

BOARD OF PUBLIC WORKS

Regular Board Meeting

Monday, August 21, 2023
Time: 4:00p.m.

Present:	John Ortwerth Bill Dees Kellie Cookson	President Secretary Board Member
Absent:	William Fisher Darrin Gordon Courtney Harris Mathew Munzlinger Paul Trenhaile Matthew Jones Jared Stewart Erica Mitchell Mike Dobson Andrew Patterson Maria Kuhns Melissa Cogdal Kyle Haemig - virtual Jay Cookson John Morris	Vice President General Manager Administrative Support Specialist Director of Operations Finance Director Senior IT Specialist Superintendent of Lineman Coordinator of Customer & Community Relations Mayor Pro Tem Lemon Law Firm Economic Development City Clerk G&D Inc. Hannibal Citizen Hannibal Citizen

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 William Dees.

OATH OF OFFICE

Mayor Pro Tem Mike Dobson administered the Oath of Office to Kellie Cookson who was appointed to the Board of Public Works by the City Manager and confirmed by City Council.

Capacity Hedging Policy/GDS Associates – Kyle Haemig

Kyle Haemig, Senior Project Manager for GDS Associates, presented an update on capacity and hedging. Mr. Haemig discussed resources for energy requirements, the previous hedging policy, planning for policy changes, procurements as they stand today, and a layered capacity procurement plan for Hannibal.

CONSENT AGENDA

- A) Minutes – July 17, 2023
- B) Payrolls – July 28, 2023 & August 11, 2023
- C) Claims – July 2023

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 regulations on Electric, Water, Sewer and Stormwater are increasing. Recently, the Water-PFOS rule Perfluorooctanoic Acid (PFOA) and Perfluoro octane Sulfonate (PFOS) are two of the most widely used and studied chemicals in the PFAS group. These chemicals have been created to make non-stick cook wear, firefighting foam for airports and are referred to as 'forever' chemicals. The chemicals repel water, making

them very slow to break down in nature. The two known methods that will be options to remove PFOS from the water include Ion Exchange and Carbon Filtration. As the regulators come closer to finalizing the PFOS rule, the HBPW will be preparing to make changes to follow all regulatory rules.

Mr. Gordon reported the EPA (Environmental Protection Agency) established the Lead and Copper Rule that became effective on December 16, 2021. The focus is to reduce exposure of lead and copper in drinking water. The HBPW has complied with the lead and copper rule by sampling lead levels in residential homes since the rule inception and reported the results to the community through the annual Consumer Confidence Report. Mr. Gordon noted the project is still ongoing and the new rule requires a complete system survey to determine the type of service line material serving every customer structure. Administration is waiting for the EPA to provide a clear answer as to how the rule will proceed and the HBPW staff will continue to monitor and prepare for future changes.

Mr. Gordon reported HBPW treats approximately 3 million gallons of wastewater per day and discharges the effluent into Bear Creek and the Mississippi river. In order to discharge effluent, the HBPW must have a National Pollutant Discharge Elimination System (NPDES) permit. This permit sets all parameters for allowable limits on nitrogen and phosphorus removal and discharge. The regulators are working to tighten up the permit requirements, moving the Nitrogen and Phosphorus requirements lower. This rule will be effective in 2030, and Administration will be weighing options to meet those requirements.

Mr. Gordon presented information regarding what MS4 means for the storm sewer system, and the requirements and regulations to implement the system. Mr. Gordon noted the HBPW currently partners some of the responsibilities with the city and is actively seeking a funding source to start up the Stormwater utility.

Mr. Gordon reported the next Stormwater Action Committee will be meeting on Thursday, September 14th at 6:00pm. They will be discussing funding mechanisms for the Stormwater utility. Mr. Gordon noted he has been educating the committee and Patricia Garey will be mediating the next meeting.

Mr. Gordon reported Erica Mitchell, Coordinator of Customer & Community Relations, has been doing a great job with community outreach. Mr. Gordon noted Public Power Week will be held Monday, October 2nd - Friday, October 6th.

OPERATIONS REPORT

Matt Munzlinger reported the overall availability rate for the past 12 months decreased slightly to 99.986%, and the number of outages decreased from 33 to 21 for the month of July. Mr. Munzlinger noted the Electric crew has been installing squirrel guards and preventative measures have been taken to help with outages in high incident areas.

Matt Munzlinger reported the total system Megawatt (MW) peak per year for the previous ten years. The peak for this year up to July 2023 is 55.4MW.

Matt Munzlinger reported the water production numbers are increasing. Mr. Munzlinger noted the old meter that was replaced was off about 250 gallons per minute. The newly installed meter is now reporting the correct data.

Matt Munzlinger reported staff is now working through paperwork regarding the roof replacement contract with Martin General Contracting. Mr. Munzlinger is hopeful once the materials are selected the project can be completed before winter.

Matt Munzlinger reported the Water crew completed 20 excavations during the month of July. The crew completed 6 repairs that were found through FIDO leak detection.

