

MARSHALL MUNICIPAL UTILITIES

**75 East Morgan
Marshall, MO 65340**

March 29, 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 Councilman Dewey Hendrix, and Councilman Ron Ott.

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. Fricke, seconded by Mr. Jacobi.

Underground Facilities Director Grant Piper requested to have the exterior of the water tower repainted. The last time it was painted was in 1995 and is recommended as a result of the interior and exterior inspection done last summer. The outside has some thinning spots and UV damage. A new paint job should last 25-30 years. On a motion made by Mr. Mills, seconded by Mr. Fricke, the Board approved requesting bids for painting the 500,000 gallon elevated water storage tank.

Wastewater Treatment Superintendent Nolan Townsend presented the Board information on the north aeration basin. The 14 blowers for the aeration basins are 25 years old; most have been rebuilt and are reaching the end of their lifespan. Over the last few years 3 of the 14 blowers have had bearing problems to cause them to quit. This leaves us open to a possible write-up from DNR if they were to perform a surprise inspection. Superintendent Townsend would like to request quotes for replacing the 3 three failed ones, and will include in the budget to have the others replaced over the next few years. On a motion made by Mr. Jacobi, seconded by Mr. Mills, the Board approved to request quotes for replacing 3 blowers for the north aeration basin.

Superintendent Townsend then updated the Board that the UV disinfection system will be turned on today. And, due to the recent rains there are some flooding & erosion issues with the driveway to the Wastewater Treatment Plant that need to be taken care of.

Electric Distribution Director Jeff Bergstrom updated the Board that approved meters were in for the electric meter project. The 161kV Emergency Tie Line clearing of the right-of-way area has been finished; the construction agreement is being worked on and he should have it ready by the next meeting for Board approval. Poor Boy Tree Service will be adding a second crew and will start working in town.

Water Treatment Superintendent Kenny Clause said the THM reduction project is still on schedule, a progress meeting is scheduled for 1:15 p.m. today and the projected completion date is in May.

Electric Production Director Carl Crawford informed the Board the Emissions Inventory Questionnaire (EIQ) has been filed for 2017. A printer has been installed at the Recycle Center so weight tickets and bill of lading tickets could be printed there instead of making the drivers come inside the building. The quarterly test on units #6, #7, #8, #9, #10 and #11 went well. Unit #6 controls were tested by switching to diesel fuel, and then back to natural gas, then back to diesel; everything ran smooth. Director Bergstrom added that he has been in contact with the manufacturer representative of the automatic generator for Unit #9; and requested a resolution be reached by next week.

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Administrative Services Director Ken Gieringer provided comparison information on water adjustments for the past two years. A remote disconnection was done on one of the new electric meters; technicians observed and no problems were reported; however, until more staff are trained after hour turn-on's won't be possible. A new copier/fax/scanner has purchased for the business office and the old machine was transferred to the Engineering Department.

Human Resource Manager Megan Baldrige provided an analysis of the Wage and Benefit Review a recommendation will be ready for the next Board Meeting. She is working with Safety Specialist Chase Brackman on reviewing quotes for OSHA 10 hour training that will be given to all employees. They feel the best quote is from Summit Safety Group, they will provide on-site, classroom training for \$7,510; and was approved by consensus of the Board. The 20 year employee dinner is scheduled for April 24th.

General Manager Kyle Gibbs updated the Board on the Region F Solid Waste Grant training he attended. He will be applying for a grant to purchase a new skid steer or fork lift for the Recycle Center. He explained that one of the requirements included setting aside enough cash to cover 15% match. On a motion made by Mr. Mills, seconded by Mr. Fricke the Board authorizes management to set aside adequate cash from the Electric Operating Fund to support the required 15% cash match necessary to meet the Region F Solid Waste requirement to obtain a 2019 Grant for a new skid steer loader to be used in the Recycling Operation.

General Manager Gibbs requested to seek proposals for engineering services to assist writing specifications on replacing the roofs at the Water Treatment Plant and the Wastewater Filter Building. On a consensus of the Board, approval was given to solicit for engineering services to assist on writing roof specifications.

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

WATER OPERATING FUND	\$ 175,375.92
ELECTRIC OPERATING FUND	\$ 294,910.21
SEWER REVENUE FUND	\$ 48,651.09
INTERNET OPERATING FUND	\$ 27,279.22
NATURAL GAS OPERATING FUND	\$ 4,538.38
ELECTRIC CONSUMER DEPOSIT FUND	\$ 22,700.00

Total **\$ 573,454.82**

The next Regular Board meeting will be Thursday April 12th, 2018.

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

BOARD OF PUBLIC WORKS
/s/ Spencer Fricke , Secretary