

BOARD OF PUBLIC WORKS

Regular Board Meeting

Tuesday, October 20, 2015
3:00 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
	Abe Gray	Finance Director
	John Hummel	WWTP Supervisor
	Molly Ritzheamer	James Lemon's Assistant
	George Walley	Economic Development
	Mike Dobson	Hannibal City Councilman
	Alyse Thompson	Quincy Herald Whig

CALL TO ORDER

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

CONSENT AGENDA

- A) Minutes – September 15, 2015 (Regular Meeting Minutes)
- B) Payrolls – September 15, 2015, October 2, 2015
- C) Claims – September 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 there have been some issues with NISC regarding the paid time off module. Abe Gray and Beverly Stewart have been working to correct the issue, and believe they have a solution.

Mr. Stevenson reported development activities for the Hannibal Lakeside Technology Park are paused for the time being. Missouri DNR is reviewing the Klingner recommendations that may tend to reduce the size of the cash payment they will require as suitable mitigation. Mr. Stevenson noted the construction of the lake at the park may be cancelled due to this issue. Mr. Stevenson will keep everyone posted as he receives more information

Mr. Stevenson reported Bluebird Network is installing conduit for the fiber ring project. The Electric Department portion of the work has been completed.

Mr. Stevenson reported the Water Fund Financing through the state SRF program is now complete. The loan closed on October 15, 2015.

Mr. Stevenson reported the HBPW has spent time since the last meeting planning a response to the sanitary sewer flooding in the Lake Apollo area. The HBPW has made outbound calls to set up appointment times for the remaining houses that have not been inspected, and any home found out of compliance will be given a report from our inspector as to what needs to be corrected. There have been 12 violations found out of 120 inspections.

Mr. Stevenson reported that he authorized Matt Munzlinger to hire TREKK to begin smoke testing in the Lake Apollo area with weather permitting.

Mr. Stevenson reported he attended the MPAU annual meeting in September in Branson, MO. During the MPAU Conference, Hannibal Board of Public Works was awarded the Robert E. Williams System Achievement Award "for providing exceptional quality of improvements in service to its customers". The HBPW also received a plaque recognizing the APPA RP3 award from earlier in the year.

Mr. Stevenson noted on September 29th, several of the Board and HBPW staff toured the Prairie State Energy Campus including the plant and mine. Representatives from Kahoka and Centralia also travelled along for the tour.

Mr. Stevenson reported for Kari Goodman, the Public Utilities Week (PUW) was held on October 5th – 9th. The week was a huge success thanks to the planning efforts of the PUW committee and all HBPW volunteers that did a wonderful job completing the service projects.

Mr. Stevenson reported this month we have one retiree, Terry Tesson from the Electric Maintenance Department retired effective September 30, 2015. The current vacancy will not be posted immediately as job description changes are necessary prior to being posted.

OPERATION'S REPORT

Heath Hall reported the sump pump inspection/meter change outs began around Labor Day in the Lake Apollo area. Here are the latest statistics as of 10/12/15:

- The HBPW mailed slightly over 600 questionnaires to customers in late August
- 412 Surveys have been returned
- 124 Inspections have been performed by BPW crews, and there are about 350 are remaining
- 13 were found to have sump pumps draining into the sanitary sewer system
- 4 of the 13 have been repaired and approved by the Building Inspector

Heath Hall reported the Broadway lighting project is finally complete. There have been parts ordered for the next project to focus on this fiscal year's upgrades, which will include 3rd Street, Mark Twain Avenue, and the Harrison Hill area. Construction will most likely begin after January 1, 2016.

Heath Hall reported the Electric Department outages were down compared to the last few months, mostly due to mild weather. The HBPW 12 month availability rate is still very good at 99.993%.

Heath Hall reported the Water Crew responded to three leaks that were excavated and repaired during the month. There was a major leak along West Terrace on a 6 inch main. The repair took several hours and affected around 400 customers on the Southside resulting in a boil order. The other two leaks reported were on 2 inch mains along Beech, with no boil order necessary.

Heath Hall reported meter change outs were in full swing and done in conjunction with the Sewer Department's sump pump inspections. 103 were completed during the month of September mostly in the Lake Apollo area.

