

BOARD OF PUBLIC WORKS

Regular Board Meeting

Monday, July 19, 2021

Time: 4:05p.m.

Present: William Fisher - via phone
John Ortwerth
Bill Dees

President
Vice President
Secretary

Mathew Munzlinger
Courtney Harris
Matthew Jones
Paul Trenhaile
Jared Stewart
Alex Dunker
Makayla Robbins

Director of Operations
Administrative Support Specialist
Senior IT Specialist
Finance Director
Superintendent of Lineman
Utility & Planning Engineer
Coordinator of Customer & Community Relations

James Lemon

City Attorney

Absent: Melissa Cogdal

Board Member

CALL TO ORDER

The meeting was called to order at 4:05p.m. by William Fisher.

INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was given by John Ortwerth.

CONSENT AGENDA

- A) Minutes – June 21, 2021
- B) Payrolls – June 2 & 16, 2021
- C) Claims – June 2021

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

COMMENTS FROM THE AUDIENCE

NONE

GENERAL MANAGER REPORT

Mathew Munzlinger reported Alex Dunker is the new Utility Planning & Construction Engineer that started on July 6th.

Mathew Munzlinger reported purchase power costs are continuing to increase. Mr. Munzlinger noted Chris Dawson reported last fall we hedge against these price increases by buying blocks of power in the summer months. In addition to Prairie State generation, the HBPW currently has a contract with Nextera from June-September 2021 to help hedge against the increased daily prices.

Mathew Munzlinger reported there were a series of outages during the month of June and thanked everyone who was involved with assisting to get power restored. Mr. Munzlinger noted 4 Lineman and 2 Sewer Crew members were sent to Monroe City and Perry, MO to assist with restoration through the MPUA Mutual Aid Agreement.

Mathew Munzlinger reported water usage at the Water Treatment Plant (WTP) trended upward for the month of June 2021 compared to June 2020.

Mathew Munzlinger reported in the month of June the change out occurred for vessels 3 and 4 of the GAC media at the Water Treatment Plant. Mr. Munzlinger noted this was the first full scale use of reactivated media and everything went well with the change out.

Mathew Munzlinger reported annual maintenance of all submersible pumps at the plant, pump house and intake was completed during the month of June.

OPERATIONS REPORT

Mathew Munzlinger presented the Board with an updated progress report including 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

Paul Trenhaile presented the Board with the financial results for the month of June 2021, year to date results, and key financial ratios. Mr. Trenhaile presented the Dashboard presentation to the Board as a review of Key Performance Indicators trailing the last six months.

OLD BUSINESS

Schedule of Rates & Fees – Paul Trenhaile

Paul Trenhaile presented the Schedule of Rates during the Public Hearing and requested approval to adopt the new schedule as presented.

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

NEW BUSINESS

Oakwood Substation Transformer Purchase – Mathew Munzlinger

Mathew Munzlinger reported as part of the Finn Connection Project to Ameren, the decision was made to bring 161kV into the Oakwood Substation. Mr. Munzlinger noted due to long lead times, the need to finalize the design plans around a specific transformer, and to minimize material price increases a Request for Proposal was released June 17th, with a July 8th response time. Once the responses were received, they were reviewed for adherence to the specifications and evaluated for cost over a twenty-year period. After review, staff is requesting approval to award the transformer to WEG for \$1,671,725.00 as the lowest responsive proposal submitted.

On motion of Bill Dees, seconded by John Ortwerth the Board voted unanimously to award the transformer to WEG for the amount of \$1,671,725.00.

Surplus Items Declaration – Mathew Munzlinger

Mathew Munzlinger reported the HBPW annually evaluates available vehicles, equipment, and other items needed and determines whether there is useful life left. Mr. Munzlinger shared a list of items that are no longer needed and noted they will be offered to other City Departments first before being disposed of through a bid process. Mr. Munzlinger requested the miscellaneous items be declared surplus to proceed with the disposal process.

On motion of William Fisher, seconded by John Ortwerth the Board voted unanimously to declare surplus of the items as presented.

CITY ATTORNEY – PENDING MATTERS

Prairie State was discussed amongst James Lemon & Board Members.

GENERAL DISCUSSION

Mathew Munzlinger reminded everyone that the next regular Board meeting will be held Monday, August 23, 2021.

CLOSED SESSION

Bill Dees made a motion to convene in closed session, in accordance with Section 610.021(1)(2) of the Missouri Sunshine Law, to convene in closed session to discuss Litigation and Real Estate admitting William Fisher via phone, Bill Dees, John Ortwerth, James Lemon, Mathew Munzlinger, Jared Stewart, Paul Trenhaile & Courtney Harris. Motion seconded by John Ortwerth. ROLL CALL: AYES: Board Members, Bill Fisher, John Ortwerth & Bill Dees. NAYS: 0.

ADJOURNMENT

Bill Dees made a motion to adjourn. Motion seconded by John Ortwerth and carried unanimously. The meeting was adjourned at 5:11p.m.



Mathew Munzlinger
Director of Operations



Bill Dees
Secretary