

BOARD OF PUBLIC WORKS

Regular Board Meeting Monday, June 16, 2015
12:00 P.M.

Present: Randy Park President
Susan Wathen Secretary
Tim Goodman Board Member

Absent: Betty Anderson Vice President

Robert Stevenson General Manager
Heath Hall Director of Operations
Courtney Harris Administrative Assistant
Mathew Munzlinger Water/Wastewater Facilities Engineer
Abe Gray Finance Director
John Hummel WWTP Supervisor
Kari Goodman Public Relations Coordinator
Matthew Jones IT
Jared Stewart Electric Line Superintendent
Lillie Lewton Business Office Supervisor

Danny Henley Hannibal Courier Post
George Walley Economic Development
Alyse Thompson Quincy Herald Whig
Mike Dobson Hannibal City Councilman

CALL TO ORDER

The meeting was called to order at 3:10P.M. by Randy Park.

INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was given by Mr. Tim Goodman.

CONSENT AGENDA

- A) Minutes – June 1, 2015
- B) Payrolls – May 29, 2015, June 12, 2015
- C) Claims – May 2015

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

GENERAL MANAGER'S REPORT

Mr. Stevenson reported the development activities for the Hannibal Lakeside Technology Park continue. A proposal for soil movement has been sent to Bross Construction, and a meeting will be scheduled with the Corps of Engineers to develop stream mitigation strategies.

Mr. Stevenson reported improvements for the Water System are pending approval of the SRF loan documents. The Notice to Proceed has been issued for the Water Treatment Plant Improvements contract.

Mr. Stevenson reported on May 22, 2015, the HBPW hosted a small party to celebrate RP3 designation. The HBPW was designated a Platinum Member, and hold that level of achievement from the American Public Power Association from 2015-2018.

Mr. Stevenson announced the HBPW has two retirees for the month of June 2015. The employees are Allen Fawks, Meter Department, and Tim Wright, Water Department, both veteran employees at the HBPW.

OPERATIONS REPORT

Mr. Hall reported the Broadway Street Light replacement project continued during the month of May. Mr. Hall noted all light poles along the north side from the flood wall to 5th Street have been installed.

Mr. Hall reported outages increased in comparison to the last three months, but the availability rate is still above the Electric Department's goal of four nines at 99.99%.

Mr. Hall reported the Water Department had a total of 15 excavations during the month of May that included leaks, new main and service installations, and fire hydrant repairs.

Mr. Hall reported the new 4 inch water main along Swan Street was tied into the system, and 6 services along Swan were moved over to the new main.

Mr. Hall reported the Water Department tested and flushed 151 fire hydrants during the month of May. The total count for testing is 374 out of 818. The hydrant testing should continue through September 2015.

Mr. Hall reported the Sewer Crew responded to fourteen reported stop ups with six being on the HBPW. There was no damage reported with any of the stop ups. The causes of the stop ups on the HBPW were roots, broken main and unidentified debris. Three Sanitary Sewer Overflows resulted from the stop ups, and they were all reported to the Missouri Department of Natural Resources.

Mr. Hall reported Edwards Fiberglass Company worked on replacing the four Alum and two Fluoride fiberglass storage tanks at the Water Treatment Plant. The tanks were placed into service the first week of June.

Mr. Hall reported Matthew Jones, IT, has ordered and is in the process of configuring all necessary equipment for the utility payment station at City Hall. The station will allow HBPW customers to make a payment at City Hall, and the Business Office will have access to view the payment made immediately.

FINANCIAL REPORT

Abe Gray presented the Board with the financial results for the month of May and year to date results.

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.

OLD BUSINESS

ELECTRIC, WATER, SEWER RATE SCHEDULE:

Mr. Stevenson presented the revised Electric, Water, Sewer rate schedules, along with the Schedule of Fees and Charges. Mr. Stevenson recommended the Board approve of all the revised rates that support the FY2015-2016 Budget approved.

On motion of Tim Goodman, seconded by Susan Wathen, the Board voted unanimously to approve the Electric, Water, Sewer Rate Schedules, and Schedule of Fees and Charges as recommended.

Mr. Hall reported the Meter Testing and Remote Disconnect policies were presented for review at last month's regular board meeting, and is recommending approval for the policies as presented.

On motion of Tim Goodman, seconded by Susan Wathen, the Board voted unanimously to approve the Meter Testing and Remote Disconnect policies as presented.

NEW BUSINESS

Mr. Stevenson reported on April 23, 2015, John Hummel mailed out request for proposals to supply chemicals used at the Waste Water Treatment Plant and the Water Treatment Plant. The proposals were reviewed and Mr. Stevenson recommended awarding the bid to Brenntag Mid-South Inc., DPC Enterprises, D&F Services, LLC, Feed Distributors Inc., Univar USA, Polydyne Inc., Walter Louis Fluid, and Water Solutions Unlimited.

On motion of Susan Wathen, seconded by Tim Goodman, the Board voted unanimously to award purchasing chemicals from these suppliers: Brenntag Mid-South Inc., DPC Enterprises, D&F Services, LLC, Feed Distributors Inc., Univar USA, Polydyne Inc., Walter Louis Fluid, and Water Solutions Unlimited.

