

BOARD OF PUBLIC WORKS

Regular Board Meeting

Monday, September 17, 2018
Time: 5:00P.M.

Present: Lennie Rosenkrans
Steve Smith
Stephan Franke

President
Vice President
Board Member

Absent: Bill Fisher

Heath Hall
Courtney Harris
Mathew Munzlinger
Jared Stewart
Abe Gray
Andrea Campbell
Kari Goodman
Matthew Jones
George Hausdorf

Secretary

General Manager
Administrative Assistant
Utility Planning & Construction Engineer
Superintendent of Lineman
Finance Director
Stormwater Coordinator
Public Relations Coordinator
IT Specialist
WTP/WWTP Supervisor

George Walley
Danny Henley
Todd Ahrens
Jay Ritter
Lisa Kairy
Lisa Ball

Economic Development Director
Hannibal Courier Post
Hannibal Regional Hospital
General Mills
Prestige Realty
Prestige Realty

CALL TO ORDER

The meeting was called to order at 3:00P.M. by Lennie Rosenkrans.

INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was given by Mr. Steve Smith.

CONSENT AGENDA

- A) Minutes – August 21, 2018
- B) Payrolls – August 31, 2018 & September 14, 2018
- C) Claims – August 2018

On motion of Stephan Franke, seconded by Steve Smith the Board voted unanimously to approve the Consent Agenda.

COMMENTS FROM THE AUDIENCE

NONE

GENERAL MANAGER & OPERATIONS REPORT

Heath Hall reported the Flood Prevention Plan was put into motion near the end of the August when the forecasted river elevation went above 20 feet. Mr. Hall noted the staff documented preventative measures in place to protect several key utility facilities including the pump house during high river elevations.

Heath Hall reported Matthew Jones did some investigating and found the Automated Metering Infrastructure (AMR) project pricing is about \$500,000 cheaper than originally thought through a different vendor since approving the contract with Aclara during the August Board meeting. Mr. Jones requested a pricing update from all vendors, and will be reevaluating the choices prior to bringing the Board another recommendation before moving forward with the project. Mr. Jones noted the integration may be 12 months before the system would be operational.

Heath Hall reported Matt Munzlinger and himself will be presenting an update on the GAC project financing and design to the City Council at the September 18th council meeting.

Heath Hall reported William Dye, Meter Service Technician has tendered his retirement resignation effective August 31, 2018. Mr. Dye was employed with the HBPW for 27 years. Mr. Hall noted his position has recently been filled, and now there is an open position at the Water Treatment Plant along with a Customer Service Representative position in the Business office to fill at this time.

Heath Hall reported since approving the final version of the Stormwater Management Plan at the May Board meeting, the document was sent to MoDNR for approval. Mr. Hall noted due to the MoDNR's MS4 Coordinator no longer being with the Department, the time frame for MDNR's response is unknown at this time. The department will continue implementing the SWMP to remain on track with the timeframe set forth in the plan. Matt Munzlinger and Andrea Campbell continue to work on 2018 goals set in the Stormwater Management Plan as well.

Heath Hall reported Black & Veatch is currently developing a fee structure for the Stormwater Department based upon several items including policies that will take some collaboration with the Missouri Department of Natural Resources. Mr. Hall noted there will be a couple choices on how to proceed with the fees and voiced it would be in the best interest of the customers to have voter approval in April 2019. Mr. Hall noted in the coming months there will be draft ordinances for the Board to review and approve regarding fees and the responsibility of the HBPW.

Heath Hall reported Jared Stewart and Kenny Garcia completed the 2nd annual testing for MISO on the diesel generators. Mr. Hall noted 8 out of 10 of the generators tested perfect, and 2 of the generators had some minor mechanical issues. The repairs are being made, and another test will be performed.

Heath Hall reported there were 4 Lineman and a Supervisor on standby to assist with the damage of the recent east coast hurricane. Mr. Hall noted as of yesterday, the crew is no longer on standby and announced they will not need the crew's assistance.

Heath Hall reported the Water crew finished up on Marsh Avenue, and the contractor completed the curb repair the second week of September. The City's contractor repaved the street last week, and the Marsh Avenue main extension project is now complete.

Heath Hall reported the Water Crew began working along Hwy MM near Hummingbird installing a new line to loop two dead end mains near the edge of our water system. The crew completed the new main installation last week.

Heath Hall reported the Sewer Crew continues raising manholes on the Southside area of town. Mr. Hall noted the crew completed 18 excavations including point repairs during the month of August.

Heath Hall reported the Water Treatment Plan received a report from the MoDNR on the Sanitary Survey, which is the 3 year inspection of the entire water system. There were recommendations made, and no noncompliance items were listed.

