

MARSHALL MUNICIPAL UTILITIES

75 East Morgan
Marshall, MO 65340

February 3, 2023

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 Spencer Fricke, Vice President; Chuck Hines, Secretary, and Ken Bryant, Member. Board member Steve Mills, President was absent. Also present was Dewey Hendrix, Mayor of Marshall.

The agenda was approved on a motion made by Mr. Bryant, seconded by Mr. Hines, with a vote of 2-0. The minutes of the January 12th Board meeting were approved on a motion by Mr. Bryant, seconded by Mr. Hines, with a vote of 2-0.

Underground Facilities Director Grant Piper requested approval to solicit bids to purchase two new zero-turn lawnmowers – one for the Underground Facilities Department and one for the Water Treatment Plant. Each of the mowers currently being used are 2016 and 2019 model years, they are not commercial grade, and are showing signs of wear. Replacement models will be commercial to handle the extensive use. Mr. Bryant made a motion to request bids for two (2) new commercial, zero-turn mowers. The motion was seconded by Mr. Hines and approved by a vote of 2-0.

Director Piper updated the Board on the Sewer Main Replacement in the Alley Between North Jefferson Avenue and North Odell Avenue. He stated that all manholes and pipe have been installed and the alley has been graveled. Crews will try to complete fence repairs next week and do the yard repairs in the spring.

Director Piper added the camera trailer has been received with the new components, however, this did not fix the problem of the cameras not being able to tilt or pan. The cameras have been sent off for repairs. The mini excavator is back from having the engine replaced.

Electric Distribution Director Doug Root presented bids received to replace truck #318. Bids were requested for comparison pricing between a full-size half-ton truck and a compact truck. Two dealers responded, Warrensburg Ford and Hoflander Ford, but after the bid opening Warrensburg Ford withdrew their bid due to the fleet truck option no longer being available. After discussion among the Board about the condition of the truck and availability of trucks in the future, Mr. Bryant made a motion to accept the bid from Hoflander Ford for a new 2023 Ford F-150 four-wheel drive pickup in the amount of \$42,376. The motion was seconded by Mr. Hines and approved by a vote of 2-0.

Director Root requested approval for engineering services for the Miami 1 substation transformer and switchgear replacement. Statements of qualifications for engineering services were opened on January 25th, from five firms: Lutz, Daily & Brain, Toth & Associates, BHM&G Engineers Inc., LUZCO Tech LLC, and Olsson. After reviewing each firm's qualifications, he felt that Toth & Associates would be the best selection. Mr. Hines made a motion to approve Toth & Associates to provide engineering design services for the Miami 1 substation transformer and switchgear replacement. The motion was seconded by Mr. Bryant and approved by a vote of 2-0.

Director Root updated the Board on the Miami 1 transformer load tap changer (LTC) repair. A crew from Waukesha was on site to inspect the unit and determine what is needed to repair it. The main tank is leaking oil into the LTC; they recommend replacing all the gaskets and retaping and testing at an estimated cost of \$215,573.40. General Manager Bergstrom commented that this was an emergency as it

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needs to be back in service by summer. By consensus, the Board agreed to the recommendations of Waukesha for repairs of the unit for an estimated cost of \$215,573.40.

Director Root updated the Board on the Miami 2 transformer LTC repairs. A technician found one of the vacuum interrupters that was recently installed had come from the factory damaged. It was replaced and the unit was put back in service. The defective interrupter is being sent back to the factory for evaluation.

Water Treatment Plant Superintendent Travis Boss requested approval to request bids for the Annual Well Treatment and Maintenance. This year the plan is to treat wells 4, 5, 6, 7, and 8 and pull wells 5 and 7 for inspection and repair. Mr. Bryant made a motion to request bids for the Annual Well Treatment and Maintenance for 2023. The motion was seconded by Mr. Hines and approved by a vote of 2-0.

