

**AGENDA**  
**CITY OF CENTRALIA, MISSOURI**  
**Board of Aldermen**  
**Public Works and Public Utilities Committee**  
Monday, November 3, 2014  
7:00 P. M.  
City Hall Council Chambers

- I. PLEDGE OF ALLIGENCE
- II. COMMENTS FROM CITIZENS
- III. WATER AND SEWER DEPARTMENT
  - A. Activity Report
  - B. Hauck Report
  - C. Water
  - D. Sewer
  - E. Other
- IV. PUBLIC WORKS
  - A. Activity Report
  - B. Streets
    - 1. Sidewalk grant update
  - C. Sanitation
    - 1. Landfill updates
  - D. Stormsewer
  - E. Other
- V. ELECTRIC DEPARTMENT
  - A. Activity Report
  - B. Consulting Contract
  - C. Other
- VI. OTHER
- VII. AS MAY ARISE
- VIII. ADJOURN

**ACTIVITY REPORT  
WATER DEPARTMENT  
OCTOBER 2014**

- Replaced 6" water valve at South Jefferson – Russell Pace's
- Cut in new 6" water valve at Briarwood / Gano Chance
- Flushed all fire hydrants for annual fall flushing
- Changed out bad air valve actuator at Water Plant
- Replaced broken manhole lid at west end of Southland
- Dug up complete manhole at Bicentennial Park / CIS School and resealed all joints
- Brought 917 Hampton Drive meter jar to grade for sod work
- Supplied fitting for water service repair to Hancock Refrigeration on Barnes / S. Jenkins
- Checked sewer mains along Jefferson / MFA for possible gas infiltration
- Flushed sewer mains on Jefferson in front of MFA to clean lines
- Met with 520 S. Central plumbing contractor on service repairs
- Met with 320 Walnut on utilities for new house
- Replaced meter yoke and service at 320 E. Sneed
- Started Overland Flow system and adjusted gates for proper flow
- Flushed sewer at City Pool to identify fault with camera
- Replaced hose on sewer machine
- Dirt, seed and straw work at 120, 220 Reed
- Installed water hook-ups at City Square for Cook Off
- Flushed sewer at Tarr / Southland to check for blockage
- Repaired bar screen winch at Fountain Road lift station
- Replaced lime paddles on slaker at Water Plant
- Flushed all of Clayton St. sewer main
- Flushed all of Ash St. sewer main
- Called in to shut off water at 120 Barnes
- Called in to shut off water at 412 Alco
- Finished fence around lime ponds
- Checked manholes for infiltration during rainfall
- Repaired actuator at Water Plant for backwash
- Pulled pumps at Fountain Road Lift station
- Flushed, ran de-rooter head through sewer main on Kellogg Drive
- Shut off water at 806 Booth and met with landlord on leak and usage
- Call-in to turn water on at 1223 Remington – services crossed
- Replaced meter service at old Forrest Chevrolet on Switzler
- Assisted 816 S. Rollins locate sewer service
- Met with contractor on 119 Walnut on street patching

- Inspected sewer and turned water at Lot 44 Tidball's
- Put screen on sump pump line at SW tower
- Hauled clay to NW lagoon to fill in around muskrat holes
- Assisted plumber at 910 Eastmont with sewer service location
- Pumped water to Bownes and NE lagoon
- Met with 715 Ivy on utilities for new house
- Shut off water at 718 N. Allen due to leak on them
- Cut brush at NW lagoon
- Call in to supply meter jar at 806 S. Rollins
- Call in to replace radio on meter at 640 Porter hit by mower
- 16 disconnects for nonpayment
- 9 readings for office use
- Call in to re-connect three meters
- Call in to identify leak at 624 Hawthorne and locate
- Checked leak at 621 Hawthorne

