MARSHALL MUNICIPAL UTILITIES
75 East Morgan
Marshall, MO 65340

June 13, 2019

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 Steve Mills, President; Spencer Fricke, Vice President; Wick Jacobi, Secretary and Ken Bryant, Member. Also present were City Councilmen Dewey Hendrix and Ron Ott, and City Administrator Dave Haugland.

The agenda was approved on a motion made by Mr. Bryant, seconded by Mr. Fricke. General Manager Jeff Bergstrom reviewed the safety briefing. The minutes of the previous meeting were approved as printed on a motion by Mr. Bryant, seconded by Mr. Fricke.

Controller Tony Bersano presented the Board a meal reimbursement plan for when employees travel outside of Marshall for work related activity. Currently, employees and MMU pay FICA & MCR tax on meal reimbursements. Controller Bersano created a written Accountable Expense Reimbursement Plan that will avoid reporting such activity on employee's wages. On a motion made by Mr. Bryant, seconded by Mr. Jacobi, the Board approved accepting the written MMU Accountable Expense Reimbursement Plan, making it effective June 13th, 2019. Controller Bersano is also reviewing prior budgets preparing for next year's budget.

Electric Production Director Carl Crawford informed the Board the grant agreement to purchase a new forklift for the Recycle Center from Region F Solid Waste Management has been received; bids have been requested and are to be opened July 2. He and General Manager Bergstrom met with MPUA management to review maintenance costs on the power generation units. The summer help started June 6th. Unit #6 was called to run on June 4th; with expectations of being called more this season. Director Crawford is watching the recycle market closely; the cardboard/paper market dropped which will be reflected in the recycle center report at the next meeting.

Underground Facilities Director Grant Piper updated the Board on the North Ellsworth sewer main replacement; a new manhole was set and backfilled June 12th, crews will try to set the second today. The first section of the new transformer pad has been poured; they will pour the second today. The sump pumps in Miami Pump Station have been replaced. Cunningham Inc. is scheduled to repair the cracked/peeling paint inside the water tower.

Electric Distribution Director Doug Root updated the Board on the 161kV emergency tie; all of the poles have been erected, the conductors have been pulled in and they will sag tie today. The switch has been mounted and tested. The meter from KCP&L will be removed and replaced with a meter from Central Electric today. We hope to be ready to energize the line next week. The 3-phase extension for the old Hab Center property is complete and all street lights are working. Director Root stated there is 800 feet of conduit left to finish boring between North Lake and Briarwood; trenching conduit for house services is next. Bids to replace the backyard digger derrick have been requested; they are scheduled to be opened June 25th. The Annual Net Meter backfeed tests were performed and went well.

Wastewater Treatment Superintendent Nolan Townsend reported the louver opener for the fresh air fan in the Headworks has been repaired. The Headworks air conditioner has a leak in the coil; he is getting cost estimates on repairing or replacing the unit.

Water Treatment Superintendent Travis Boss updated the Board on the annual well maintenance. Initially, Flynn Drilling suggested all drop pipes for wells #4 and #9 be replaced, but upon further investigation and due to the frequency of the inspections, only 3 will need to be replaced for each well. We are still waiting on a response from MoDOT about the sink holes on the right-of-way in front of well #3.

Human Resources Manager Megan Baldridge provided the Board an update on the voluntary worksite products and Employee Navigator. A comparable alternative to Aflac with improved product support and an online benefits administration system, has been found through Colonial Life. However, employees that currently purchase a product through Aflac will be able to keep it by choosing to be billed directly at home. On a motion made by Mr. Bryant, seconded by Mr. Jacobi the Board approved to move voluntary worksite products to Colonial to be effective as soon as setup of product and Employee Navigator can be completed by management and Premier Worksite Solutions.

General Manager Jeff Bergstrom reported IT & Broadband Director Jim Widel continues to work on the broadband grant with the County. Director Widel recently attended a broadband conference given through MPUA.

General Manager Bergstrom then updated the Board on the assistance being received from KimHEC on the pretreatment program. We have received approval from DNR on our local limits, but have also identified additional issues that need to be addressed that were not included in the original scope of work. On a motion made by Mr. Jacobi, seconded by Mr. Bryant, the Board agreed to amend the agreement with KimHEC Environmental Consulting for Pretreatment Program Assistance for a not to exceed cost of $13,000.

General Manager Bergstrom talked about the meeting with MoPEP. They have approved the change to exhibit E capacity credits and created separate pricing charts for natural gas and diesel fuel. He is working with department heads on their budgets and creating projections for five and ten years. Tours of the Power Plant were given to four City Council Members June 11th , to the Mayor June 12th, and another tour for the remaining Council Members is scheduled on June 18th.

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

WATER OPERATING FUND		$ 149,491.10
ELECTRIC OPERATING FUND		$ 1,189,421.00
SEWER REVENUE FUND		$ 187,359.46
INTERNET OPERATING FUND		$ 66,006.95
NATURAL GAS OPERATING FUND		$ 4,393.61
ELECTRIC CONSUMER DEPOSIT FUND		$ 6,200.00
WATER SEGREGATED		$ 272,383.00
	Total	**$ 1,875,255.12**

The next Regular Board meeting will be Thursday June 27th, 2019.

On a motion by Mr. Fricke, seconded by Mr. Bryant, the Board voted unanimously to adjourn the regular meeting at 9:26 a.m.

BOARD OF PUBLIC WORKS
/s/ Wick Jacobi, Secretary