

BOARD OF PUBLIC WORKS

Regular Board Meeting

Monday, November 15, 2021

Time: 4:00p.m.

Present:

William Fisher
John Ortwerth
Bill Dees

President
Vice President
Secretary

Absent:

Melissa Cogdal

Board Member

Darrin Gordon
Mathew Munzlinger
Courtney Harris
Matthew Jones
Paul Trenhaile
Jared Stewart
Makayla Robbins

General Manager
Director of Operations
Administrative Support Specialist
Senior IT Specialist
Finance Director
Superintendent of Lineman
Coordinator of Customer & Community Relations

Corey Mehaffey
Stephan Franke
Mike Dobson
Amanda Schulz via Teams
Kristen Brown via Teams
David Bleigh

Northeast Economic Development Council
City Councilman
City Councilman
Williams Keepers, LLC.
Williams Keepers, LLC.
Hannibal Citizen

CALL TO ORDER

The meeting was called to order at 4:00p.m. by William Fisher.

INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was given by William Fisher.

CONSENT AGENDA

- A) Minutes – October 18 & 26, 2021 & November 4, 2021
- B) Payrolls – October 22, 2021 & November 5, 2021
- C) Claims – October 2021

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

COMMENTS FROM THE AUDIENCE

None

GENERAL MANAGERS REPORT

Mr. Gordon reported on Monday, October 11th, the Senate passed the nation's Infrastructure Bill which currently sits on the desk of the President for his final signature. This bill will make available to qualifying entity's \$73 billion for electric infrastructures and \$65 billion for water systems infrastructures. Mr. Gordon noted he will continue to monitor how this bill progresses.

Darrin Gordon reported the mission at the HBPW is to provide safe and reliable utilities. There was an accident with a citizen raised in a lift that collided into the 34.5kV power line. Mr. Gordon wanted to remind all contractors and citizens in the community to please contact the HBPW if you have any questions or concerns regarding the electric lines. Mr. Gordon noted at the HBPW we work very hard to practice a safe working environment, but we are always available for the publics needs as well.

OPERATIONS REPORT

Mathew Munzlinger reported the overall availability rate for the past 12 months was 99.991%.

Mathew Munzlinger reported the Electric crew has been focused on the Minnow Creek subdivision. The contractor is currently installing conduit, and the crew is getting ready to pull in the primary and secondary wires to complete the installation.

Mathew Munzlinger reported at the Water Treatment Plant (WTP) production has increased compared to the prior year since June 2021. Mr. Munzlinger noted the water loss has increased, and the crew is diligently working to determine why this is continuing to happen. A clear well inspection was performed during the month of October with exceptionally minimal sediment found.

Mathew Munzlinger reported at the Wastewater Treatment Plant (WWTP) throughout the year, the crew only disinfects the water put back into the Mississippi river from the months of April-October. Mr. Munzlinger noted the Department of Natural Resources does not allow disinfection any more than is necessary to be in compliance.

Mathew Munzlinger reported the Meter crew is continuing to install water meters at this time. The crew is diligently working to install as many as possible before the winter months. During this time the Electric crew is helping with meter swaps and currently 3,300 water meters and 3,500 electric meters have been changed out.

PROJECTS REPORT

Mathew Munzlinger presented the Board with an updated progress report including projects from the Electric, Water System, Water Treatment Plant, Sewer System, Wastewater Treatment Plant and Stormwater. 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 October 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

2020-2021 Annual Audit Report – Paul Trenhaile

Amanda Schultz, CPA, and Kristen Brown from Williams Keepers presented the Board with the draft Audit results from the FY20-21 fiscal year ending June 30, 2021. Ms. Schultz noted the results found no material weaknesses and an unmodified opinion will be issued which means the financial statements are free of material misstatement. Mr. Trenhaile noted the draft Audit Report will be submitted to the City Council and the City-wide audit will be finalized by mid-December 2021. The report will be available on the HBPW website for anyone to view.

Stormwater Funding Source Discussion – Darrin Gordon

Mr. Gordon reported Alex Dunker, Utility Planning Engineer and the HBPW staff are moving forward with the Stormwater mapping process identifying all properties within the service territory. Mr. Gordon noted the HBPW will be providing the finalized map to the City, County, and State to assess and compare accuracy.

Mr. Gordon presented the current HBPW Maintenance Responsibility of Stormwater systems policy. Mr. Gordon noted this policy was approved in May of 2019 and includes the delineation of the Board and the City's responsibilities. Mr. Gordon noted due to possible discrepancies since the approval of the policy, the staff will be reviewing the document to make sure the language is defined accurately.

Mr. Gordon reported the HBPW recognizes the City will be going for a tax increase on the ballot in April 2022. Mr. Gordon noted after the election the outcome will help determine how the HBPW will be moving forward to plan for a Stormwater tax or fee. Mr. Gordon asked, "Does anyone have any other thoughts to discuss?" Mike Dobson voiced, "One of the things that has come up in the past is if the structure fails and takes a roadway with it, does it become the HBPW's or City's responsibility to put back the structure and the roadway." Darrin Gordon replied, "We need to add that into the policy as well, thank you."

David Bleigh, citizen of Hannibal voiced he has been listening on the discussion of Stormsewer, and he is not sure it was advertised correctly in the past and does not think it was communicated well enough to the community. Mr. Bleigh voiced he felt it may be a burden to the larger industries and more expensive homeowners to pay for the majority of it going by square footage. Mr. Bleigh voiced it will be hard keeping accurate track of the square footage annually and he voiced he is not sure if that is the route to go. Mr. Bleigh voiced he thinks there is no fair way but continues to feel the sales tax would be the simplest. The Board and Mr. Gordon thanked Mr. Bleigh for his comments.

NEW BUSINESS

Regular Board Meeting Schedule (December 2021 – February 2022) – Darrin Gordon

Darrin Gordon reported Monday, January 17th and Monday, February 21st, 2022, are the dates set for the regularly scheduled Board meetings. Due to these dates landing on reserved holidays, it was recommended moving the Board meeting dates to Tuesday, January 18th and Tuesday, February 22nd. All of the Board Members unanimously agreed to change the meetings to the proposed dates.

CITY ATTORNEY – PENDING MATTERS

NONE

GENERAL DISCUSSION

NONE

CLOSED SESSION

Bill Dees 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, James Lemon, Darrin Gordon, Mathew Munzlinger, Jared Stewart, Paul Trenhaile, Courtney Harris & James Lemon. 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 5:58p.m.



Darrin Gordon
General Manager



Bill Dees
Secretary