Matt Munzlinger reported the average flow at the WWTP during the month of July 2022 was at 3.5 million gallons/day and July 2023 was reported as 2.7 million gallons/day. Mr. Munzlinger noted there has been very little stormwater runoff which has contributed to the drop in flow.

Matt Munzlinger reported staff have continued to work with NISC's Advanced Meter Group to review options on how to better obtain, calculate, and bill for electric kW usage. Mr. Munzlinger noted there are only 200 electric meters left to install.

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 the weather permits.

Paul Trenhaile requested to amend the agenda to add “Set Rate Hearing Date” under Unfinished Business to the agenda.

On motion of William Dees, seconded by John Ortwerth, to amend the Board agenda adding “Set Rate Hearing Date” under Unfinished Business to the agenda.

FINANCIAL REPORT

Paul Trenhaile presented the Board with the financial results for the month of July 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

Emergency Response Plan & Safety Manual Approval – Mathew Munzlinger

Mathew Munzlinger presented the Emergency Response Plan & Safety Manual noting these documents will need to be submitted as part of the RP3 application. Mr. Munzlinger noted it is suggested the documents be approved by the highest level of local government to show the necessary support for carrying out actions and showing the HBPW’s commitment to a safe working environment. Mr. Munzlinger noted if approved these items will be on the City Council Agenda for approval.

On motion of William Dees, seconded by Kellie Cookson the Board voted unanimously to approve the Emergency Response Plan & Safety Manual as presented.

Reauthorization of Line of Credit – Paul Trenhaile

Paul Trenhaile reported every August, the Board is asked for approval with F&M bank that is in association with the Business Park recreational and aesthetic elements. Mr. Trenhaile noted as part of this plan, HBPW was required to carry a line of credit with the ‘beneficiary’ being the Corps of Engineers. The purpose of this line of credit is to complete the mitigation work in the case HBPW was to begin the work and not finish it for any reason. The original line of credit was obtained from F&M Bank in 2017 and the current line of credit expires in September 9, 2023. There is no cost to renew annually, and it is treated as a credit line for which payments are made based on utilization or access. Mr. Trenhaile recommended approving the Reauthorization of Line of Credit as presented.

On motion of William Dees, seconded by Kellie Cookson the Board voted unanimously to approve the Reauthorization of Line of Credit as presented.

Schedule Date for Rates & Fees

Paul Trenhaile presented the redlined draft of the proposed Schedule of Rates and Fees showing the changes from the current schedule. Mr. Trenhaile noted as previously discussed during the budgeting process, the HBPW will need to raise water rates by approximately 3% and electric rates approximately 9.25%.

Paul Trenhaile proposed to set a Public Rate Hearing on September 18, 2023, at 4:00p.m. with the regular Board meeting to follow.

On motion of John Ortwerth, seconded by William Dees, the Board voted unanimously to hold the Public Hearing on September 18, 2023, at 4:00p.m. in the Hannibal Board of Public Works conference room.

NEW BUSINESS

HREDC (Hannibal Regional Economic Development Council) Introduction – Maria Kuhns

Maria Kuhns reported the HREDC is a nonprofit organization based out of Marion and Ralls county and works with the City of Hannibal and City of Palmyra. Mrs. Kuhns noted some of the work that continues includes looking at expansion projects, recruiting businesses, and seeking potential growth for both areas has been successful. Mrs. Kuhns thanked the Board for allowing the HBPW staff to be a part of assisting HREDC and for working hand in hand to make the relationship successful.

MOSWIN MOU Approval – Mathew Munzlinger

Mathew Munzlinger reported over a year ago the HBPW was approached by a representative of the State of Missouri, Department of Public Safety, Missouri Interoperability Center (MIC) to install antennas for the MOSWIN radio network on the backwash tank at the Water Treatment Plant (WTP). The MIC representatives are now requesting to keep the antennas permanently at the WTP location. Mr. Munzlinger presented the Memorandum of Understanding to allow permanent antenna installation for a 5-year period. Mr. Munzlinger voiced the HBPW staff and legal has thoroughly reviewed the MOU and are recommending approval for staff to execute the document. This will continue to provide the City to utilize their newly purchased radios and have coverage in the downtown area.

On motion of William Dees, seconded by John Ortwerth the Board voted unanimously to approve the MOSWIN MOU as presented.

Amended Hedging Policy – Darrin Gordon

The proposed amended Hedging Policy was introduced, with approval planned for the September meeting.

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(3)(12) of the Missouri Sunshine Law, to convene in closed session to discuss Personnel and Contracts admitting John Ortwerth, Bill Dees, Kellie Cookson, Darrin Gordon, Mathew Munzlinger, Courtney Harris, & Andrew Patterson. Motion seconded by John Ortwerth. ROLL CALL: AYES: Board Members, John Ortwerth, William Dees & Kellie Cookson. NAYS: 0.

ADJOURNMENT

John Ortwerth made a motion to adjourn. Motion seconded by William Dees and carried unanimously. The meeting was adjourned at 5:49p.m.



Darrin Gordon
General Manager



William Dees
Secretary