

## MARSHALL MUNICIPAL UTILITIES

75 East Morgan  
Marshall, MO 65340

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April 12, 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 City Administrator Dave Haugland and Councilman Kirk Arends.

The agenda was approved on a motion by made by Mr. Mills, seconded by Mr. Jacobi. General Manager Kyle Gibbs reviewed the safety briefing. The minutes of the previous meetings were approved as printed on a motion by Mr. Mills, seconded by Mr. Jacobi.

Human Resource Manager Megan Baldrige provided a recommendation for the Board based on the Wage and Benefit Review a recommendation. The Board discussed in detail the company's safety record, workman's compensation cost, competitiveness of wages, and cost of living. On a motion made by Mr. Jacobi, seconded by Mr. Fricke, the Board approved 1) an adjustment to the pay ranges for each position as indicated on the enclosed pay range charts; 2) a corresponding adjustment to individual wages to maintain individual progress within the pay range except for those that have failed to sustain their performance; and 3) merit based changes to wages and salaries in an amount not to exceed \$56,176, each to become effective on April 1, 2018.

Manager Baldrige then informed the Board the 20 year employee dinner will be held on April 24<sup>th</sup>.

Electric Production Director Carl Crawford updated the Board on Unit #6 controls. He is working with AMOT Valve Company to put specifications together for the temperature controlled mixing valve. He then discussed the Recycle Center statistics.

Electric Distribution Director Jeff Bergstrom updated the Board on the 161kV Emergency Tie Line; the bid package for the poles is being reviewed, and the contract from Central Electric Co-op should be available for the Board's review at the next meeting. Director Bergstrom then updated the Board on the transmission line trimming. A second crew is trimming in town.

Underground Facilities Director Grant Piper informed the Board that he has been contacted by Missouri Valley College, that they are interested in placing the schools logon on the water tower. He will have this added to the bids as a separate line-item to provide the cost of doing this to the school. Director Piper then stated bids for 2018 CIPP project were opened April 11<sup>th</sup>. Four bids were received; he is reviewing them and will have a recommendation for the Board at the next meeting.

Wastewater Treatment Superintendent Nolan Townsend updated the Board on the Headworks. The electricians have contacted the manufacturer of dry flow pump #3 about the seal fail alarm that was received. Until the pump is pulled, we are unsure if the seal failed or there is some other issue. Superintendent Townsend stated ConAgra is finished with work on their wastewater plant and have started running as of Tuesday April 10<sup>th</sup>. Finally, Septagon Construction will be installing a 24" exhaust fan in the new Maintenance Building next week.

Water Treatment Superintendent Kenny Clause gave an update to the THM reduction project. Sheetrock installation is complete, painters will be starting next week, the catwalk installation will start Monday April 16<sup>th</sup>, and bricklayers are working. The completion date has been pushed to late June, early July due to the weather.

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Administrative Services Director Ken Gieringer provided information on funding for the THM Project. The reserve fund for these capital improvements has been exhausted. He is working on a recommendation for a loan from the Electric Department to fund the remaining portion. Director Gieringer then provided a demonstration of the ability to access local television stations through our internet to the Board, and asked them if they would be interested in investigating the possibility providing this access to the public. There are several legal and other issues to address if they are interested.

General Manager Kyle Gibbs stated he had submitted a grant application to the Solid Waste Region F to purchase a new skid steer loader for the Recycling Center. He has received engineering quotes for writing specifications of to replace the water treatment and wastewater treatment plant roofs. On a motion made by Mr. Mills, seconded by Mr. Fricke the Board approved accepting the quote from LD&B for a not to exceed price of \$13,700.

General Manager Gibbs then informed the Board an email was received from USDI that our monthly contract with will be increasing to \$2,590. A consensus of the Board was reached to contact USDI and have them send the new contract for Board approval.

General Manager Gibbs then discussed it is time to pay the annual fee to Apogee, the company that provides the energy audit program we provide to customers from our website, is due. Last year there were 200 hits on it. The yearly fee is \$2,200. A consensus of the Board was reached to pay the \$2,200 annual fee to keep the energy audit program available.

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	\$ 156,299.10
ELECTRIC OPERATING FUND	\$ 1,938,211.82
SEWER REVENUE FUND	\$ 156,531.25
INTERNET OPERATING FUND	\$ 47,806.54
NATURAL GAS OPERATING FUND	\$ 2,477.55
ELECTRIC CONSUMER DEPOSIT FUND	\$ 12,550.00
<b>Total</b>	<b>\$ 2,313,876.26</b>

The next Regular Board meeting will be Thursday May 3<sup>rd</sup>, 2018.

On a motion by Mr. Mills seconded by Mr. Fricke, the Board voted unanimously to adjourn the regular meeting at 10:01 a.m.

BOARD OF PUBLIC WORKS  
/s/ Spencer Fricke, Secretary