

**MARSHALL MUNICIPAL UTILITIES**

**75 East Morgan  
Marshall, MO 65340**

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November 17, 2022

The Board of Public Works convened in a regular session in the MMU Service Center Conference Room at 8:30 a.m. Board members present were Ken Bryant, President; Steve Mills, Vice President; Spencer Fricke, Secretary, and Chuck Hines, Member. Also present were Mayor Dewey Hendrix, MSDC Executive Director Cydney Mayfield and Austin Kastalnick.

Mr. Bryant started the meeting by stating there was a need to make a change to the agenda. General Manager Jeff Bergstrom added that there was a late proposal for the employee health benefits and they want to do their due diligence before making a final recommendation. Mr. Mills made a motion to change the agenda by removing the Action - Employee Health Benefits (2023) to be presented by Human Resources Manager Megan Baldrige. The motion was seconded by Mr. Hines, and approved by a vote of 3-0. The minutes of the November 3<sup>rd</sup> Board meeting were approved on a motion by Mr. Mills, seconded by Mr. Hines, with a vote of 3-0.

In business from the audience, MSDC Executive Director Cydney Mayfield requested, on behalf of a small start-up company located at 181 W. Arrow Street, for abatement of water, sewer, electric, and internet utilities through May 2023. Mr. Hines asked to let the Board take their request under advisement. Mr. Hines made a motion to table the request to allow the Board to have some discussion about it. The motion was seconded by Mr. Mills, and approved by a vote of 3-0.

Human Resources Manager Megan Baldrige thanked the Board for amending the agenda so the late proposal, that came from GBS could be looked at more closely. Mr. Mills asked how long it will take to review and when a decision needs to be made. She replied she would be ready to present as soon as next week if there is an opportunity. Mr. Mills stated he would like to meet on Wednesday, before the holiday. The rest of the members concurred.

Manager Baldrige pointed out the new workers' compensation experience modification rating. Effective April 1, 2023, it will drop down to .83 from the current 1.09 rating. All Board members expressed their gratitude for such a huge accomplishment. Interviews are being done for the Electric Production Assistant Director position.

Water Treatment Plant Superintendent Travis Boss requested approval to solicit proposals for an engineering study to be done on the water treatment plant. He stated it would help identify possible infrastructure issues and would help budget for short-term and long-term projects. Mr. Mills asked when the last study was done. General Manager Bergstrom replied that he was not aware of one ever being done. Mr. Fricke felt that the budget amount was excessive. Mr. Mills replied that it would not hurt to solicit the RFQ's. Mr. Hines made a motion to request RFQ's to provide a study on our Water Treatment Plant. The motion was seconded by Mr. Mills, and approved by a vote of 3-0.

Superintendent Boss added that he had gotten several inquiries regarding the lime sludge. General Manager Bergstrom added that the permit does not allow it to be spread on frozen ground, and many of the farmers want to be able to spread it at a variable rate. Wastewater Treatment Plant Superintendent Nolan Townsend is looking into the capabilities of the new spreader trucks to see if we will be able to accommodate their request.

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IT & Broadband Director Jim Widel requested approval to add personnel to the fiber crew. Currently, the fiber crew is about 6 months behind our conduit installation contractor for the USDA grant #1. With the timeline for grant #2 beginning, we will need to shorten that gap to complete it in the amount of time allowed. Director Widel would like to add one Fiber Technician to the crew to start in the spring. Mr. Mills made a motion to authorize adding one Fiber Technician position in the IT & Broadband Department. The motion was seconded by Mr. Fricke, and approved by a vote of 3-0.

Director Widel updated the grant #1 progress; they have completed the 195<sup>th</sup> area and are making progress in the Drake Road area. Crews should be starting to blow fiber in the Highway WW area in the next few weeks.

Electric Distribution Director Doug Root requested approval to replace truck #329. It is a 2008 one-ton flatbed with 76,000 miles, it is rusty, the seat is broken down and the toolbox is in bad shape. The Electric Distribution Foreman uses this truck daily to haul equipment and materials to the job sites. Mr. Hines made a motion to request bids for a new one-ton, four-wheel drive cab and chassis, and a flatbed truck body. The motion was seconded by Mr. Mills, and approved by a vote of 3-0.

Director Root also requested approval to replace truck #318. It is a 2005 half-ton pickup with 50,000 miles. It is also showing age with rust and is driven by the Master Electrician when needed. Director Root would like to upgrade this vehicle to a four-wheel drive so the Master Electrician can easily access worksites in inclement weather. Mr. Mills mentioned that it does not get driven much and asked what the bluebook value was; Director Root stated he did not know. Mr. Mills stated he felt since it only had 50,000 miles, maybe we should investigate replacing the seat if we were to sell it; Director Root replied that it was showing quite a bit of rust but would be handed down to another department before being sold. Mr. Hines asked if a smaller, mid-sized truck would work since it would not be used to do any towing; Director Root stated he would investigate, but did not know if there would be much of a price difference. Mr. Mills made a motion to request bids for a new four-wheel drive pickup, size to be determined. The motion was seconded by Mr. Hines, and approved by a vote of 3-0.

Director Root then reported that Poor Boy Tree Service continues to trim and remove trees in the overhead power lines in backyard easements on the east side of town. They will be here for another few weeks, then return next summer.