***STREET and SANITATION DEPARTMENT***  
***Monthly Activity Report for October 2014***

1. Daily trash collection
2. Weekly cardboard and bi-weekly recycling routes
3. Spent several days working on drainage around town after all of the rain
4. Finished up mowing for the year
5. Met with homeowner at 114 s Walnut st about installing new driveway culvert
6. Met with lady on Mystic dr about drainage in the rear of the property
7. Did 50 locates this month
8. Took Matt and went out and looked at drainage around town
9. Cut up and hauled off tree limb that was blocking Walnut st
10. Removed section of sidewalk and set 7ft of 8in pipe and reset sidewalk to help alley drainage
11. Trimmed tree limbs that were blocking signs
12. Repaired storm sewer inlet lid at Reed and Rodney Griffin that was damaged
13. Hauled off debris pile at the street barn lot to the landfill area
14. Swept streets around town
15. Dug out rusted out culvert and set 60ft of 15in plastic pipe across Cox st by the High School
16. Assembled and delivered 5 trash carts to city residents
17. Did lots of sign work and maintenance ( straightened lots of signs and relocated 17 signs to better locations)
18. Hauled 60 barricades up to the city square for the BBQ contest, and then hauled back afterwards and put back into the shed
19. Bladed s Columbia, Campbell, Ivy, Randolph, and an alley
20. Patched some potholes
21. Serviced and cleaned 2 pickup trucks (#18, #25)
22. Maintenance and cleaned 1 ton truck (#10)
23. Spent several days hauling off brush from drop off site to brush pit at the landfill
24. Cleaned up both chainsaws and sharpened 7 chains
25. Repaired several leaks in the air compressor lines at the street barn
26. Hauled off some tree limbs around town
27. Installed new grate on storm sewer inlet in front of MFA on Jefferson st
28. Got a load of new trash carts and put into the shed
29. Cleaned up the shop and office
30. Cleaned up and hauled old signs and posts and steel plates pile at street lot out to landfill area
31. Took out loaner dumpsters several times
32. Met with Randall Galloway about drainage at the fairgrounds
33. Met with Doris Wilkerson about alley and drainage beside her house
34. Hauled off 4 loads of plastic to Ryan Ent. in Millersburg
35. Placed 2 loader buckets of rip-rap on edge of s Jefferson st in the ditch to control erosion
36. Cleaned out 4 storm sewer inlets and cut ditch on Rodemyre st
37. Added rock and smoothed up several shoulders and alleys
38. Straightened out 8 smashed culverts around town
39. Replace rubber flaps on map book case at cemetery directory

40. Met with engineer about the proposed safe route to school sidewalk project
41. Talked with homeowner at 706 Head st about drainage
42. Talked with homeowner at 330 s Barr about the sidewalk
43. Maintenance on the street sweeper
44. Tore out old culvert and set 34ft of 12in plastic pipe in the alley for Jeff Grimes
45. Went with Matt and measured setbacks for 6 new houses
46. Did some ditch cleaning on Bradford, Coulter, Ivy, Walnut, and Cook
47. Attended annual snow meeting in Columbia
48. Met and talked with contractor about culvert and driveway at new house on s Walnut
49. Dug out and patched back 1 cut on Booth st, 1 cut on Cox st, 2 on Pool st, and put extra in bad area on Cook street
50. Hauled off 2 loads of recycling to Civic Recycling in Columbia
51. Cut off and lowered 2 storm sewer inlets on Howard Burton
52. Hauled 1 load of dirt to the city square for the park dept

**ELECTRIC DEPT.**  
**OCTOBER 2014 ACTIVITY REPORT**

1. Hauled brush/yard waste – 3 days
2. Mowed @ shop & WSS - 1
3. Repaired street lights – 9
4. Repaired security lights - 2
5. Re-reads – 20
6. Disconnect Day – 16
7. Daily readings – 43
8. Daily locates – 45
9. Trimmed trees – Lakeview/Hawthorn
10. Removed tree – 5
11. Asplundh removed tree – 2
12. Asplundh trimmed trees – Porter/Ash easement, Sunset/Adams easement
13. Repaired/replaced meters/transponders – 5
14. 529 S. Allen – planted grass seed on trench between sidewalk and street
15. City Hall – Upgraded ballasts and lamps in community room, repaired folding chair
16. 813 S Rollins – disconnected/reconnected service drop for tree trimmer and wire repair in mast
17. Sneed/Barr – disconnected/reconnected service drop for tree trimmer
18. 320 S. Walnut – moved service drop to pole across Walnut to allow house to be built @ 312
19. 400 N Jenkins – raised service drop for more clearance over garage roof
20. BBQ Contest - installed outlet boxes at City Square, removed same after contest
21. 913 Kelli Court – pulled wire from transformer to secondary pedestal, energized pedestal and temp service
22. Replaced battery in Bobcat #84
23. Replaced decorative street light struck down by vehicle @ 540 S. Jefferson
24. Sims Farms – repaired underground line feeding pivots, removed bad sections of wire, spliced new to old and replaced hand hole with pedestal
25. 218 S Collier – disconnected service for upgrade, trimmed tree for line clearance, reconnected after inspection
26. NW Lagoon Pump Station – verified that low level shutoff works for pump 1 and verified pump 2 can be connected to low level shutoff, removed circuit board from pump 2 control panel to be shipped in for repair
27. Assisted Water Department with valve replacements south of CHS
28. 118 S Denton – dropped street light wire to allow for tree removal
29. 410 N Jenkins – dropped service drop for electrical upgrade, reconnected after inspection
30. Repaired control for street lights @ Jefferson/Singleton area
31. Assisted with installation of new parts for the Fountain Road Lift Station transfer switch

