

## BOARD OF PUBLIC WORKS

Regular Board Meeting

Monday, May 18, 2020  
Time: 3:30p.m.

Present:	William Fisher	President
	John Ortwerth	Vice President
	Bill Dees	Secretary
	John Zerbonia	Board Member
	Kenneth Reasoner	General Manager
	Mathew Munzlinger	Utility Planning & Construction Engineer
	Courtney Harris	Administrative Assistant
	Abe Gray	Finance Director
	Matthew Jones	Senior IT Specialist
	Mike Dobson	City Councilman
	Alan Bowen	City Councilman
	Daryl McCoy	City Councilman
	Corey Mehaffy	Executive Director - HREDC
	Danny Henley	Hannibal Courier-Post

### **CALL TO ORDER**

The meeting was called to order at 3:32p.m. by William Fisher.

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

The invocation was given by William Fisher.

### **CONSENT AGENDA**

- A) Minutes – April 27, 2020 & May 11, 2020
- B) Payrolls – May 1 & 15, 2020
- C) Claims – April 2020

On motion of Bill Dees, seconded by John Zerbonia the Board voted unanimously to approve the Consent Agenda.

### **COMMENTS FROM THE AUDIENCE**

Mike Dobson, 2<sup>nd</sup> Ward Councilman thanked the Board for deferring water rate increases at this time. Mr. Dobson voiced he is excited to work with the new Board members and hopeful to figure something out with the Stormwater issues.

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

Ken Reasoner reported the 2021 Budget was approved by the Board on May 11, and filed with the City Clerk on May 13, 2020. Mr. Reasoner noted since the deferral of the 3.5% water rate increase and no other proposed rate adjustments a Public Hearing was not necessary to schedule in June.

Ken Reasoner reported the Five-Year Capital Improvement Plan will be discussed at the Planning and Zoning meeting on May 21, 2020.

Ken Reasoner reported the General Municipal Election will be held on June 2, 2020. Mr. Reasoner noted Proposition “R” is on the ballot and related to the City of Hannibal’s recycling services. The HBPW will be billing a \$1.90 per month charge per each utility bill for this program and collecting the fee for the City if the proposition passes.

Ken Reasoner reported the HBPW has been awarded the American Public Power Association’s “Safety of Excellence” award for outstanding safe operating practices in 2019.

Ken Reasoner reported the Environmental Protection Agency (EPA) has released guidance on flushing drinking water lines in buildings that are reopening due to closure of COVID19. Mr. Reasoner noted the information can be found on the EPA’s website and may be helpful to business owners for minimizing water stagnation from the extended building closures.

Ken Reasoner reported the payment kiosk machines are now operational at the HBPW and City Hall. Mr. Reasoner noted since the implementation of the kiosk, 55 transactions have been processed with a total collection of \$11,400.00.

Ken Reasoner reported since March 17, 2020, a moratorium was placed on disconnection of utility services due to non-payment. Mr. Reasoner noted it is anticipated the state of emergency date will end on June 15, and the HBPW will return to the standard policy and procedures for late fees and disconnects. Mr. Reasoner noted the HBPW lobby will be opening back up after modifications are completed to allow the Business office to comply with the current social distancing requirements.

Ken Reasoner reported all the systems are performing very well financially. The total revenues are down 3% and operating cash flows are down about 5.5%. Mr. Reasoner noted there are several projects in maintenance being delayed due to the pandemic and the staff will be monitoring capital projects closely moving forward.

Ken Reasoner reported the Electric system has performed extremely well reliably. Mr. Reasoner noted the power supply had a 3.7% reduction in costs from this time last year.

Ken Reasoner reported the Water System revenue is down 12.5% and overall water production is down 5%. Mr. Reasoner noted Mathew Munzlinger will be giving an update on the Granulated Activated Carbon (GAC) System during the projects report, and thanked the Board members for taking tours at both plants.

Ken Reasoner reported the Sewer System revenues are down 6% and the total treated water is down 27%. Mr. Reasoner noted this is driven by different factors and not necessarily by customer usage.

Ken Reasoner reported a joint committee with City staff will be developed to address the necessary capital improvements and develop an overall business plan for the Stormwater system in the near future.

Ken Reasoner reported in the Business office the Customer Service Representatives have been doing a great job keeping their phone calls around 2 minutes and noted they are doing an outstanding job throughout this time.

### **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.

### **FINANCIAL REPORT**

Abe Gray presented the Board with the financial results for the month of April 2020, 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.

### **CITY ATTORNEY – PENDING MATTERS**

NONE

### **GENERAL DISCUSSION**

Bill Dees reported he really appreciated the recent tours of the Water Treatment Plant and Wastewater Treatment Plant. Mr. Dees noted it was very helpful and would like to see some of the general public have the opportunity to tour the plants in the future. John Ortwerth reported he was impressed with the amazing number of seasoned HBPW staff running the plants.

### **ADJOURNMENT**

John Ortwerth made a motion to adjourn. Motion seconded by John Zerbonia and carried unanimously. The meeting was adjourned at 3:58p.m.



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Kenneth Reasoner  
General Manager



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Bill Dees  
Secretary