, etc.)

\$1000

3t

How many Operators have you had in the past 10 years?

1

3u

Do you have a back-up Operator?

Yes

3v

How do you document maintenance (computer software, written records, etc)?

computer documents and written

3w

Do you have a digital map/GIS of your system?

Yes

3x

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operator if it proved to be cost effective?

no

3y

Why or why not?

Alliance is a big enough company to cover any and all needs

Meramec Region Wastewater Facility Operating Survey

Received 4/10/19
(XV)

Contact Information

Name: Don Decker

Title: Wastewater plant Operator

Jurisdiction Served (City/District/HOA/etc.): City of Richland

Address: 204 E. Washington P.O.Box 798

Richland Mo. 65556

Phone: 573-765-5353

Email: richlandwwtf@gmail.com

System Information

Type of Waste Water Collection System: _____

Type of Waste Water Treatment System: Mechanical Plant

Size of Waste Water Treatment Facility: 5 acres

Hook-ups on your system: 865 approx.

Capacity of WWTF: 360,000 gpd

Actual Gallons/Day Flow: 330,000 gpd

Compliant with MDNR Permit: _____

Do you have a Schedule of Compliance to renew your Permit? yes

What issues need to be addressed for Schedule of Compliance? I and I

Emailed 7/9
regarding interest
in participating
*Responded "Not his
decision"

Operating Information

Name of Certified Operator: Don Decker Level: A

Years employed: 18

Employee or Contractor? Employee

Full-time or Part-time? Full Time

If Part-time, how many hours/week? _____



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Meramec Region Wastewater Facility Operating Survey

If employed, What is the salary or rate of pay? _____

Does this include benefits? What benefits? Sick leave and Vacation

If contracted, what is the contracted rate? _____

Can you provide a Job Description or List of Job Duties? Runs wastewater plant

Does your jurisdiction pay for Operator Certification? No

If so, what is that cost? _____

How many Operators have you had in the past 10 years? 3

Do you have a back-up operator? Yes

How do you document maintenance (computer software, written record, etc.)? Work Order / computer

Do you have a digital map/GIS of your system? In Process now

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? Unknown

Why or why not? Not my decision to make

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



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Recvd 4/13/2020

Contact Information

Name: Don Decker Title: WWTF Operator
 Jurisdiction Served (City/District/HOA/etc.): City of Richland
 Address: 19199 Rose Finch Road
Richland, Mo. 65556
 Phone: 573-765-5353 Email: richlandwwtf@gmail.com

System Information

Type of Waste Water Collection System: clay/pvc piping
 Type of Waste Water Treatment System: Mechanical
 Size of Waste Water Treatment Facility: _____
 # Hook-ups on your system: <1000
 Capacity of WWTF: 365000 gpd
 Actual Gallons/Day Flow: 400000gpd
 Compliant with MDNR Permit: mo0023299
 Do you have a Schedule of Compliance to renew your Permit? yes
 What issues need to be addressed for Schedule of Compliance?
disinfection

Operating Information

Name of Certified Operator: Don Decker Level: A B C D A
 Years employed: 19
 Employee or Contractor? Employee
 Full-time or Part-time? full



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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? _____

Does this include benefits? What benefits? insurance, retirement

If contracted, what is the contracted rate? _____

Can you provide a Job Description or List of Job Duties? plant operator

Does your jurisdiction pay for Operator Certification? If so, what is that cost?
yes, depends on class

How many Operators have you had in the past 10 years? 3

Do you have a back-up operator? yes

How do you document maintenance (computer software, written record, etc.)?
computer, written

Do you have a digital map/GIS of your system? yes

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? not my decision

Why or why not?

Thank you for your time!

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By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



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Meramec Region Wastewater Facility Operating Survey

Contact Information

Name: Jack Eldridge Title: Water/wastewater Supt.
Jurisdiction Served (City/District/HOA/etc.): City of Wayneville
Address: 100 Tremont Center
Waynesville, MO 65583
Phone: 573-774-5217 Email: water1@waynesvillemo.org

System Information

Type of Waste Water Collection System: _____

Type of Waste Water Treatment System: _____

Size of Waste Water Treatment Facility: _____

Hook-ups on your system: _____

Capacity of WWTF: _____

Actual Gallons/Day Flow: _____

Compliant with MDNR Permit: _____

Do you have a Schedule of Compliance to renew your Permit? _____

What issues need to be addressed for Schedule of Compliance?