Mr. Munzlinger reported bid information on one of the four Water System Improvement Contracts to replace the existing 50,000 gallon elevated water tank located near the intersection of Oak and Grape Street on the City's Southside. This water tank was originally constructed in the late 1920's or early 1930's and is outliving its useful life as indicated by the inspections completed by the tank maintenance contractor and MDNR. After reviewing the bids, Mr. Munzlinger and Horner & Shifrin recommend to award the contract to the low bidder, Gerard Tank & Steel for the construction of a 200,000 single pedestal elevated water tank for the bid price of \$809,000.

On motion of Susan Wathen, seconded by Tim Goodman, the Board voted unanimously to approve Gerard Tank & Steel for the construction of a 200,000 single pedestal elevated water tank for the bid price of \$809,000.

Mr. Munzlinger presented information regarding one of the four Water System Improvement Contracts, Distribution System Improvements. This project consists of modifications to the three existing booster stations and piping upgrades identified in the Facility Plan completed by Horner & Shifrin in 2013. There were two contractors who submitted bids for the project with Bleigh Construction Company being low bidder for the base bid and Alternate A. Mr. Munzlinger and Horner & Shifrin are recommending the bid be awarded to Bleigh Construction Company with the base bid of \$1,466,773, which is SRF eligible and Alternate A bid of \$211,122 that is not SRF eligible for a total contract price of \$1,677,895.00.

On motion of Susan Wathen, seconded by Tim Goodman, the Board voted unanimously to award Bleigh Construction Company for the Miscellaneous Distribution System Upgrades for \$1,667,895.00, with \$1,466,773 to be paid with funding from the SRF program and \$211,122 to be paid for from HBPW reserves.

Mr. Munzlinger reported a requirement of the SRF Program is for the borrowing entity to have a resolution in place outlining the rules and regulations for use of the system. Mr. Munzlinger presented a Use Resolution that was drafted based upon current practices that are being used, but may not necessarily been Board approved. Mr. Munzlinger requested approval of the attached resolution to fulfill the SRF Program requirement.

On motion of Susan Wathen, seconded by Tim Goodman, the Board voted unanimously to approve the Use Resolution to fulfill the SRF Program requirement as presented.

Mr. Munzlinger reported a requirement of the SRF Program is for the borrowing entity to have a resolution in place outlining the rules and regulations for use of the system. Mr. Munzlinger presented a Water User Charge resolution that was drafted based upon current practices that are being used, but may not necessarily been Board approved. Mr. Munzlinger requested approval of the attached resolution to fulfill the SRF Program requirement.

On motion of Susan Wathen, seconded by Tim Goodman, the Board voted unanimously to approve the Water User Charge Resolution to fulfill the SRF Program requirement as presented.

Jared Stewart reported the Electric Department has requested replacement of the aging and worn out 1996 Digger Derrick Truck #8 for about three years now. For fiscal year 2015-16, \$245,000 was budgeted to replace the truck. Mr. Stewart presented a truck specification and quote from Altec. Mr. Stewart recommended awarding the bid to Altec for \$221,420.00.

On motion of Tim Goodman, seconded by Susan Wathen, the Board voted unanimously to award the Digger Derrick Truck #8 bid to Altec for \$221,420.00.

Jared Stewart presented a PowerPoint presentation highlighting the before and after pictures of the substation battery replacement and load tap changers.

TRAVEL REPORT

Jared Stewart noted a thank you to Mr. Stevenson and the Board for the opportunity to attend the E&O conference in Sacramento, California. Mr. Stewart was able to attend several classes and also had the privilege of judging the apprentice single phase tie-in event this year at the Lineman Rodeo.

2014 WATER QUALITY REPORT

Mr. Hall presented the 2014 Water Quality Report, also known as the Consumer Confidence Report. This yearly report is required by the Missouri Department of Natural Resources (MDNR) to be delivered to all water customers each year by July 1st of the following year. The report contains important information for customers regarding drinking water. The report was printed in the Hannibal Courier Post on the 10th of June and will be mailed to all customers in mid-June.

PUBLIC NOTICE FOR WATER VIOLATION

Mr. Hall reported on May 28, 2015, the HBPW received a notice of violation for drinking water. The Water Treatment Plant current upgrades that were recently bid and awarded should solve the compliance issues in regards to TTHMs, and they are scheduled to be completed by October of 2015. The information regarding this notice will be published in the Hannibal Courier Post and mailed to all customers in June.

COMMENTS FROM THE CITY ATTORNEY

NONE

COMMENTS FROM AUDIENCE

NONE

GENERAL DISCUSSION

NONE

Susan Wathen made a motion to convene in closed session, in accordance with Section 610.021 (9) of the Missouri Sunshine Law, to discuss Contracts admitting Board Members, Robert Stevenson, and Heath Hall. Motion seconded by Tim Goodman. ROLL CALL: AYES: Board Members, Randy Park, Susan Wathen, and Tim Goodman. NAYS: 0.

ADJOURNMENT

Randy Park made a motion of adjourn. Motion seconded by Betty Anderson and carried unanimously. The meeting was adjourned at 6:00p.m.

Robert W Stevenson

Robert Stevenson
General Manager

Susan Wathen
Secretary