

## BOARD OF PUBLIC WORKS

Regular Board Meeting

Tuesday, January 21, 2014  
4:00 P.M.

Present:	Betty Anderson Randy Park Susan Wathen	Vice President Secretary Board Member
	Robert Stevenson Heath Hall Courtney Harris Mathew Munzlinger Lindsay Caudill Jared Stewart Ray Luhning John Hummel	General Manager Director of Operations Administrative Assistant Water/Wastewater Facilities Engineer Finance Director Electric Line Superintendent Maintenance Supervisor Water/Wastewater Supervisor
	James Lemon Danny Henley Mike Dobson Jeff LaGarce	City Attorney Hannibal Courier Post City Councilman City Manager
Absent:	Dr. Ervin Harder	President

### **CALL TO ORDER**

The meeting was called to order at 4:02 P.M. by Randy Park.

### **CONSENT AGENDA**

Minutes – December 17, 2013 (Regular Meeting & Closed Meeting)

Payrolls – December 27, 2013, January 10, 2014

Claims – December 2013

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

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

Mr. Stevenson reported the new software system IVUE is now being utilized, and many extra hours from the staff has contributed to a successful conversion. The staff is working with the original consultants Power Systems Engineering to plan and implement the Functionality Acceptance Testing in February or March.

Mr. Stevenson noted Klingner and Associates has been working on detailed surveys and easement arrangements for the roads and utilities regarding the development of the Business Park.

Mr. Stevenson reported that Prairie State plant capacity factor has greatly improved over the past month after the annual outage, and he hopes to see that trend continue.

Mr. Stevenson reported Cindy Livesay and select staff members will be attending the Teen Health & Safety Fair on February 2, 2014. The safety presentations will be held at all the Hannibal Elementary and Middle Schools and are tentatively being scheduled for the last week in April and first week in May.

Mr. Stevenson noted Rob Vandelight, SCADA Technician, has been called to active duty. Nick Ferry will be filling his position until Mr. Vandelight returns. The return date is unknown at this time.

### **OPERATION'S REPORT**

Heath Hall reported there were few outages in December.

Heath Hall noted that it was a busy month for the Water Department with five water mains repaired and three services replaced during the month. Three separate boil orders were necessary to complete the repairs.

Mr. Hall reported that the Sewer crew has been cleaning miles of sewer mains and spending extra time working on troublesome areas.

Heath Hall reported that the Barnes Henry Electric System Coordination Study will be completed and ready to review on February 28, 2014.

### **FINANCIAL REPORT**

Lindsey Caudill presented the Board with the December 2013 financials.

Lindsey Caudill reported the Finance department has been working with the NISC conversion, and the Prairie State report. They are entering data into NISC to create the revenue/expenditure report to possibly present at next month's board meeting.

### **PROJECTS REPORT**

Matt Munzlinger reported the Sewer Department is continuing to complete bi-monthly testing at five locations for the Disinfection Byproduct Study. This project and Horner Shifrin will go to bid in June, pending a third trial scheduled in the spring.

Matt Munzlinger reported the WWTP Life Extension project received 60% drawings for review, and will be completed before the April Board Meeting for staff's review and comment.

Matt Munzlinger reported there is a list of improvements to be completed in the Patchen Street area and staff will work these improvements as weather permits.

On motion of Betty Anderson, seconded by Susan Wathen, the Board voted unanimously to approve the Regular Reports

### **NEW BUSINESS**

#### **JEFF LAGARCE – MARK TWAIN AVENUE LIGHTING**

Jeff LaGarce presented a funding request for review regarding the Mark Twain Avenue Lighting project. MoDot will be working on the project, and City Council is requesting \$123,000 to help fund the expense. The plan is to install lighting with antique decorative features placed every 90 feet on Mark Twain Avenue. MoDot is willing to let HBPW install the lighting to save on installation expenses. This projected amount would need to be in the YE 2016 budget to allocate towards the project. There is a possibility if Shinn Lane is reclassified as a collector street that the City Council will want to divert an additional \$100,000 from Mark Twain Avenue lighting to a design contract for Shinn Lane. In such an event, the council may come back to the BPW for an additional subsidy for Mark Twain Avenue lighting.

On motion of Susan Wathen, seconded by Betty Anderson, the Board voted unanimously to approve the staff to allocate \$123,000 to support the Mark Twain Avenue lighting project in the YE 2016 budget.

#### **KLINGNER CONTRACT**

Mr. Stevenson reported the hillside by the Southside substation is a very unsightly property and is a problem. The maintenance and landscaping on the property need a permanent fix. A contract from Klingner & Associates was presented for review and the projected amount to update the property would be \$150,000.

On motion of Randy Park, seconded by Susan Wathen, the Board voted unanimously to table the Klingner & Associates Contract as presented until other priorities have been accomplished.

#### **RESERVE CAPACITY CONTRACT**

Mr. Stevenson presented information regarding the Reserve Capacity Contract. At this time the HBPW must find reserve capacity elsewhere since the contract has been rendered with Centralia and Marceline. Illinois Power Marketing Company has offered a contract for the year 2014.

No vote was taken, nor was any objections stated.

#### **IBEW MOU**

Mr. Stevenson presented the IBEW MOU contract and reported that negotiating is complete. The union will be meeting on January 22, 2014.

On motion of Betty Anderson, seconded by Susan Wathen, the Board voted unanimously to approve the IBEW contract contingent upon the Unions approval.

#### **5 YEAR PLAN**

Heath Hall presented the preliminary for FY 2014-2015 and beyond 5 Year Plan, which is intended to show all proposed capital projects for the next five fiscal years. After Board approval, the document will go to Planning and Zoning on March 31, 2014 for their approval. The City Council also approves the 5 Year Plan for all City Departments. The plan was presented only for review and comment, and will be presented at the February Board Meeting for potential approval.

**POLE ATTACHMENT RESOLUTION**

Mr. Stevenson reported MPUA has requested that the Board endorse or approve a resolution related to the Pole Attachment Policy. In 2013 the state legislature passed a measure over the objections of MPUA and other pole owners that essentially stripped the City of property rights related to poles and the right of way. To the benefit of broadband providers, that measure was overturned in court. This year the legislature is discussing a do-over with minimal change. This resolution is our attempt to speak with a stronger voice on this issue. Mr. Stevenson hopes to schedule a meeting with Representative Schumake to discuss the resolution with him.

On motion of Betty Anderson, seconded by Susan Wathen, the Board voted unanimously to approve the Pole Attachment Resolution as presented.

**PERMISSION TO TRAVEL**

Mr. Stevenson requested approval of all business related travel prior to these events:

1. APPA Legislative Rally in Washington D.C. March 10-12, 2014
2. APPA Engineering and Operations Conference in Oklahoma City, April 6-9, 2014
3. APPA National Conference in Denver, June 13-18, 2014.

On motion of Susan Wathen, seconded by Betty Anderson, the Board voted unanimously to approve Mr. Stevenson to travel to the conferences as presented.

**CITY ATTORNEY – PENDING MATTERS**

NONE

**COMMENTS FROM AUDIENCE**

NONE

**GENERAL DISCUSSION**

Randy Park noted that he was very pleased that the HBPW received the award from the Hannibal Chamber of Commerce for the storm relief efforts in May 2013.

**ADJOURNMENT**

Randy Park made a motion of adjourn. Motion seconded by Betty Anderson and carried unanimously. The meeting was adjourned at 6:05p.m.



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Robert Stevenson  
General Manager

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Randy Park  
Secretary