Operating Information

Name of Certified Operator: 3 with A, 1 with C Level: A B C D

Years employed: _____

Employee or Contractor? employees

Full-time or Part-time? 7 full time employees



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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? _____

Does this include benefits? What benefits? _____

If contracted, what is the contracted rate? _____

Can you provide a Job Description or List of Job Duties? _____

Does your jurisdiction pay for Operator Certification? If so, what is that cost?

How many Operators have you had in the past 10 years? _____

Do you have a back-up operator? _____

How do you document maintenance (computer software, written record, etc.)?

Do you have a digital map/GIS of your system? _____

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? maybe - took care of Dixon for awhile

Why or why not?

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



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APR 01 2019

Meramec RPC
St. James, MO**Contact Information**

Name: CARL E. BOONE Title: OWNER/ MGR
Jurisdiction Served (City/District/HOA/etc.): MOONLIGHT VALLEY HOMEOWNERS ASSC.
Address: 603. E. EMPIRE ST PLANT: 20513 HWY 17
KING CITY, MO 64403 WAYNESVILLE, MO 65583
Phone: 816-261-6051 Email: cboone@sbpc.com

System Information

Type of Waste Water Collection System: _____
Type of Waste Water Treatment System: Anaerobic Digester - Re-Circ Sand Filter
Size of Waste Water Treatment Facility: 14,800 GPD
Hook-ups on your system: 5 / 18.5 PE
Capacity of WWTF: 40 / 148 PE
Actual Gallons/Day Flow: 900 GPD
Compliant with MDNR Permit: YES
Do you have a Schedule of Compliance to renew your Permit? NO
What issues need to be addressed for Schedule of Compliance?
NONE

Operating Information

OWNER OPERATED w/ Consultant assistance
Name of Certified Operator: N/A Level: A B C D (circle)
Years employed: _____
Employee or Contractor? _____
Full-time or Part-time? _____



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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? N/A

If employed, What is the salary or rate of pay? _____

Does this include benefits? What benefits? _____

If contracted, what is the contracted rate? _____

Can you provide a Job Description or List of Job Duties? _____

Does your jurisdiction pay for Operator Certification? If so, what is that cost?
_____ N/A

How many Operators have you had in the past 10 years? 1

Do you have a back-up operator? _____

How do you document maintenance (computer software, written record, etc.)?

Do you have a digital map/GIS of your system? Yes

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? Yes

Why or why not?

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



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Meramec Region Wastewater Facility Operating Survey

Contact InformationName: JOHN ROBINSON, III Title: MAYORJurisdiction Served (City/District/HOA/etc.): VILLAGE OF CALEDONIAAddress: P. O. BOX 100
_____Phone: 573-779-3492 Email: city029@centurytel.net**System Information**Type of Waste Water Collection System: Gravity fed lift stationsType of Waste Water Treatment System: 3-Cell Lagoon / ultraviolet disinfectionSize of Waste Water Treatment Facility: Approximately 4 acres# Hook-ups on your system: Currently 108Capacity of WWTF: 20,000 per dayActual Gallons/Day Flow: 13,700 per dayCompliant with MDNR Permit: YesDo you have a Schedule of Compliance to renew your Permit? NoWhat issues need to be addressed for Schedule of Compliance?

_____**Operating Information**List Certified Operator(s) 1: Matt Bequette Level: A B C D (circle)Operator 2: Kelly Caster Level: A B C D (circle)

Operator 3: _____ Level: A B C D (circle)

Operator 4: _____ Level: A B C D (circle)



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Meramec Region Wastewater Facility Operating SurveyYears employed: NAEmployee or Contractor? Environmental Water Resources LLCFull-time or Part-time? As neededIf Part-time, how many hours/week? 25If employed, What is the salary or rate of pay? NADoes this include benefits? What benefits? NAIf contracted, what is the contracted rate? \$1,320.00 per monthHow many hours per week are spent solely on Wastewater? 13

Attach position description if available.

Does your jurisdiction pay for Operator Certification? If so, what is that cost?

NoHow many Operators have you had in the past 10 years? 2Do you have a back-up operator? Yes

How do you document maintenance (computer software, written record, etc.)?