Heath Hall reported the Sewer Crew focused on repairs, adjusting manholes for street paving, repairing creek crossings (at Hwy 168, behind Oak Ridge Pond, Hwy 61 near Clinic Road, and along Westover) and maintaining installed flowmeters.

Heath Hall reported the heating and ventilation system in the Grit and Dewatering Building is not working as intended, and is still under warranty. Peters and the gas company are working closely together to address the issue. Bleigh was the General Contractor on the job, and is aware of the issue as well.

Heath Hall noted the IT Department will be installing remote disconnect meters during the month of November.

FINANCIAL REPORT

Abe Gray, Finance Director, presented the Board with the financial results for the month of September 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 Betty Anderson, the Board voted unanimously to approve the Regular Reports.

SPECIAL REPORTS

Heath Hall reported Jared Stewart attended the E&O and APPA Lineman Rodeo planning meeting in Washington DC during the month of September. Mr. Stewart serves as the Chair of the E&O conference system planning section, and was also assigned to participate as a judge of the linemen rodeo. Mr. Stewart wanted to thank the Board and Mr. Stevenson for allowing him to attend.

Heath Hall noted he appreciated the opportunity to attend the American Public Power Association's (APPA) Business and Financial Conference in New Orleans in September. The conference covered Human Resources, Accounting, Market trends, Customer Service, and Information Technology. Mr. Hall thanked the Board and Mr. Stevenson for allowing him the opportunity to attend this event.

Matt Munzlinger showed a presentation regarding Sanitary Sewer Creek Crossings and reported the Sewer Crew has been working on creek crossings the last two months due to erosion and washed out sewer pipes. The crew has been logging the minor and major repairs needed, and will be developing a list of all the crossings. There were 15 minor repairs, with seven completed at this time, along with 4 major repairs found. Mr. Munzlinger noted the minor repairs will be monitored for the next year and suggested in house repair on those issues as needed. Mr. Munzlinger noted there is a possibility a contractor will need to be hired for the major repairs with stream bank erosion.

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

CITY ATTORNEY – PENDING MATTERS

NONE

COMMENTS FROM AUDIENCE

Janet Dietich requested to receive the engineering report regarding the Disinfectant Byproduct Study. Mr. Munzlinger replied the study is available to review on-site at the HBPW.

Janet Dietich requested the status of fines that were given due to the HBPW administering chloramine to the water before the due date of October 1st. Mr. Stevenson replied the HBPW is under consent from the Missouri DNR that the HBPW had to perform by October 1st, however the approved method for doing so was to have this construction complete by October 1st. The UV light equipment is not complete, and the HBPW is out of compliance at this time. Therefore the enforcement section of DNR informed the HBPW there is no excuse for the delay and to expect fines, but due to the consent order, the language does not say anything about the construction being complete. Mr. Stevenson noted chloramine is being administered in the water at a temporary location at Water Treatment Plant, as instructed by the MDNR. The HBPW will know more information regarding any fines that may be given after the construction process is complete.

Janet Dietich asked when Robert Bocock came and went through the facilities, that it appeared everybody agreed it was not the smartest or the safest decision to use the chloramine. Ms. Dietrich asked if this method would be convertible to one of Mr. Bocock's suggestions or not? Mr. Stevenson replied, if the HBPW can find a feasible option we may bring that to light through Horner and Shifrin.

Crystal Stephens noted Mr. Bocock has a long list of qualifications as a water expert, and asked Mr. Stevenson what his qualifications are regarding water? Mr. Stevenson replied none.

Mike Dobson thanked the board for partnering with Bluebird. He reported 911 Emergency Services are presently in negotiations with Bluebird to connect to fiber headed toward Palmyra that will help enhance their operations.

George Walley noted the information regarding the possible cancellation of the construction of the lake reported during the General Manager's report will not affect the park certification for the certified site. Mr. Walley added the lake is a water retention component and if it were to be cancelled, they are still able to work on projects at the site.

ADJOURNMENT

Randy Park made a motion to adjourn. Motion seconded by Susan Wathen and carried unanimously. The meeting was adjourned at 4:08p.m.

Robert W Stevenson

Robert Stevenson
General Manager

Susan Wathen
Secretary