

## MARSHALL MUNICIPAL UTILITIES

75 East Morgan  
Marshall, MO 65340

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February 25, 2021

The Board of Public Works convened in regular session in the Martin Community Center conference room at 8:29 a.m. Board members present were Wick Jacobi, President; Ken Bryant, Vice President; Steve Mills, Secretary and Spencer Fricke, Member. Also present were City Administrator Dave Haugland, City Council Member Leon Thompson and Miami Resident Tammy Wilson.

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

Water Treatment Plant Superintendent Travis Boss requested approval to apply rock to stabilize the bank of lagoon #2 and #3. They are steep and have begun to erode. On a motion made by Mr. Bryant, seconded by Mr. Mills, the Board approved applying rock to stabilize lagoon banks.

Superintendent Boss then requested approval to get proposals for well treatment and maintenance. He stated wells #4, #5, #6, #7, #8 will be treated and wells #6 and #8 will be pulled for inspection and repair. Doing this yearly maintenance project has lengthened the life and maintained the product of the wells at almost new levels. On a motion made by Mr. Bryant, seconded by Mr. Mills, the Board approved well treatment and maintenance for 2021.

Electric Distribution Director Doug Root requested permission to convert overhead lines in walkway easements to underground in the area of Morrow and Crestwood Streets. This is an ongoing project to convert lines that are difficult to access and costly to maintain. Moving them to underground will increase reliability. On a motion made by Mr. Mills, seconded by Mr. Bryant, the Board approved converting overhead single-phase lines in walkway easements to underground for fiscal year 2020/2021.

Director Root then requested permission to replace the underground primary at the 65 Highway viaduct. This line ties the West and North Street substations together. It will begin when weather permits. On a motion made by Mr. Bryant, seconded by Mr. Mills the Board approved replacing primary underground on 65 Hwy at the Viaduct.

IT & Broadband Director Jim Widel proposed several changes to MMU's internet services. Speeds will be increased as follows: 25 Mbps to 50 Mbps, 90 Mbps to 150 Mbps and 200 Mbps to 450 Mbps, at no additional cost. Routers will no longer be included in the installation/set up of tier 1 or 2 internet service and the normal setup fee will go from \$50 to \$25. We will no longer require the return of equipment or charge for it when a customer decides to discontinue service, often the equipment is not reusable when it is returned. After-hours maintenance will change to limited on-site maintenance until 10:00 p.m. for most customers and 24 hour support for those businesses open 24 hours. Service calls will be limited to MMU's fiber lines and equipment. The department will also begin an on-call rotation. On a motion made by Mr. Mills, seconded by Mr. Bryant, the Board approved the proposed Internet Rate Schedule and internet service changes as presented effective April 1, 2021.

Human Resource Manager Megan Baldrige presented changes to the On-Call/Standby Duty portion of the Personnel Policy. The revisions don't change what is already being done, it just clarifies what happens if an employee responds to a call without physically traveling to work. On a motion made by Mr. Bryant, seconded by Mr. Mills, the Board approved the revisions to the Personnel Policy regarding on-call/standby duty as presented, effective March 1, 2021.

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Human Resource Manager Baldrige then proposed some reorganization of Underground Facilities and Administrative Services. Currently, Administrative Services has one Meter Reader who is backed up by the Underground Facilities General Maintenance/Meter Reader. The current Administrative Services Meter Reader is resigning and since implementing smart electric meters, meter reading has required fewer hours per month. Management feels the utility will be better served by having another General Maintenance/Meter Reader in Underground Facilities instead of filling a full-time Meter Reader in Administrative Services and place the responsibility for meter reading in Underground Facilities rather than Administrative Services. On a motion made by Mr. Mills, seconded by Mr. Bryant the Board approved eliminating the Administrative Services Meter Reader position and adding one Underground Facilities General Maintenance/Meter Reader position, to become effective March 8, 2021.

Human Resource Manager Baldrige also noted that the 2020 Incident Review Report was included in the packet to review at their convenience.