By written recordDo you have a digital map/GIS of your system? UnsureWould your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? YesWhy or why not? Because it would be advantageous to all communities if it would reduce the costs.*(If you are not the one to make this decision, please pass on to the person(s) who are able.)***Thank you for your time!**

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: khawes@meramecregion.org

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MAR 25 2019

Meramec RPC
St. James, MO**Contact Information**

Name: Bethany Deal Title: Superintendent
 Jurisdiction Served (City/District/HOA/etc.): School District
 Address: 10788 State Hwy A
Richwoods MO 63071
 Phone: 573-678-2257 Email: bdeal@richwoods.k12.mo.us

System Information

Type of Waste Water Collection System: (Extended aeration package plant)
 Type of Waste Water Treatment System: Ultraviolet disinfection/sludge holding tank
 Size of Waste Water Treatment Facility: Design flow 6000 gallons per day
 # Hook-ups on your system: 1
 Capacity of WWTF: Design flow 6000 gallons per day
 Actual Gallons/Day Flow: 1200
 Compliant with MDNR Permit: yes
 Do you have a Schedule of Compliance to renew your Permit? No
 What issues need to be addressed for Schedule of Compliance?
N/A

Operating Information

Masterson & Associates
 Name of Certified Operator: Susan Masterson Level: A B C D (circle)
 Years employed: Contracted approximately 18 years
 Employee or Contractor? Contractor
 Full-time or Part-time? Part time



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Meramec Region Wastewater Facility Operating Survey

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MAR 25 2019

Meramec RPC
St. James, MO

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? N/A

Does this include benefits? What benefits? N/A

If contracted, what is the contracted rate? Monthly rate + sampling, pumping, and repairs.

Can you provide a Job Description or List of Job Duties? Maintain Plant, Provide samples as required

Does your jurisdiction pay for Operator Certification? If so, what is that cost?

N/A

How many Operators have you had in the past 10 years? 1

Do you have a back-up operator? Masterson may have.

How do you document maintenance (computer software, written record, etc.)?

Sample results, UV system with written record.

Do you have a digital map/GIS of your system? _____

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? If cost effective and dependable.

Why or why not?

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



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Received 4/15/19
mwo**Contact Information**

Name: Sve Goekan Title: President
 Jurisdiction Served (City/District/HOA/etc.): Holiday Shores Washington County
 Address: 10264 Pine Drive
Bismarck MO 63624
 Phone: 573-734-2337 Email: Svegoekenehuges.NET

System Information

Type of Waste Water Collection System: Step
 Type of Waste Water Treatment System: Sand filter
 Size of Waste Water Treatment Facility: 1 1/2 Acres
 # Hook-ups on your system: 113
 Capacity of WWTF: 12,000 GAL
 Actual Gallons/Day Flow: 4000
 Compliant with MDNR Permit: YES
 Do you have a Schedule of Compliance to renew your Permit? YES
 What issues need to be addressed for Schedule of Compliance?
E-COLI TREATMENT

Operating Information

Name of Certified Operator: PAUL Lashley Level: A B C D (circle)
 Years employed: 3
 Employee or Contractor? CONTRACTOR
 Full-time or Part-time? PART TIME



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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? 3 hrs

If employed, What is the salary or rate of pay? VARIES

Does this include benefits? What benefits? NO - NONE

If contracted, what is the contracted rate? 350.00 Mo.

Can you provide a Job Description or List of Job Duties? CHECK PLANT MAINT

Does your jurisdiction pay for Operator Certification? If so, what is that cost?
N.A.

How many Operators have you had in the past 10 years? 1

Do you have a back-up operator? NO

How do you document maintenance (computer software, written record, etc.)?
WRITTEN

Do you have a digital map/GIS of your system? NO

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? MAYBE

Why or why not?

NA

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



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Contact Information

Name: TR Dudley Title: Mayor
Jurisdiction Served (City/District/HOA/etc.): City of Potosi
Address: 121 E. High Street
Potosi, MO 63664
Phone: 573-438-2767 Email: _____

System Information

Type of Waste Water Collection System: _____
Type of Waste Water Treatment System: _____
Size of Waste Water Treatment Facility: _____
Hook-ups on your system: _____
Capacity of WWTF: _____
Actual Gallons/Day Flow: _____
Compliant with MDNR Permit: _____
Do you have a Schedule of Compliance to renew your Permit? _____
What issues need to be addressed for Schedule of Compliance?

