

MARSHALL MUNICIPAL UTILITIES

**75 East Morgan
Marshall, MO 65340**

June 6, 2022

The Board of Public Works convened in regular session in the MMU Service Center Conference Room at 8:30 a.m. Board members present were Ken Bryant, President; Spencer Fricke, Secretary and Chuck Hines, Member. Steve Mills, Vice President, was absent. Also present were Mayor Dewey Hendrix, and City Administrator JD Kehrman.

The agenda was approved on a motion made by Mr. Fricke, seconded by Mr. Hines, with a vote of 2-0. The minutes of the May 11th, May 12th and May 18th meetings were approved on a motion by Mr. Hines, seconded by Mr. Fricke, with a vote of 2-0.

Human Resources Manager Megan Baldrige spoke of a potential staff shortage in the Electric Distribution Department in the next five years. Currently, there are 2 Electric Meter Technician/Lineman positions in this department. One of these employees is currently eligible for normal LAGERS retirement and one is eligible for early retirement; also, one Journeyman Lineman will be eligible for normal retirement later this year and a Line Foreman is already eligible for early retirement. Due to the time it takes to train for these positions, management would like to open-up a Meter Tech/Lineman position. Further, she recommended structuring the position with an apprentice and journeyman level moving forward, similar to other positions. Mr. Fricke made a motion to adopt the apprentice/journeyman structure and approve accepting applications for one Electric Meter Technician/Lineman position. The motion was seconded by Mr. Hines, and approved by a vote of 3-0.

Manager Baldrige then presented the draft Vehicle Operations Policy. Mr. Bryant asked if there was a policy on allowing individuals other than employees riding in work vehicles. She replied there is a section in the Personnel Policy. She stated if the Board felt it necessary, she would include it in the Vehicle Operations Policy. Mr. Hines and Mr. Fricke agreed to have it included and brought back for approval. She responded that she would amend the policy draft to include that portion of the Personnel Policy stating non-employee/non-business passengers are not permitted to ride in work vehicles and bring it back to them for approval.

Manager Baldrige then recognized the Water Treatment personnel for having worked twelve (12) years with no recordable injuries.

Electric Distribution Assistant Director James Kearney presented the battery replacement bids for the Miami and Southeast Substations. Bids were opened May 23rd, from two suppliers.

#11-22-ED Substation Batteries May 23, 2022	Miami Substation Lump Sum	Delivery	SE Substation Lump Sum	Delivery
Krueger & Assoc Claremore, OK 74017	\$13,824	14-16 wks	\$13,824	14-16 wks
CBM Inc. Lee's Summit, MO 64063	\$16,117.31	4-5 wks	\$16,117.31	4-5 wks

Mr. Hines made a motion to accept the bid from Krueger & Associates for two (2) Stationary Lead Acid Battery Strings in the amount of \$13,824 each. The motion was seconded by Mr. Fricke, and approved by a vote of 2-0.

IT & Broadband Director Jim Widel requested approval of the Board to begin the bid process for the second USDA Grant. Mr. Hines made a motion to approve requesting bids for installation of conduit, pedestals, and vaults for approximately 90 miles for USDA grant #2 and as needed in the future to complete grant #2. The motion was seconded by Mr. Fricke, and approved by a vote of 2-0.

Director Widel discussed the vehicle GPS tracking system; the current program is being replaced with our own hardware and a 3rd party's SIM cards. So far, 3 vehicles have been equipped with the new system and it seems to be working well. Director Widel then presented a memo comparing pricing of combustion engine, hybrid engine,

MARSHALL MUNICIPAL UTILITIES

**75 East Morgan
Marshall, MO 65340**

and electric only vehicles. Due to the budget, he will be seeking bids for a small pickup or SUV of either standard hybrid or combustion engine.

Controller Tony Bersano presented a draft copy of the Cash Reserve Policy. He went over changes made. Changes included lowering the cash on hand average in the operation and maintenance (O&M) minimum reserve calculation to 45 days for Electric, IT & Broadband and Natural Gas accounts; and creating a maximum for the O&M reserve using a 180-day calculation. Mr. Hines asked if more detail about the reasoning for Water and Wastewater having a 90-day cash on hand could be included in the policy. Mr. Hines also noted that the subcommittee meeting with the City’s representatives was postponed until next week. Controller Bersano stated he would elaborate on the reasons for using a 90-day cash on hand in Water and Wastewater’s minimum reserve calculation and bring the policy back to the next meeting.

Underground Facilities Director Grant Piper updated the Board on the cleaning of Reservoir #3; they finished Sunday May 29th; he is waiting on the video inspection. Director Piper stated manholes for the Odell and Jefferson Street 2022 open-cut project were delivered and rejected because the fittings were not the correct size. Director Piper provided an update on trucks #215 and #504; their replacements were delivered, but the price for each truck increased by \$3,417. He added that even with this increase the overall cost was still the lowest bid and will be under budget.

Water Treatment Plant Superintendent Travis Boss stated the weigh belt for the new weigh belt feeder will be shipped on June 20th. The well maintenance project crews were back on site today and are scheduled to be finished tomorrow. The filter media project has been delayed again. Mr. Fricke mentioned fencing around one of the wells needed repair.

Wastewater Treatment Plant Superintendent Nolan Townsend reported the RV dump station has a new lock and signage. The bids for the overhead doors were opened May 31st, he is reviewing them and will present them at a future meeting. Meyers Truck Service has received the spreader truck cab and chassis, they will install the spreader bed and flotation tires then will deliver it next week. Superintendent Townsend then presented the April progress report from Burns & McDonnell for the Wastewater Treatment Plant improvements.

Electric Production Director Carl Crawford went over quotes received for replacing the lighting fixtures in the unit #10 and #11 building. He stated only two quotes were complete and were close in pricing. He plans to use the lowest priced fixtures from each of the two companies.

Mr. Fricke made a motion to approve and issue warrants from the following funds for cash disbursements to accounts payable.

WATER OPERATING FUND	\$ 131,134.07
ELECTRIC OPERATING FUND	\$ 694,281.19
SEWER REVENUE FUND	\$ 89,738.77
INTERNET OPERATING FUND	\$ 71,734.41
NATURAL GAS OPERATING FUND	\$ 64.69
ELECTRIC CONSUMER DEPOSIT	\$6,175.00
Total	\$ 993,128.13

The motion was seconded by Mr. Hines and passed with a vote of 2-0.

The next Regular Board meeting will be Thursday, June 16th, 2022.

Following a motion by Mr. Hines, seconded by Mr. Fricke, the Board adjourned the regular meeting at 9:17 a.m. The motion passed by a vote of 2-0.

BOARD OF PUBLIC WORKS
_____, Secretary