

TRENTON MUNICIPAL UTILITIES
Board of Public Works
September 23, 2003

MINUTES

PRESENT: Phil Hoffman Larry Woldridge
Bill Kennebeck Hayden (Stan) Standiferd

ALSO PRESENT: City Administrator Kerry Sampson, Mayor Gary Hall,
Comptroller Theresa Price, Utility Director Chad Davis,
Steve Horner, David Henderson, Nick McHargue,
Wendall Lenhart, Dave Counsell, Russell Smith

Vice-Chairman Phil Hoffman called the meeting to order at 5:37 p.m.

MINUTES:

Phil Hoffman requested that the August 19, 2003 minutes be amended to reference the Woodard farm, rather than Mr. Wilson, in the statement about pumping 1000 gallons per minute. Motion by Larry Woldridge, second by Stan Standiferd that the August 19, 2003 minutes of the Board of Public Works meeting of Trenton Municipal Utilities be approved as amended. Voting in favor: Phil Hoffman, Bill Kennebeck, Larry Woldridge, and Stan Standiferd.

BILLS:

Motion by Stan Standiferd, second by Larry Woldridge, that the August bills be paid in the amount of Electric: \$489,383.43, Water: \$264,935.32, Sewer: \$77,367.10, and Payroll \$102,152.06. Comptroller Theresa Price stated that the water bills include \$70,462.00 for White Cloud's work on the 9th Street bridge. This payment has been reimbursed by MODOT. Voting in favor: Phil Hoffman, Bill Kennebeck, Larry Woldridge, and Stan Standiferd.

INFORMATION:

Update on Tinsman Sewer Project

Chad Davis stated that we have received the DNR permit. We have the railroad agreement in hand, which needs to be forwarded to the Council.

Larry Woldridge asked when the project will start and how long it will take to complete.

Chad Davis stated that we are hoping for mid-October to start, since we have about half of the easements. It should take 90-120 days to complete.

Phil Hoffman asked if there were any particular clauses in the railroad easement.

Chad Davis stated that it was standard wording. A \$1500 fee is required from TMU.

Motion by Phil Hoffman, second by Bill Kennebeck to forward the railroad easement agreement to the Council for signature. Voting in favor: Phil Hoffman, Bill Kennebeck, Larry Woldridge, and Stan Standiferd.

Update on South Substation Generators

Chad Davis stated that the fuel line has been installed. We have received an estimate from Blakely & Associate. We will be billed at actual costs, up to the amount of the estimate. If there are any overages, we will be contacted first.

Phil Hoffman asked how much has been spent, compared to what was anticipated.

Chad Davis stated that we have spent about \$22,000 so far on concrete pads, fuel line and installation. With crane rental and Blakely's installation, we should be between \$70,000 and \$75,000. It was expected to be \$15,000 to \$20,000 per unit. At 7 units, that is \$105,000 to \$140,000. We should come well under our estimate. We still may be able to resell some of our existing structures.

Chad Davis presented the quotations for crane rental. The low bid for 2 cranes and a truck to move the generators was \$3700 for J.G. Quarry.

Motion by Larry Woldridge, second by Bill Kennebeck to approve the JG Quarry bid for \$3700 for 2 cranes and a truck to move the generators. Voting in favor: Phil Hoffman, Bill Kennebeck, Larry Woldrige, and Stan Standiferd.

Motion by Phil Hoffman, second by Stan Standiferd to accept Blakely & Associates proposal for completing the installation of the generators. Voting in favor: Phil Hoffman, Bill Kennebeck, Larry Woldrige, and Stan Standiferd.

Chad Davis stated that we are working with Chris Schreiber to correct the technical issues on the Air Operating Permit that were written incorrectly when originally issued for the South Substation. DNR seems very receptive to our concerns. Chris Schreiber expects 2-3 weeks to get it resolved.

UNFINISHED BUSINESS

Phil Hoffman asked about the technology status.

City Administrator Kerry Sampson stated, as per the Board and Council's request, we are trying to find 3 qualified firms to do a study. We have one interested firm, and are still working on getting two more.

Chad Davis stated that he hopes to get additional contacts from the APPA Broadband Conference.

REPORTS

Chad Davis reported, as a follow-up to the lighting issue at the ballpark, that the Park Board has upgraded the switches, and all is working so far.

City Administrator Sampson stated that we have talked with the Chamber of Commerce about upgrading the electricity at the Rock Bark for Missouri Days. There is a meeting next week to discuss this issue.

City Administrator Sampson presented a letter from Sullivan County complimenting the water we supply to them.

City Administrator Sampson complimented the safety committee and the employees for taking safety seriously. The City/TMU has received a \$6000 check from our insurance company for completing the necessary documentation on safety issues. We received the maximum points allowed.