Operating Information

Name of Certified Operator: Jeff Benson Level: A B C D
Years employed: _____
Employee or Contractor? Contractor
Full-time or Part-time? part-time



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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? _____

Does this include benefits? What benefits? _____

If contracted, what is the contracted rate? _____

Can you provide a Job Description or List of Job Duties? _____

Does your jurisdiction pay for Operator Certification? If so, what is that cost?

How many Operators have you had in the past 10 years? _____

Do you have a back-up operator? _____

How do you document maintenance (computer software, written record, etc.)?

Do you have a digital map/GIS of your system? _____

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? maybe

Why or why not?

Need a regional agreement to determine rate of pay, how testing is paid for, etc.

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



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Updated copy
Received 9/24/19

Contact Information

Name: Alex M. Caul Title: Superintendent
Jurisdiction Served (City/District/HOA/etc.): Kingston K-14 School District
Address: 16047 Diamond Road
Cadet, MO 63630
Phone: 573-438-4982 Email: mccaul.alex@K-14.org

System Information Permit # MO-0087921

Type of Waste Water Collection System: Septic Tanks
Type of Waste Water Treatment System: Recirculating Sand Filter, UV Disinfection, Biofilter
Size of Waste Water Treatment Facility: _____
Hook-ups on your system: 2 Systems - 1 hook up per system with multiple build:
3,500 Gallons Per Day - System #1
Capacity of WWTF: 6,000 Gallons Per Day - System #2
Actual Gallons/Day Flow: 8,000 Gallons Per Day
Compliant with MDNR Permit: Yes
Do you have a Schedule of Compliance to renew your Permit? Yes
What issues need to be addressed for Schedule of Compliance?
None - Recently renewed and are in compliance

Operating Information

Name of Certified Operator: Jeff Benson Level: (A) B C D (circle)
Years employed: 5
Employee or Contractor? Contractor
Full-time or Part-time? Part Time - As Needed



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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? As Needed

If employed, What is the salary or rate of pay? N/A

Does this include benefits? What benefits? No

If contracted, what is the contracted rate? \$250 per Quarter

Can you provide a Job Description or List of Job Duties? N/A

Does your jurisdiction pay for Operator Certification? If so, what is that cost?
No

How many Operators have you had in the past 10 years? 2

Do you have a back-up operator? No

How do you document maintenance (computer software, written record, etc.)?
Written Records

Do you have a digital map/GIS of your system? Unknown

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? Absolutely

Why or why not?
As a school district in a very rural area we must maintain a good working system. We do not feel qualified to do this and must rely on help from others.

Thank you for your time!

Please return completed survey to MRPC by mail at:

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramecregion.org



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Meramec Region Wastewater Facility Operating Survey

Contact Information

Name: ALEX M^cCAUL Title: SUPERINTENDENT
Jurisdiction Served (City/District/HOA/etc.): KINGSTON K-14 SCHOOL DISTRICT
Address: 10047 DIAMOND ROAD
CABOT, MO 63630
Phone: 573-438-4982 Email: mccaul.alex@k-14.org

System Information

Permit # MO-0087921
Type of Waste Water Collection System: POTW - SIC # 4952 - Septic Tanks
Type of Waste Water Treatment System: Recirculating Sand Filter / UV disinfection /
Biocline
Size of Waste Water Treatment Facility: _____
Hook-ups on your system: 2 Separate Systems, 1 each
Capacity of WWTF: #1 3500 Gallons per day
#2 6000 Gallons per day
Actual Gallons/Day Flow: 6500 Total
Compliant with MDNR Permit: YES
Do you have a Schedule of Compliance to renew your Permit? YES
What issues need to be addressed for Schedule of Compliance?
NONE - RECENTLY RENEWED

Operating Information

Name of Certified Operator: Not Required Level: A B C D (circle)
Years employed: Per Permit
Employee or Contractor? We Contract with Company for Quarterly Testing
Full-time or Part-time? _____



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Meramec Region Wastewater Facility Operating Survey

If Part-time, how many hours/week? _____

If employed, What is the salary or rate of pay? _____

Does this include benefits? What benefits? _____

If contracted, what is the contracted rate? _____

Can you provide a Job Description or List of Job Duties? _____

Does your jurisdiction pay for Operator Certification? If so, what is that cost?

