

## BOARD OF PUBLIC WORKS

Regular Board Meeting

Tuesday, January 20, 2015  
4:00 P.M.

Present:	Randy Park	President
	Betty Anderson	Vice President
	Susan Wathen	Secretary
	Tim Goodman	Board Member
	Robert Stevenson	General Manager
	Heath Hall	Director of Operations
	Courtney Harris	Administrative Assistant
	Mathew Munzlinger	Water/Wastewater Facilities Engineer
	Jared Stewart	Electric Line Superintendent
	Abe Gray	Finance Director
	John Hummel	WWTP Supervisor
	Kari Goodman	Public Relations Coordinator
	James Lemon	City Attorney
	Danny Henley	Hannibal Courier Post
	George Walley	Economic Development
	Tom Boland	Economic Development

### **CALL TO ORDER**

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

### **INVOCATION & PLEDGE OF ALLEGIANCE**

The invocation was given by Mr. Tim Goodman.

### **CONSENT AGENDA**

- A) Minutes – December 16, 2014
- B) Payrolls – December 26, 2014, January 9, 2014
- C) Claims – December 2014

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

### **GENERAL MANAGER'S REPORT**

Mr. Stevenson reported outages were rare and the Electric System has recorded ASAI in excess of 99.99% for 13 out of the last 14 months.

Mr. Stevenson reported the Electric System Cost of Service Study continues. The study is expected to be completed by February 2015. The Finance Director, Abe Gray will be monitoring the results and schedules of all three studies.

Mr. Stevenson reported development activities for the Hannibal Lakeside Technology Park continue. The site was recently inspected by the Army Corps of Engineers who will oversee the mitigation of the designated wetland area which encompasses about 2 acres of the site. An Archeological Study is needed for the site, and Klingner will be implementing the study for \$3500.00.

Mr. Stevenson reported Bluebird Network plans are still under development for the fiber ring joint project which was presented to the Board in December. Bluebird Network will have more information to report by early summer 2015.

Mr. Stevenson noted Bleigh Construction is doing a great job at the Waste Water Treatment Plant, and there are no change orders at this time.

Mr. Stevenson reported Horner and Shifrin has been working on a design for improvements at the Water Treatment Plant. While trying to coordinate the design, the Department of Natural Resources (DNR) is very delayed with approving the design. A meeting will be held on Tuesday, January 27, 2015 with DNR and Horner & Shifrin to discuss the approval process.

Mr. Stevenson noted for the 2014 calendar year, Prairie State's capacity factors were 75% and 60% respectively. This was up some from 2013 during which time both units produced a combined 59.8%.

Mr. Stevenson reported Anthony Steinman will be retiring from the Water Forman position effective January 30, 2015, and the retirement party will be held that day in the HBPW conference room. Mr. Steinman has been with the HBPW since 1981.

### **Public Relations**

Kari Goodman reported this year the HBPW is excited to participate in the Hannibal Street Department's Adopt-A-Block Program. This program helps beautify neighborhoods by partnering with local citizens and businesses to help care for and improve the appearance of sections of roadway.

Kari Goodman noted she will be working alongside Abraham Gray, Finance Director, to create HBPW's fiscal year 2015 Annual Report. The theme is "Building for the Future," and the project will be completed by September 2015.

### **Operations Report**

Heath Hall reported there has been an agreement with the City of Hannibal's Street Department during snow removal this winter. The HBPW will be providing labor to assist with snow removal when the City requests assistance. In return, the Street Department is going to perform street repairs for the HBPW.

Heath Hall reported the Electric Department's availability rate is at 99.99%, and there were no outages for Surrey Hills during the month of December.

Heath Hall noted the Water Department repaired ten water leaks and one frozen meter during the month of December.

Heath Hall reported the Sewer Department had both Vactor trucks out to receive annual maintenance from the manufacturer's representative, and no major issues were found.

Heath Hall reported the Water Plant flood repairs continue. A design drawing for the large drain line was implemented, and the materials will be ordered soon. Installation is planned for Spring 2015 and will be completed by the HBPW Sewer Crew.

Heath Hall reported the IT Department has been working with Advanced Control Systems and Chuck Fessenger from BHM&G about possible upgrades to the SCADA system. The current equipment in the SCADA Department was purchased in 2004, and an upgrade is necessary at this time.

Heath Hall reported Matthew Jones, in the IT Department has drafted a policy for the testing of electric meters and drafts for remote meter disconnect. The policy will be brought to the Board for approval when completed.

### **FINANCIAL REPORT**

Abe Gray presented the Board with the financial results for the month of December.

### **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 Betty Anderson, the Board voted unanimously to approve the Regular Reports.

### **NEW BUSINESS**

Mr. Stevenson presented the Hannibal Lakeside Technology Park Restrictive Covenants to the Board. Due to the location of the certified site, there may be certain items to restrict around the Business Park area. Mr. Stevenson noted the EDC Board and the City Manager developed the covenants and he is recommending approval of these covenants by both the HBPW and the EDC prior to submittal to the City Council.

On motion of Betty Anderson, seconded by Tim Goodman, the Board voted unanimously to approve the Hannibal Lakeside Technology Park Restrictive Covenants.

Mr. Stevenson reported the HBPW is allowed by the bylaws of the NEMO EDC to have three seats on the Board of Directors. At this time, Mr. Stevenson and Matthew Munzlinger hold seats on the Board, and he is recommending that Kari Goodman, Public Relations Director take the third seat to serve on the NEMO EDC Board.

On motion of Susan Wathen, seconded by Betty Anderson, the Board voted unanimously to approve the appointment of Kari Goodman to the NEMO Economic Development Council.

### **SPECIAL REPORTS**

Heath Hall presented the Board with the Preliminary 5-Year Plan for review. This Plan encompasses all capital projects for the next five fiscal years. The final 5-Year Plan will be presented at the February 2015 Board meeting for potential approval.

Mr. Stevenson reported Power Supply planning for the next period will be beginning in June 2017. Mr. Stevenson noted it is recommended the HBPW hire a consultant to do an integrated resource plan. After receiving proposals in March, the study should begin shortly after with results made available by Fall 2015.

Mr. Stevenson reported Klingner and Associates sent a progress report, along with preliminary drawings for the Hannibal Lakeside Technology Park for review. Mr. George Walley presented a current map of the project and voiced that the surrounding neighbors have been very cooperative during the implementation of this process.

### **COMMENTS FROM THE CITY ATTORNEY**

NONE

### **COMMENTS FROM AUDIENCE**

NONE

### **GENERAL DISCUSSION**

Jared Stewart presented a PowerPoint including information on the new LED street lighting that will possibly be implemented after review and approval from MoDot. The goal is to have better street lights for the City of Hannibal starting with McMasters Avenue and Highway 61. Mr. Stewart presented examples of the current street lighting compared to the more efficient and brighter LED lights.

### **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, Robert Stevenson and Heath Hall. Motion seconded by Tim Goodman.

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 Susan Wathen and carried unanimously. The meeting was adjourned at 6:30p.m.



---

Robert Stevenson  
General Manager

---

Susan Wathen  
Secretary