

MARSHALL MUNICIPAL UTILITIES

75 East Morgan
Marshall, MO 65340

October 1, 2020

The Board of Public Works convened in regular session in the MMU Service Center conference room and via conference call at 8:30 a.m. Board members present were Spencer Fricke, President; Wick Jacobi, Vice President; Ken Bryant, Secretary and Steve Mills, Member. Also present was City Administrator Dave Haugland.

The agenda was approved on a motion made by Mr. Bryant, seconded by Mr. Jacobi. The minutes of the previous meeting were approved as printed on a motion by Mr. Mills, seconded by Mr. Jacobi.

In business from the audience, City Administrator Dave Haugland thanked the Board and MMU staff for the help given to the City and the City's contractor during the street repairs.

Electric Production Director Carl Crawford requested approval from the Board to have Hastings Engineering Inc. perform the NESHAP RICE testing. This is a requirement from DNR and the EPA, and must be done every 3 years. Hastings Engineering Inc has assisted MMU in doing this in the past and is familiar with our systems; they will submit all results and reports to the Air Pollution Control Program and provide MMU with copies of that final report. On a motion made by Mr. Jacobi, seconded by Mr. Bryant, the Board approved having Hastings Engineering Inc. perform required NESHAP RICE testing on units 10 and 11 at a cost of \$8,100.

Director Crawford updated the Board on other projects. The demolition and abatement project is moving along. ARSI has finished abatement on units 1 and 2; everything is out of the buildings except for the repeater. With the demolition of the Power Plant, the contract with Otis Elevator is no longer required. That contract ended on September 30th.

Controller Tony Bersano presented a request to accept proposals for software. MMU is currently using internally built Microsoft Access-based accounting, disbursements, payroll, billing, inventory, project summary, and depreciation programs. These programs were developed over 30 years ago and with the advancement in software technology, specifically for utilities, smart metering, and the preference for credit/debit card payments, there is a need to upgrade our software systems. On a motion made by Mr. Mills and seconded by Mr. Bryant, the Board approved accepting proposals for Integrated Utility Billing, Financial, and Personnel System Software and Implementation Services.

Controller Bersano then presented the financial comparison for August. The Auditor was on site today counting inventory in the Warehouse, and will be back November 2nd and 3rd to do the audit.

Electric Distribution Director Doug Root reported Poor Boy Tree Service has finished with tree trimming and spraying brush; this completes the three-year contract with them. The Benton Street Building remodel is complete and the electricians have relocated to their shop and office area there. The antenna tower was installed September 23rd, everything has been moved over to the fiber hut, with the exception of the repeater. The Clairborne/Fox Subdivision has gotten everything installed to energize the new housing, all that is left is to install primary conductor to finish the primary loop.

Wastewater Treatment Plant Superintendent Nolan Townsend reported that he and General Manager Bergstrom had reviewed the aeration basin technical memo sent by Burns and McDonnell; they will be meeting with them on October 9th. The new bench top and field Dissolved Oxygen (D.O.) and pH meters are on back order until the end of the year; he has contacted another vendor to see if they can get them sooner.

Water Treatment Superintendent Travis Boss reported that the new CO2 tank was delivered and has been installed. Most of the materials for the CO2 feed system have arrived; once all are delivered the installation will begin.

Underground Facilities Director Grant Piper updated on various projects. The water main connection on the north side of the Power Plant has been disconnected. The annual fire hydrant flushing has been scheduled for October 18th - 23rd. The CIPP contractor has started installing the liners.

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IT & Broadband Director Jim Widel reported that 25 customer services have been moved underground from last year’s overhead to underground project in the Briarwood/North Lake Drive area. Crews have started installing pedestals for this year’s overhead to underground project and are also working on plowing in fiber on Drake Road.

Human Resources Manager Megan Baldrige announced the Employee(s) of the Quarter were Steve Harris and Jose Almazan. She is working with the insurance broker to continue getting medical insurance proposals from other carriers.

General Manager Jeff Bergstrom presented a request he had received from Waverly to change the due date of their water sales contract. The current due date is the 20th of the month which is also the due date for Waverly customers to pay their bill. Waverly has requested changing their contract to reflect a due date of the 25th of each month. On a motion made by Mr. Jacobi, seconded by Mr. Bryant, the Board will request the City Council authorize the Mayor to sign an amendment to the Waverly Water sales contract changing the due date from the 20th to the 25th of each month.

General Manager Bergstrom updated the Board on the meeting with MPUA Staff and the four Cities impacted by the SPP network transmission cost increase. They will be proposing to the full MoPEP group that the cost be paid in three installments starting January 2021 through January 2022.

General Manager Bergstrom attended, via conference call, the September 30th MPUA meeting, was appointed Treasurer to the MPUA Board of Directors, and will also be attending the October 2nd MPUA meeting. Letters were sent to all secondary water customers of our annual chlorine conversion that will be started on October 13th. The aeration basin draft technical memo was received from Burns and McDonnell; a meeting has been scheduled on October 9th to review their recommendations, scope of work and cost. General Manager Bergstrom and Wastewater Treatment Plant Superintendent Townsend will be meeting with the Saline County Commission to discuss future sewer services at the Junction.

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

WATER OPERATING FUND	\$ 191,513.10
ELECTRIC OPERATING FUND	\$ 217,478.18
SEWER REVENUE FUND	\$ 70,621.73
INTERNET OPERATING FUND	\$ 31,783.01
NATURAL GAS OPERATING FUND	\$ 94.44
ELECTRIC CONSUMER DEPOSIT FUND	\$ 8,100.00
Total	\$ 519,590.46

The next Regular Board meeting will be Thursday, October 15th, 2020.

On a motion by Mr. Bryant, seconded by Mr. Jacobi, the Board adjourned the regular meeting at 9:20 a.m. to go into an executive session to discuss matters under Mo Rev. Stat. 610.021 (Supp. 2009) concerning: legal, confidential or privileged information [1].

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

BOARD OF PUBLIC WORKS
/s/Ken Bryant, Secretary