

## MARSHALL MUNICIPAL UTILITIES

75 East Morgan  
Marshall, MO 65340

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June 28, 2018

The Board of Public Works convened in regular session at 8:30 a.m. at the Marshall Municipal Utilities Business Office. Board members present were Ken Bryant, President; Spencer Fricke, Secretary; Steve Mills, Vice President and Wick Jacobi, Member. Also present were City Administrator Dave Haugland and Councilman Dewey Hendrix.

The agenda was approved on a motion by made by Mr. Mills, seconded by Mr. Fricke. General Manager Kyle Gibbs reviewed the safety briefing. The minutes of the previous meetings were approved as printed on a motion by Mr. Mills, seconded by Mr. Jacobi.

Electric Distribution Director Jeff Bergstrom requested upgrades at the Southeast Substation. The power transformer and voltage switchgear were installed in 1976 and are reaching their end of service life as identified in the electric system study done in 2017 by Lutz, Daily and Brain (LD&B) engineering firm. The best option is to add a second transformer and replace the existing gear. The time frame for this project is 3 years. In a motion made by Mr. Jacobi, seconded by Mr. Mills, the Board approved adding a second transformer and replacing the 15kV switchgear at Southeast Substation.

Director Bergstrom then suggested using LD&B for the engineering services to develop the job specifications and requesting bids, since they already have the background on the substation and the work that would be involved. On a motion made by Mr. Jacobi, seconded by Mr. Mills, the Board agreed to request the City Council approve an ordinance authorizing the Mayor to sign a proposal for engineering services from LD&B of Overland Park, Ks for the Southeast Substation replacements and upgrades for a not to exceed amount of \$269,900.

Director Bergstrom presented the updated contract for the 161kV Emergency Tie Project Construction Agreement. On a motion made by Mr. Mills, seconded by Mr. Fricke the Board agreed to request the City Council approve an ordinance authorizing the Mayor to sign an the construction agreement with Central Electric Power Cooperative of Jefferson City, MO for the Marshall 161kV Emergency Tie. The contract fee should not exceed \$200,000.

He also reported he is working on closing the Right-of-Way permit for the work done on Watermill Road for the 161kV emergency tie. And, 3,000 meters for the AMI electric meter replacement project have been received and crews have already installed 640.

Water Treatment Superintendent Kenny Clause gave an update to the THM reduction project; they are still on schedule to complete the project by mid July. DNR will be here Monday to issue a provisional permit.

Chief Engineering Technician Joe Trap reported for Underground Facilities Director Grant Piper. The North English Street sewer main replacement is complete. They are doing a final inspection of the lines and will begin street repairs. There have been two quotes received for the Southwest Lift Station check valves. And they are cleaning and inspecting lines for the 2019 Cured-In-Place-Pipe project.

Electric Production Director Carl Crawford informed the Board that the control room move is complete. He also told how a conveyor that was used with the old paper shredder has been retrofitted to help load plastic into the Excel baler. Director Crawford then went over the Power Plant and Recycle Center Statistics.

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Administrative Services Director Ken Gieringer provided the Board with a few scenarios on possible water rate adjustments and their need to help fund the long term maintenance of the water system.

General Manager Kyle Gibbs updated the Board on the discussion of MMU providing sewer service to Marshall Junction and provided a memo from the attorney consulted on whether it is possible or advisable.

General Manager Gibbs then presented the Board an updated contract with Utility Safety and Design, Inc. (USDI). USDI is contracted to perform maintenance on the natural gas line. The contract was initiated in 2004 and is updated every 3 years. This year they are requesting a 10% increase and payment to cover additional mandated public awareness mailings. On a motion made by Mr. Mills, seconded by Mr. Fricke the Board agreed to request the City Council approve an ordinance authorizing the Mayor to sign a contract extension between the City of Marshall Mo and Utility Safety and Design Inc (USDI) authorizing a 10% increase from \$2,200 to \$2,420. Public awareness mailings will be paid by MMU when billed by USDI.

On a motion by Mr. Jacobi, seconded by Mr. Mills, accounts payable were approved and warrants ordered issued from the following funds:

WATER OPERATING FUND	\$ 120,755.81
ELECTRIC OPERATING FUND	\$ 736,670.65
SEWER REVENUE FUND	\$ 47,417.40
INTERNET OPERATING FUND	\$ 21,004.80
NATURAL GAS OPERATING FUND	\$ 865.47
<b>Total</b>	<b>\$ 926,714.13</b>

The next Regular Board meeting will be Thursday July 12<sup>th</sup>, 2018.

On a motion by Mr. Mills, seconded by Mr. Fricke, the Board adjourned the regular meeting at 9:43 a.m. to go into an executive session to discuss matters under Mo Rev. Stat. 610.021 (Supp. 2009) concerning: personnel actions [3]

Roll call: Steve Mills     yes  
          Spencer Fricke   yes  
          Wick Jacobi       yes  
          Ken Bryant        yes

**BOARD OF PUBLIC WORKS**  
/s/ Spencer Fricke , Secretary