

BOARD OF PUBLIC WORKS

Regular Board Meeting

Tuesday, June 17, 2014
4:00 P.M.

Present:	Randy Park Susan Wathen Betty Anderson Tim Goodman	President Secretary Board Member Board Member
	Heath Hall Courtney Harris Mathew Munzlinger Jared Stewart John Hummel Kari Goodman	Director of Operations Administrative Assistant Water/Wastewater Facilities Engineer Electric Line Superintendent Water/Wastewater Supervisor Director of Communications
	James Lemon George Walley Jim Bensman	City Attorney Economic Development Director MECO Engineering
Absent:	Robert Stevenson	General Manager

CALL TO ORDER

The meeting was called to order at 4:00P.M. by Randy Park.

INVOCATION

The invocation was given by Mr. Tim Goodman.

CONSENT AGENDA

- A) Minutes – May 20, 2014
- B) Payrolls – May 23, June 6, 2014
- C) Claims – May 2014

On motion of Betty Anderson, seconded by Susan Wathen, the Board voted unanimously to approve the Consent Agenda.

GENERAL MANAGER'S REPORT

Heath Hall reported on behalf of Robert Stevenson during the month of May the HBPW continued interviewing for the Finance Director position. There are interviews scheduled to be held next week, and the position is planned to be filled in July.

Heath Hall noted a consultant from Power Systems Engineering assisted the Finance Department with current software needs during the month of June. The consultant is scheduled to help build work order modules and financial reports during the month of July.

Heath Hall reported a meeting was held regarding the Business Park traffic study with Klingner and Associates. The information on the study will be shared after meeting with MoDot and Bross.

OPERATION'S REPORT

Heath Hall reported the Electric Department is currently doing pole replacements. In house pole testing began in March 2013, and all replacements will be complete by the end of July.

Heath Hall noted the Water Department had a record month of mapping 13 miles during the month of May.

Heath Hall reported the Sewer Department has been completing inspections on manholes north of Mark Twain Avenue.

Heath Hall noted contact has been made with all customers that were illegally connected to the storm sewer system. It was reported that only one customer has fixed their sewer connection at this time.

FINANCIAL REPORT

Heath Hall reported the variance reports presented have been entered manually, and the Finance Department is working hard to get all reports implemented on the new software system.

PROJECTS REPORT

Mathew Munzlinger presented the Board with an updated progress report of ongoing projects. This includes projects from the Water System and Water Treatment Plant, as well as the Sewer System and Wastewater Treatment Plant. Mr. Munzlinger noted the progress of these projects and studies is acceptable and will continue as weather permits.

On motion of Susan Wathen, seconded by Tim Goodman, the Board voted unanimously to approve the Regular Reports.

SPECIAL REPORTS – PUBLIC RELATIONS PRESENTATION (KARI GOODMAN)

Kari Goodman made a special presentation showing the interactive electric model safety, water, and wastewater information shared at the Hannibal schools. The HBPW staff members presented safety information to seven different Elementary Schools and saw over four hundred Middle School students. Mrs. Goodman is currently creating a presentation to share with Jr. High and High School students regarding Water and Wastewater facts for the upcoming school year.

NEW BUSINESS – EMPLOYMENT OF RELATIVES POLICY

Heath Hall reviewed the Employment of Relatives Policy with all Board members.

On motion of Betty Anderson, seconded by Susan Wathen, the Board voted unanimously to approve the Employment of Relatives Policy as presented.

COMMENTS FROM THE CITY ATTORNEY

None

COMMENTS FROM AUDIENCE

Mike Dobson informed the board that he has received e-mails with questions from concerned Hannibal residents regarding the Herring property that was purchased by the HBPW in May 2014. Randy Park noted the Herring property was needed for future development, and is a good investment for the HBPW.

GENERAL DISCUSSION

Heath Hall noted the HBPW would like to give Board Members and City Officials the option to take a tour of the Hannibal electric grid. It was agreed upon all Board Members to arrange a tour in the Fall for anyone that is interested.

CLOSED SESSION

Betty Anderson made a motion to convene in closed session, in accordance with Section 610.021 (3) of the Missouri Sunshine Law, to discuss Personnel admitting Board Members, Heath Hall, and Beverly Stewart. Motion seconded by Susan Wathen. ROLL CALL: AYES: Board Members, Randy Park, Betty Anderson, Susan Wathen, and Tim Goodman. NAYS: 0.

ADJOURNMENT

Tim Goodman made a motion of adjourn. Motion seconded by Betty Anderson and carried unanimously. The meeting was adjourned at 5:20p.m. And the meeting adjourned at 5:40 p.m.



Heath Hall
Director of Operations

Susan Wathen
Secretary