How many Operators have you had in the past 10 years? _____

Do you have a back-up operator? _____

How do you document maintenance (computer software, written record, etc.)?

Do you have a digital map/GIS of your system? No

Would your jurisdiction be interested in a joint contract with other local facilities for a certified operation if it proved to be cost effective? Absolutely - Need water too!

Why or why not?

As a school district in very rural area we must maintain a very good working system. We do not feel qualified to do this and must bring in help when needed.

Thank you for your time

Please return completed survey to M

4 Industrial Drive
St. James, MO 65559

By Fax: 573-265-3550

Or by email: kellysb@meramec



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Sent email request
to Alex McCaul
8/6/19 for remaining
information

NOTICE OF PUBLIC MEETING

Date and time of posting: **July 30, 2021 at 10:00 a.m.**

Notice is hereby given that a public meeting **to review and share the results of a certified wastewater operator study for the Meramec Region**. A presentation will be provided at 7:30 p.m. on **Thursday, August 12, 2021** at the Meramec Regional Planning Commission, large conference room, located at 4 Industrial Drive, St. James, MO 65559. The presentation will be available both in person and through Zoom and conference call. To join Zoom:

<https://us02web.zoom.us/j/81576719724?pwd=Ujlhd2NkdFc0djZlYWpJQW4wNlBodz09>

Meeting ID: 815 7671 9724 ~ Passcode: 199655

By Phone: +1 312 626 6799 US (Chicago)

Meeting ID: 815 7671 9724 ~ Passcode: 199655

The tentative agenda of this meeting includes:

- Welcome and Introductions
- Background and Purpose of the Study
- Survey Results
- Recommendations
- Q & A
- Adjourn

Representatives of the news media may obtain copies of this notice by contacting:

Tamara Snodgrass
#4 Industrial Drive
St. James, MO 65559
(573) 265-2993

tsnodgrass@meramecregion.org

If you require any accommodations (i.e. qualified interpreter, large print, hearing assistance) in order to attend this meeting, please notify this office at 573-265-2993 no later than 48 hours prior to the scheduled commencement of the meeting.

Letter to MRWA on Training Locations

August 31, 2021

Howard Baker, Executive Director
Missouri Rural Water Association
901 Richardson Drive
Ashland, MO 65010

RE: Training Locations in the Meramec Region

Dear Mr. Baker:

I am writing to you as a follow-up to a study recently completed by the Meramec Regional Planning Commission (MRPC) on certified wastewater treatment operators and ways that rural communities might be able to share operators and reduce costs and turnover. A copy of the study can be found on our website at: <https://www.meramecregion.org/publications/>.

Many of the communities we talked to expressed concern that trainings were rarely provided within our eight-county region – which includes Crawford, Dent, Gasconade, Maries, Osage, Phelps, Pulaski and Washington counties. Employees end up spending a lot of time travelling for classes to get certified and for continuing education classes. We investigated this issue further, including visiting with one of your trainers, Larry Vangilder. He indicated a willingness to hold trainings in our region. Below are the locations and contact information we gathered for possible training space:

Community	Facility	Capacity	Audio-visual capable	Contact Information
Rolla, Phelps County	Rolla City Hall 901 N. Elm	30	Yes	admin@rollacity.org (573) 426-6948
Waynesville, Pulaski County	Waynesville Municipal Center 100 Tremont Center	30	Yes	John.doyle@waynesvillemo.org (573)774-6171
Steelville, Crawford County	Steelville Community Building 101 W. Keysville Rd.	30	Yes	stv@misn.com (573)775-2815
St. James, Phelps County	MRPC offices 4 Industrial Drive	30	Yes	tsnodgrass@meramecregion.org (573) 265-2993, ext. 104

I noted on your website that MRWA has a training scheduled in Rolla in September. We appreciate MRWA's efforts to bring training to the Meramec region.

Thank you for the assistance provided by your training staff and if you have any additional questions, please do not hesitate to contact me.

Best Regards,

Tamara F. Snodgrass
Assistant Director/Environmental Programs Manager

MRPC staff submitted a proposal to the MDNR 604b grant program to do a study and was awarded in 2018 to fully fund the project.