Underground Facilities Director Grant Piper stated the 2020 CIPP contractor was back to complete the last 3 sections; they expect to be complete by Monday, March 1. Director Piper provided a picture of debris that had gotten caught in the impellor of pump #1 at the North English Lift Station, causing it to fail. It was cleaned, reinstalled and returned to normal operation. He also spoke of the freezing issues at the natural gas take point site. The maintenance contractor, USDI, will replace and upgrade the regulator heaters.

Electric Production Director Carl Crawford stated the demolition on the Power Plant was back in progress. He prepared and submitted the Tier II program report. He also noted MoPEP dispatched units #7, #8 and #9 gensets several times, and unit #10 was dispatched once. Unit #6 was committed by SPP.

Wastewater Treatment Plant Superintendent Nolan Townsend noted his crews have been busy trying to keep ice off equipment and keep everything thawed and running. There was an issue with run-off flowing into the creek. He tested it and is waiting on a response from DNR.

Controller Tony Bersano provided the Board copies of the January Financials. He is reviewing the I & I cost and should be able to provide an analysis at the next meeting. He is getting started on the software scheduling with Tyler Technologies.

General Manager Jeff Bergstrom presented four resolutions needed for the USDA ReConnect Grant #2. On a motion made by Mr. Mills, seconded by Mr. Bryant, the Board approved a resolution authorizing General Manager Jeff Bergstrom, Controller Tony Bersano, and Information Technology and Broadband Director Jim Widel to sign USDA rural utilities service form 481, financial requirement statement for RUS project MO1705-B65.

On a motion made by Mr. Bryant, seconded by Mr. Mills, the Board approved a resolution designating General Manager Jeff Bergstrom to serve in the representative-signature-certify role with the USDA's ReConnect program online application system.

On a motion made by Mr. Fricke, seconded by Mr. Bryant the Board approved a resolution authorizing General Manager Jeff Bergstrom to submit a funding request to the USDA ReConnect loan and grant program.

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On a motion made by Mr. Mills, seconded by Mr. Bryant the Board approved a resolution to establish Information Technology and Broadband Reserve 2 account for the funds of the IT & Broadband Department.

General Manager Bergstrom then gave an update on the USDA ReConnect Grant #1. IT & Broadband Director Jim Widel has been approved as the in-house Engineer. The bid documents have been approved by the local USDA representative, and he has forwarded it on to Washington D.C.

General Manager Bergstrom tabled the action of purchasing ground/recycled concrete from the demolition of the Hab Center property by the City of Marshall.

General Manager Bergstrom discussed the new fuel system being built by the City of Marshall on MMU’s Benton Street Property. At the September 12, 2019, the Board approved contributing \$60,000 to it. After reviewing the bids, there were options included that will be of benefit but will increase the cost; a canopy to protect employees during inclement weather and an additional pump. With the options added, the price increased so he recommended increasing our contribution to \$85,000. On a motion made by Mr. Bryant, seconded by Mr. Mills, the Board approved contributing \$85,000 towards construction of the new fuel system on MMU’s North Benton Street Property.

General Manager Bergstrom then discussed the emergency energy alert 3 issued by the Southwest Power Pool (SPP). The alert caused blackouts in SPP’s service area. Because of SPP’s alert, MoPEP then requested their member cities to conserve energy. MoPEP also called on MMU to run our diesel units.

General Manager Bergstrom also discussed the need for an increase in the wastewater rates. In order to pay for the needed improvements to the Wastewater Department an increase will be required. He is evaluating how much and when to do it. He presented the Board a chart created by MPUA showing past and current rates for some of the surrounding communities and noted that Marshall falls well below the average cost.

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

WATER OPERATING FUND	\$ 123,817.88
ELECTRIC OPERATING FUND	\$ 587,714.87
SEWER REVENUE FUND	\$ 51,779.08
INTERNET OPERATING FUND	\$ 48,516.57
NATURAL GAS OPERATING FUND	\$ 11,052.77
ELECTRIC CONSUMER DEPOSIT FUND	\$ 3,050.00
<b>Total</b>	<b>\$ 825,931.17</b>

The next Regular Board meeting will be Thursday, March 11<sup>th</sup>, 2021.

On a motion by Mr. Bryant, seconded by Mr. Mills, the Board adjourned the regular meeting at 9:30 a.m.

**BOARD OF PUBLIC WORKS**  
/s/ Steve Mills, Secretary