

BOARD OF PUBLIC WORKS

Regular Board Meeting

Tuesday, March 17, 2015
3:30 P.M.

Present:	Randy Park	President
	Susan Wathen	Secretary
	Tim Goodman	Board Member
	Betty Anderson	Vice President
	Robert Stevenson	General Manager
	Heath Hall	Director of Operations
	Courtney Harris	Administrative Assistant
	Mathew Munzlinger	Water/Wastewater Facilities Engineer
	Lillie Lewton	Business Office Supervisor
	Abe Gray	Finance Director
	John Hummel	WWTP Supervisor
	Kari Goodman	Public Relations Coordinator
	Matthew Jones	IT
	Danny Henley	Hannibal Courier Post
	George Walley	Economic Development

CALL TO ORDER

The meeting was called to order at 3:30P.M. by Randy Park.

INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was given by Mr. Tim Goodman .

CONSENT AGENDA

- A) Minutes – February 15, 2015 (Regular Meeting Minutes)
- B) Payrolls – February 20, 2015, March 6, 2015
- C) Claims – February 2015

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 the Cost of service studies have been completed. The Electric System study will be presented by a Web-ex from Madison, WI during this regular board meeting, and the Water and Sewer studies will be presented at the April board meeting.

Mr. Stevenson reported Abe Gray, Finance Director, and Heath Hall, Director of Operations, has completed the Budget for 2015-2016 fiscal year. The finalized budget will be up for approval at the April board meeting.

Mr. Stevenson reported development activities for the Hannibal Lakeside Technology Park (HLTP) continue. At this time, the entrance signs are being designed to include the Missouri Certified Site logo and the signs will be installed at the HLTP site during the month of April 2015.

Mr. Stevenson reported Bluebird Network has installed fiber optic service at the HBPW main office building and Wastewater Treatment Plant. The conduit is being installed at this time at the Water Treatment Plant. The fiber loop is yet to be completed, but will be underway soon.

Mr. Stevenson reported improvements for the Water System are being expedited, but they are still in the design phase of the project. Public meetings and a public hearing have been scheduled in the HBPW offices on March 27, 2015, to begin at 4:00 PM to comply with the MoDNR approval schedule.

Mr. Stevenson noted Prairie State Unit 1 is down for a spring outage due to annual maintenance and will be back on at the end of March 2015.

Mr. Stevenson reported capacity was sold to NextEra Florida Power and Light Company.

Human Resources

Mr. Stevenson reported the summer job vacancies have been filled, and the Human Resource department is currently looking for seasonal help to supplement construction crews.

Public Relations

Mr. Stevenson reported a meeting was held with Rich Stilley, the Business Manager for Hannibal Public School District #60. The meeting took place to invite the school district to be a key account of the HBPW. Mr. Stevenson and Kari Goodman will be meeting with General Mills soon to discuss key account options as well.

Mr. Stevenson reported the HBPW supervisors sponsored 8 HBPW employees and two family members to participate in the Polar Plunge 2015. The HBPW was able to raise over \$200.00 this year for the event.

Operations Report

Mr. Hall noted the Electric Department reported 2 outages for the month of February. The Electric crew completed the job site at the Sleep Inn, along with the Wastewater Treatment Plant.

Mr. Hall reported the Water Department worked on the raw water intake that froze completely with needle ice during the month of February. The Water Crew was able to clear the blockage and continue pumping water to the Wastewater Treatment Plant.

Mr. Hall reported the Sewer Crew responded to 8 reported stop ups, and there were no Sanitary Sewer Overflows (SSOs) reported for the month of February.

Mr. Hall noted Water Treatment Plant flooding incident repairs continued during the month of February. Repairs to the office, lab, and basement area have been completed by an in-house crew. The materials for the new 24 inch drain line have been delivered, and the installation of the new line should begin in March.

FINANCIAL REPORT

Abe Gray presented the Board with the financial results for the month of February and year to date results. The FY2015-16 finalized budget was discussed and reviewed.

PROJECTS REPORT

Mathew Munzlinger presented the Board with an updated progress report of ongoing projects along with a slideshow of pictures to see improvements being made at the Wastewater Treatment Plant. 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 Betty Anderson, seconded by Susan Wathen, the Board voted unanimously to approve the Regular Reports.

NEW BUSINESS

A web-ex presentation was given by Mark Beauchamp, President of Utility Financial Solutions, on the Executive Report for the Electric Cost of Service study and financial projection for the Hannibal Board of Public Works. This report was prepared to provide the HBPW with a comprehensive examination of its existing rate structure by an outside party. Discussion was held by the HBPW board members after the presentation.

Travel Reports

Mr. Stevenson reported he attended the American Public Power Association, CEO Round Table Conference in Phoenix, Arizona March 2-3, 2015.

Heath Hall reported he attended the American Public Power Association's (APPA) Winter Institute in Anaheim, California during the month of February.

SPECIAL REPORTS

Mr. Stevenson discussed the Mutual Aid Contract Agreement between the City of Hannibal, The Board of Public Works, The Missouri Public Utility Alliance (MPUA), and the American Public Power Association (APPA). Mr. Stevenson noted the agreement would need to be sent to the Hannibal City Council for approval.

On motion of Susan Wathen, seconded by Tim Goodman, the Board voted unanimously to send the Mutual Aid Contract Agreement to the Hannibal City Council.

John Hummel presented information regarding the Fluoride Equipment Grant that was awarded to the HBPW. Mr. Hummel gave a PowerPoint presentation to view the existing equipment that will be replaced with new equipment with the grant money that was awarded. All new equipment will be purchased by September 1, 2015.

Mr. Stevenson presented the eReliability Tracker Annual Report created by the American Public Power Association. This customized report was given to the HBPW to assist with understanding and analyzing the electric system and also provides electric utility data on the distribution system reliability across the country.

COMMENTS FROM THE CITY ATTORNEY

NONE

COMMENTS FROM AUDIENCE

NONE

GENERAL DISCUSSION

Mr. Stevenson reported a Prairie State plant tour is planned for late April or early May for the HBPW Board Members to attend.

CLOSED SESSION

Betty Anderson 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, Matt Munzlinger, Heath Hall, and James Lemon. Motion seconded by Tim Goodman. ROLL CALL: AYES: Board Members, Randy Park, Betty Anderson, Susan Wathen, and Tim Goodman. NAYS: 0.

ADJOURNMENT

Betty Anderson made a motion of adjourn. Motion seconded by Susan Wathen and carried unanimously. The meeting was adjourned at 7:00p.m.

Robert W Stevenson

Robert Stevenson
General Manager

Susan Wathen
Secretary