

CWEP BOARD MEETING MINUTES

February 16, 2023

The Carthage Water & Electric Plant Board met in regular session February 16, 2023, 4:00 p.m. at the CWEP Office, 627 W Centennial, Carthage, MO.

Board:

- | | |
|--|---|
| <input type="checkbox"/> Danny Lambeth- President | <input checked="" type="checkbox"/> Brian Schmidt - Member |
| <input checked="" type="checkbox"/> Ron Ross- Vice President | <input checked="" type="checkbox"/> Pat Goff – Member |
| <input type="checkbox"/> Darren Collier -Secretary | <input checked="" type="checkbox"/> G. Stephen Beimdiek- Member |
| <input checked="" type="checkbox"/> Alan Snow -Liaison | |

Staff:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Chuck Bryant-General Manager | <input checked="" type="checkbox"/> Jason Choate-Director of Water Services |
| <input checked="" type="checkbox"/> Cassandra Ludwig-General Counsel | <input checked="" type="checkbox"/> Kelli Nugent/CFO |
| <input checked="" type="checkbox"/> Jason Peterson-Director of IT & Broadband | <input checked="" type="checkbox"/> Kevin Emery-Director of Power Services |
| <input checked="" type="checkbox"/> Megan Kirby- Executive Assistant | <input checked="" type="checkbox"/> Stephanie Howard-Director of Business & ED |

Board Member Beimdiek called the meeting to order at 4:04 p.m.

APPROVAL OF MINUTES:

A motion by Goff and seconded by Schmidt to approve the minutes of the regular meeting of January 19, 2023, as presented, passed unanimously.

APPROVAL OF DISBURSEMENTS:

A motion by Goff and seconded by Schmidt to approve disbursements for January in the amount of \$4,681,449.90, passed unanimously.

FINANCIAL STATEMENT:

CFO Nugent presented the financials for January; she noted operating revenues exceeded or were in line with budgets for all departments. She reported monthly operating expenses for all departments combined exceeded budget due to electric power costs, she noted year to date combined operating expenses are slightly over budget mainly due to power costs in the first part of the fiscal year.

A motion by Goff and seconded by Schmidt to approve January financials passed unanimously.

ADDITIONS/CHANGES TO THE AGENDA: None.

COMMITTEE REPORTS: None.

CITIZENS PARTICIPATION PERIOD: None.

OLD BUSINESS: None.

NEW BUSINESS:

PRESENTATION OF THE CUSTOMER SATISFACTION SURVEY FROM CATHERINE VESCHI AT GREATBLUE RESEARCH

Catherine Veschi, Project Manager with GreatBlue Research, Inc. presented the Customer Satisfaction survey results to the Board. She gave a project overview, noted key study findings, and provided some considerations for CWEP moving forward. General Counsel and Customer Relations Manager Ludwig expressed appreciation to Catherine Veschi and staff at GreatBlue Research for all their efforts on this project.

CONSIDERATION OF REVISIONS TO ARTICLE XXXV (RULES, MISC.) OF THE CWEP EMPLOYEE HANDBOOK

GM Bryant reviewed the revisions made to Article XXXV (Rules, Misc.) of the CWEP Employee Handbook. A motion by Ross and seconded by Schmidt to accept the revisions as presented, passed unanimously.

CONSIDERATION OF BIDS FOR COOLING TOWER REBUILD

General Manager Bryant announced formal bids were requested for materials to rebuild two cooling towers located near the power plant. He noted a pre-bid tour was held for potential respondents to view the existing towers prior to submitting a bid.

Bids were received from Midwest Cooling Towers, Inc. in the amount of \$30,828.00, and from Sys-Kool, LLC in the amount of \$34,680.00. GM Bryant recommends awarding the purchase of the cooling tower materials to Midwest Cooling Towers, Inc. in the amount of \$30,828.00.

A motion by Schmidt and seconded by Goff to award the purchase of the cooling tower materials to Midwest Cooling Towers, Inc. in the amount of \$30,828.00, passed unanimously.

CONSIDERATION OF BIDS FOR ELECTRIC LINE SERVICES

General Manager Bryant informed the Board that CWEP received four proposals from established contracting firms for electric line services, consisting of qualified contractors assisting with CWEP's electric system maintenance and construction projects. Those submitting proposals were BBC Electrical Services, Hawk Line Construction, MPUA Resource Services Corporation and Sellenriek Energy.

After a thorough assessment, CWEP's electrical distribution department and director determined that MPUA Resource Services Corporation not only provided the lowest proposal but demonstrated strong qualifications and should be awarded as the primary contractor. Hawk Line Construction and BBC Electrical Services are also recommended as other approved contracting firms to supplement the primary contractor and provide additional services deemed essential on relevant projects.

GM Bryant recommends awarding MPUA Resource Services Corporation as the primary contractor and Hawk Line Construction and BBC Electrical Services as additional approved contractors for line service projects.

A motion was made by Ross and seconded by Goff to award MPUA Resource Services Corporation as the primary contractor and Hawk Line Construction and BBC Electrical Services as additional approved contractors for line projects, passed unanimously.

CONSIDERATION OF RESOLUTION FY 2022-23-04: POWER PURCHASE AGREEMENT WITH MEC

General Manager Bryant presented the resolution recommending and requesting that the City Council of the City of Carthage, Missouri, enter into a power purchase agreement with Missouri Joint Municipal Electric Utility Commission and Dogwood Energy.

A motion by Goff and seconded by Schmidt to approve Resolution FY 2022-23-04: Power Purchase Agreement with MEC, passed unanimously.

CONSIDERATION OF RESOLUTION FY 2022-23-05: ECONOMIC DEVELOPMENT GRANT AUTHORIZATION

General Manager Bryant presented the resolution requesting the expenditure of \$1,500,000 in partnership with the City of Carthage and Carthage Economic Development Corporation for the purpose of industrial site development.

A motion by Schmidt and seconded by Ross to approve Resolution FY 2022-23-05: Economic Development Grant Authorization, passed unanimously.

STAFF REPORTS:

General Manager Bryant noted CWEP once again received the Diamond Level RP3 award, which is the highest level available. He commended CFO Nugent for all her hard work lining out the new payroll system for employees. He also congratulated CFO Nugent for her new role in the APPA Business and Finance Committee as Vice Chair.

CFO Nugent reported the Business department began rolling out the new time entry software starting with Customer Relations, Business Department and Administration. She also noted purchasing staff will be implementing a new electronic bidding system.

General Counsel & Director of Customer Relations Ludwig reported the lobby will be closed starting Monday February 27th for renovations making that area safer for staff.

Director of Power Services Emery noted natural gas prices have gone back down.

Director of Water Services Choate reported a large main break was identified in the Phelps 9th addition.

Director of Business and Economic Development Howard gave an update on the pre-apprenticeship training program in industrial maintenance.

Director of IT and Broadband Services Peterson noted fiber deployment is ongoing.

BOARD MEMBER COMMENTS:

At 6:06 p.m. the meeting adjourned.

President – Danny Lambeth

Secretary – Darren Collier