

BOARD OF PUBLIC WORKS

Regular Board Meeting

Tuesday, February 21, 2023
Time: 4:00p.m.

Present:	John Ortwerth	President
	William Fisher	Vice President
	Bill Dees	Secretary
	Robert Koehn	Board Member
	Darrin Gordon	General Manager
	Courtney Harris	Administrative Support Specialist
	Paul Trenhaile	Finance Director
	Matthew Jones	Senior IT Specialist
	Jared Stewart	Superintendent of Lineman
	Mike Dobson	Mayor Pro Tem
	Ethan Matchett	Lemon Law Firm
	Maria Kuhns	Economic Development

CALL TO ORDER

The meeting was called to order at 4:00p.m. by John Ortwerth.

INVOCATION & PLEDGE OF ALLEGIANCE

The invocation was given by John Ortwerth.

CONSENT AGENDA

- A) Minutes – January 17, 2023
- B) Payrolls – January 27, 2023 & February 10, 2023
- C) Claims – January 2023

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

COMMENTS FROM THE AUDIENCE

John Lyng Hannibal citizen voiced he would like to see the HBPW send a letter in their bill regarding any rate changes. Mr. Lyng voiced he does not feel the customer charge and the meter tax is fair and would like to see Administration calculate the amount instead of using a third party to do it. Mr. Lyng voiced he would like to see a rate that applies to everybody the same and noted this would give people a break.

GENERAL MANAGERS REPORT

Mr. Gordon reported On Thursday, February 23rd, 2023, the HBPW will be hosting a Citizens Stormwater Workshop. The workshop will begin at 7:00 pm in the HBPW Conference room. Mr. Gordon noted we are inviting all citizens, business owners and industrial leaders of Hannibal to attend. The meeting will begin with brief introductions, history of the HBPW trying to create a funding source, and then open the discussion to the audience for questions and comments. The intention of the workshop is to create a committee of 15 citizens to give an equal representation of the community.

John Ortwerth voiced an agenda should be posted for the workshop to make sure we are legally covered with quorum.

OPERATIONS REPORT

Alex Dunker reported the overall availability rate for the past 12 months was 99.992%, which is no change since December. The number of outages stayed the same at 8, but the outage minutes decreased from 410 minutes to 358 minutes.

Alex Dunker reported the Linemen and Electricians continued their normal routine duties.

Alex Dunker reported the total water production for the month is down a little and the Water Treatment Plant (WTP) crew is continuing to work on leak detections. Master Air is installing the heaters and the roof project is well underway.

Alex Dunker reported on January 19th the WTP received a Water Fluoridation Quality Award from the U.S. Centers for Disease Control and Prevention (CDC). Mr. Dunker voice the HBPW was one of thirty communities to receive the award in Missouri.

Alex Dunker reported the Water crew completed 14 excavations during the month. 14 service repairs were completed, and 3 main leaks were repaired on 2" mains.

Alex Dunker reported at the Wastewater Treatment Plant (WWTP) they received the blower replacement quote for the O2 system. Mr. Dunker noted the year-end biosolids report was also submitted to both MDNR and USEPA.

Alex Dunker reported the Sewer Crew has zero (0) SSO's and thirteen (13) stop-up calls. One of those was an issue with the public sewer main. The crew completed one (1) CIPP point repair this month and replaced 36 feet of main.

Alex Dunker reported regarding Stormwater, crews burned brush piles at the Bear Creek Dam overflow. This is one of the last to-do maintenance items per DNR and Corps inspections.

Alex Dunker reported in Technology there were 9 of 10 new desktops installed during the month of January.

Alex Dunker reported the Meter crew is down to 168 Electric meters and 175 Water meters to install. Due to colder weather and lack of metering supplies, we are still in a holding pattern on completing the full deployment of the new AMI meters. Mr. Dunker voiced it is making a difference on the monthly water loss report, and there are very few discrepancies.

Alex Dunker reported on January 25, representatives from Liberty Utilities held two safety meetings with the HBPW regarding "Safety around natural gas systems."

