

## BOARD OF PUBLIC WORKS

Regular Board Meeting

Tuesday, September 16, 2014  
4:00 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
	Jared Stewart	Electric Line Superintendent
	Abe Gray	Finance Director
	John Hummel	WWTP Supervisor
	James Lemon	City Attorney
	Danny Henley	Hannibal Courier Post
	George Walley	City Administrator
	Barry Louderman	City Councilman

### **CALL TO ORDER**

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

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

The invocation was given by Mrs. Betty Anderson.

### **CONSENT AGENDA**

- A) Minutes – August 19, 2014
- B) Payrolls – August 22, 2014, September 5, 2014
- C) Claims – August 2014

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 Business Office staff is attending the annual three day Member Information Conference sponsored by NISC in St. Louis. The staff is learning new skills of the business software, and Mr. Stevenson is beginning to see improvements from the conversion.

Mr. Stevenson reported Prairie State Energy prices are up 5% in August. Maintenance issues are ongoing, and a new Plant Manager with experience has been hired.

Mr. Stevenson reported the Business Park Committee received notification from the US Fish and Wildlife Commission that the bat survey is complete and the requirements have been met. One endangered bat was caught and tracked for several days by radio. The committee will be receiving a clearance letter from the Fish and Wildlife Commission.

### **OPERATION'S REPORT**

Heath Hall reported on Saturday, September 6<sup>th</sup>, at least three of our commercial customers received calls from a company claiming to be the Board of Public Works. The scammers attempted to get payment via credit card over the phone from the customers, and threatened disconnection immediately. Two of the customers called the HBPW immediately and were concerned about being disconnected. The Business office called the software company NISC and none of the customer's information was compromised.

Heath Hall reported on September 10<sup>th</sup>, Hannibal received 5 inches or more of rain in just a few hours. The sanitary sewer system flows at the WWTP facility increased dramatically. The Wastewater Treatment Plant can still meet regulations at these extreme flows, but it does put a burden on the treatment and pumping systems. A few residential customers were also being inundated with water backing up from the sanitary sewer system. The Sewer Crew responded to two separate areas in which these backups were occurring, and the water has now subsided.

Heath Hall reported due to extreme tree growth the Electric Department covered a total of 17,850 feet of tree trimming for the month of August.

Heath Hall reported there was a single wet weather SSO near the Patchen Street Lift Station. This is one of the crews focus areas to reduce the amount of I/I entering the system.

Heath Hall reported the Maintenance Department completed a list of regular repairs during the month of August for all the Board Members to see in the agenda packet.

### **FINANCIAL REPORT**

Abe Gray reported he prepared monthly condensed balance sheets and income statements for each month of the fiscal year ending June 30, 2014. Mr. Gray has thoroughly gone through the previous months and is feeling confident with the reporting at this time.

### **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 Betty Anderson, seconded by Susan Wathen, the Board voted unanimously to approve the Consent Agenda.

### **COMMENTS FROM AUDIENCE**

Mr. John Lyng reported that he is concerned with the recycling fee and how it is being billed during the year. Mr. Lyng would like to see less calculation done, and thinks it would be easier for the customer and the HBPW staff. Discussion was held regarding the recycling fee between Mr. Lyng, Mr. James Lemon, and the Board Members. It was reported by Mr. James Lemon that the people voted on the ordinance, and the ordinance gave the HBPW the authority to collect the charge. It was suggested to look at the policy regarding the recycling fee by the Board Members.

### **NEW BUSINESS**

Mr. Stevenson reported Klingner has virtually completed all assignments related to the Business Park development. All that remains is to compile the documents needed to certify the site with the Missouri Dept. of Economic Development. Mr. Stevenson presented a proposal from Klingner to provide designs and associated permit applications.

On motion of Tim Goodman, seconded by Susan Wathen, the Board voted unanimously to approve the Klingner contract as presented.

### **SPECIAL REPORTS**

Mr. Stevenson presented a Prairie State review video on power plant information and the new technology using coal in the future.

### **COMMENTS FROM THE CITY ATTORNEY**

Mr. James Lemon reported that he will report back to the City Council regarding John Lyng's concern on the recycling fee issue presented during Comments From Audience.

### **GENERAL DISCUSSION**

Mr. Stevenson reported October 4<sup>th</sup>-10<sup>th</sup> is the 4<sup>th</sup> annual Public Utilities Week celebration. The HBPW staff will be engaging in community outreach as well as a Family Fun Night to be held on Thursday, October 3<sup>rd</sup>.

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

### **ADJOURNMENT**

Tim Goodman made a motion of adjourn. Motion seconded by Betty Anderson and carried unanimously. The meeting was adjourned at 5:30p.m.



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Robert Stevenson  
General Manager

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Susan Wathen  
Secretary