## Harbour Consulting, LLC

### Professional Services Agreement

This Professional Services Agreement (hereinafter sometimes called "Agreement" or "Contract") is by and between Harbour Consulting, LLC, Sundance Dr., Springfield, IL 62711 and the City of Centralia, Missouri, a municipal corporation of the State of Missouri. Harbour Consulting, LLC is hereinafter sometimes referred to as "Consultant." The City of Centralia, Missouri, is hereinafter sometimes referred to as "City" or "Client."

Date: \_\_\_\_\_, 2014

**Client:** City of Centralia, Missouri

**Client Address:** 114 Rollins St.  
Centralia, MO 65240

537-682-2139

**Project:**

Assist in obtaining a multi-year Power Supply Contract to be effective upon expiration of existing Dynegy contract, and providing other consulting services as requested by Client, specifically providing the City with technical, engineering and industry expertise and assistance in obtaining bids and quotes from power suppliers, taking into consideration the City's unique position and needs.

**Scope of Services** – Attachment A

**Rates** – Attachment B

**Standard Provisions** – Attachment C

**Special Provisions** - None

All terms and conditions of this Contract shall be binding on the City and the Contractor and their respective heirs, legal and personal representatives, successors and assigns. Sub-contractors must be accepted and approved in writing by the City. In the event of any conflict between the terms of any of the documents comprising the Contract Documents, the terms of this Contract shall control. Nothing in this Agreement

shall constitute any waiver of the defense of sovereign immunity by the City, its agents, employees, officers, successors, or assigns.

**THIS DOCUMENT IS EXECUTED IN MULTIPLE ORIGINAL.**

As witness whereof, each party to this Contract has caused it to be executed on the date indicated below.

Approved for Client

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approved for Consultant

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# Attachment A

## Harbour Consulting Assistance to City of Centralia, Missouri Part I - Proposed Scope of Services

Harbour Consulting has developed the following Scope of Services for the mutual effort of gathering electric system data, obtaining and evaluating electric supply bids and developing a contract with the best supplier for the City of Centralia, Missouri.

The City has an independent electric system and wishes to obtain a contract for power supply services to be provided to them when their existing electric supply contract expires in 2015. City does own electric generating resources at this time.

Harbour Consulting will provide engineering, technical and industry expertise and will assist the City by initiating a process to solicit and evaluate power supply contract offers from legitimate, viable, and worthy suppliers, as well as provide the City with a complete analysis of each proposal and make recommendations to the City regarding the pros and cons of each proposal submitted by potential power suppliers. It is recognized that transmission service is provided to Centralia by MISO and Ameren and such delivery rights must be recognized in the power supply delivery.

The following tasks are anticipated to be completed or evaluated in the process:

- 1) The City will designate an individual or individuals to be the contact with the City; this individual will be charged with providing Harbour Consulting information upon request as to usage, rates, growth, needs, anticipated needs, current facility structure, and all other information or data relevant to permit the Consultant to properly prepare the request for proposal and to evaluate all responses thereto.
- 2) The City and the Consultant will reach agreement as to billing procedures for manner of payment to Consultant. Specifically, the parties understand that the City considers bills or invoices on a monthly basis at a regular city meeting of the Board of Aldermen Consultant shall obtain historical hourly load data from existing power supplier for a period of time as agreed by the City and Consultant but approximately a three year history.

