

## BOARD OF PUBLIC WORKS

Regular Board Meeting

Tuesday, November 28, 2017  
5:00 P.M.

Present:

Lennie Rosenkrans  
Tim Goodman  
Bill Fisher  
Steve Smith

President  
Vice President  
Secretary  
Board Member

Robert Stevenson  
Heath Hall  
Courtney Harris  
Mathew Munzlinger  
Abe Gray  
Matthew Jones  
Kari Goodman  
Andrea Campbell  
Chrissy Hagan  
George Hausdorf

General Manager  
Director of Operations  
Administrative Assistant  
Water/Wastewater Facilities Engineer  
Finance Director  
IT  
Public Relations Coordinator  
Customer Service Representative  
Finance Assistant  
WTP/WWTP Supervisor

James Lemon  
George Walley  
Michael Pearl

City Attorney  
Economic Development  
Poepping Stone Bach & Associates

Danny Henley  
Ashley Szatala

Hannibal Courier Post  
Quincy Herald Whig

### **CALL TO ORDER**

The meeting was called to order at 5:02P.M. by Tim Goodman.

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

The invocation was given by Mr. Tim Goodman.

### **CONSENT AGENDA**

- A) Minutes – October 17 & 30, 2017
- B) Payrolls – October 27, 2017 & November 10 & 24, 2017
- C) Claims – October 2017

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

### **COMMENTS FROM THE AUDIENCE**

NONE

### **DASHBOARD PRESENTATION**

Abe Gray presented the Dashboard presentation to the Board as a review of Key Performance Indicators trailing the last six months.

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

Mr. Stevenson reported the diesel generator project continues. The start-up procedure for each of the engines began in early August and is yet to be complete. The completion date is estimated in April 2018.

Mr. Stevenson reported work continues on establishing the new Stormwater Utility. The HBPW is contracted with Poepping Stone Bach & Associates (PSBA) to design a repair to a storm sewer culvert segment in Martin Street on the South Side. Mr. Stevenson noted Joe Darnell has begun the mapping task. Efforts are underway

to obtain maintenance easements for the conduit that passes under the St. Elizabeth Hospital property while it is temporarily owned by the City.

Mr. Stevenson reported Unit 2 at Prairie State had a planned fall outage that was completed on October 17, 2017. Both units are available for full load operation.

Kari Goodman reported Administrative staff celebrated Bosses Day during the month of October with breakfast for all supervisors and foremen.

Mr. Stevenson reported the SCADA vacancy was filled by Mathew Findlay. The new Customer Service Representative, Kimberly Tischer has also filled the Business Office position.

### **OPERATION'S REPORT**

Heath Hall reported the Stormwater crew continues to work on various tasks required within the MS4 permit. Mr. Hall noted the Bear Creek Stream Cleanup on October 27th yielded 8,880 pounds of trash collected by 30 volunteers.

Heath Hall reported a meeting with Black & Veatch has been scheduled for December 12<sup>th</sup> to discuss responsibilities of the HBPW and the City to move forward with the Stormwater Utility development.

Heath Hall reported PSBA continues work on the design of the repair to the Martin Street Stormsewer. The plans should be complete around the end of the year.

Heath Hall reported the Electric crew replaced a 34.5 kV (transmission loop) pole along Harrison Hill. The roadway was closed for most of the day for the installation for safety purposes. Mr. Hall noted it was a very significant pole with a lot of activity on it. The line crew was very efficient during the one day replacement project.

Heath Hall reported the underground boring contractor will begin work on the Highway 61 lighting project within the next few weeks.

Heath Hall reported the 12 month rolling availability rate continues to be good at 99.991%. The outages for the month were average with squirrels being the cause of most customer interruptions.

Heath Hall reported the Water crew replaced close to 200 feet of 2 inch galvanized line along Stephens Drive with new 2 inch PVC. The new main installation is complete and the crew will continue to replace the services within the next week.

Heath Hall reported the Sewer crew responded to a Sanitary Sewer Overflow (SSO) that occurred along Clover Road. Mr. Hall noted the main has since been excavated and the service was repaired.

Heath Hall reported the Water Treatment Plant biannual basin cleaning was completed for the year.

Heath Hall reported the Wastewater Treatment Plant continues to add bacteria into the sewer collection system to assist in reducing nocardia. The fats, oils, and grease concentrations are reducing in one of the lift stations and at the WWTP influent.

