

## BOARD OF PUBLIC WORKS

Regular Board Meeting

Monday, November 19, 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  
Abe Gray  
Andrea Campbell  
Kari Goodman  
Matthew Jones  
George Hausdorf

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

James Lemon  
Mike Dobson  
Danny Henley

City Attorney  
City Councilman  
Hannibal Courier Post

### **CALL TO ORDER**

The meeting was called to order at 5:00P.M. by Lennie Rosenkrans.

### **INVOCATION & PLEDGE OF ALLEGIANCE**

The invocation was given by Mr. Steve Smith.

### **CONSENT AGENDA**

- A) Minutes – October 15, 2018
- B) Payrolls – October 26, 2018 & November 9, 2018
- C) Claims – October 2018

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

### **COMMENTS FROM THE AUDIENCE**

Mike Dobson extended an invite to the Board to attend the Riverfront Ground-Breaking Ceremony on Monday, December 3<sup>rd</sup> at 11:00 a.m. Mr. Dobson also thanked the Board for funding the electric work and paying for the underground electric and lighting portions of the project.

### **GENERAL MANAGER & OPERATIONS REPORT**

Heath Hall reported on October 24<sup>th</sup> and 25<sup>th</sup>, all HBPW staff attended one of the two day customer service training from Measure X. Mr. Hall noted the staff will continue to focus on improving internal communications and solving problems for the HBPW customers. This will include call coaching, customer follow up calls, and other brainstorming improvement items that were mentioned during the two days of training.

Heath Hall reported he will be attending the City Council meeting tomorrow night to present an update on the GAC project including financing and rate adjustments.

Heath Hall reported Matthew Jones and Kari Goodman continue working with Media Development to create standard templates with the new logo for a variety of marketing publications.

Heath Hall reported the Stormwater department is moving forward to be on the April 2019 voter ballot regarding the user fee. Mr. Hall noted in the month of December the HBPW will submit ordinance/ballot language to City Hall for the Council to consider.

Heath Hall reported Prairie State ended the fall outage and was back online November 2, 2018.

Heath Hall reported the Sewer Crew had 3 Sanitary Sewer Overflows (SSO's) due to elevated river levels. Two of the SSO's were on the Wastewater Treatment Plant (WWTP) effluent line.

Heath Hall reported the flow at the Water Treatment Plant (WTP) is up 15% more than last year in October of 2017.

Heath Hall reported due to a high river elevation the flow at the WWTP was doubled for the month of October.

Heath Hall reported Matthew Jones and Emily Dexheimer presented at the APPA Conference in early November on mobile technology solution that was implemented in January of 2018. The presentation included information on NISC service orders and other uses that have been created to better utilize the mobile device in the field. Mr. Hall noted he appreciated Matthew and Emily taking the time to travel and represent the HBPW at the conference.

### **FINANCIAL REPORT**

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

### **OLD BUSINESS**

#### **2018 PSE AMI Aclara – Matthew Jones**

Matthew Jones reported in August 2018, the Board approved a contract with Aclara to replace the AMR meter system to an Automated Metering Infrastructure (AMI) system. After discussing the projected cost of the replacement with Aclara, Mr. Jones noted the cost has changed to 1.9 million instead of the 2.5 million dollar quote that was given in August. Mr. Jones noted moving forward the cost savings will allow the HBPW to replace and update meters. The AMI system conversion will begin in November of 2019.

### **NEW BUSINESS**

#### **GAC Project Financing Update – Abe Gray**

The Board members, General Manager and Finance Director discussed the merits of borrowing approximately \$16 million of revenue bonds in early calendar year 2019 versus borrowing \$10 million of bank-qualified bonds in early calendar year 2019 along with a second, smaller round of bonds in early calendar year 2020. Borrowing the funds over 2 years would allow the HBPW to implement smaller rate increases but could expose the HBPW to rising interest rates. It was also noted that depending on the actual amount of the project, the second round of borrowing could be an interfund loan from the Electric Fund to the Water Fund. If this approach is possible it would offer the lowest total cost of financing. The Board instructed the Finance Director to pursue borrowing the \$10 million of bank-qualified bonds in early calendar 2019 while also retaining the flexibility of borrowing the additional amount needed, whether in the form of a second bond sale or in the form of an interfund loan from Electric to Water.

#### **Proposed Water Rate Schedule – Abe Gray**

Abe Gray presented the Water Rate Schedule for FY2018-2019. The proposed revenue increases include Water (7.5%) revenue with the new revenue allocating a 60% to usage charges and 40% to customer charges. Mr. Gray noted the effect of this rate increase is an increase of approximately \$2.00/month for the average Residential customer. All other utility rates are left unchanged at this time. The schedule was discussed and reviewed for consideration by the Board to be presented at the Public Hearing to be set in the next action item.

Heath Hall noted the HBPW will be sending a letter to Ralls County Water to notify them of the water rate increase that will take place in January 2019.

**Set Public Hearing – Heath Hall**

Heath Hall requested the Board set a Public Hearing on Monday, December 17<sup>th</sup> at 5:00p.m. with the regular Board meeting to follow.

On motion of Steve Smith, seconded by Stephan Franke, the Board voted unanimously to hold the Public Hearing on December 17<sup>th</sup> at 5:00p.m. at the Hannibal Board of Public Works conference room.

**SPECIAL REPORTS**

**WWTP Upgrades Presentation - George Hausdorf**

George Hausdorf presented a PowerPoint regarding the Molecular Sieve replacement project that was completed, and the Bar Screen project that continues at the Wastewater Treatment Plant. Mr. Hausdorf reported both projects have gone smoothly and thanked the WWTP and Maintenance crews for their hard work with the upgrades.

**2018 Stormwater Survey Results**

Andrea Campbell reported the Stormwater Department recently conducted a Stormwater Outreach survey, as part of their Stormwater Management Plan requirements. Each question offered individual opportunity for analysis and will assist in determining best management practices within the Stormwater management program. Mrs. Campbell shared the questions and results noting the survey established multiple benchmarks the department can use as reference to understand public perception of stormwater issues.

**Travel Report – Matt Munzlinger**

Matt Munzlinger thanked the Board for the opportunity to attend a 5-day training course on Overhead Electric Line Design held in Orlando, Florida October 1-5. The course showed how to properly design an overhead electrical line in accordance with the National Electric Safety Code (NESC).

**CITY ATTORNEY – PENDING MATTERS**

NONE

**GENERAL DISCUSSION**

NONE

**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, & Courtney Harris. Motion seconded by Stephan Franke. ROLL CALL: AYES: Board Members, Lennie Rosenkrans, Steve Smith, & 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 7:15p.m.



---

Heath Hall  
General Manager

---

Lennie Rosenkrans  
President