

CURRENT WORK	
Location and Description	Timeline
Electric	
McCutchen Drive from 18th Street to Harvey Lane: Relocate existing overhead 34 kV sub-transmission and 12 kV overhead distribution and rebuild some overhead distribution.	In service and demolition of old in progress
18th Street from Forum Drive to Farrar Drive: System modifications as needed in conjunction with City sidewalk. Revisions include moving some existing overhead on south side of 18th Street to north side with other overhead lines instead of parallel systems on both sides of the street.	In progress
Tower Road Substation: Replacement of main breaker.	Breaker has been received. Will be installed when station is offline for other repairs.
Tower Road Substation: Failure in cubicle for circuit 1 on January 30, 2023. Replacement of conductors from substation to riser poles for circuits 1 and 3. Repairs as needed for cubicle for circuit 1.	In progress. Scheduled for 1st week of October,
MO S&T South Substation: Extension of overhead 34.5 kV system and installation of new metering.	RMU metering has been installed. Pending work by University contractor.
814 South Bishop Avenue: Commercial redevelopment	Contractor has installed portion of primary conduit.
702 North Bishop Avenue: Commercial redevelopment, including replacement of old pole.	In progress
Sunny Drive: Installation of transformers and underground conductor to serve new residential housing units. Installation of roadway lighting also.	As needed as development continues
Generators: Installation of louvers over openings in containers to better retain heat in the units when not in operation.	Purchase order issued for installation at one unit.
Additional pole attachments by multiple companies expanding telecommunications infrastructure in Rolla. Additional attachments will involve hundreds of poles.	In progress
Installation of services, pole replacements, and other work as needed to accommodate installation of new radio read equipment being installed by Ameren for reading meters.	In progress
Pole review for condition of poles owned by RMU and others to which RMU is attached. Total number of poles in RMU GIS = 6,705 Audits completed = 6,566 (New = 524, Good = 4098, OK = 1363, Immediate Attention = 576, Red Tag by Others = 5) Owned by RMU identified as needing Immediate Attention = 424 Owned by Brightspeed identified as needing Immediate Attention = 134	In progress
Repairs to and replacements of poles as needed as identified by pole audit. Work includes repairs to anchoring, crossarms, insulators and similar and replacement of the entire pole system if necessary. Some work has been on an emergency basis while others will take place over time depending upon the severity of the problem.	In progress
Fiber	
Nagogami Substation to Nagogami Standpipe: Extension of fiber system to reduce reliance on radios.	In progress

**Operation Manager's Report
RMU Board of Public Works Meeting**

**Date of Report:
August 29, 2023**

9th Street Conversion - Phase 1 (9th and Rolla Street to 10th and State Street): Convert existing overhead to underground.	In progress
Network security improvements	In progress
Water	
Bardsley Road from 14th Street to 16th Street: Replacement of water main in conjunction with new residential development.	In progress
Avon Court: Replacement of old water main.	In progress
7th Street from Cedar Street to Holloway Street: Replace service lines.	In progress
Well 3: Replacement of motor and pump, new electric service to building, refurbishment electrical, control, and chemical feed systems.	In progress
Nagogami Pressure Zone: Consideration of water distribution system improvements to development area(s) north of I-44. Any improvements would likely utilize the \$2 million of funds allocated by Legislative Priority Projects by State of Missouri for water and wastewater improvements.	Engineering study to develop Preliminary Engineering Report is in progress

AESTHETIC CHANGES THIS PERIOD	
Bridge School Road: Brightspeed completing transfers to allow for removal of poles.	In progress
State Street north of 11th Street: Removal of overhead electric and poles.	Pending completion of work by University contractor when job trailer no longer needs electric service.
McCutchen Road: Harvey Lane to Liberty Drive	In progress

FUTURE IDENTIFIED WORK	
Location and Description	Timeline
Electric, Water, and/or Fiber	
MO S&T Protoplex: New electric and water services for new development.	Review of Design Development plans and providing feedback to design team.
4017 HyPoint North: Building addition	Comments based on review of plans for permit have been provided. Pending response(s) from Owner and / or Consultant.
4000 Enterprise Drive (MO S&T): Requested additional transformer capacity and new service to existing building.	Pending work by University contractor
1000 North Oak Street: Electric and water service to new Planned Unit Development.	Plan review comments provided
3500 Enterprise Drive: New commercial development requiring new electric and water services.	Plan review comments provided
4030 and/or 4040 HyPoint North: Electric service modification(s) and revisions to RMU water distribution main.	Comments based on review of plans for permit have been provided. Coordinating logistics with contractors, consultants, and owner.