FUNDING

Smaller communities have shared the difficulty to hire and retain certified operators for a part-time position.

BACKGROUND

STUDY: SHARING OF CERTIFIED WASTEWATER OPERATORS IN THE MERAMEC REGION

Public Presentation – August 12, 2021

Meramec Regional Planning Commission

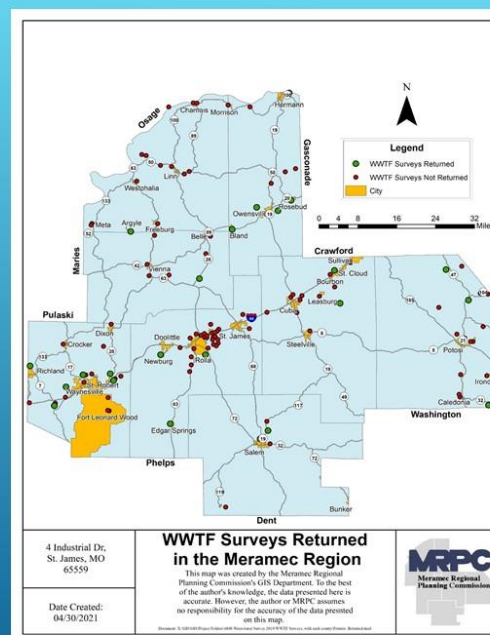
The study sought to answer the following questions:

- ▶ Is there a cost savings in having shared operational responsibilities among several small communities over the status quo of each community hiring and training part-time staff?
- ▶ Is there improved employment stability for communities sharing an operator?

QUESTIONS ADDRESSED

- All eight Meramec counties
- 130 permitted facilities
 - 51 require certified operators

STUDY AREA



The survey included questions on wages, benefits, hours, employment status (contracted, FT or PT employee), job descriptions/list of duties, turnover rates, interest in sharing operators, information on the type and size of the wastewater treatment facility, capacity, number of hookups, daily flow and permit status.

THE SURVEY

- Total of 130 permitted facilities listed for the region. List reduced to 112 due to closures, privatizations and lack of contact information .
- 51 required certified wastewater operators.
- Surveys were mailed, emailed, provided on-line, and completed through one-on-one discussions and phone calls.
- 39 total responses – 34.82 percent response rate.
- Responses from 19 municipalities, one state park, four school districts, three public water/sewer districts and five private systems.

SURVEY RESPONSES

Certified Wastewater Operator Levels and Number of Operators at Each Level

Number of Responses: 37				
Level A	Level B	Level C	Level D	Not Certified
24	2	11	15	1

SURVEY RESULT HIGHLIGHTS

- Years employed with a facility varied widely – from one to 26 years with the average at 10.65 years employed. Some operators are volunteers.
- 22 indicated operator was an employee. Nine used contractors.
- 23 reported full-time employees. Seven reported part-time employees, with FT employees often responsible for more than just wastewater treatment facilities.

SURVEY RESULT HIGHLIGHTS CONTINUED

Hours worked per week varied from two to 80 (during emergencies)

Salaries: \$11.02 - \$27.13 per hour with average rate of pay for an employee at \$18.85/hr.

Contractor rates also varied widely:

Table 10: Rates of Pay to Contractors

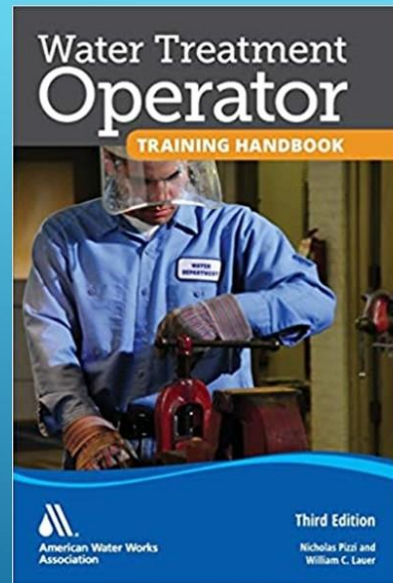
Responses: 6			
Monthly Rate	Annual Rate	Hourly Rate	On-Site Check Rate
\$350.00 - \$1,320.00	\$333,888.00	\$5.62 - \$16.50	\$60

Source: MRPC Wastewater Survey 2019-20

SURVEY RESULT HIGHLIGHTS CONTINUED

Training costs:

- Out of 27 responses: six did not cover training costs; 21 provide funds for training costs, lodging, meals, mileage. Costs ranged from \$300 per year to \$1,600 per year (average: \$865.63)



SURVEY RESULT HIGHLIGHTS CONTINUED

Turnover of operators appeared to be a problem for smaller systems. The survey asked how many operators each respondent had in the past 10 years. Responses ranged from one to 12.

