

BOARD OF PUBLIC WORKS

Regular Board Meeting

Monday, January 21, 2019
Time: 5:00p.m.

Present:

Lennie Rosenkrans
Steve Smith
Bill Fisher
Stephan Franke

President
Vice President
Secretary
Board Member

Heath Hall
Courtney Harris
Mathew Munzlinger
Abe Gray
Kari Goodman
George Hausdorf
Jared Stewart
Gene Majors
Matt Jones
Andrea Campbell
Jeff Williams

General Manager
Administrative Assistant
Utility Planning & Construction Engineer
Finance Director
Public Relations Coordinator
WTP/WWTP Supervisor
Superintendent of Lineman
Water Department Supervisor
IT
Stormwater Coordinator
Pre-Treatment Coordinator

James Lemon
Mike Dobson
Corey Mahaffey
Chris Dawson
Danny Henley
Alan Bowen

City Attorney
City Councilman
Economic Development
GDS
Hannibal Courier Post
Hannibal Citizen

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 – December 17, 2018(Public Hearing & Regular Meeting)
- B) Payrolls – December 21, 2018 & January 4 & 18, 2019
- C) Claims – December 2018

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

COMMENTS FROM THE AUDIENCE

NONE

GENERAL MANAGER & OPERATIONS REPORT

Heath Hall introduced Corey Mahaffey as the new Northeast Missouri Economic Development Council Director. Mr. Mahaffey started on January 2, 2019 and Mr. Hall noted he is very impressed with his progress in the position. Mr. Mahaffey invited everyone to please visit the NEMO EDC on Facebook, Instagram, & Twitter and voiced his enthusiasm starting his new position in Hannibal.

Heath Hall reported the Stormwater Utility Fee ordinance made it through the City Councils first and second reading and is now on the April 2nd ballot for the Hannibal voters to consider. Mr. Hall noted Andrea Campbell will be sharing public education information later in the meeting.

Heath Hall reported Kari Goodman continues to work on adding new information to the HBPW website since implementing back in December. Mr. Hall noted the new HBPW logo has been added to some of the vehicles and different items throughout the organization.

Heath Hall reported the Electric Department had only a few outages for the month of December 2018 and also celebrated National Squirrel Appreciation Day.

Heath Hall reported the Water Department had one significant leak on a six inch main along the Shawnee Trail that resulted in a boil order.

Heath Hall reported the Sewer Crew completed two days of training to help assist with consistency when identifying defects during inspections.

Heath Hall reported the Water Treat Plant disinfection byproduct results continue to be in compliance and have been since the conversion to chloramine disinfection in the fall of 2015.

Heath Hall reported the Wastewater Treatment Plant bar screen was installed in December and continues to remove a significant amount of solids from the treatment system.

Heath Hall reported Matthew Jones sent emails to all HBPW users with results from the test phishing emails that have been sent out over the last few months. Mr. Hall directed the HBPW Staff and Board Members to send any questions regarding the results to himself or Mr. Jones. The training will continue throughout the year on cyber security topics.

Heath Hall reported Matthew Jones continues to work with ACLARA on the AMI upgrade project finalizing contract documents.

Heath Hall reported the HBPW is looking into a phone system upgrade along with some of the City Departments in FY19-20. Mr. Hall noted the HBPW had planned to upgrade the phone system and now has decided to wait and combine efforts with other city departments since there could be cost savings included in the upgrade.

FINANCIAL REPORT

Abe Gray presented the Board with the financial results for the month of December 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

WTP Chloramine Alternative Project Bid Award – Matt Munzlinger

Matt Munzlinger presented the Board with the Chloramine Alternative Project Bid Award that was held January 10, 2019 at 2:00 pm at the HBPW Conference Room. Mr. Munzlinger noted Black & Veatch reviewed the submitted information and made a recommendation to award the low bidder River City for \$8,461,000. The latest Engineers estimate was \$10.6 million for this portion of the project which makes a total savings of \$2,139,000. This does not include the cost of the media which will be bid later this year.

On motion of William Fisher, seconded by Steve Smith the Board voted unanimously to award the Water Treatment Plant Chloramine Alternative Project Bid Award to River City for \$8,461,000.00.