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1011 West 14th Street: Commercial development that will included new electric and water services plus possibly requiring relocation of some existing overhead electric distriction facilities.	Pending information from Owner
11th and Rolla Street: Commercial development	Pending information from Owner
4120 Highway V: Commercial development	Pending more information
Rt. 66 Preferred RV Parking: Electric and water services to new development.	Pending information from Developer
Main Street from 4th Street to 11th Street: System modifications as needed in conjunction with City street, sidewalk, and stormwater project.	Pending design information from City
612 North Pine Street renovations	Pending design information
810 to 830 East Hwy 72: New water and electric services for new construction.	Comments based on review of plans for permit have been provided. Pending response(s) from Owner and / or Consultant.
Electric	
Review of transformer sizing relative to customer loads for some larger transformer locations.	In progress
Aintree Road (East and West sides): Replacement of underground primary.	2023
Steeplechase Road (East side): Replacement of underground primary.	2023
Fox Creek Road (West side between Soest Road and Whitehall Road): Replacement of underground primary, including installation of new conduit.	2023
Rolla Senior Apartments (1101 McCutchen): Replacement of underground primary. Also converting to operate on 4kV system instead of 12kV system.	2023
100 block of Greentree Road: Convert some overhead primary to underground (including removal from poles owned by Brightspeed) as part of solution for new residential service on previosuly undeveloped lot.	2023
Ann Lee Estates (Ann Lee Drive located south of Lions Club Drive on South Rolla Street): New underground distribution as subdivision construction takes place.	To be constructed as development of the subdivision progresses.
9th Street Conversion - Phase 1 (9th and Rolla Street to 10th and State Street): Convert overhead electric distribution to underground.	2023
9th Street Conversion - Phase 2 (Elm Street to Rolla Street): Convert overhead electric distribution to underground.	2023/2024
11th Street from Oak Street to Rolla Street: Utilization of electric conduit system installed earlier.	2023 to 2024
Pine Street from 16th Street to Bishop Avenue: Reconfigure existing system to minimize amount of overhead distribution system in conjunction with City of Rolla street project.	2023 or later pending scheduling by others
Pine Street from 12th Street to Bishop Avenue: New roadway lighting as part of City of Rolla street project. Grant application to request funds for this part of the project is being submitted by City.	Pending grant application review.
909 Facilities Avenue (MO S&T Temporary Research Facility): Revision to electric service to connect directly to RMU.	Pending information from University
500 South Bishop (WalMart): Owner iniated project to reconfigure from two electric services to one.	Pending information from Owner and Consultants
500 South Bishop (WalMart): Revise electric distribution system.	Pending improvements by customer

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629 South Bishop: Revise electric service for commercial renovation.	Pending work by others so timeline is unknown.
2003 North Bishop: Upgrade of electric service as part of remodel / expansion.	Plan review comments provided
2329 North Bishop: New 3 phase underground to commercial renovation.	Coordinating with contractor and MoDOT for Highway crossing permit.
604 West 7th Street: New service to commercial development.	Pending contractor work.
100 Fairgrounds Road: Conversion of electric service from 120/208 to 277/480 to allow for installation of EV charging	Pending work by contractor
Fairgrounds Road: Kingshighway to Gale Drive: Conversion of overhead distribution from 4 kV to 12 kV	Pending work by contractor for 100 Fairgrounds Road
122 West 8th Street: Revisions to electric distribution system to accommodate commercial development.	RMU provided comments to plans submitted for building permit. Pending response and contractor work.
RMU switchgear at Phelps Health	Undetermined
RMU switchgear at Hartmann USA	Undetermined
Net metering: Monitoring of testing and insurance requirements, review of applications, and installing new metering.	Testing and Insurance: Due date for all is now October 1 annually. Reminder letters have been sent.
Water	
Eastwood Drive: Replacement of old water main.	As time allows
Elmwood Drive: Replacement of old water main.	As time allows
Sycamore Drive from Cypress Drive to Cedar Hill Court: Replacement of old water main.	Winter 2023/2024
Cedar Hill Court: Replacement of old water main.	Winter 2023/2024
Mimosa Court: Replacement of old water main.	Winter 2023/2024
10th Street from Main Street to Rolla Street: Replacement of old water main.	Summer 2023
Rolla Street from 10th Street to 11th Street: Replacement of old water main.	Summer 2023
10th Street from Main Street to State Street: Abandonment of old water main.	Summer 2023
Strobach Street, South Walker Avenue, and South Spillman Avenue: Replace water main and/or service lines as needed in conjunction with City street overlay project.	2023
South Olive Street: Replace water main and/or service lines as needed in advance of City street micropaving project.	2023
HyPoint Well #2: Conversion to pitless well head, replacement of well house (including piping and chemical feed systems), and interconnecting piping.	In progress
Lead Service Line inventory.	EPA deadline: October 16, 2024
Fiber	
9th Street Conversion - Phase 2 (Elm Street to Rolla Street): Convert existing overhead to underground.	2023/2024
Rolla Public Schools RTC building: Reconfigure RMU fiber going into and through the building.	2023

ROLLA MUNICIPAL UTILITIES
Rolla Board of Public Works Agenda

MANAGER: Rodney P. Bourne, P.E.