Theresa Price presented an Addendum to the Service Contract that will start being used for new customers. It puts in writing what we verbally tell customers, that we reserve the right to increase their deposit if their pay history dictates it.

Chad Davis stated that last month a peak of 19.53 MW was recorded. Our coincidental peak with the Pool was 19.4, so it did benefit us to be in the Pool. Last year's peak was 18.6. The new peak will remain for 12 months, or until a higher peak is set.

NEW BUSINESS

Tree Trimming Bid

City Administrator Sampson stated that we received one bid for tree trimming, from Russell Smith Tree Service. They did the trimming for us last year.

Theresa Price noted that the price was less than last year's quote.

Russell Smith stated that the lower price was due to the additional work this year.

David Henderson noted that last year we split up the budget for the 69KV line and in-town trimming. This year all trimming will be in town.

Motion by Larry Woldridge, second by Bill Kennebeck, to accept the bid from Russell Smith Tree Service to meet our tree trimming needs. Voting in favor: Phil Hoffman, Bill Kennebeck, Larry Woldrige, and Stan Standiferd.

South Substation Breaker Repair Bid

David Henderson stated that 2 bids were received. The only difference is that the higher bid from Siemens includes used oil. The lower bid from Solomon gives new oil. We have worked with both companies before. He noted that this is the first major maintenance on the transformers since they were installed in the mid 1970's. A new transformer would be at least \$500,000.

Motion by Bill Kennebeck, second by Larry Woldridge, to approve the Solomon bid for regasketing and oil processing for the South Substation transformer in the amount of \$19,683.00. Voting in favor: Phil Hoffman, Bill Kennebeck, Larry Woldrige, and Stan Standiferd.

Election of Board Officers

Bill Kennebeck nominated Phil Hoffman for Chairman. Voting in favor: Phil Hoffman, Bill Kennebeck, Larry Woldrige, and Stan Standiferd.

Larry Woldridge nominated Bill Kennebeck for Vice-Chairman. Voting in favor: Phil Hoffman, Bill Kennebeck, Larry Woldrige, and Stan Standiferd.

Stan Standiferd nominated Larry Woldridge for Secretary. Voting in favor: Phil Hoffman, Bill Kennebeck, Larry Woldridge, and Stan Standiferd.

Vulnerability Assessment

Chad Davis stated that we are required, by law, to do a complete vulnerability assessment of the water system by June 30, 2004. This would include how to react to terrorism, natural disasters, pranks, etc. Our options for completing the assessment include doing it in-house, hiring outside consultants, using software from MRWA, or other training. He stated that it may be beneficial to get outside input to see the things we take for granted. We don't have any proposals at this time. It will be an unbudgeted item that we wanted to make the Board aware of.

Phil Hoffman stated that the more we can do in-house, the better we are, since we know our system better than anyone else. We will also learn more by doing it ourselves.

Nick McHargue asked what the penalties would be if we missed something.

Chad Davis stated that he was not aware of any. It is more to find out where you are vulnerable and how to eliminate or minimize the vulnerability.

Nick McHargue stated that Larry Christy had talked with him about needing more water to Barnes Greenhouse.

Chad Davis stated that he has talked with Barnes Greenhouse to see if we can help them. The upgrade is on our five year plan, but it is not our first priority. The primary emphasis is currently on upgrading undersized pipes, dead-end mains, inadequate fire protection, and dual feed services. We are currently looking to improve the area by two nursing homes.

Steve Horner stated that DNR is forcing us to fix these issues. He noted that the entire Pleasant Plain project is in the five year plan for a 10" line.

Chad Davis stated there is currently a 4" line there now, that is not looped.

Phil Hoffman stated that we need to do all we can to try to help existing, expanding businesses. It should be considered Economic Development.

It was the general consensus of the Board to help the existing business grow.

City Administrator Sampson stated that we will talk with them and have something to report by the next board meeting.

Bill Kennebeck asked how long will it take.

Steve Horner said it is only a couple week project, but it will be quite expensive, and cannot be done in-house.

The next meeting was set for October 21, 2003 at 5:30 pm.

Motion by Larry Woldridge, second by Bill Kennebeck, to adjourn to executive session for legal and personnel at 6:55 pm. Voting in favor: Phil Hoffman, Larry Woldridge, Bill Kennebeck, and Stan Standiferd.

Motion by Phil Hoffman, second by Bill Kennebeck, to adjourn to executive session for legal and personnel at 8:00 pm. Voting in favor: Phil Hoffman, Larry Woldridge, Bill Kennebeck, and Stan Standiferd.

Phil-Hoffman, Chairman

ATTEST:

Bill Kennebeck, Vice-Chairman

Comptroller

Larry Woldridge, Secretary

Stan Standiferd, Board Member

Kerry R. Sampson, City Administrator