

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

March 19, 2018

The regular meeting of the Board of Public Works was held Monday, March 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 Barnard, Dustin Hill, Debi Gibbins and Phil Walsack with Burns & McDonnell were 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 February 19, 2018 meeting. The motion carried with four votes for and none against.

Under new business, General Manager Stephanie Wilson asked for approval of an engineering agreement with Burns & McDonnell for wastewater improvements. Staff from the engineering firm were present to explain the approach for flow monitoring of the wastewater collection system, hydraulic modeling of the system with its effect on the wastewater treatment plant, and previewed discussions to be held with the Missouri Department of Natural Resources regarding MMU's Long-Term Control Plan adopted in January 2009. Efforts will lead to replacement of the headworks at the wastewater treatment plant to be adequately sized and screen materials from entering equipment at the plant. Board Member J.D. King made a motion, seconded by Board Member Jerry Chezum, to approve the Engineer – Owner agreement with Burns McDonnell and Tasks 1 – 3 as outlined. The motion carried with four votes for and none against.

General Manager Stephanie Wilson shared activity in each fund noted in the February 2018 financials. Discussion was also held regarding investing reserves into Certificates of Deposits and staff efforts towards a cash reserves policy.

Next item on the agenda was approval to proceed with the budgeted purchase of substation regulators. In the 2018 budget, \$50,000 is noted for three new regulators for Substation 1. Vice President John Neer made the motion, seconded by Board Member Jerry Chezum, to proceed with the purchase. The motion carried with four votes for and none against.

Next item was a request to retire the 1971 Worthington diesel generator. Parts are no longer available and there is no dependability. Vice President John Neer made the motion, seconded by J.D. King, to retire the Worthington generator. The motion carried with four votes for and none against.

For the next item on the agenda, bids were collected to address roof, gutters, and downspouts at City Hall/MMU Business Office. After discussion of the bids, Board Member Jerry Chezum made a motion, seconded by Board Member J.D. King, to accept the bid from Schwada Builders for \$15,179.00. The motion carried four votes and none against.

The next item was approval to proceed with a 36' x 30' garage at the Water Treatment Plant to store vehicles/lawn mowers and to work on pumps/equipment. Vice President John Neer made a motion,

seconded by Board Member J.D. King, to accept the bid from Roberts Construction at \$39,000. The motion carried four votes and none against.

Next item on the agenda was approval to upgrade to an Automated Meter Infrastructure. Representatives from Anixter and Tantalus previously met with staff to discuss overlay options to transition from an Automated Meter Reading (AMR) network to an AMI. Anixter meters and the Tantalus network will mesh with MMU's current network to make utility billing more seamless. Board Member Jerry Chezum made the motion, seconded by Vice President John Neer, to proceed with the pilot project with Anixter and Tantalus for \$55,000. The motion carried with four votes for and none against.

Next item on the agenda was approval for additional wastewater collection relining. At the February board meeting, Visu-Sewer's bid as approved to reline 3,786 linear feet of 8" main for \$83,206.00. Camera work performed found a 300 foot section of main on St. Francis that is in need of repair. Visu-Sewer has agreed to add this footage to the bid for \$6,300.00, making the total package \$89,506.00. MMU budget \$100,000 per year for relining. Board Member J.D. King made the motion, seconded by Vice President John Neer, to add the additional monies to the bid. The motion carried with four votes for and none against.

The final agenda item was for an approval to sign the World Fuels Services Agreement for natural gas supply. While US Energy/Kinect Energy, a World Fuels Services Company, was acquired in 2016 it was not required until now that a new agreement be signed noting the new name. Management fees will remain the same. John Neer made the motion, seconded by J.D. King, to approve General Manager Stephanie Wilson's signature on the agreement documents. The motion carried with four votes for and none against.

Operational updates from General Manager Stephanie Wilson consisted of informing the Board of MMU staff participating in AED and CPR training for a 2-year renewal, a request from the downtown association for additional street lighting in the downtown area, moving computer network and computer support to another company, and research pricing on utility bill statement printing.

Updates from Assistant General Manager Scott Lucas's updates he noted operations at the Macon and Audrain Energy Centers. He shared that the Special Services Group has also spent a few days preparing for the spring burn of the native grass at Macon Lake. The Electric Distribution group has spent several days boring in underground service to new Break Time and Hudson Township's building, continuing the replacement of street and privacy lighting with LEDs, and various other routine activities.

The Underground Facilities crew performed preventative maintenance on wastewater mains, repaired infiltrations, and installed a new manhole. This group also completed the annual gas cathodic protection inspections and have began the annual business district natural gas leak survey. Additionally, MMU contracted with Westrum Leak Detection who only found three minor leaks of which have been addressed on the water distribution mains.

Under Manager Roger Rector's updates, he stated that they are still working through valve replacements for the high service discharge pumps at the water treatment plant. At the wastewater

treatment plant staff has changed the lobes and wear plates in the transfer pump for the screw press and continue work on the ultra-violet disinfection overhaul before the recreational season begins on April 1<sup>st</sup>.

After approval of accounts payable and setting the next regular meeting for Monday, April 16, 2018 at 4:00 p.m., a motion was made by President Tim Watts, seconded by Vice President John Neer, to hold an executive session regarding Personnel (Rs. MO.610.021 (3)). The motion carried with four votes for and none against.

When the regular meeting reconvened President Tim Watts adjourned the meeting at 5:50 p.m.

Respectfully Submitted:

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Renita Waldron                      Board Secretary

Approved:

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Tim Watts    President