

## BOARD OF PUBLIC WORKS

Regular Board Meeting

Tuesday, February 20, 2024  
Time: 4:00p.m.

Present:

John Ortwerth  
William Fisher  
William Dees

President  
Vice President  
Secretary

Darrin Gordon  
Courtney Harris  
Paul Trenhaile  
Matthew Jones  
Erica Mitchell  
Beverly Stewart  
Jamie King

General Manager  
Administrative Support Specialist  
Finance Director  
Senior IT Specialist  
Coordinator of Customer & Community Relations  
Human Resource Director  
Human Resource Coordinator

Ethan Matchett  
Mike Dobson  
Maria Kuhns

Lemon Law Firm  
City Councilman  
Northeast Economic Development

Absent:

Kellie Cookson

Board Member

### **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 16, 2023
- B) Payrolls – January 26, 2024 & February 9, 2024
- C) Claims – January 2023

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

Beverly Stewart, Human Resource Director, introduced Jamie King to the Board as the new HR Coordinator. Beverly noted that Jamie will be training the next two and half years with the intent to take over her position. Jamie is currently training for SHRM and has been a wonderful addition to the HBPW. Mr. Gordon voiced Jamie hasn't been here long but has already made a great impact.

### **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 noted we have been given the authority and responsibility to implement the utility, and it is our job to educate the Hannibal citizens on what it will take to form the utility to make the repairs. In early 2023, the HBPW formed a committee of 15 Hannibal citizens to analyze and recommend a fair and equitable stormwater system funding solution. This Stormwater Advisory Committee (SWAC) represents a diverse array of perspectives including different Hannibal industries, developers, businesses, and residents. The SWAC held numerous public meetings and collaboratively decided on a funding mechanism. The committee agreed to suggest implementing a flat fee per parcel of land with the amount of the fee due based on a property's electric meter classification and kilowatt hour usage per average annual month ("kWh"). Mr. Gordon presented the graph of the suggested tax and voiced our main concern is the safety of all Hannibal citizens.

Darrin Gordon presented the Water Fluoridation Quality Award. Mr. Gordon noted the award is from the State of Missouri Department of Health & Senior Services and the US Department of Health & Human Services for ensuring there is .7-1.4 parts per million fluoride in the Hannibal water. Mr. Gordon noted there are many great values of having the fluoride in our water and thanked the city as well having the ordinance in place to require

fluoride be administered. Mr. Gordon voiced we are proud of the awards and have great Water Treatment operators that meet the necessary criteria.

Darrin Gordon reported on the advantage of being a hometown utility and how public power is so important to serve the local community. Having this advantage allows public power communities five distinct advantages: accountability and transparency in governance; financial support for the local government; more efficient municipal operations; the ability to tailor utility policies, programs, and practices to serve the priorities of the local community; and the value of ownership. Mr. Gordon voiced it is of great value to have appointed Board Members and customers having the option to voice their opinion to the Board. The utility is being governed by the voice of the people.

Darrin Gordon reported Erica Mitchell, Coordinator of Customer & Community Relations is working very hard to build the unity and comradery of the staff at the HBPW. She has been spearheading the Biggest Loser/Get Active Challenge along with many other internal events. Mr. Gordon noted she is also working with Key Account customers and taking care of their needs and questions when they arise.

Darrin Gordon reported Beverly is exceptionally busy and filling many positions. Mr. Gordon noted we had 5 position changes that will roll, and some have been posted externally.

### **OPERATIONS REPORT – DARRIN GORDON**

Darrin Gordon reported the overall availability rate for the past 12 months has remained consistent at 99.988%. The number of outages decreased from 12 to 6, and the outage minutes went up from 398 to 463. Mr. Gordon noted the Electric crew is continuing to work on pole change outs and installing equipment at the 3<sup>rd</sup> St. Viaduct.

Darrin Gordon reported electricians and maintenance mechanics are working on their normal maintenance items at the Wastewater Treatment Plant and the Water Treatment Plant along with all lift stations and booster stations.

Darrin Gordon reported the staff is continuing to be proactive regarding any unaccounted water.

Darrin Gordon reported the Water crew completed 11 repairs during the month, 4 service repairs were completed, and 5 main leaks were repaired.

Darrin Gordon reported at the WWTP they have been replacing pumps keeping the HBPW in compliance. They have also been collaborating with pretreatment customers including General Mills.

Darrin Gordon reported the Sewer crew in the month of January TV'd 12,883 feet and cleaned 17,755 feet of sewer collection main. The goal is to clean the entire system at least once every 5 years.

Darrin Gordon reported Matthew Jones and the IT department are continuing to work on computer and system updates, along with the expansion of the HBPW security camera network.

### **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**

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

### **NEW BUSINESS**

#### **KEY FINANCIAL RATIOS – Darrin Gordon**

Paul Trenhaile presented an update of key financial ratios as of fiscal year-end 2023 which reflects the most recent financial statement audit. These ratios are required by policy to be presented at least once a year to the Board, and no action was needed at this time.

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

NONE

### **GENERAL DISCUSSION**

NONE

**CLOSED SESSION**

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

**ADJOURNMENT**

William Fisher made a motion to adjourn. Motion seconded by William Dees and carried unanimously. The meeting was adjourned at 5:45p.m.



---

Darrin Gordon  
General Manager



---

William Dees  
Secretary