Backup operators: Out of 31 responses, seven reported they did NOT have backup operators.

SURVEY RESULT HIGHLIGHTS CONTINUED

The Survey asked what type of record keeping was used at each facility. 12 are using some type of digital system, while 21 rely on written records.

Table 11: Method of Keeping Maintenance Records

Responses: 33		
Written Records	Computer Software	Both Written and Digital
21	7	5

Source: MRPC Wastewater Survey 2019-20

SURVEY RESULT HIGHLIGHTS CONTINUED

The survey also asked if wastewater systems were digitally mapped:

Table 12: Wastewater Systems Digitally Mapped/GIS

Number of Responses: 31		
Number of Facilities with Digital Maps/GIS	Number of Facilities Without Digital Maps/GIS	Number of Facilities <u>In</u> the Process of Developing Digital Maps/ GIS
15	15	1

Source: MRPC Wastewater Survey 2019-20

SURVEY RESULT HIGHLIGHTS CONTINUED

Table 13: Interest in Joint Contracts to Share Operators

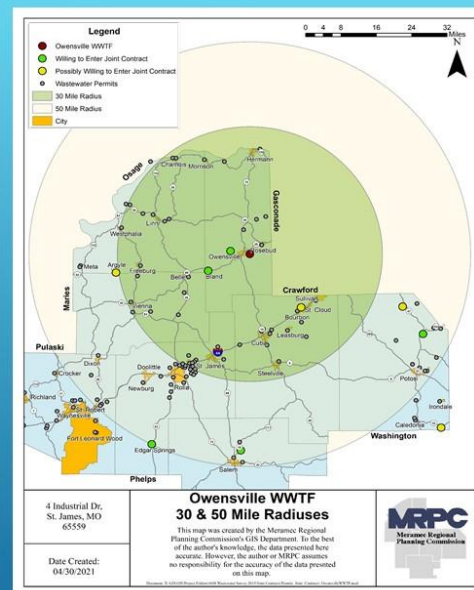
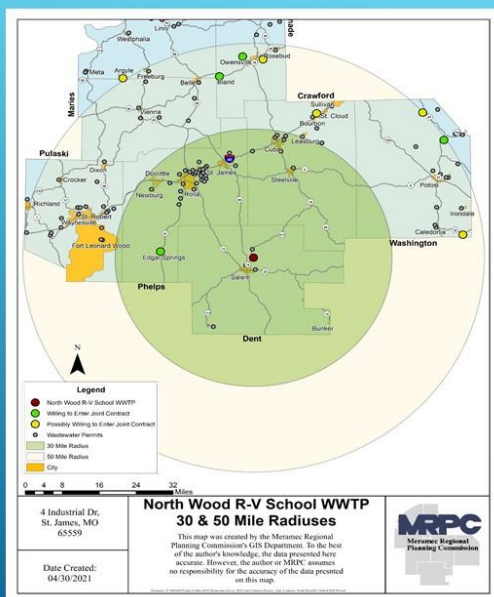
Responses: 29			
Yes	No	Maybe	Unknown
7	13	8	1

Source: MRPC Wastewater Survey 2019-20

The purpose of the study was to determine the feasibility of sharing certified operators. The majority – 45% - were not interested in sharing operators due to:

- Concerns about liability for employees working out of jurisdiction.
- Concerns about prioritization of the work.
- Belief that it was not necessary/needed.

SURVEY RESULT HIGHLIGHTS CONTINUED



Radius Maps for Jurisdictions Interested in Sharing Operators

- Staff researched MOAs and other types of contracts for sharing operators between entities.
- Three sample documents were developed:
 - Memorandum of Agreement to share operators during an emergency.
 - Memorandum of Agreement to share operators during non-emergency situations (sick leave, vacation, etc.)
 - Agreement to share operators on a permanent basis.

