

BOARD OF PUBLIC WORKS

Regular Board Meeting

Tuesday, May 17, 2016
3:00 P.M.

Present:	Randy Park	President
	Betty Anderson	Vice President
	Tim Goodman	Board Member
	Todd Kendall	Board Member
	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
	James Lemon	City Attorney
	George Walley	Economic Development
	Danny Henley	Hannibal Courier Post
	Alyse Thompson	Quincy Herald Whig
	Kellie Cookson	Hannibal Resident
	Melissa Cogdal	Hannibal Resident
	Dave Johnson	Hannibal Resident

CALL TO ORDER

The meeting was called to order at 3:00 P.M. by President Randy Park.

INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was given by Mr. Tim Goodman.

CONSENT AGENDA

- A) Minutes – April 19 (Regular Meeting Minutes)
- B) Payrolls – April 29, 2016, May 13, 2016
- C) Claims – April 2016

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

COMMENTS FROM THE AUDIENCE

Kellie Cookson asked, "Are we not using anything in the water for corrosion?" Mr. Hall responded, "We are not as of right now, it is not necessary." Mrs. Cookson asked, "What would make it necessary?" Mr. Hall stated, "If we started having corrosion." Mrs. Cookson asked, "How do you know there isn't any corrosion?" Mr. Hall responded, "We do extra testing at the Water plant." Mrs. Cookson asked, "Is the chloramine being used as a primary or secondary?" Mr. Hall responded, "We are disinfecting with chloramines and UV. The chloramines are being fed first and the UV second within seconds apart." Mrs. Cookson asked, "Does the chlorine and ammonia go through at the same time?" Mr. Hall responded, "Yes."

Melissa Cogdal stated she was interested in the New Business item further in the meeting and would appreciate a chance to ask a question during that time.

Dave Johnson stated he wanted to remind the HBPW there are still more items to be done in the Lake Apollo Area regarding the infiltration issues. Mr. Johnson said he thought 90-95 percent of the work had been done, and it would take a good rain to see if the problems were fixed. Matt Munzlinger has been in communication with Mr. Johnson and said all but one of the sump pumps had been fixed in the Lake Apollo area at this time. Dave Johnson stated he would like to make a comment about the Sewer rates during that item in the meeting. Randy Park commented Mr. Johnson could make a statement when it was time for that agenda item.

GENERAL MANAGER'S REPORT

Mr. Stevenson noted further in the meeting Abe Gray will be reporting information regarding the rates for Water, Sewer, and Electric.

Mr. Stevenson reported a tour was given at the Water plant to the new HBPW Board Member, Councilman, and Mayor.

Mr. Stevenson reported Prairie State is back up and running since the annual spring outage occurred.

Kari Goodman reported Electric Linemen, Mark Salter and Matthew Livesay, completed their yearly Electric Safety Presentations to local schools in April. This year they expanded the outreach to preschool age kids as well as college students, reaching over 930 students. Mrs. Goodman sent each teacher a questionnaire this year to gather how well their students responded to the message, and she received an overwhelming response of positive feedback from each teacher.

Kari Goodman reported the Sewer Department was invited to participate in the Palmyra R-I Truck Rally on May 3rd. Sewer crew member, Jamie Whitley, showed attendees how a Vac truck works and there were over 600 people that attended the event.

Kari Goodman reported the National Drinking Water Week was May 1-7, 2016, and the Water crew was highlighted that week through various social media posts. Mrs. Goodman noted May 16-20, 2016 is National Public Works Week and the focus will be on the different tasks the Sewer crew is responsible for.

OPERATION'S REPORT

Mr. Hall reported the current availability rate for the last 12 months is 99.993%, and continues to be very impressive. March was another good month with very few outages.

Mr. Hall reported the SkyTrim machine will be running during the month of May. The machine is able to side trim an easement and flatten out the trees. This is budgeted and they are currently working near Veteran's Road.

Mr. Hall reported the Water Department started their annual hydrant flushing that occurs from April to November every year.

Mr. Hall reported the Hannibal Fire Department, combined with the HBPW, participated in the Insurance Services Organization (ISO) inspection. ISO inspects the fire protection system and assesses the City of Hannibal a score for insurance purposes approximately every 10 years. Mr. Hall noted he should get an updated score within the next few weeks.

Mr. Hall reported the Sewer Department added 2 seasonal workers, and the Water Department added three seasonal works to their crews.

Mr. Hall reported Maintenance staff installed the rebuilt screw pump in Wilson Street Lift Station and it now has full pumping capacity with both pumps in service.

Mr. Hall reported there were some issues with the clarifier plugging during the month at the Wastewater Treatment Plant. Two clarifiers had to be taken out of service and cleaned thoroughly. Mr. Hall noted the Maintenance and WWTP staff did a good job of quickly getting the clarifiers back into service before the influent flows picked up.

Mr. Hall reported the disinfection (with chlorine gas) began as scheduled and permitted on April 1st on the plant effluent. The new temporary method of removing chlorine residual also began on April 1st.

