

BOARD OF PUBLIC WORKS

Regular Board Meeting

Monday, January 18, 2021

Time: 4:00p.m.

Present:	William Fisher	President
	John Ortwerth	Vice President
	Bill Dees	Secretary
	Melissa Cogdal	Board Member
	Darrin Gordon	General Manager
	Mathew Munzlinger	Director of Operations
	Courtney Harris	Administrative Support Specialist
	Paul Trenhaile	Finance Director
	Makayla Robbins	Coordinator of Customer & Community Relations
	Corey Mehaffey	Northeast Economic Development
	Mike Dobson	City Councilman
	James Lemon	City Attorney

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 – December 20, 2021
- B) Payrolls – December 17 & 31, 2021 & January 14, 2022
- C) Claims – December 2021

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

COMMENTS FROM THE AUDIENCE

None

GENERAL MANAGERS REPORT

Mr. Gordon reported the Union Street project is a cooperative effort between the HBPW and the City of Hannibal. Through the Community Development Block Grant program, the City has procured funding for this singular stormwater repair. The HBPW has been unable to move forward with the project due to issues with the final easement that will be completed in early spring and CDBG funding. The HBPW moved forward with the design of the project with CDBG approval using the same engineering from the project initiation and management. CDBG has now come back to the project and replied because the same engineering firm was used for both functions, the City is no longer eligible for the CDBG funding. The City and HBPW are moving forward with the CDBG appeals process, holding the first proposed public hearing on February 1, 2020, at City Hall. Mr. Gordon noted the HBPW fully supports the appeal and are working in full cooperation and coordination with the City. Once the funding question is answered, the HBPW and City are prepared to put the project out to bid and complete the work as quickly as possible.

Mr. Gordon reported the EPA has created a revised lead and copper rule that has been endorsed by the President and is to be implemented by the State of Missouri. Mr. Gordon noted the HBPW currently meets all of the state and federal regulations for the water that's being delivered to the customers. Member Dees voiced this project will be significant in effort and manpower. Member Cogdal voiced the concerns will be the old piping and the piping coming from the mains into the home. Mr. Gordon noted an assessment will have to be done prior to starting the project in the future.

OPERATIONS REPORT

Mathew Munzlinger reported on the morning of December 28th, 2021, a truck struck a pole on Market St. which broke two poles and caused an extended outage to around 750 customers. The crew was able to localize most of the outage time to 35 customers for a longer period of time.

Mathew Munzlinger reported the overall availability rate for the past 12 months was 99.993%.

Mathew Munzlinger reported the crew is continuing to work on tree trimming and there were very limited outage calls throughout the month.

Mathew Munzlinger reported at the Water Treatment Plant (WTP) the water production for the month of December 2021 was more than but very close to December 2020. Mr. Munzlinger noted there were no anomalies in the amount of water produced or anything that would indicate issues within the plant or major leaks within the system.

Mr. Munzlinger reported two GAC vessels were changed out last week at the Water Treatment Plant, and two more vessels are planned to be changed around the first of February 2022. Mr. Munzlinger noted currently all 8 vessels have been changed out since February 2021.

Mr. Munzlinger reported the crew is continuing to change out meters and transformers. They are currently focused on inside meter registers, and the CSR's are contacting homeowners to schedule meter changeouts.

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 December 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

Five-Year Plan of Capital Improvements – Paul Trenhaile

Paul Trenhaile presented the finalized Five-Year Plan of Capital Improvements that includes all proposed capital projects for the next five fiscal years. Mr. Trenhaile noted there were no changes to the Plan from what was presented to the Board since last month's meeting. Mr. Trenhaile noted after approval he will submit the final plan to the Planning & Zoning committee by January 31, 2022. Mr. Trenhaile voiced HBPW Management recommends the Board approve the Five-Year Plan of Capital Improvements as presented.

On motion of William Dees, seconded by John Ortwerth the Board voted unanimously to approve the Five-Year Plan of Capital Improvements as presented.

NEW BUSINESS

Bid Award/Oakwood 161 kV Project – Darrin Gordon

Darrin Gordon reported the HBPW received and opened bids on December 21, 2021 at 11 a.m., for the steel pole procurement, as part of the Finn - Oakwood 161kV project. A total of five (5) bids were collected, three (3) of which were received on time. Mr. Gordon presented a recommendation from BHMG to award the project to Meyer Utility Structures. Mr. Gordon noted they were the lowest bidder, and this was significantly under the engineers estimate. Mr. Gordon thanked Jared Stewart and Matthew Munzlinger for their exceptional work on the easements.

On motion of William Dees, seconded by Melissa Cogdal the Board voted unanimously to approve and accept the Meyer Utility bid for the amount of \$444,830.00

Ameren EEI Purchasing Contract – Darrin Gordon

Darrin Gordon presented the Master Purchase Power and Sales Agreement and noted the HBPW does not purchase power or sell power from Ameren. Mr. Gordon noted it has been recommended by GDS to have this in place moving forward with the Finn Connection Project and this would help secure beneficial opportunities in the future. Mr. Gordon voiced a legal firm has reviewed the contract and he recommended giving himself Darrin Gordon the authority to sign the Master Purchase Power Sales Agreement that was presented. Attorney, James Lemon recommended that the City sign the presented document as well.

On motion of William Dees, seconded by Melissa Cogdal the Board voted unanimously to approve Darrin Gordon to sign the Ameren Purchase Power and Sales Agreement contract as presented.

Credit Rating Standards and Poor's, S&P - – Darrin Gordon

Darrin Gordon reported the Standards and Poor's will be looking at the credit health of the HBPW. Mr. Gordon voiced the HBPW audit information and financials will be provided, and Corey Mehaffey will also be helping to provide the HREDC part to review. After much discussion, Mr. Gordon gave an estimate of \$23,000 to have the assessment completed and recommended to approve with the bid of S&P including ancillary costs associated with it as presented.

On motion of William Dees, seconded by John Ortwerth the Board voted unanimously to approve Darrin Gordon sign the Credit Rating Standards and Poor's, S&P for the amount of \$23,000.

Strategic Planning – Darrin Gordon

Darrin Gordon recommended the Board and the HBPW Management look at setting a date to meet regarding strategic planning. After much discussion, it was determined to plan a strategic planning group on a Saturday morning for 2-3 hours with training from an American Public Power representative or a qualified local person. Mr. Gordon said he would be keeping the Board apprised of what he finds out for a future meeting.

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(2)(3)(12) of the Missouri Sunshine Law, to convene in closed session to discuss Real Estate, Personnel, and Contracts admitting William Fisher, Bill Dees, John Ortwerth, James Lemon, Darrin Gordon, Mathew Munzlinger, Paul Trenhaile & Courtney Harris. Motion seconded by John Ortwerth. ROLL CALL: AYES: Board Members, Bill Fisher, John Ortwerth, Bill Dees, and Melissa Cogdal. NAYS: 0.

ADJOURNMENT

John Ortwerth made a motion to adjourn. Motion seconded by William Fisher and carried unanimously. The meeting was adjourned at 5:40p.m.



Darrin Gordon
General Manager

Bill Dees
Secretary