

**MARSHALL MUNICIPAL UTILITIES**

**75 East Morgan  
Marshall, MO 65340**

---

April 13, 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. Attending via telephone was Steve Mills, President

The agenda was approved on a motion made by Mr. Hines, seconded by Mr. Fricke, with a vote of 3-0. The minutes of the March 30<sup>th</sup> Board meeting were approved on a motion by Mr. Hines, seconded by Mr. Mills, with a vote of 3-0.

Mr. Hines inquired about the recordable injury listed in the injury/property damage incidents and asked if it was a fracture. Human Resources Manager Megan Baldrige replied that it was a fracture. Mr. Mills then asked if MMU has a steel-toed boot policy. Manager Baldrige answered that there is not one and the Board discussed the advantage of wearing steel-toed shoes/boots. Manager Baldrige added that the meter vault lids are usually lifted using a large magnet, which was not available during this incident, but an additional one had been ordered and received.

Underground Facilities Director Grant Piper requested approval of Burns & McDonnell to perform smoke testing in areas to identify Inflow & Infiltration (I&I) of the sanitary sewer system. Areas proposed for testing are based on findings from the sanitary sewer study previously completed by Burns & McDonnell. When the testing is complete, a plan will be developed to address the areas found with I&I problems. Mr. Hines made a motion to request the City Council authorize the mayor to sign the contract from Burns & McDonnell for smoke testing in the amount of \$100,500. The motion was seconded by Mr. Mills and approved by a vote of 3-0.

Director Piper also reported on other projects. The Cured-In-Place-Pipe (CIPP) project was completed last week, and he is working on putting together the specs for the 2023 project. He is in the process of ordering the manholes for the sewer main replacement project between Arrow Street and North Street.

Electric Distribution Director Doug Root presented bids for the inspection of approximately 1,500 wood poles. Of 18 requests sent out only two companies responded. Director Root discussed the project with each representative and recommended using Alamon Telco, Inc.

<b>#17-23-ED Pole Inspection March 28, 2023</b>	<b>Bid</b>
Alamon Telco, Inc. Kalispell, MT 59901	visual inspection \$13.84 per pole sound/bore \$22.64 per pole partial sound/bore \$25.16 per pole excavate & treat \$47.26 per pole
Intec Services, Inc. Ft. Collins, CO 80525	visual inspection \$8.25 per pole sound/bore \$13.75 per pole partial excavation sound/bore \$29.40 per pole excavate & treat \$75.65 per pole

Mr. Mills made a motion approving the pole inspection proposal from Alamon, Inc. for 2023 pole inspections. The motion was seconded by Mr. Hines and approved by a vote of 3-0.

## **MARSHALL MUNICIPAL UTILITIES**

**75 East Morgan  
Marshall, MO 65340**

---

Director Root then updated the Board on the Miami #1 substation transformer and switchgear replacement. He and General Manager Bergstrom met with Toth & Associates to discuss their proposal to evaluate the Miami #1 transformer, grounding transformer, and circuit switcher before deciding to replace them. Mr. Hines made a motion to approve the proposal from Toth & Associates for the evaluation of the Miami #1 transformer, grounding transformer, and circuit switcher for a not to exceed price of \$17,000. The motion was seconded by Mr. Fricke and approved by a vote of 3-0.

Director Root then reported on other projects his crew is working on. The overhead to underground conversion is going well and has only 350' primary and secondary conduit remaining to bore. The new circuit switcher at the Southeast Substation is supposed to be commissioned today. Work on 161kV bus modifications is almost complete but the wrong parts were delivered, the new parts will be delivered tomorrow. The nitrogen leak on Miami #1 Transformer LTC has been repaired with a new thicker gasket.

Human Resource Manager Megan Baldrige presented data from the annual wage and benefits review, discussed the proposed structural changes in the Underground Facilities Department, and answered questions. Mr. Hines made a motion to approve wage and salary changes as presented, to become effective on April 23, 2023. The motion was seconded by Mr. Fricke and approved by a vote of 3-0.

Manager Baldrige presented changes to the Personnel Policy for the certification of water and wastewater employees. Mr. Hines made a motion to revise the Personnel Policy regarding water distribution and wastewater collection license incentives, as presented, effective on April 23, 2023. The motion was seconded by Mr. Fricke and approved by a vote of 3-0.

Manager Baldrige also noted that during the benefits review, she noticed the life insurance coverage is more than what MMU provides but the data also shows our package is competitive based on holidays and vacation/personal time. She mentioned the need to fill the vacant Customer Service Representative position and will begin advertising for it. She also reminded everyone of the 20-year Employee Dinner, which will be held on April 18<sup>th</sup> at 6:00 p.m. at the Martin Community Center.

Electric Production Director Jarad Muller reported that Accurate Superior Scales has completed the installation of the new truck scales. Director Muller updated the Board on the breakers on units #7 and #8; the breakers were returned on April 12<sup>th</sup> and reinstalled. Unit #7 ran well but unit #8 breaker continues to have problems, the electricians have reached out to Independent Electric for assistance in troubleshooting it. Director Muller added that they performed the quarterly test on Unit #6 on March 29<sup>th</sup> and it ran well.

Wastewater Treatment Plant Interim Chief Operator Eric Perkins reported a night shift has started working to pump out the north aeration basin. The Electricians have installed lights in the headworks and are working on installing the heaters. Two of the RAS pumps have been taken to JCI for rebuilding. Ace Pipe will be onsite today to pump the grit from the dry side troughs and grit pipes.

Water Treatment Plant Superintendent Travis Boss reported the filter media replacement should start in approximately 2 weeks.

**MARSHALL MUNICIPAL UTILITIES**

**75 East Morgan  
Marshall, MO 65340**

IT & Broadband Director Jim Widel reported the crews are focusing on the list of services that need to be buried. They are blowing fiber in the King area; about 5,000' has been done so far. Coleman is working on the 2<sup>nd</sup> grant; he is on Mt. Olive Road working towards YY Highway.

Controller Tony Bersano presented a copy of the annual audit and went over some highlights with the Board.

General Manager Jeff Bergstrom reported he had submitted \$5.6 million worth of electric distribution projects to MPUA's collaborative grant initiative. General Manager Bergstrom reported that the MSDC Board signed a contract with WSKF Architects for the development of the Junction and they have a meeting with Kent Glasscock this evening to develop a master plan for MSDC. He is working on reviewing the contract with CPWSD #2.

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

WATER OPERATING FUND	\$ 624,389.30
ELECTRIC OPERATING FUND	\$ 1,542,912.61
SEWER REVENUE FUND	\$ 306,076.22
INTERNET OPERATING FUND	\$ 98,154.77
NATURAL GAS OPERATING FUND	\$ 2,766.16
<b>Total</b>	<b>\$2,574,299.06</b>

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

The next Regular Board meeting will be Thursday, April 27<sup>th</sup>, 2023.

Following a motion by Mr. Fricke, 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], and personnel actions [3] the motion passed by a vote of 3-0.

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

**BOARD OF PUBLIC WORKS**  
/s/ Chuck Hines, Secretary