Alex Dunker reported Juben Moss began work as the Inventory Specialist during the month of January. He is doing a very good job organizing the warehouse and inventory area.

Alex Dunker reported Joe Darnell, GIS Specialist was able to collect 111 points in the field and has updated the Geographical Information System (GIS) with these record points.

Alex Dunker reported the Business Office had 2,534 phone calls for the month of January and their average call time was under two minutes per call.

PROJECTS REPORT

Darrin Gordon 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. Gordon noted the progress of these projects and studies are acceptable and will continue as the weather permits.

FINANCIAL REPORT

Paul Trenhaile presented the Board with the financial results for the month of January 2023, 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.

UNFINISHED BUSINESS

Change Orders for the 161 Connection

Darrin Gordon presented change orders regarding the 161kV Finn Connection project. Mr. Gordon noted the plans and specifications were developed for HBPW's portion of the project which included the construction of a new 161kV line, expansion of the Oakwood Substation to include a 161kV to 34.5kV transformer and the deconstruction of the existing 74 line. Mr. Gordon noted there is modifications of plans due to constructability, product availability, or weather conditions which result in additional payments to the contractors through change orders. After review of the change orders, Mr. Gordon recommended approval of the change order package as presented to include Change Orders 2, 3, 4, 6, and 7.

On motion of William Dees, seconded by William Fisher, the Board voted unanimously to approve the approval of the change order package as presented to include Change Orders 2, 3, 4, 6, and 7.

Schedule of Rates & Fees – Paul Trenhaile

Paul Trenhaile reported last month, we presented the proposed new Schedule of Rates and Fees containing charges for any customers who choose not to have their current meter replaced with an AMI meter. Mr. Trenhaile voiced Management requests the Board adopt the Schedule of Rates and Fees as presented regarding an opt out of the AMI meter. The new charges would take effect March 9, 2023.

On motion of Robert Koehn, seconded by William Dees, the Board voted unanimously to approve the Schedule of Rates & Fees as presented.

NEW BUSINESS

Key Financial Ratios – Paul Trenhaile

Paul Trenhaile presented an update of key financial ratios as of fiscal year-end 2022 which reflects the most recent financial statement audit. These ratios are required by policy to be presented at least once a year. No action was needed at this time.

Surplus of Computer Equipment – Matthew Jones

Matthew Jones presented a list of computer equipment that was determined is no longer needed. Mr. Jones noted these items were offered to all city departments and he recommended the miscellaneous items be declared surplus to proceed with the disposal process.

On motion of William Fisher, seconded by Robert Koehn, the Board voted unanimously to approve the list of computer equipment as surplus.

Ameren Wholesale Connection Agreement – Darrin Gordon

Mr. Gordon presented the Ameren Whole Connection Agreement. This is the wholesale connection agreement for the Westside substation and connection. Mr. Darrin voiced legal had reviewed the document and he recommended approval of the agreement as presented.

On motion of William Fisher, seconded by William Dees, the Board voted unanimously to approve the Ameren Wholesale Connection Agreement as presented.

CITY ATTORNEY – PENDING MATTERS

NONE

GENERAL DISCUSSION

NONE

CLOSED SESSION

William Dees made a motion to convene in closed session, in accordance with Section 610.021(2)(12) of the Missouri Sunshine Law, to convene in closed session to discuss Real Estate & Contracts admitting William Fisher, Bill Dees, John Ortwerth, Robert Koehn, Darrin Gordon, Paul Trenhaile, & Courtney Harris. Motion seconded by Robert Koehn. ROLL CALL: AYES: Board Members, John Ortwerth, William Fisher, William Dees & Robert Koehn. NAYS: 0.

After discussion in closed session Mr. Gordon requested approval of the contract with New Madrid as presented regarding purchase power agreement.

William Dees made a motion to approve the New Madrid contract as presented and Darrin Gordon to approve future capacity contracts as necessary. Motion seconded by Robert Koehn. ROLL CALL: AYES: Board Members, John Ortwerth, William Fisher, William Dees & Robert Koehn. NAYS: 0.

ADJOURNMENT

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



Darrin Gordon
General Manager



William Fisher
Vice President