Mr. Bryant then presented Director Root with his work anniversary package. He stated the Boards appreciation for Director Root doing an outstanding job, and also for his 30 years of service with a lapel pin, letter of recognition, and a gift card.

Underground Facilities Director Grant Piper requested approval to purchase a walk-behind concrete saw. The crews currently use a hand saw, or borrow a walk-behind saw from Municipal Services, when available. Purchasing our own would improve safety and efficiency when cutting the streets to repair, or replace the water and sewer mains. Mr. Mills made a motion to request bids for a new 30-inch or 36-inch, walk-behind concrete saw. The motion was seconded by Mr. Hines, and approved by a vote of 3-0.

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Director Piper also reported on the meeting he and General Manager Bergstrom had with Burns & McDonnell. They presented the preliminary report on the sanitary sewer flow study. They reported that MMU is on the right path on their Cured-In-Place-Pipe projects but found areas in need of improvement of Inflow and Infiltration. A final report with recommendations is expected soon.

Electric Production Director Carl Crawford presented bids for the Recycle Center glass crusher. They were opened on November 15, and four were received. MMU was awarded an 85/15 grant from the Region F Solid Waste Management District to purchase a new one.

#01-23-EP Glass Crusher Open: November 15 <sup>th</sup> , 2022	Total Cost
S&G Enterprises, Inc. Germantown, WI 53022	No bid
Compactors Inc Hilton Head SC 29928	REM Model GB-1 \$ 16,385 Delivery: 28-30 weeks
Andela Richfield Springs, NY 13439	Andela AGC-1 \$29,215 Delivery: 20-22 weeks
Quincy Recycle Quincy, IL 62301	REM Model GB-1 \$19,750 Delivery: 20-26 weeks

Mr. Hines made a motion to accept the bid from Compactors Inc. of Hilton Head SC for a REM model GB-1 glass crusher in the amount of \$16,385. The motion was seconded by Mr. Fricke, and approved by a vote of 3-0.

Wastewater Treatment Plant Superintendent Nolan Townsend reported the third VFD will ship on the 30<sup>th</sup>. The MCC manufacturer will be onsite today and tomorrow to do the start-up. The final clarifier manufacturer will be here today to do the final torq test on final clarifier #1 and do training. Crews are cleaning the launder covers. The cabinet installers and the plumbers for the breakroom will be on site today to work on some projects and the appliances will be delivered on Wednesday. After communicating with the new spreader truck manufacturer and the service company, he found it was not part of the recall, but it will be taken to the service company to perform diagnostics for future warranty work. The dump trucks ordered in January are anticipated to be delivered next summer. Mr. Bryant asked if he had a target completion date for the improvements; he replied that they hope to start filling and testing the basin after Thanksgiving and once the last VFD is installed and all tests correct, he hopes to start running influent in the basin and start it up the week of December the 12<sup>th</sup>.

Controller Tony Bersano continues working on the Interdepartmental Loan Policy and hopes to present it at the next meeting. He is also working on some outstanding items from the audit.

General Manager Jeff Bergstrom reported it was time to appoint a representative for the MSDC Board. Jeff is currently that representative and is willing to continue if the Board agrees. Mr. Mills made a motion to appoint Jeff Bergstrom to represent MMU on the MSDC Board, effective January 1, 2023. The motion was seconded by Chuck Hines and approved by a vote of 3 – 0.

General Manager Bergstrom then updated the Board on the Wastewater Treatment Plant flooding; he has finalized the last category for reimbursement. He also told them that SEMA will be reimbursing 10% and with FEMA reimbursing 90%, we will be getting 100% reimbursement.

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General Manager Bergstrom spoke about the meeting that he and Director Piper had with Burns & McDonnell; they reviewed the sanitary sewer flow study. They broke the study into eight basins and were able to tell which basin had the most problem with inflow and infiltration (I & I). They will provide a final report at a December Board meeting.

General Manager Bergstrom reported he is waiting to hear back from the USDA if the non-standard contract for grant #2 is approved. He is also working with Controller Bersano on the Interdepartmental Loan Policy. General Manager Bergstrom then went over the MoPEP Stat Sheet and invoice and spoke about the Round-table meeting at Chillicothe. The Peer Review has been updated.

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

WATER OPERATING FUND	\$ 180,276.77
ELECTRIC OPERATING FUND	\$ 928,084.68
SEWER REVENUE FUND	\$ 217,688.70
INTERNET OPERATING FUND	\$ 77,125.97
NATURAL GAS OPERATING FUND	\$ 25.94
<b>Total</b>	<b>\$ 1,403,202.06</b>

The motion was seconded by Mr. Fricke and passed with a vote of 3-0.

The next Regular Board meeting will be Thursday, December 1<sup>st</sup>, 2022. There will also be a special session on Wednesday, November 21, at a time to be determined.

Following a motion by Mr. Fricke, seconded by Mr. Mills, the Board adjourned the regular meeting at 9:39 a.m. to go into Executive Session to discuss matters under Mo Rev. Stat. 610.021 (Supp. 2009) legal, confidential, or privileged information [1], the motion passed by a vote of 3-0.

Roll call: Steve Mills     yes  
          Chuck Hines    yes  
          Spencer Fricke  yes  
          Ken Bryant     yes

**BOARD OF PUBLIC WORKS**  
/s/ Spencer Fricke, Secretary