

BOARD OF PUBLIC WORKS

Regular Board Meeting

Monday, December 18, 2023
Time: 4:00p.m.

Present:	John Ortwerth	President
	William Fisher via phone	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
	Jared Stewart	Superintendent of Lineman
	Erica Mitchell	Coordinator of Customer & Community Relations
	Andrew Patterson	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 – November 19, 2023
- B) Payrolls – November 17, 2023 & December 1 & 15, 2023
- C) Claims – November 2023

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

COMMENTS FROM THE AUDIENCE

NO COMMENT

GENERAL MANAGER REPORT - DARRIN GORDON

Darrin Gordon reported the Stormwater efforts are well underway. The Mayor and City Council passed the proposed Stormwater utility funding ballot language resolution at their December 5th meeting by a vote of 6 to 1. The second reading of the resolution is on the agenda for the December 19th City Council meeting. Mr. Gordon noted after much collaboration with Black & Veatch, the SWAC committee, and HBPW Board members, the estimated cost to run the Stormwater utility annually would be \$3-\$3.5M. Mr. Gordon noted the efforts are driven by concerns for the safety of Hannibal roadways and four decades of the Stormwater system being neglected. If the initiative is passed in April of 2024, the first tax would be assessed in 2025. Mr. Gordon voiced this would allow the HBPW to clean, repair, and take steps to make the stormwater infrastructure safe.

Darrin Gordon reported the national supply of electric generation is reaching a critical low supply in relation to electrical demand. Missouri is a part of MISO (Midcontinent Independent System Operator), who manages the midcontinental United States electric grid. Darrin presented the MISO resource adequacy report, and a map with key findings. According to NERC (North America Electric Reliability Corporation), the winter reliability assessment is showing a concern with very high levels. Darrin voiced he will continue to monitor and share information regarding the status of supply moving forward.

Darrin Gordon reported the solar project has reached midway through the geotechnical assessment. The HBPW and City staff have coordinated and cooperated in preparing existing paths and roads to access 12 sites that the surveying company will use to take soil boring samples. This information will be gathered from early to mid-January and then provide critical information to the contractor for the final engineering design.

Darrin Gordon reported Erica Mitchell, Public Relations Coordinator, has been doing a fantastic job organizing internal and external events for the HBPW. The staff recently participated in the Hannibal Jaycees Christmas parade, and all of the lights and decorations were funded by the HBPW employees.

OPERATIONS REPORT – MATHEW MUNZLINGER

Matt Munzlinger reported the overall availability rate for the past 12 months has decreased slightly to 99.986%. The number of outages decreased from 25-13, with most of the outages being animal related.

Matt Munzlinger reported earlier this year there was failure at the Red Devil substation. Mr. Munzlinger noted the crew has completed all of the substation repairs, and once the installation of the new equipment has been installed the substation will be fully tested.

Matt Munzlinger reported the roof replacement project, and the Gravity Filter Rehabilitation project are both in progress at the Water Treatment Plant.

Matt Munzlinger reported all of the leaks located by FIDO Leak Detection services have been repaired. Mr. Munzlinger noted there were 3 leaks that were located today by the crew that may have been caused by a combination of the dry and cold temperatures.

Matt Munzlinger reported the clarifier coating project at the Wastewater Treatment Plant requires a certain temperature outside to begin and it is estimated to be completed by late spring/early summer.

Matt Munzlinger reported the sewer trucks are being serviced, which is completed annually. Mr. Munzlinger noted this is part of extending the life of the trucks/equipment.

Matt Munzlinger reported there are only 7 more electric meters that need to be changed out to complete the AMI project. The crew is coordinating with the owners and tenants at those locations to get them replaced.

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.

FINANCIAL REPORT – PAUL TRENHAILE

Paul Trenhaile presented the Board with the financial results for the month of November 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.

Paul Trenhaile reported at this time there have been no changes made to the annual audit that was presented at last month's meeting. Mr. Trenhaile noted Williams Keepers will be onsite tomorrow to present the city-wide audit. Once the City Council has approved the documents, he will be sending it to all constituents and giving a bound copy to all Board members.

NEW BUSINESS

Five Year Capital Plan of Improvements – Paul Trenhaile

Paul Trenhaile presented the draft Five-Year Plan of Capital Improvements for the Board members to review. Mr. Trenhaile noted he will present the final draft to the Board for approval at the January regular board meeting and submit the final plan to the Planning & Zoning committee by January 31, 2024. No action is required at this time.

Set Date/Time of January & February 2024 Board Meetings – Darrin Gordon

Darrin Gordon reported both January & February 2024 Board meetings are scheduled on reserved holidays. Mr. Gordon proposed holding the regular Board meetings on Tuesday, January 16, 2024 & Tuesday, February 20, 2024, starting at 4:00p.m. The Board agreed unanimously to reschedule the dates as presented.

Indian Mounds Substation Equipment – Mathew Munzlinger

Matt Munzlinger reported as part of the replacement of the Indian Mounds Substation, the decision was made to go out for proposals for specific material, and the control building. Mr. Munzlinger noted information was sent out and a single proposal was received. After review by the engineers and HBPW staff, it is recommended the proposal from EP2 be accepted for the amount of \$693,356.00 for the control building.

On motion of William Dees, seconded by William Fisher, the Board voted unanimously to award the bid to EP2 for the amount of \$693,356.00 for the control building as presented.

CITY ATTORNEY – PENDING MATTERS

NONE

GENERAL DISCUSSION

John Ortwerth thanked Darrin Gordon, HBPW employees, and the Stormwater committee for their efforts regarding the Stormwater utility.

CLOSED SESSION

William Dees made a motion to convene in closed session, in accordance with Section 610.0210(12) of the Missouri Sunshine Law, to convene in closed session to discuss Contracts admitting John Ortwerth, William Dees, Kellie Cookson, Darrin Gordon, Mathew Munzlinger, Paul Trenhaile, Courtney Harris & Andrew Patterson. Motion seconded by Kellie Cookson. ROLL CALL: AYES: Board Members, John Ortwerth, William Fisher, William Dees & Kellie Cookson. NAYS: 0.

ADJOURNMENT

William Dees made a motion to adjourn. Motion seconded by Kellie Cookson and carried unanimously. The meeting was adjourned at 5:42p.m.



Darrin Gordon
General Manager



William Fisher
Vice President