

## BOARD OF PUBLIC WORKS

Regular Board Meeting

Tuesday, July 15, 2014  
4:00 P.M.

Present:

Randy Park  
Betty Anderson  
Susan Wathen  
Tim Goodman

President  
Vice President  
Secretary  
Board Member

Robert Stevenson  
Heath Hall  
Courtney Harris  
Mathew Munzlinger  
Jared Stewart  
John Hummel  
Kari Goodman

General Manager  
Director of Operations  
Administrative Assistant  
Water/Wastewater Facilities Engineer  
Electric Line Superintendent  
Water/Wastewater Supervisor  
Director of Communications

James Lemon  
Mike Dobson  
Danny Henley

City Attorney  
City Councilman  
Hannibal Courier Post

### **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 Mr. Robert Stevenson.

### **CONSENT AGENDA**

- A) Minutes – June 17, 2014
- B) Payrolls – June 27, 2014, July 11, 2014
- C) Claims – June 2014

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

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

Mr. Stevenson reported continuous work is being done on Incode replacement regarding inventory and work order management. The consultant from Power Systems Engineering has been extremely beneficial to the process and will be assisting in the Finance Department 5-6 days a month.

Mr. Stevenson noted Prairie State's capacity factor statistics and pricing are up when comparing last year's figures.

Mr. Stevenson reported a traffic study meeting was held with MoDot and Klingner & Associates regarding the Business Park Development project. A change in the current road development was discussed, and a revised plan will be prepared by Klingner for presentation at a future meeting.

Mr. Stevenson reported due to a lack of state funding, the Mark Twain Avenue proposal that was presented at the January 2014 board meeting by Jeff LaGarce has been dismissed relieving the Board of previously approved financial help with that project.

Kari Goodman reported there is planning and preparation in progress for Public Utilities Week to be held October 6<sup>th</sup>-October 10<sup>th</sup> 2014. The theme for this event is "Hannibal Board of Public Works Gives Back to the Community."

Mr. Stevenson reported service awards will be given to the following employees for their years of service:

- Michial Bacon, SCADA Department – 10 years in January
- Gary Tate, Sewer Department and John Furniss, Water Treatment Plant – 15 years in April
- Gary Beahan, Maintenance Department and Lillie Lewton, Business Department – 25 years in June

### **OPERATION'S REPORT**

Heath Hall reported the Water Plant is operating in automatic mode and is back in normal operation after the June 22<sup>nd</sup> Water Treatment Plant valve had malfunctioned due to lightning. There were meetings held to discuss preventative measures, and MIRMA insurance will be covering all of the damage to the Water Plant building.

Heath Hall noted the sanitary sewer system and Wilson Street Lift Station is back to normal at this time.

Heath Hall reported the Electric Department sent four Linemen along with two Line trucks on July 8<sup>th</sup> to Columbia, MO to assist with electrical issues from storm damage on July 7<sup>th</sup>. They returned to the HBPW on July 11, 2014.

Heath Hall reported the Water Department worked on 19 dead end main flushing devices during the month of June.

Heath Hall reported the Sewer Department raised 16 manholes during the month of June, and have been short staffed due to injuries.

#### **FINANCIAL REPORT**

Mr. Stevenson reported the Finance Department has been working on closing out the end of May's variance report.

#### **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 Tim Goodman, seconded by Betty Anderson, the Board voted unanimously to approve the Regular Reports.

#### **SPECIAL REPORTS – TRAVEL REPORT (BOB STEVENSON)**

Mr. Stevenson reported he traveled to Denver, Colorado for the American Public Power Association Conference from June 12<sup>th</sup>- June 17<sup>th</sup>. He had the opportunity to listen to national speakers, received credit for his CEU's, and thanked the board for the opportunity to attend.

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

None

#### **COMMENTS FROM AUDIENCE**

None

#### **GENERAL DISCUSSION**

None

#### **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 and Robert Stevenson. 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 6:00p.m.

*Robert W Stevenson*

---

Robert Stevenson  
General Manager

---

Susan Wathen  
Secretary