

## BOARD OF PUBLIC WORKS

Regular Board Meeting

Monday, March 18, 2024  
Time: 4:00p.m.

Present:	John Ortwerth	President
	William Fisher	Vice President
	William Dees	Secretary
	Kellie Cookson	Board Member
	Darrin Gordon	General Manager
	Courtney Harris	Administrative Support Specialist
	Mathew Munzlinger	Director of Operations
	Paul Trenhaile	Finance Director
	Matthew Jones	Senior IT Specialist
	Erica Mitchell	Coordinator of Customer & Community Relations
	Ethan Matchett	Lemon Law Firm
	Mike Dobson	City Councilman

### **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 – February 20, 2024
- B) Payrolls – February 23, 2024 & March 8, 2024
- C) Claims – February 2023

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

### **GENERAL MANAGER REPORT - DARRIN GORDON**

Darrin Gordon reported the April 2, 2024, election, will have Proposition “S” on the ballot. This proposition, if passed, will provide a funding source for the repair, operation, and maintenance of the Hannibal Stormwater utility. Mr. Gordon presented photos of some of the Stormwater failures throughout the city of Hannibal. Mr. Gordon noted it is vital that we educate the community regarding Stormwater repairs and the roads that will eventually be affected by the continuous damage of the underground infrastructure. The SWAC (Stormwater Action Committee) will be presenting information regarding the Stormwater utility on March 21<sup>st</sup> at the American Legion Hall at 7:00p.m. and also on March 28<sup>th</sup> at the Hannibal Country Club at 12:00p.m. Mr. Gordon noted if passed, the HBPW will be moving as quickly as possible to begin the process of fixing the necessary areas.

Darrin Gordon reported there are many great reasons for being a public power provider, but one of the biggest benefits is the HBPW has a Board that is accountable to the public. Mr. Gordon noted we have a regulatory Board, with customers being given the option to voice their opinion. The budget and five-year plan is currently being discussed and reviewed by Administration. Mr. Gordon voiced the HBPW Administration along with the Board members will be reviewing goals by identifying strengths, weaknesses, opportunities, and threats to constructively make improvements.

### **OPERATIONS REPORT – MATHEW MUNZLINGER**

Matt Munzlinger reported the overall availability rate for the past 12 months increased from 99.989% to 99.988%. All outages for the month of February were associated with squirrels and birds, and the crew is continuing to install squirrel guards in the necessary areas. Matt noted the efforts of tree trimming has noticeably helped with the amount of outages, and the crew is nearing the end of using the backyard easement machine that was used to heavily trim back yards throughout the city.

Matt Munzlinger reported in February, we continued working with the contractors with relocations and outages needed for the 3<sup>rd</sup> Street Viaduct Project. Mr. Munzlinger noted the crews are now starting the construction season and have begun work on multiple pole change outs and system improvements planned for 2024. The new build of the underground system serving the Timberview Terrace subdivision is now completed, and the crew will continue constructing phase two of the infrastructure extension in Vista Way subdivision.

Matt Munzlinger reported water production is trending lower this year, and he believes it is due the meter being faulty at the WTP (Water Treatment Plant) the last couple of years. The scheduled GAC exchange on vessels 7 & 8 will be completed this week.

Matt Munzlinger reported at the WTP, John Caudill was selected as the new Chief Operator, Danny Doughty was selected as the new 2<sup>nd</sup> shift operator, and Ben West was selected as the new 3<sup>rd</sup> shift Operator.

Matt Munzlinger reported the Sewer crew had one (1) SSO and nine (9) stop up calls in the month of February. Mr. Munzlinger noted none of the stop up calls were issues with the public main, and the SSO was the result of a main plugged with rags and roots. Mr. Munzlinger voiced a lot of problems are occurring due to flushable wipes that citizens should not be flushing. Erica Mitchell is helping to educate the community on this topic.

Matt Munzlinger reported the Sewer crew had one very large dig and repair on Church Street between 5<sup>th</sup> and 6<sup>th</sup> streets. This was a huge undertaking by the Sewer crew, and they did a great job. Crews were able to locate the failed main and used all their resources to complete this job safely and efficiently.

Matt Munzlinger reported the Meter crew is down to 1 electric meter that needs to be changed to the new system and waiting on additional equipment. Electric crews have been working with a local contractor to have them perform the necessary meter base and disconnect switch upgrades. Mr. Munzlinger noted he is hopeful all meters will be installed by the end of March.

#### **PROJECTS REPORT – MATHEW MUNZLINGER**

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 the weather permits.

#### **FINANCIAL REPORT – PAUL TRENHAILE**

Paul Trenhaile presented the Board with the financial results for the month of February 2024, 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**

##### **Preliminary FY24/25 O&M Budget Presentation – Paul Trenhaile**

Paul Trenhaile reported the Supervisors and Administration met recently to discuss the coming fiscal year needs. Mr. Trenhaile presented information regarding the companywide budget summary for Fiscal Year 2025. Mr. Trenhaile noted there is no specific action requested on the budget at this time and the Board unanimously agreed to review the budget in more detail at an upcoming workshop on April 10, 2024, at 4:00p.m.

#### **NEW BUSINESS**

##### **Approval of the Pilot Program for Demand Response – Darrin Gordon**

Darrin Gordon reported information regarding a pilot program for Demand Response (DR). This program has been coordinated and proposed from Spartan Light Metal Products through Voltus. Mr Gordon noted Voltus is a 3<sup>rd</sup> party aggregator that pays energy users to reduce or shift electricity use in response to grid stress, high prices, and high emissions. If approved, Spartan may have the opportunity to receive credit from capacity that is being saved on the market. Mr. Gordon voiced the positives for the HBPW is that we will have a happy industrial customer, and it could benefit the utility in the long run if they are able to shave the electric peaks throughout the year. Mr. Gordon recommended approving the pilot program as presented.

On motion of William Fisher, seconded by Kellie Cookson, the Board voted unanimously to approve the pilot program for Demand Response as presented.

#### **CITY ATTORNEY – PENDING MATTERS**

NONE

#### **GENERAL DISCUSSION**

NONE

**ADJOURNMENT**

William Dees made a motion to adjourn. Motion seconded by William Fisher and carried unanimously. The meeting was adjourned at 5:08p.m.



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Darrin Gordon  
General Manager



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William Dees  
Secretary