

BOARD OF PUBLIC WORKS

Regular Board Meeting

Tuesday, February 10, 2015
4:00 P.M.

Present:	Randy Park	President
	Susan Wathen	Secretary
	Tim Goodman	Board Member
	Betty Anderson	Vice President
	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
	Kari Goodman	Public Relations Coordinator
	Danny Henley	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. Tim Goodman.

CONSENT AGENDA

- A) Minutes – January 20, 2015
- B) Payrolls – January 23, 2015, February 6, 2015
- C) Claims – January 2015

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 the Hannibal Lakeside Technology Park is now a Missouri Certified Site. There are new roadway signs being developed to install at all three entrances into the park that will incorporate the Missouri Certified Site logo.

Mr. Stevenson reported Bluebird Network is still working on a contract for the Fiber Ring Joint project that was presented to the Board at the December meeting.

Mr. Stevenson reported Prairie State Energy Campus turned in a good month in January. Unit 1 had a capacity factor of 91.2%, and Unit 2 had a capacity factor of 84.9% for the month.

Human Resources

Mr. Stevenson noted due to retirements, there have been several job vacancies which has created movement for Internal Staff. All vacancies plan to be filled by the end of February 2015.

Public Relations

Kari Goodman reported on Saturday, February 7th, Matt Lay, Lineman, and Kari Goodman, Public Relations Coordinator, presented an educational booth at the Annual Teen Health Fair. There were several hundred teens and preteens that attended the event.

Kari Goodman reported Cindy Price, Billing Clerk at the HBPW, was voted 2014 Star Performer of the Year for her outstanding work and positive attitude.

Operations Report

Heath Hall reported the Electric Department's availability rate is at 99.99%, and there were no outages for Surrey Hills during the month of January.

Heath Hall reported oil samples from the Indian Mounds and the Southside substations, indicated that the load tap changer oil tested bad and the oil needed to be changed out immediately. An emergency call was made to the manufacturer and the substations were shut down for repair.

Heath Hall reported the Water Department repaired 9 leaks during the month of January.

Heath Hall reported repairs have been scheduled to begin on Tuesday, February 17th, to fix the leak on the raw water main at the pump house.

Heath Hall reported the Sewer Crew responded to 13 reported stop ups. One of the stop ups resulted in a Sanitary Sewer Overflow (SSO), and in result was reported to the Missouri Department of Natural Resources.

Heath Hall reported the Year End Sludge Report from the Wastewater Treatment Plant was reviewed and submitted.

Heath Hall reported Matthew Jones, IT Department, has been working with the HBPW maintenance staff to install the necessary hardware for the BlueBird fiber installation. BlueBird is currently on schedule to complete the installation during the month of March.

Heath Hall reported Matthew Jones, IT Department, has continued to gather information about SCADA system related upgrade options. Mr. Jones is planning to have a local vendor from St. Louis come on-site in February to give Management a brief demonstration of the system currently being installed at the Wastewater Treatment Plant.

FINANCIAL REPORT

Abe Gray presented the Board with the financial results for the month of February.

PROJECTS REPORT

Mathew Munzlinger presented the Board with an updated progress report of ongoing projects along with a slideshow of pictures to see improvements being made at the Wastewater Treatment Plant. 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.

OLD BUSINESS

Heath Hall presented the Board with the finalized 5-Year Plan for review. The plan contains all proposed capital projects for the next five fiscal years. Mr. Hall recommended the Board approve the 5-Year Plan as presented.

On motion of Betty Anderson, seconded by Tim Goodman, the Board voted unanimously to approve the 5 Year Plan as presented.

NEW BUSINESS

Heath Hall reported for the last 15 years, the Hannibal Parks and Recreation Department and the HBPW have combined efforts to purchase properties along Wabash, Konder, and Zeigler Streets near the river pump house. These properties are within an area of the city that does not contain sanitary sewer, and it was deemed not cost effective to construct. There is one property remaining to be purchased located at 210 Zeigler, and the owners are interested in selling the property at this time. Mr. Hall recommended the Board approve to cooperate with the Parks and Recreation Department and purchase the property by paying for half the negotiated selling price of the 210 Zeigler property as presented.

On motion of Susan Wathen, seconded by Betty Anderson, the Board voted unanimously to approve the purchase of half of the 210 Zeigler property as presented.

Mr. Stevenson presented the Master Power Purchase and Sale Agreement regarding the Prairie State Capacity Sale for 2015-2016. The Prairie State Energy Campus has achieved a capacity rating, and the HBPW now has excess capacity for rent. After receiving and reviewing three different offers, Mr. Stevenson recommended accepting The Energy Authority offer for MISO Planning Year 2015-16 which begins June 1, 2015.

On motion of Betty Anderson, seconded by Tim Goodman, the Board voted unanimously to approve Mr. Stevenson to rent the Prairie State capacity to The Energy Authority.

Mr. Stevenson presented a copy of the General Manager Position Description to the Board for recommended approval.

On motion of Susan Wathen, seconded by Betty Anderson, the Board voted unanimously to approve the General Manager's Position Description as presented.

Mr. Stevenson recommended the Board appoint Beverly Stewart to the Tri-State Health Care Coalition Board for the 2015 calendar year.

On motion of Susan Wathen, seconded by Betty Anderson, the Board voted unanimously to approve Beverly Stewart to the Tri-State Health Care Coalition Board for the 2015 calendar year.

SPECIAL REPORTS

Mr. Stevenson and Matt Munzlinger reported the HBPW Staff had a meeting with the Department of Natural Resources (DNR) and Horner & Shifrin on January 27th to discuss projects that have been delayed due ultimately to DNR approval. All documentation has been submitted for approval, and expedited purchasing is necessary to meet the deadlines given by the DNR for these projects. An agreement was reached on the responsibilities of each entity to complete the projects as soon as possible.

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

Susan Wathen made a motion of adjourn. Motion seconded by Tim Goodman and carried unanimously. The meeting was adjourned at 6:30p.m.

Robert W Stevenson

Robert Stevenson
General Manager

Susan Wathen
Secretary