

BOARD OF PUBLIC WORKS

Regular Board Meeting

Tuesday, May 20, 2014
4:00 P.M.

Present:	Randy Park	President
	Susan Wathen	Secretary
	Betty Anderson	Board Member
	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
	John Hummel	Water/Wastewater Supervisor
	Chelle Brown	Finance Department/Temp Employee
	Kari Goodman	Director of Communications
	James Lemon	City Attorney
	George Walley	Economic Development Director
	Jim Bensman	MECO Engineering

CALL TO ORDER

The meeting was called to order at 4:37P.M. by Randy Park.

INVOCATION

The invocation was given by Mr. Tim Goodman.

CONSENT AGENDA

- A) Minutes – April 15, 2014
- B) Payrolls – April 18, May 9, 2014
- C) Claims – April 2014

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

GENERAL MANAGER'S REPORT

Mr. Stevenson reported we are continuing to work on Incode replacement. The focus is on inventory, work order related modules, and the payroll/customer billing modules are working well. The work order and asset management modules are a work in progress, and Mr. Stevenson recommended external technical support to get the modules properly setup. The board members agreed to hiring a consultant to help support that effort.

Mr. Stevenson reported there was an 8 week outage for Prairie State on unit #2, and Prairie State is no longer supplying the daily operating data. He will be communicating with them to ask about resuming data regularly.

OPERATION'S REPORT

Mr. Hall reported the Electric department had very few outages for the month of April. They are continuing with pole replacements during the nice weather.

Mr. Hall reported the Water department has been working on dead end main flushing devices. During the assessment, 111 of the 225 only needed minor repairs. It was reported that all the basins were cleaned as well.

Mr. Hall reported the Sewer department had an SSO(Sanitary Sewer Overflow), and that brings a total of 6 for the year.

Mr. Hall reported Matthew Jones in the IT department is working on all NISC and IT needs.

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.

Travel Reports

Mr. Heath Hall reported he attended the APPA Public Power Manager Certification Program May 5-9 at Myrtle Beach, SC. The sessions included topics on Electric Utility Industry Overview, Financial Planning, Management and Budgeting, and Strategic Leadership for Public Power. To receive his certification, he must do a project involving the HBPW. Mr. Hall thanked the Board for the opportunity.

Mr. Jared Stewart reported he attended the E&O Conference and Lineman Rodeo in Oklahoma City, OK. He attended several classes consisting of Co2 emissions for generation and where the industry will head with new regulations, implementing new PM procedures, and many others. He had the privilege of being a judge at the Lineman Rodeo, and he was invited to be a co-chair at two other APPA events, and offered a chair position on the RP3 board.

Mr. Robert Stevenson thanked the Board for the opportunity to attend the E&O Conference in early April in Oklahoma City, OK. He found it to be excellent training and will find ways to incorporate some new ideas into the HBPW operations.

WWTP LIFE EXTENSION BID AWARD

Mr. Matthew Munzlinger reported the bids were opened on April 22nd for construction of the improvements centered on the G&D Building. There were five contractors that submitted bids on the project. Mr. Munzlinger recommended that the Board approve award of the bid to Bleigh Construction for the amount of \$3,572,574.00. The final contract price will be amended through a Change Order No. 1 removing the items selected to reduce the project cost also being presented for the Board's Approval.

On motion of Susan Wathen, seconded by Tim Goodman, the Board voted unanimously to approve the agreement contingent upon Bleigh submitting the proper bonding and insurance documentation as required by the contract.

ELECTRIC, WATER, SEWER RATE SCHEDULE

Mr. Stevenson presented the revised Electric, Water, Sewer rate schedules, and Schedule of Fees and Charges. He recommended Board approval of all the revised rates that support the FY2014-2015 Budget approved in April.

On motion of Betty Anderson, seconded by Susan Wathen, the Board voted unanimously to approve the Electric, Water, Sewer Rate Schedules, and Schedule of Fees and Charges as recommended.

HERRING PROPERTY

Mr. Stevenson reported there was a contingent offer made on the Herring property with all documents attached for the Board to review. Mr. Stevenson committed to \$300.00 of inspection work, and recommended finding someone for property management. Due to the Shinn Lane project, Mr. Stevenson recommends the purchase of the Herring property for the amount of \$220,000 plus closing costs.

On motion of Betty Anderson, seconded by Susan Wathen, the Board voted unanimously to approve the purchase of the Herring property for the amount of \$220,000.

WATER QUALITY REPORT

Mr. Heath Hall reported the yearly reported Consumer Confidence Report. The report contains all required data and has information to report to our customers. The Missouri Department of Natural Resources prepares the report and oversees all of the testing data contained within the report. This report will be mailed out to all customers for review in June.

COMMENTS FROM THE CITY ATTORNEY

None

COMMENTS FROM AUDIENCE

None

GENERAL DISCUSSION

Kari Goodman reported the HBPW was featured in the Public Power Magazine and presented a copy to all Board Members for review.

George Walley noted the Herring property being purchased was a great decision and safe move on behalf of the HBPW.

Jim Bensmen from MECO Engineering noted his company is willing and able to be supportive for the Board of Public Works with any needs they can accommodate.

CLOSED SESSION

Betty Anderson made a motion to convene in closed session, in accordance with Section 610.021 (3) of the Missouri Sunshine Law, to discuss Personnel admitting Board Members excluding Susan Wathen, Bob Stevenson, and Heath Hall. Motion seconded by Tim Goodman. 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 7:30p.m.

Robert W Stevenson

Robert Stevenson
General Manager

Susan Wathen
Secretary