Mr. Hall reported the new shifts at the Wastewater Treatment Plant are going smoothly as expected.

Mr. Hall reported in the IT Department, one of the projects approved in the 5-year plan was to try a new automated metering system for the water. Matthew Jones is in the process of drafting a request of proposal and that will be reviewed at next month's regular board meeting.

FINANCIAL REPORT

Abe Gray presented the Board with the financial results for the month of April 2016 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 Tim Goodman, seconded by Betty Anderson, the Board voted unanimously to approve the Regular Reports.

NEW BUSINESS

Water & Sewer Rate Adjustments

Abe Gray presented the Electric, Water, and Sewer Rate Schedule for FY2016-2017. The proposed rate increases include Water (3.5 percent), Sewer (4.5 percent), and Electric will remain the same. Mr. Stevenson recommended holding a Public Hearing to be held before the regular June Board Meeting to present all rate schedules. The schedules were discussed and reviewed for consideration by the Board to be presented at the June Public Hearing, and up for approval at the regular June 2016 Board Meeting.

Dave Johnson stated he is not against the rates going up, and voiced he reviewed the City of Quincy's rates. Mr. Johnson stated, "Quincy's rates are lower and my thoughts and wishes are to raise the rates in the service charge, and try to hold the monthly customer charge down if not leave it alone. Going forward you should raise the rates in the rate, and if we have lower revenue the next year raise them accordingly." Mr. Johnson stated he is seeing a lot of complaints of the customer charge on social media, and his bill is 32% customer charge. Mr. Johnson asked the board to consider checking to see if there is any possibility to try and consider lowering the monthly customer charge when setting rates in the future. Mr. Johnson stated, "Quincy has no customer charge for Sewer and Water is lower than ours as well."

Mr. Stevenson responded to Mr. Johnson, "In our business we are cautioned by our advisors and trade organizations to not compare our rates of those of another town because it's a trap unless we know exactly about what's going on in that other town. There are different issues regarding maintenance, growth, and capital improvements with very big variables. The only fair comparison is how we are doing year to year."

Randy Park noted, "We are looking at the customer charge fairly, but we are trying to make sure the infrastructure cost is equal for everybody who is using it. If it's out of balance, you are subsidizing somebody somewhere and I want to make sure we are not doing that."

Kellie Cookson stated she felt the community would benefit if the HBPW considered having the monthly board meeting at a later time during the day. Randy Park responded the Board would take that into consideration.

Mr. Stevenson proposed having the Public Hearing and regular June Board meeting on Monday, June 20, 2016. The Public Hearing will begin at 5:30p.m., and the regular Board meeting will follow at 6:00p.m.

Melissa Cogdal asked, "So you are having the hearing on the water rates on the 20th and they would go into effect on the 4th of July?" Mr. Stevenson replied, "The charter requires a time of at least 2 weeks between the hearing and the actual change which would be the 4th of July."

SPECIAL REPORTS

DISCUSSION OF FUTURE CAPACITY REQUIREMENTS

Mr. Stevenson reported with the expiration of the full requirements electric contract with Illinois Power marketing, a subsidiary of Dynegy, the HBPW will be in the market on June 1, 2017 to buy electric energy and capacity. Mr. Stevenson explained the plan for capacity will be to simply meet the MISO obligation to own or control enough capacity to cover the peak load plus 7.5%. Next year that will be about 63 MW. Prairie State will provide between 16-18 MW so we will need to find the balance of 45-47 MW. Mr. Stevenson noted the HBPW will plan to take the energy provided by Prairie State, but other capacity commitments we will make through contracts will not be expected to produce any energy for us. There will be a variety of possibilities and a variety of prices to consider over the next few months. In addition to the discussion regarding capacity requirements, Mr. Stevenson presented a PowerPoint prepared by GDS & Associates.

CITY ATTORNEY – PENDING MATTERS

NONE

GENERAL DISCUSSION

Mr. Stevenson reported he wanted to set a date for in-house “Board Governance Training” for all Board Members and potential people outside of the HBPW could be invited to attend. An agreement was made among Board Members and Mr. Stevenson to set the training day for Tuesday, October 25, 2016.

CLOSED SESSION

Randy Park made a motion to convene in closed session, in accordance with Section 610.021 (3) and (12) of the Missouri Sunshine Law, to discuss Personnel and Contracts admitting Board Members, Robert Stevenson, Heath Hall, James Lemon, and Matt Munzlinger. Motion seconded by Tim Goodman. ROLL CALL:
AYES: Board Members, Randy Park, Betty Anderson, Tim Goodman, and Todd Kendall. NAYS: 0.

ADJOURNMENT

Randy Park made a motion to adjourn. Motion seconded by Betty Anderson and carried unanimously. The meeting was adjourned at 6:30p.m.

Robert W Stevenson

Robert Stevenson
General Manager

Todd Kendall
Secretary