

UTILITY COMMITTEE MEETING MINUTES

May 4, 2021

In Attendance:

Members: Councilman Ed Conley, Councilman Sean Wilson, Councilman Rob Rice, Mayor Jerry Brown

City Staff: John Doyle, Michele Brown, Tracey York, Miriam Jones, Jack Eldredge, Daniel Shelden, Joe York, Mitch McDonald

1. **Call to Order and Citizen Comments** – Councilman Conley called the meeting to order at 3:30 pm. There were no citizen comments. Councilman Wilson made the motion to amend the agenda to add election of new committee chairman and Councilman Rice seconded. All were in favor.
2. **Approval of Minutes – April 6, 2021** – Mr. Doyle presented the committee with minutes from the April 6th utility committee for approval. Councilman Wilson made the motion to approve the minutes and Councilman Rice seconded. All were in favor.
3. **Election of New Committee Chair** – Councilman Wilson nominated Councilman Conley for Chairman of the Utility Committee, Councilman Rice seconded and all were in favor.
4. **2021 COP**
 - **Schedule for Completion**– John Doyle presented the committee with the 2021 COP schedule for completion along with a closing date of 06-03-21. Mr. Doyle stated that the schedule will go to Finance Committee meeting for approval to move to City Council on 05-20-21 for Bond Pricing and to execute the Certificate Purchase Agreement.
5. **Sho-Me Agreement**
 - 1st Draft Complete
 - Legal Review Complete
 - Final Draft on Schedule for Council 05-20-21

Mr. Doyle presented the committee with the Sho-Me Agreement and the 1st draft complete, legal review complete and final draft is on schedule to present to City Council for approval on 05-20-21. Councilman Rice made the motion to move forward to City Council for approval and Councilman Wilson seconded and all were in favor.
6. **Department Updates**
 - **Water/Sewer Department** – Mr. Eldredge stated that his department had 23 water work orders, replaced 10 meters, 1 new meter installed, repaired 2 yards, 2 service lines repaired, 3 sewer work orders and jetted 3 lines. Some major highlights were:
 - Worked with Benton & Associates on I & I – grant the City received to update mapping in the City
 - All departments helped install a French drain in the park
 - Completed customer yard repair
 - Northern Heights is complete with booster room and tank now online
 - **Electric Department** – Mr. Shelden stated that his department had 3 power outages, 3 street lights, 1 tree, 3 miscellaneous, 2 new services, 1 meter test and 1 service upgrades for the month of April. Some major highlights were:
 - Worked on the reconductor of Valley Road that included:
 - Prep work to pull in the new wire, laid out phases and switched transformer jumpers, pulled in new primary wire, wrecked out the old primary wire, put up new transformers, redid all the secondary wires, removed old transformers, still have a two pot bank to move and pull in the new neutral
 - Brush hogging and clearing up at the new substation site
 - Had Teracon come in and do the Geotech boring for the Sub Site
 - Had the street department work on some access roads (property behind Lowe's to Risky Rd & Access behind Frances St)
 - New Employee started on the 26th and is a 3rd year apprentice
 - Had a pole broken from a vehicle accident, power had to be killed to Booker Rd, secure the pole, remove our wire along with the phone companies wire, then replaced the pole and put the wire back up. Our water department came in and vac the hole out due to underground primary on the pole
 - Single phase reclosers saved 8 power outages
 - The electric department struggled at times this past month. Down numerous employees due to illnesses and at times when there were only two employees at work. Survived and pushing on, with one employee short, but with the addition of the new apprentice, the department is moving forward. They look to finish the Valley road reconductor this upcoming month, along with getting started back to changing out the red tagged poles.

Gas Department – Mr. York stated that his department installed natural gas to new home, daily work duties and helping out in other departments. Some major highlights were:

- Relocated natural gas line on Ralston Road due to exposed gas line while walking the lines for annual inspections. Dug down 2' to replace the old line and reburied the line with assistance from the street and construction departments.
- Purchased new electro-fusion machine due to obsolete parts on old machine which is needed to re-calibrate items every year.

7. Other Business – No other new business

Closed Session: Councilman Conley stated there was a need to go into closed session, in accordance with RSMo Sections 610.021 (1)(2). A motion was made by Councilman Rice to go into closed session at 4:03 pm and a second by Councilman Wilson. Motion carried. At 4:32 pm the committee came out of closed session.

Having no further business, the meeting adjourned by Chairman Conley at 4:32pm. Next meeting is scheduled for June 1, 2021 at 3:30 pm.