

## BOARD OF PUBLIC WORKS

Regular Board Meeting

Monday, July 20, 2020  
Time: 3:30p.m.

Present:

William Fisher  
John Ortwerth  
Bill Dees

President  
Vice President  
Secretary

Absent:

John Zerbonia

Board Member

Kenneth Reasoner  
Mathew Munzlinger  
Courtney Harris  
Jared Stewart  
Matthew Jones  
Andrea Campbell

General Manager  
Utility Planning & Construction Engineer  
Administrative Assistant  
Superintendent of Lineman  
Senior IT Specialist  
Stormwater Coordinator

Corey Mahaffey  
Mike Dobson  
Michael Purol  
Danny Henley  
John Lyng

Hannibal Regional Economic Development Council  
City Councilman  
BHMG  
Hannibal Courier-Post  
Hannibal Citizen

### **CALL TO ORDER**

The meeting was called to order at 3:30p.m. by William Fisher.

### **INVOCATION & PLEDGE OF ALLEGIANCE**

The invocation was given by William Fisher.

### **INSTALLATION OF OFFICERS FOR FY 2020-2021**

Bill Dees made a motion to nominate William Fisher as President for the 2020-2021 term. Motion seconded by John Ortwerth and carried unanimously.

William Fisher made a motion to nominate John Ortwerth as Vice President for the 2020-2021 term. Motion seconded by Bill Dees and carried unanimously.

William Fisher made a motion to nominate Bill Dees as Secretary for the 2020-2021 term. Motion seconded by John Ortwerth and carried unanimously.

### **2020-2021 HBPW SLATE OF OFFICERS**

- William Fisher – President
- John Ortwerth – Vice President
- Bill Dees – Secretary
- John Zerbonia – Board Member

### **CONSENT AGENDA**

- A) Minutes – June 15, 2020
- B) Payrolls – June 19, 2020 & July 3 & 17, 2020
- C) Claims – June 2020

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

### **COMMENTS FROM THE AUDIENCE**

John Lyng asked the Board questions regarding the HBPW Accounting Department and the investigations that took place last year. The Board thanked Mr. Lyng for his questions and comments.

### **GENERAL MANAGER & OPERATIONS REPORT**

Ken Reasoner expressed appreciation for everyone wearing a mask at this time and noted moving forward it would be implemented for HBPW employees to wear masks in all common areas.

Mr. Reasoner noted IT is consistently looking at all capabilities of remotely working due to the pandemic situation.

Mr. Reasoner noted as of July 15, 2020 the disconnect policy for nonpayment was put back into place and explained the extreme weather clause.

Mr. Reasoner noted the Schedule of Fees and charges will be brought to the Board next month for review and approval.

Mr. Reasoner noted on July 21, the City Staff will be recommending changing the annual auditors hired to Williams- Keepers, LLC.

Mr. Reasoner reported Vandevanter Engineering was in town the week of June 22 completing yearly maintenance on all submersible pumps located at the lift stations, pump house and intake, Water Treatment Plant and Wastewater Treatment Plant.

Mr. Reasoner noted Andrea Campbell would be giving a presentation on MS4 Compliance and noted during the budgeting process money was moved from the Electric fund to the Stormwater fund to help with starting projects.

Andrea Campbell presented a high-level overview of the Stormwater MS4 permit. Mrs. Campbell reviewed minimum control measures regarding Public Education & Outreach, Public Involvement & Participation, Illicit Discharge Detection, Construction Site Stormwater Control, Post Construction Stormwater Management, and Good Housekeeping/Pollution Prevention.

### **OPERATIONS REPORT**

Mathew Munzlinger presented the Board with an updated progress report of ongoing projects. This includes 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**

Ken Reasoner presented the Board with the financial results for the month of June 2020, year to date results, and key financial ratios. Mr. Reasoner presented the Dashboard presentation to the Board as a review of Key Performance Indicators trailing the last six months.

### **OLD BUSINESS**

#### **Oakwood/Southside Substations Interconnection – Jared Stewart**

Jared Stewart reported on January 16, 2020 staff informed the Board of a known vulnerability in the electrical system and presented the ability of tying the Oakwood and Southside Substations together. Mr. Stewart noted tying the two substations together will complete the sub-transmission loop throughout the City and will allow multiple ways to self-heal the system to increase reliability. Mr. Stewart collaborated with Barnes Henry (BHMG) and they are in the final stages of the project design. Mr. Stewart noted MECO Engineering Group was the low bidder on the project at \$36,380 and staff recommends awarding the bid as presented.

On motion of Bill Dees, seconded by John Ortwerth the Board voted unanimously to award the bid to MECO Engineering Group for \$36,380.

#### **North Street Stormwater Repair Contract – Mathew Munzlinger**

Mathew Munzlinger presented the North Street Stormwater repair contract requesting the professional services of Poepping, Stone, Bach & Associates (PSBA). Mr. Munzlinger noted due to the Army Corps of Engineers indicating they would replace the failed storm sewer section with a new concrete box culvert, this will leave the HBPW responsible for design and construction of the remaining portion. Mr. Munzlinger noted the cost to complete the design and repairs could potentially be reimbursed by FEMA but has not been determined at this time. Mr. Munzlinger reported the original cost that was approved was 5.5 million dollars which will now decrease due to the change of the scope of work. Mr. Munzlinger has requested to keep the project moving along and recommends approval of the contract presented for \$392,000.

On motion of Bill Dees, seconded by John Ortwerth the Board voted unanimously to approve the North Street Stormwater repair contract presented for \$392,000.

**KimHEC Contract Renewal – Mathew Munzlinger**

Mathew Munzlinger reported the Hannibal Board of Public Works entered into a contract with KimHEC to provide Wastewater pretreatment program services in August 2017 and again in September 2019. Mr. Munzlinger noted due to the not to exceed amount of that contract being met, a new contract proposal is being submitted for approval. Mr. Munzlinger recommended approval of the presented contract.

On motion of John Ortwerth, seconded by Bill Dees the Board voted unanimously to approve the KimHEC contract as presented.

**PSBA On Call Contract – Mathew Munzlinger**

Matt Munzlinger reported in July 2017, the Board approved an On-Call Contract with PSBA for Stormwater related services. Mr. Munzlinger noted this contract is set to expire at the end of the month, and recommended approval to extend the agreement for another year.

On motion of Bill Dees, seconded by John Ortwerth the Board voted unanimously to approve the PSBA On Call contract as presented.

**CITY ATTORNEY – PENDING MATTERS**

NONE

**GENERAL DISCUSSION**

**CLOSED SESSION**

Bill Dees made a motion to convene in closed session, in accordance with Section 610.021(1)(2)(12) of the Missouri Sunshine Law, to convene in closed session to discuss Litigation, Real Estate, & Contracts admitting Bill Fisher, William Dees, John Ortwerth, James Lemon, Ken Reasoner & Mathew Munzlinger. 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 6:15p.m.



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Kenneth Reasoner  
General Manager



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Bill Dees  
Secretary