

## **THE MINUTES OF THE MEETING OF THE BOARD OF PUBLIC WORKS**

February 19, 2018

The regular meeting of the Board of Public Works was held Monday, February 19, 2018 at 4:00 p.m. in the City Council Chambers. Those in attendance were President Tim Watts, Vice President John Neer, Board Member Jerry Chezum, Board Member J.D. King, Assistant General Manager Scott Lucas, Mayor Dale Bagley and General Manager Stephanie Wilson. Jeff Belton with The Standard was also in attendance.

President Tim Watts called the meeting to order at 4:00 p.m. Vice President John Neer made a motion, seconded by Board Member J.D. King, to approve the minutes from the January 22, 2018 meeting. The motion carried with four votes for and none against.

First item on the agenda, Jeff Belton, a retirement plan consultant with The Standard company, presented to the Board a 457(b) Plan proposal. This plan provides less fees, restating the plan document and third-party administration for withdrawal requests. Jamie King, with Macon Atlanta State Bank Financial Services will continue as the local consultant. Vice President John Neer made a motion, seconded by President Tim Watts, to switch from Lincoln Financial to The Standard. The motion carried with four in favor and none against.

General Manager Stephanie Wilson then presented the December 2017 and January 2018 financials. For both the 2017 year-end numbers and January 2018. All accrual entries have been made and staff are finalizing preparations for the 2017 financial audit.

Next item on the agenda was the approval of the amended Mutual Aid Policy. It was last updated in September 2016. Based on current Federal Emergency Management Agency (FEMA) guidelines plus recommendations by Missouri Public Utility Alliance (MPUA), MMU updated its policy for wages when providing mutual aid assistance and placed a timeline of 60 days for reimbursement. Board Member J.D. King made the motion, seconded by Vice President John Neer, to update MMU's policy as presented. The motion was carried with four votes for and none against.

Next item on the agenda was approval of the 2018 New Construction Fee Sheet. Expenses are recuperated for various customer upgrade requests or new construction. Vice President John Neer made the motion, seconded by Board Member JD King, to approve the 2018 New Construction Fee Sheet. The motion carried with four in favor and none against.

Next item was approval of 2018 Truck & Labor Rates. MMU uses these rates when accidents occur damaging utility property, city-to-city assistance, and other purposes. President Tim Watts made a motion, seconded by Board Member Jerry Chezum, to update the Truck and Labor Rates. The motion carried with four in favor and none against.

Next item was approval of the 2018 Wastewater Collection Cured-In-Place-Pipe Relining Bid. Six companies turned in bids for this project and were opened on February 15, 2018. Bids ranged from \$83,206.00 to \$139,948.00. This year's relining project is 3,786 linear feet of 8 inch main to be replaced on various streets. Board Member Jerry Chezum made a motion, seconded by Vice President

John Neer, to proceed with Visu-Sewer, Inc., the low bid and approved based on previous positive experiences. The motion carried with four votes for and none against.

Last item on the agenda was a recommendation to Renew Dark Fiber Agreement with Northeast Technologies, LLC. In April 2008, MMU entered into a 10-year agreement with Northeast for dark fiber communication with the Macon Energy Center. The agreement is up for renewal with a lump sum payment of \$13,260 due by May 1, 2018 and a maintenance fee payment of \$255.00 due annually. Board Member J.D. King made a motion, seconded by Jerry Chezum, to recommend that this agreement be placed on the City Council's agenda for March 20, 2018. The motion carried with four votes for and none against.

Discussion related to selection of an engineer for the Wastewater Treatment Plant headworks project was held. Interviews will be conducted on February 23, 2018 with two or the four firms that submitted qualifications, CDM Smith partnering with Shafer, Kline, & Warren, Inc. and Burns McDonnell.

Under Assistant General Manager Scott Lucas' operational updates, he reported run times for the Macon and Audrain Energy Centers. The Special Services Group have also installed sound panels in the meeting room for better sound quality, began removing locust trees on the west side of the former Ellyson property and made repairs to the Lake house. Electric Distribution departments primary focus this period was completing the LED lighting and rerouting service to the new MFA Breaktime. Specific information was also noted for the Circuit 33 outage on during the afternoon of February 11, 2018 where customers were without power for 38 minutes and 2 seconds. A terminator on the underground feed failed which opened the 69 KV breaker in Substation 3.

Underground Facilities crew continued the annual operation of all water valves throughout the distribution system, made a concrete road repair, and repaired a leak on a 6" cast iron main. For gas distribution services leak detection equipment was calibrated, work continued on annual leak survey, and Operation and Maintenance Manuals were reviewed. For wastewater collection an infiltration was repaired at 2<sup>nd</sup> and Crescent Streets.

Roger Rector's updates shared activities at the water and wastewater treatment plants. The valve suppliers for the high service discharge pump project at the Water Treatment Plant, are due in Macon to look over the priming issues. At the Wastewater Treatment Plant, the turntable for the south primary has been reassembled and is back in service and staff are continuing work on the ultra violet disinfection system overhaul before the recreational season begins.

After approval of accounts payable and setting the next regular meeting for Monday, March 19, 2018 at 4:00 p.m., a motion was made by President Tim Watts, seconded by Vice President John Neer, to adjourn the meeting. The motion carried with four votes for and none against.

President Tim Watts adjourned the meeting at 5:20 p.m.

Respectfully Submitted:

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Renita Waldron Board Secretary

Approved:

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Tim Watts President