- 3) Consultant shall, based upon historical information provided by the City and industry as well as anticipated growth within the City, anticipated annexation and expansion, special needs of particular industries within the community, and all other factors which would be relevant, in the opinion of the City and in the expert opinion of the Consultant, make a load forecast for the period for which the power supply contract will be requested.
- 4) Consultant will meet periodically to ensure consensus of direction, and at the request of either party to the agreement, to address this project, all to update the City on progress, address any needs or concerns, and assure consensus of direction with the elected and governing officials of the City. Consultant will also confer with and discuss with City officials as to any concerns, questions said officials might have.
- 5) Consultant will review and analyze the generation avenues reasonably available, and ascertain how same, would best be used to the advantage of the City.
- 6) Consultant will identify possible power suppliers, and will provide the City with a detailed listing of all possible or potential power suppliers at this time. Consultant will also identify specifically those power suppliers which Consultant believes, in his expert opinion, would not be suitable for the City's needs, and state the reason for the potential exclusion. City will be made aware, in advance of the identity of each supplier from whom a quote is sought.
- 7) Consultant will review all of City's and each potential supplier's transmission agreements, cost options, routes and any possible limitations and congestion; and Consultant will make comments known to the City as to terms of same.
- 8) Consultant will, upon a decision by the City to move forward with a power supplier, coordinate the entire subscription process with MISO and Power Suppliers if necessary.
- 9) Upon receipt of confidential proposals, the Consultant will open proposals and then evaluate proposals received and make a recommendation for best proposal.
- 10) Upon preliminary acceptance of a proposal, consultant will advise the potential supplier of the City's desire to negotiate in good faith a contract for power supply. With the assistance of the City Representative, the consultant will negotiate a final contract with supplier of best proposal, as same is determined by the City
- 11) Consultant will assist and coordinate in presentation of the proposal, and all aspects of same, to the Board of Aldermen, and will coordinate execution of the contract.
- 12) Consultant will assist throughout the process; the parties understand the tasks outlined above do not encompass all work to be performed, as it is impossible to list with specificity all aspects of the project. Any tasks above the above scope shall be compensated separately.

### Project Schedule

Harbour Consulting is prepared to provide the services listed above in a timely manner starting immediately after contract signing, and no later than fifteen days after presentation of the contract.

### Compensation

Because of the complexity of this assignment and the uncertainty of the current power supply market suppliers and the exact scope of services that will ultimately result, it is proposed to provide the professional services of Harbour Consulting to the City on the basis of the hourly service schedule, a copy of which is attached. A monthly billing would be prepared and sent to the City showing the total billing and work accomplished.

An initial budget not to exceed \$20,000 is proposed to complete the tasks 1 through 12 listed above (and all subparts thereof), based on the current understanding of the activities and product desired. The total billing would not exceed this amount without prior written authorization from the City. As the project plans and strategies are developed and necessary supporting efforts are identified, the scope and budget can be revised or amended by mutual written agreement between Harbour Consulting and City to provide additional work and payment as per item 13 above. See Table in Attachment B.

Upon submission of monthly invoices, City shall pay Harbour Consulting an amount equal to the actual hours of services furnished multiplied by the Service Rates in effect as of the date of the invoice (not to exceed \$20,000.00). Further, City shall reimburse Harbour Consulting monthly at cost or then current rates for all expenses (as identified below) incurred by Harbour Consulting directly chargeable to services furnished under this Agreement.

## Attachment B

### Harbour Consulting Service Rates Effective 12/15/11

#### Part II

	Title	Hourly Service Rate
1.	Clerk, Stenographer, Assistant	\$30.00
2.	Partner, Principal Engineer, P.E. for work on project	\$125.00
3.	Partner, Principal Engineer, P.E. during Travel*	\$50.00
4.	Senior Engineer, Senior Analyst	\$100.00
5.	Senior Engineer, Senior Analyst during Travel*	\$50.00
6.	Vehicle (current IRS approved rate/ per mile)**	\$00.50
7.	Direct expenses to provide services	Actual Cost

\*Travel hours not to exceed 8 hours/day.

\*\* Charge will be applicable IRS Rate at time of travel.

# Attachment C

## Standard Provisions

### .A. Professional Services

1. The Consulting Engineer shall be consultant and advisor to the Client as an independent contractor and shall not be an employee of the Client. The Consulting Engineer shall not be an agent or representative of the Client except that the Consulting Engineer may act as the Client's agent in providing construction management services to the degree specifically authorized in Part IV - Special Provisions of this Professional Service Agreement.

2. The Consulting Engineer represents that the services furnished under this Agreement will be in accordance with generally accepted professional practices. Any estimate of power market rates, cost of equipment, construction, ownership or operations furnished by the Consulting Engineer shall be the Consulting Engineer's opinion based upon its professional judgment and experience. The Consulting Engineer does warrant that he has the experience, expertise, education to provide the services anticipated, and that the recommendation will take into consideration the City's need for a power supply contract. The Consulting Engineer makes no other representation or warranty, express or implied.

### B. Change in Scope and Delays

1. If the provisions for payment in this Agreement provide for a fixed fee or a maximum payment for services, such fee or maximum is for the Scope of Services described in the Agreement. If the Scope of Services is modified so that more or less work or time is required, and such modification is accepted by the Client and the Consulting Engineer, the fee or maximum and the time shall be equitably adjusted.