ACTION REQUESTED: n/a

ITEM/SUBJECT: General Manager's Report

BUDGET APPROPRIATION:

DATE: 08-29-2023

COMMENTARY:

1. Retiree Luncheon

We will hold a lunch for our retirees on Thursday, August 31st at 11am. We haven't done a summer picnic since COVID which was always heavily attended by our retirees. This is our substitute. We have well over 35 participants attending.

Besides food, we plan to make a short presentation of what RMU is currently working on in Rolla. Board members are invited to attend.

2. FY24 Budget, Rates – Rolla City Council, Aug 21st

I presented RMU's 3rd Quarter Update to Rolla City Council on the 21st. It also included a section on our FY2024 Budget and Rates changes. Everything went fine for normal implementation of the rates on October 1, 2024.

3. Peak Alert Summary

We should have a little more data for the meeting, but we expect all four MoPEP coincident peaks to have occurred the week of August 21st. We did not issue a peak alert on Monday August 21, and I would have expected the normal loads to be higher as the week progressed. I think that's a good indication our program is having an impact.

- August 21: MoPEP billing peak = 68.5
- August 22: MoPEP billing peak = 67.8
- August 23: MoPEP billing peak = 64.8
- August 23: MoPEP billing peak = 65.3

4. Health Insurance Renewal

We will be receiving our renewal from GBS in late September. Typically, we have approved the renewal at our September meeting or a special meeting in mid-October. From a claims perspective, this has been a fairly impactful year. We made one payment a few months ago to restore reserve balances in our plan fund. As our normal process of reviewing the plan, we met with our EEC and discussed the plan and staff satisfaction with GBS or

(Continued on other side)

reactions to switching providers. Without any firm details of what changes we would make, staff was hesitant to react.

Our current plan is to get our renewal from GBS. On a parallel path, we have spoken with the City's health insurance consultant. An option I am considering is changing our broker of record which would allow the broker to shop our health insurance plan to the market for possible savings.

5. Missouri College Advising Corps

Mark Mustain (MPUA) and I spoke with this group on August 8th to inform HS counselors on opportunities in the utility industry, especially line work. We also discussed career paths within cities in general.

ROLLA MUNICIPAL UTILITIES
Rolla Board of Public Works Agenda

MANAGER: Gwen Cresswell, Finance Manager

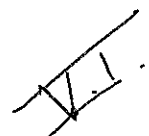
ACTION REQUESTED: Approval to negotiate a contract for Phase 2 with ARCHimages

ITEM/SUBJECT: Building Expansion

DATE: 08/29/2023

COMMENTARY:

We will make a short presentation detailing our current plans for the Service Center Building Expansion project. After review, the committee and staff recommend approval to negotiate a contract for Phase 2 with ARCHimages, our architectural firm. Phase 2 will include the final design and construction documents package. We hope to have this back for the September Board Meeting.



ROLLA MUNICIPAL UTILITIES
Rolla Board of Public Works Agenda

MANAGER: Gwen Cresswell, Finance Manager

ACTION REQUESTED: Approval of Personnel Policies

ITEM/SUBJECT: Personnel Policies

BUDGET APPROPRIATION:

DATE: 08/29/2023

COMMENTARY:

We request the Board approve the following changed policies to our Personnel Policy Handbook.

5.13 – Employee Engagement Committee (EEC): Policy was rewritten to include the positions of Electric Superintendent and Water Superintendent.

VI.1.

5.13 Employee Engagement Committee (EEC)

Effective Date: 06/01/2021

Revision Date: 08/29/2023

Purpose: The purpose of the Employee Engagement Committee (EEC) is to provide a forum for exchange of ideas, questions, or comments RMU staff may have of RMU Management or its policies.

Membership:

- a. Membership of the EEC shall consist of the following representatives:
 - 1) General Manager
 - 2) Two (2) of: Finance Manager/Business Manager/Operations Manager
 - 2) 3) One (1) of: Electric Superintendent/Water Superintendent
 - 3) ~~Two~~ (3) of: Foreman/Supervisors
 - 4) Four (4) of: Employee Representatives
- b. Members shall be elected by the Employees of RMU and/or appointed by the General Manager. Members shall serve on the EEC for a term of two (2) years. The terms shall run from October 1st through September 30th.

Possible topics of discussion for the EEC may include:

- a. Social Activities & Events
- b. Employee Relations & Recognition
- c. Loss Control and Safety
- d. Health and Wellness
- e. Employee Benefits and Compensation

Meetings: The EEC shall meet as needed but no less than annually.

ROLLA MUNICIPAL UTILITIES
Rolla Board of Public Works Agenda

MANAGER: Gwen Cresswell, Finance Manager

ACTION REQUESTED: Approval of FY2024 Payroll Recommendations

ITEM/SUBJECT: FY2024 Payroll Recommendations

BUDGET APPROPRIATION:

DATE: 08/29/2023

COMMENTARY:

After researching current pay scales and salaries, market adjustments for a few positions is warranted, along with staff merit-based pay adjustments. Total budget impact of this increase would be just shy of \$100,000, which is approximately 2.92% of payroll.

VI.2.