Heath Hall reported at the WWTP the nocardia foam is reducing, and the crew is continuing to try different options to see what will work to help eliminate the foam.

Heath Hall reported Matthew Jones and Kari Goodman are collaborating with website developers from Vervocity regarding the design of the upcoming new HBPW logo.

Customer Service Week Agenda

Kari Goodman reported October 1-5 the HBPW will be highlighting the Customer Service Representatives in house and on social media. A fun filled week is planned to show appreciation for all of the staff in the Business Office.

Public Utilities Week Agenda

Kari Goodman reported October 8-12, the HBPW will be celebrating Public Utilities week. Mrs. Goodman noted on October 8th, the crews will head to Bear Creek for the “Stream Team Clean up Event.” On October 9th, the HBPW will be holding a “Give Back to the Community Day.” The four properties chosen to help with improvements are the Douglas Community Center, United Way Office, Robinson Cemetery, and Avenues. On October 10th, there will be a “Customer Appreciation Lunch” with giveaways in the HBPW parking lot from 11:30-1:00.

FINANCIAL REPORT

Abe Gray presented the Board with the financial results for the month of August 2018, year to date results, and key financial ratios. Mr. Gray presented the Dashboard presentation to the Board as a review of Key Performance Indicators trailing the last six months.

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 are acceptable and will continue as weather permits. Matt Munzlinger presented photos of the GAC design to the Board Members that he will be sharing with the City Council Members at the council meeting tomorrow evening. Mr. Munzlinger noted the target date of having a fully functional GAC building is set for February of 2020.

OLD BUSINESS

Tank Painting Bid Results – Matt Munzlinger

Matt Munzlinger reported there was a bid opening on September 11, 2018 for the tank painting. Mr. Munzlinger noted the low bid was made by Tri-State Industrial Sandblasting owned by Dan Bush with a bid of \$163,750.00. Mr. Munzlinger noted Alex Dunker from MECO Engineering reviewed the documentation that was submitted, and recommends the HBPW approve Tri-State Industrial Sandblasting.

On motion of Steve Smith, seconded by Stephan Franke the Board voted unanimously to award the bid to Tri-State Industrial Sandblasting for \$163,750.00.

Shinn Lane Property Sale – Abe Gray

Heath Hall reported Abe Gray was the project manager on the Shinn Lane property sale. In late August the HBPW management selected Prestige Realty of Hannibal to represent the sale. Mr. Hall noted based on a discussion with the assigned Realtor Lisa Kairy, the HBPW reached out to neighboring property owners to see if they had any interest in purchasing the Shinn Lane property. The listed price of the property is \$239,900 based on the comparable market analysis and also taking into consideration the price the HBPW paid for the property in the summer of 2014. The HBPW received two offers on the property, with the top offer being made by Hannibal Regional Hospital for the amount of \$245,000. Mr. Hall recommended the Board accept the offer from Hannibal Regional Hospital for the amount of \$245,000.

On motion of Steve Smith, seconded by Stephan Franke the Board voted unanimously to accept the offer from Hannibal Regional Hospital for the amount of \$245,000 to purchase the Shinn Lane property.

SPECIAL REPORTS

Travel Reports – Matt Munzlinger & Andrea Campbell

Matt Munzlinger & Andrea Campbell thanked the Board for the opportunity to attend the 2018 StormCon Surface Water Quality Conference and Expo in Denver, Colorado from August 13-16.

CITY ATTORNEY – PENDING MATTERS

NONE

GENERAL DISCUSSION

Mr. Hall reported there has been discussion regarding the RV Dump Station that is located at the corner of Warren Barrett Drive and S. 5th St. Mr. Hall noted he has received complaints about the location, mess, and odor it creates for a resident that lives very close to the station. Mr. Hall will be reviewing and discussing ideas on possibly relocating the station out of the flood zone, and closer to the WWTP to have better access to

monitor. Mr. Hall and team will be discussing options and bringing this topic back to the Board at a future meeting.

CLOSED SESSION

Lennie Rosenkrans 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, Steve Smith, Stephan Franke, Heath Hall, and Courtney Harris. Motion seconded by Stephan Franke. ROLL CALL: AYES: Board Members, Lennie Rosenkrans, Steve Smith, and Stephan Franke. NAYS: 0.

ADJOURNMENT

Lennie Rosenkrans made a motion to adjourn. Motion seconded by Stephan Franke and carried unanimously. The meeting was adjourned at 6:10p.m.



Heath Hall
General Manager

Lennie Rosenkrans
President