Wastewater Treatment Plant Superintendent Nolan Townsend reported on the aeration/final clarifier project. He did the substantial completion walk-through with the engineers and contractors; there are quite a few items to be addressed. There was an issue with one of the mixer cords that had gotten caught in the mixer prop and cut; it has been sent off for repairs and the engineers are working on how to prevent future issues. Superintendent Townsend met with a contractor wanting to haul and dispose of septic waste into our facility. The baseline samples have been taken and sent to the lab. SMI-CO is working on pricing for the grit pump and valve installation.

Electric Production Director Jarad Muller provided an update on the breaker for unit #8. Independent Electric went through breaker #8, cleaned it, and tested it. They returned it on January 27th, and it was installed on unit #7. The breaker on unit #7 was removed, cleaned and tested, and returned on January 31st and installed on unit #9. The breaker for unit #9 will be sent off to be cleaned and tested. Director Muller then reported receiving a quote for one of the circulating water pumps of units #10 and #11; it was \$26,184. This was the worst of the four pumps, the entire wet end assembly is being replaced. This project was budgeted for \$80,000 for the repair of all four pumps.

IT & Broadband Director Jim Widel reported the crews finished in the 200th area and have headed west. Crews have completed pulling fiber and have started splicing in the Hemlock area and have started pulling fiber in the Shackelford area. The crew is behind on burying installs because of the frozen ground but hopes to be able to do some next week.

Human Resources Manager Megan Baldrige reported she is working on the annual wage and benefit review; 24 responses have been received to MMU's survey to date. Manager Baldrige reported two of the three General Maintenance/Meter Reader positions in Underground Facilities are filled and offers have been made for the third as well as for the Fiber Optic Technician in IT & Broadband, pending pre-employment screening. Manager Baldrige congratulated the Underground Facilities department on working 1-year with no recordable injuries as of January 10th.

Manager Baldrige then presented the 2022 Incident Review and answered questions, noting that in 4 out of the last 5 years, employees had a low number of recordable injuries. She added that, in relation to the low injury incidents, the Utility's experience modification rating will be dropping from 1.09 to 0.83 which decreased the renewal for the workers' compensation insurance.

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Controller Tony Bersano presented the first quarter budget financial summary and the cash reserve summary.

General Manager Jeff Bergstrom requested approval from the Board to sign an engagement letter with Healy Law Firm to assist him in developing a Small Cell Agreement and to update the Pole Use Agreements. This is in response to changes in the National Electric Safety Code. Mr. Hines made a motion to approve the General Manager to sign an engagement letter with Healy Law to perform work as presented. The motion was seconded by Mr. Bryant and approved by a vote of 2-0.

General Manager Bergstrom then reported on the Peer Review Summary, he has condensed the report and removed the items that have been completed. He then reported on several meetings he had attended. He and Director Muller met with the Mayor, City Administrator, RTS Trash Service, and the Solid Waste District Region F Director to discuss city-wide recycling. The North Street Pumping Station project kick-off meeting was held on January 31st. The MoPEP Generation Roundtable was attended by himself and Director Muller, in Higginsville. The MSDC Director recently resigned, so he is working with Wilson Toellner on their year-end reports and financials.

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

WATER OPERATING FUND	\$ 223,745.91
ELECTRIC OPERATING FUND	\$ 1,430,880.21
SEWER REVENUE FUND	\$ 97,241.37
INTERNET OPERATING FUND	\$ 112,499.88
NATURAL GAS OPERATING FUND	\$ 1,371.41
Total	\$ 1,865,738.78

The motion was seconded by Mr. Bryant and passed with a vote of 2-0.

The next Regular Board meeting will be Thursday, February 16th, 2023.

Following a motion by Mr. Bryant, seconded by Mr. Hines, the Board adjourned the regular meeting at 9:29 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: Ken Bryant yes
 Chuck Hines yes
 Spencer Fricke yes

BOARD OF PUBLIC WORKS
/s/ Chuck Hines, Secretary