2. In the event of delays in or failures of performance of the Consulting Engineer caused by circumstances beyond its control, the Consulting Engineer's fee or maximum and the time allowed shall be equitably adjusted, and such delays or failures shall not constitute a default or give rise to any claim against Consulting Engineer. However, a delay is not just cause for an adjustment in a fee or increase of the maximum.

### C. Relating to Payment

1. The Consulting Engineer's Out-of-Pocket Expenses are those expenditures made by the Consulting Engineer, other than Salary Costs, costs of document reproduction and "outside" computer services and costs of Special Consultants and Subcontractors, which are directly chargeable to the project and which would not otherwise have been incurred. Such expenditures include, but are not limited to, transportation, lodging, subsistence, communications (other than ordinary communications via Consultant's regular means of communication) liability and other insurance premiums when required by the Client in addition to the types and amounts currently carried by the Consulting Engineer, taxes other than those levied on the profits or net income of the Consulting Engineer, equipment rentals and repair, and special mailing, forms, materials and supplies required during the progress of the work. Reimbursement for out-of-pocket expenses shall be an amount equal to the cost thereof.

3. Computer services as used herein shall mean the use of electronic computing and information processing equipment (when utilizing the equipment of others at an additional cost to the consultant), work processing equipment, data communications equipment, computer software and related facilities and services of personnel necessary to operate and maintain such equipment and facilities. Reproduction services as used herein shall mean the use of printing and copying equipment, photographic equipment, and similar facilities and services of personnel to operate and maintain such equipment and facilities. Charges for computer and reproduction services shall be at the Consulting Engineer's established rates thereof which are specified in the Service Rates.

4. In event of the inability or failure of the Client to pay as agreed, absent an expressed objection by the City to the billing, or a complaint by the City as to the services of the Consultant, interest commencing thirty days after the date of invoice if timely submitted shall be paid by the Client to the Consulting Engineer on the last day of each month on all unpaid amounts due the Consulting Engineer at no higher than the applicable rate allowed by the State of Missouri.

### D. Suspension or Termination of Services

The Client or the Consulting Engineer may suspend or terminate any or all services covered in this Agreement at any time upon written notice in which event the Client shall pay the Consulting Engineer upon submission of invoices for all services rendered and expenses incurred to the effective date of such suspension or termination, unless the City has an objection to the invoice,.

### E. Disposition of Documents

1. Upon completion of the services provided under this Agreement, the Consulting Engineer shall deliver to the Client the original Reports, Specifications and Contract Documents and one transparency of each of the Drawings. All such reports, specifications and contract documents shall remain and be the property of the City; same shall not be provided to any other community, entity, or business. City agrees that Consultant will not be liable to the City or to any third person, if the reports, specifications and contract documents are utilized in association with any other project or purpose, except, however, the City may rely on the data, projections, reports and recommendations in future negotiations and solicitation efforts, understanding that the Consultant's report relates to conditions now existing.

2. Except as specifically provided to the contrary in this Agreement, all computer programs, computer code (computer software) developed by or used by the Consulting Engineer in conjunction with the Consulting Engineer=s work hereunder shall remain the sole and exclusive property of the consulting Engineer, and the Client shall have no right or title to or interest in such computer software such computer software. In the event the Consulting Engineer releases any such computer software to the Client, the Client shall protect the confidentiality of such computer software and shall not release or divulge such computer software to any other person or organization or let any other persons or organization use any such computer software or allows such computer software to be used by others, the Client shall indemnify and hold harmless the Consulting Engineer from all loss, damage, liability or expense arising out of such unanticipated use.

F. Equal Opportunity

The Consulting Engineer will not knowingly discriminate against any employee or applicant for employment because of age, race, color, religion, sex, national origin, marital or veteran status or physical handicap. The Consulting Engineer will take affirmative action to the end that applicants are employed, and that employees are treated during employment, without such discrimination.

G. Severability and Headings

1. If any part of this Agreement, including, but not limited to, any provisions, paragraph, clause, phrase or words, is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder shall be given full force and effect.

2. The descriptive headings used in this Agreement have been inserted for convenience of reference only and shall in no way modify or restrict any of the terms and provisions of this Agreement.

H. Notice

All notices relating to this Agreement shall be in written form delivered in person or by Express Mail, Registered or Certified United States Mail, postage prepaid, to the Consulting Engineer or to the Client to the attention of its City Clerk at the last business address of the principal office of the addressee known to the sender.

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