MOU/AGREEMENT FOR SHARING OPERATORS

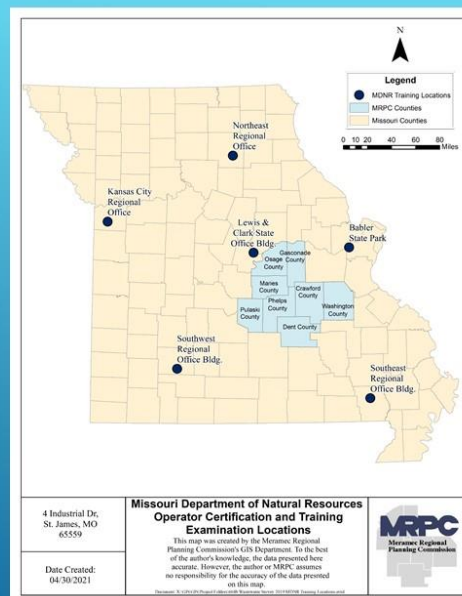
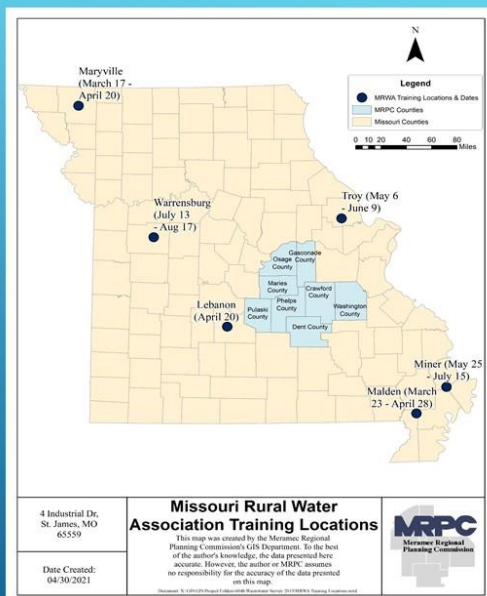
- Jurisdictions should be located within a reasonable distance to reduce travel time.
- Certification requirements for each wastewater system
 - Operator needs to be appropriately certified
- Willingness of operators to service multiple jurisdictions
- Differences in rates of pay and benefits

CONSIDERATIONS

During the course of gathering information through surveys and meetings – staff discovered additional issues important to facility owners:

- ▶ How can training costs be reduced and access to training improved?
- ▶ Is there a cost savings to using local labs for sample testing?

NEW ISSUES



TRAINING COSTS AND AVAILABILITY

Table 16: Potential Training Locations

Community	Facility	Capacity	Audio-visual capable
Rolla, Phelps County	Rolla City Hall 901 N. Elm	30	Yes
Waynesville, Pulaski County	Waynesville Municipal Center 100 Tremont Center	30	Yes
Steelville, Crawford County	Steelville Community Building 101 W. Keysville	30	Yes
St. James, Phelps County	MRPC offices 4 Industrial Drive	30	Yes

POTENTIAL LOCAL TRAINING LOCATIONS

- Encourage small communities and small system owners to consider MOUs with nearby communities to jointly provide backup wastewater treatment operators when the regular operator is unavailable or during an emergency when additional assistance is needed.

RECOMMENDATIONS

- Encourage small communities who only provide part-time employment for wastewater operator to consider an MOU or contract with a nearby community to share a wastewater operator for the purpose of cutting costs, providing full-time employment and benefits and reducing turnover.

RECOMMENDATIONS CONTINUED

- Provide additional information, including contact information, and encourage interested entities to explore MOUs and contract opportunities.
- Continue to provide and expand wastewater operator training in a virtual format that can be accessed by anyone with an adequate internet connection.

RECOMMENDATIONS CONTINUED

- Provide training options using locations within the Meramec Region, including providing local certification exams.
- Share information on GIS services available through MRPC to those entities without digital/GIS capabilities

RECOMMENDATIONS CONTINUED

Staff will complete the study and distribute it to all cities and all jurisdictions who participated in the survey.

Potential training sites will be shared with MDNR, Midwest Assistance Program and Missouri Rural Water Association.

MRPC will continue to market GIS services to jurisdictions.

NEXT STEPS



QUESTIONS?