### **FINANCIAL REPORT**

Abe Gray presented the Board with the financial results for the month of October 2017, year to date results, and key financial ratios.

### **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.

## **OLD BUSINESS**

### **BLACK & VEATCH PROGRESS REPORT – BOB STEVENSON**

Mr. Stevenson reported Black and Veatch (B&V) continues to perform bench scale testing to determine the most effective solution to replacing chloramines. Within the last month Black and Veatch has continued to collect and analyze data from the GAC pilot test set-up at the Water Treatment Plant. B&V has begun drafting sections of their final report, and have been in phone contact with the Missouri Department of Natural Resources to review certain elements of their proposed design. Mr. Stevenson reported the GAC simulation testing continues with a second supplier of carbon. The first test with Calgon was inconclusive. B&V is waiting on test results from the second supplier. B&V has determined that a new and third alternative deserves a closer look due to the developing apparent costs of the GAC alternative. Mr. Stevenson noted besides Ozone treatment, B&V is now reviewing the feasibility of Reverse Osmosis systems. There are no conclusions or relative costs available for the City to consider yet with respect to any alternatives.

## **NEW BUSINESS**

### **WATER & SEWER DESIGN STANDARDS – MATT MUNZLINGER**

Matt Munzlinger reported as part of the updated Owner Supervised Program, the design standards for any new Water and Sewer improvements were updated as well. The documents show details of different components of the water system that are to be designed and installed whether it is an outside contractor or HBPW staff completing the installation. This is something that the personnel from both the Water and Sewer Departments were involved in during the document review. Mr. Munzlinger recommended the approval of the updated Water & Sewer Design Standards as presented.

On motion of Steve Smith, seconded by William Fisher the Board voted unanimously to approve the Water & Sewer Design Standards as presented.

### **BID AWARD WWTP BAR SCREENS – GEORGE HAUSDORF**

George Hausdorf & Michael Pearl presented the board with a bid from Irvinbilt Construction to replace the bar screens at the Wastewater Treatment Plant. George Hausdorf recommended approving the bid presented for \$449,700.00 with a \$50,000 contingency.

On motion of Steve Smith, seconded by William Fisher the Board voted unanimously to accept the Irvinbilt Construction bid as presented for \$449,700.00 with a \$50,000 contingency.

### **FY2017 AUDIT REPORT – STEVE BOGGIANO, WADE STABLES**

Steve Boggiano from Wade Stables presented the Board with the annual Audit results from the 2016-2017 fiscal year ending June 30, 2017. Mr. Boggiano noted overall the HBPW was found to be compliant, noting all findings in the report were materially correct.

On motion of William Fisher, seconded by Steve Smith the Board voted unanimously to accept the FY2017 Audit Report as presented.

## **SPECIAL REPORTS**

### **TRAVEL REPORT – KARI GOODMAN**

Kari Goodman reported she attended the 2017 American Public Power Association's Customer Connections Conference in Sacramento, CA on November 5th-8th. Mrs. Goodman noted this is the fourth year she has attended the conference.

## **CITY ATTORNEY – PENDING MATTERS**

NONE

## **GENERAL DISCUSSION**

### **BOARD ORIENTATION – POLICY MANUAL**

Mr. Stevenson and Matthew Jones presented the Board Members with education on the Policy Manual including all board approved policies and an overview of information. Kari Goodman presented information regarding the Key Accounts program that she will be coordinating to collaborate with selected Key Account customers.

**CLOSED SESSION**

William Fisher made a motion to convene in closed session, in accordance with Section 610.021(3) of the Missouri Sunshine Law, to discuss Personnel admitting Lennie Rosenkrans, Tim Goodman, William Fisher, Steve Smith, Mr. Stevenson, Heath Hall, and Courtney Harris. Motion seconded by Tim Goodman. ROLL CALL: AYES: Board Members, Lennie Rosenkrans, Tim Goodman, William Fisher, and Steve Smith. NAYS: 0.

**ADJOURNMENT**

William Fisher made a motion to adjourn. Motion seconded by Steve Smith and carried unanimously. The meeting was adjourned at 8:30p.m.

*Robert W Stevenson*

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Bob Stevenson  
General Manager

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William Fisher  
Board Secretary