

BOARD OF PUBLIC WORKS

Regular Board Meeting

Monday, August 17, 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
	Jared Stewart	Superintendent of Lineman
	Matthew Jones	Senior IT Specialist
	Mike Dobson	City Councilman
	Michael Purol	BHMG

CALL TO ORDER

The meeting was called to order at 3:30p.m. by William Fisher.

INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was given by William Fisher.

CONSENT AGENDA

- A) Minutes – July 20, 2020
- B) Payrolls – July 31, 2020 & August 14, 2020
- C) Claims – July 2020

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

COMMENTS FROM THE AUDIENCE

NONE

GENERAL MANAGER & OPERATIONS REPORT

Kenneth Reasoner expressed appreciation for the Board attending Social Media training, and Lieutenant Grote training the HBPW staff on Workplace Violence.

Kenneth Reasoner recognized personnel at the Wastewater Treatment Plant (WWTP) and Water Treatment Plant (WTP). On August 11, 2020, Governor Parson declared this week Water and Wastewater Treatment Worker's Week. Mr. Reasoner noted the staff works extremely hard at both facilities and the WWTP is currently participating in COVID19 Sewer Shed Surveillance testing with the Missouri Department of Natural Resources.

Kenneth Reasoner reported the RP3 application will be discussed further in the meeting and shared information regarding the designation. Mr. Reasoner noted the Emergency Response Plan, Safety Manual, and Pandemic Plan will be presented for approval.

Kenneth Reasoner reported the kiosk and SmartHub transactions continue to increase. Mr. Reasoner noted Customer Service Representatives have been assisting with the outreach program and payment arrangements during this time.

Kenneth Reasoner reported Williams Keepers will be conducting the annual audit and will be on site September 1-3, 2020.

Kenneth Reasoner reported for the entire power supply portfolio, the trailing twelve months ending in July which include all-in costs of power delivered to Hannibal was \$57.29/MWh compared to \$60.90/MWh for the same period a year ago.

Ken Reasoner reported the water treatment supply is down from last year noting in July of 2019 there was 129.6mgd of total water production and June/July of 2020 is around 100mgd. Mr. Reasoner noted since losing Ralls County Water as a customer this has most likely affected the amount of production as a yearly comparison.

Ken Reasoner reported Mathew Munzlinger will be reporting on the Stormwater system repairs further in the meeting. Mr. Reasoner noted bid results were received on the Martin Street repair and the lowest bid came in at \$667,000 and the budgeted amount is \$487,000 for the project.

Ken Reasoner reported Lisa Peck compiled and submitted a grant to help with funding the Union Street Stormwater repairs and noted the City will be receiving \$743,436.00 to help with the expense of the repair. Mr. Reasoner thanked Lisa Peck for all of her hard work and noted the area of repairs will be assessed very soon to begin the project.

OPERATIONS 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

Ken Reasoner presented the Board with the financial results for the month of July 2020, year to date results, and key financial ratios. Mr. Reasoner presented the Dashboard presentation to the Board as a review of Key Performance Indicators trailing the last six months.

OLD BUSINESS

Stormwater Loan Principal Payment Deferral – Kenneth Reasoner

Kenneth Reasoner reported in August 2017 the Stormwater fund borrowed \$1 million from the Electric fund and the Stormwater fund still does not have a revenue source. The Stormwater fund was scheduled to make \$120,000 loan payments on August 1, 2018, 2019 and 2020 and noted another principal payment is due on August 1, 2020. HBPW management requests the Board move to defer the August 1, 2020 principal payment of \$100,000. This would be added to the balloon payment at the end of the loan due on August 1, 2022.

On motion of Bill Dees, seconded by John Ortwerth the Board voted unanimously to defer the August 1, 2020 Stormwater Loan Principle Payment for \$100,000.

Emergency Response Plan Approval, Safety Manual Approval, & Pandemic Plan Approval– Mathew Munzlinger

Mathew Munzlinger presented the Emergency Response Plan, Safety Manual, and the Pandemic Plan noting these documents will need to be submitted as part of the RP3 application. Mr. Munzlinger noted it is suggested the documents be approved by the highest level of local government to show the necessary support for carrying out actions and showing the HBPW's commitment to a safe working environment. Mr. Munzlinger noted if approved these items will be on the City Council Agenda for approval.

On motion of Bill Dees, seconded by John Zerbonia the Board voted unanimously to approve the Emergency Response Plan, Safety Manual, and Pandemic Plan as presented.

Martin Street Bid – Mathew Munzlinger

Mathew Munzlinger reported Martin Street failed in 2015, and due to lack of funding there have only been temporary repairs made up until this point. Mr. Munzlinger noted three bids were received for improvements to the sanitary sewer, storm sewer and water mains along Martin Street on August 5, 2020. The low bid of \$667,629.00 was received from Mehler & Sons, Inc of Silex, MO. Discussion was held regarding the difference of the budgeted amount verses the bid amount. Mr. Munzlinger noted this is considerably more than the previously estimated \$480,000 to complete the project but is indicative of the trend seen with other projects being bid. After reviewing the received bids, market conditions, and anticipated discussions with the bidders, the Engineer is recommending the award of the project to Mehler & Sons, Inc. for a price of 667,629.00.

On motion of Bill Dees, seconded by John Ortwerth the Board voted unanimously to award the Martin Street Bid to Mehler & Sons, Inc. for a price of \$667,629.

NEW BUSINESS

Schedule of Fees & Charges – Kenneth Reasoner

Kenneth Reasoner presented the Schedule of Fees & Charges regarding the ballot issue of the recycling fund that was approved by the voters and the transfer fee of 5.5% that was applied to all utility usage charges effective July 1, 2020. Mr. Reasoner recommended approval of the revision #11 Schedule of Fees & Charges as presented.

On motion of John Ortwerth, seconded by Bill Dees the Board voted unanimously to approve the revision #11 Schedule of Fees & Charges as presented.

Coachlight Easements – Jared Stewart

Jared Stewart reported in recent months the HBPW has assessed the area of the Coachlight Drive subdivision and recognized a need to acquire new easements to better service the areas electrical needs. Mr. Stewart noted Board approval is being requested to finalize the acquisition of the easements which will require City Councils approval and the Mayor's signature once legal review has been completed.

On motion of Bill Dees, seconded by John Ortwerth the Board voted unanimously to approve the Coachlight Easements as presented.

CITY ATTORNEY – PENDING MATTERS

NONE

GENERAL DISCUSSION

NONE

CLOSED SESSION


John Zerbonia made a motion to convene in closed session, in accordance with Section 610.021(1) of the Missouri Sunshine Law, to convene in closed session to discuss Litigation admitting Bill Fisher, William Dees, John Ortwerth, John Zerbonia, James Lemon, Ken Reasoner, Mathew Munzlinger, & Courtney Harris. Motion seconded by Bill Dees. ROLL CALL: AYES: Board Members, Bill Fisher, John Ortwerth, Bill Dees, & John Zerbonia. NAYS: 0.

ADJOURNMENT

Bill Dees made a motion to adjourn. Motion seconded by John Ortwerth and carried unanimously. The meeting was adjourned at 5:01p.m.



Kenneth Reasoner
General Manager



Bill Dees
Secretary