NEW BUSINESS

Power Supply Presentation - Chris Dawson of GDS

Chris Dawson of GDS presented the Board with a Power Supply Presentation including information regarding a Resource Portfolio Summary & Wholesale Power Cost, Power Supply Procurement Strategy & RFP Results, & Clean Line/Grain Belt Update. Much discussion was held regarding these topics.

5 Year Capital Project Plan – Abe Gray

Abe Gray presented the FY 2018-2019 Five Year Plan, which is intended to show all proposed capital projects for the next five fiscal years. Mr. Gray noted the document serves a dual purpose in that it notifies the City of the planned capital improvements and additions along with forming the beginning of the budgeting process. After recommended Board approval, the document will go to Planning and Zoning for their approval. The City Council will also approve the Five Year Plan for all City Departments.

On motion of Stephan Franke, seconded by Steve Smith the Board voted unanimously to accept the Five Year Plan as presented.

February Board Meeting Schedule – Heath Hall

Heath Hall reported to the Board the 3rd Monday in February is on President's Day, and the HBPW office will be closed. Mr. Hall recommended moving the Regular Board Meeting to Tuesday February 19th, at 3:00p.m. prior to the City Council meeting that day.

On motion of William Fisher, seconded by Stephan Franke the Board voted unanimously to move the Regular Board Meeting to Tuesday February 19th, at 3:00p.m.

Appointment of New Escrow Agent – Abe Gray

Abe Gray reported in February of 2005 the HBPW purchased customer territory from the Public Water Supply District No. 1 of Ralls County. The terms of this purchase agreement called for the payment to be made over time with the purchase funds to be held in escrow. From the inception of this agreement to the present time the funds have been held at BNY Mellon, and Mr. Gray noted they are now closing their office with the representative moving to Regions Bank out of St. Louis. Mr. Gray noted HBPW management recommends the Board of the HBPW authorize our Board Chairman to sign the document appointing Regions Bank as our new escrow agent. We will then ask City Council to authorize the Mayor to sign accordingly.

On motion of Steve Smith, seconded by William Fisher the Board voted unanimously to authorize Lennie Rosenkrans to sign the document appointing Regions Bank as the Escrow Agent.

SPECIAL REPORTS

Stormwater Public Education – Andrea Campbell

Andrea Campbell presented information regarding outreach efforts for Stormwater education including proposition "S" to educate the Hannibal community along with a brochure that will be distributed to the HBPW customers. Mrs. Campbell noted she will be attending community meetings, updating the Stormwater page on the HBPW website, and hoping the community will contact the HBPW staff directly with any questions. The HBPW is scheduled to host two public meetings, March 7th, and March 28th in Council Chambers at 6:30p.m. Mrs. Campbell noted additionally, we have been invited to speak with the Master Naturalists Group on February 26th and the Hannibal Free Public Library on February 25th (teens) and March 26th (adults).

Pretreatment Public Education – Jeff Williams

Jeff Williams presented information regarding the Pretreatment Public Education brochure that he will be distributing to inform the public of the pretreatment program of helping keep oil and grease out of the system. Mr. Williams noted the brochure will be in a customer mailing in the coming months to residential customers and he will be distributing to commercial customers as well.

Key Financial Ratios – Abe Gray

Abe Gray presented an update of the key financial ratios, which are required by the HBPW policies to be presented the month after receipt of the annual financial statement audit. Mr. Gray noted the majority of the ratios, on a companywide basis, are in line with the targets.

CITY ATTORNEY – PENDING MATTERS

NONE

GENERAL DISCUSSION

NONE

CLOSED SESSION

William Fisher made a motion to convene in closed session, in accordance with Section 610.021 (3)(12) of the Missouri Sunshine Law, to discuss Personnel & Contracts admitting Lennie Rosenkrans, Steve Smith, William Fisher, Stephan Franke, Heath Hall, Courtney Harris, & Kari Goodman. Motion seconded by Stephan Franke. ROLL CALL: AYES: Board Members, Lennie Rosenkrans, Steve Smith, William Fisher, & Stephan Franke. NAYS: 0.

ADJOURNMENT

William Fisher made a motion to adjourn. Motion seconded by Lennie Rosenkrans and carried unanimously. The meeting was adjourned at 7:50p.m.



Heath Hall
General Manager

William Fisher
Secretary