

CWEP

BOARD MEETING MINUTES

The Carthage Water & Electric Plant Board met in regular session October 17, 2024, 3:00 p.m. at the CWEP Office, 627 W Centennial, Carthage, MO.

Board:

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| <input checked="" type="checkbox"/> Brian Schmidt -Secretary | <input checked="" type="checkbox"/> Sid Teel - Member |
| <input checked="" type="checkbox"/> Ron Ross- President | <input checked="" type="checkbox"/> Tom Garrison – Member |
| <input checked="" type="checkbox"/> Darren Collier -Vice President | <input checked="" type="checkbox"/> Mark Gier - Member |
| <input type="checkbox"/> Lori Leece -Liaison | |

Staff:

- | | |
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| <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-Economic Development Manager |

Others present: Terri Heckmaster, Councilmember; Jana Schramm, Councilmember; Traci Cox, Interim City Administrator

President Ross called the meeting to order at 3:00 p.m.

ADDITIONS/CHANGES TO THE AGENDA:

General Manager Bryant requested to add the Consideration of bids for a 1-ton crew cab truck as agenda item #8 under new business. Bryant reported staff was unable to add this particular item to the agenda earlier this week as they were still waiting on a few more quotes and received those the morning of the Board meeting. Bryant noted the availability of fleet vehicles is still volatile as inventory can change daily making it difficult to procure vehicles as dealers are seldom willing to hold for purchase.

A motion by Collier and seconded by Teel to add the Consideration of bids for a 1-ton crew cab truck as agenda item #8 under New Business, passed unanimously.

APPROVAL OF MINUTES:

A motion by Garrison and seconded by Schmidt to approve the minutes as presented of the regular meeting of September 19, 2024, passed unanimously.

APPROVAL OF DISBURSEMENTS:

A motion by Gier and seconded by Collier to approve disbursements for September in the amount of \$5,027,337.93, passed unanimously.

FINANCIAL STATEMENT:

CFO Nugent presented the September 2024 financials to the Board, noting that we are one quarter of the way through the fiscal year. Combined operating expenses were under budget for the month and year to date and combined operating revenues were below budget for the month but on track for the year to date.

A motion by Collier and seconded by Teel to approve the September 2024 financials passed unanimously.

COMMITTEE REPORTS: None.

CITIZENS PARTICIPATION PERIOD: None.

OLD BUSINESS: None.

NEW BUSINESS:

1. Recommendation to proceed with a Purchase Order for the Truck Barn Extension Project

General Manager Bryant noted a request to proceed with a purchase order for the extension of the existing truck barn building project located at the CWEP facility on Centennial Avenue. The total cost for this 50' x 86' addition which includes all materials, equipment, and labor is \$520,148.41. This project was approved in the budget for the current fiscal year. The construction of this project is in accordance with the General Construction and Operation Maintenance Services Contract with Randy Dubry Construction and is under the budgeted amount of \$524,500.00.

A motion by Schmidt and seconded by Collier to proceed with a purchase order for the truck barn extension project in the amount of 520,148.41, passed unanimously.

2. Recommendation to proceed with a Purchase Order for the Exterior Painting Project at Power Plant

General Manager Bryant reviewed the request to proceed with a purchase order for the exterior painting of the windows, doors, and scrubbers at CWEP's Power Plant. The cost of materials, labor, and equipment for this project is estimated at \$70,846.49, which falls below the \$75,000.00 budgeted amount and is in accordance with the General Construction and Operation Maintenance Services Contract with Randy Dubry Construction.

A motion by Garrison and seconded by Schmidt to proceed with a purchase order for the exterior painting project in the amount of \$70,846.49, passed unanimously.

3. Recommendation to proceed with the Construction Work on the West Customer Service Parking Lot

General Manager Bryant reported a request for approval to proceed with the construction of the CWEP customer service west parking lot located at Centennial Avenue. This project will include the removal of old asphalt paving and replacing it with 6" reinforced concrete, as well as striping for parking spaces. Additionally, the project includes the replacement of concrete parking blocks on both the west and east parking lots. The cost for this project is \$170,900.00 and is below the budgeted amount of \$175,000.00. This construction project will be in accordance with the General Construction and Operational Maintenance Services Contract with Randy Dubry Construction.

A motion by Schmidt and seconded by Teel to proceed with the construction work on the west customer service parking lot, passed unanimously.

4. Consideration of Bids for the Feeder 17 Upgrades

General Manager Bryant noted a formal request was issued seeking qualified contractors to construct the Feeder 17 upgrade project. Proposals were received from B&L Electric, Inc. in the amount of \$941,610.70, Capital Electric Line Builders, LLC in the amount of \$971,173.53, BBC Electrical Services, Inc. in the amount of \$1,092,924.97, Hawk Line Construction, LLC in the amount of \$1,049,530.66 and KV Power, LLC in the amount of \$1,684,272.26

After a thorough assessment, B&L Electric, Inc. met all specifications and requirements of Allgeier, Martin and Associates, Inc., and offered the lowest project cost.

A motion by Collier and seconded by Schmidt to award this project to B&L Electric, Inc. in the amount of \$941,610.70, passed unanimously.

5. Consideration of Resolution 2024.13, A Resolution for Steve Beimdiek

General Manager Bryant read a resolution in honor of Steve Beimdiek. Beimdiek served on the Carthage Water and Electric Board for 30 years and passed away on June 17th, 2024. Bryant expressed his gratitude and appreciation for Beimdiek and the guidance he provided in his 30 years of faithful service.

A motion by Schmidt and seconded by Garrison to approve the resolution for Steve Beimdiek, passed unanimously.

6. Consideration of Resolution 2024.14, Mutual Aid Assistance

General Manager Bryant acknowledged the mutual aid work of the CWEP linemen, Jake Brunnert, Scott Dudolski, Jeff Moore, Chris Perry, James Pittman and Noah Smith noting that they exhibited exemplary behavior in representing Carthage Water and Electric Plant and the citizens of the Carthage community.

A motion by Schmidt and accepted by Collier to approve the resolution recognizing the CWEP lineman for mutual aid work assistance in Plaquemine, Louisiana; Tallahassee, Florida; and Orlando Florida, passed unanimously.

7. Consideration of revisions to Article XXI (Holidays) of the CWEP Employee Handbook

GM Bryant reviewed the revisions made to Article XXI (Holidays) of the CWEP Employee Handbook which includes adding Martin Luther King Jr. Day, Juneteenth, and Veteran's Day and then removing the floating holiday. He noted these revisions wouldn't take affect until January of 2025.

A motion by Collier and seconded by Teel to accept the revisions as presented and remove all references of a floating holiday in other policies, passed unanimously.

8. Consideration of bids for a 1-Ton Crew Cab Truck

General Manager Bryant reported proposals were requested for the purchase of a new 1-ton, 4WD, crew cab truck with a service body for the wastewater treatment plant.

Proposals were received from Larry H. Miller Dodge Ram for \$71,357.00, John Heister Chrysler Dodge Jeep for \$69,900.00, Uftring Chevrolet for \$69,630.00, Lamb Chevrolet for \$68,405.49, and Weber Commercial Truck Center for \$66,480.00.

After a thorough review of all proposals, the truck that meets CWEP's specifications and will best serve the department's needs is the 2024 Chevrolet model from Lamb Chevrolet, in Prescott, Arizona. This truck is available for immediate purchase and is below the budgeted amount of \$80,000.00.

A motion by Schmidt and seconded by Collier to purchase the 2024 service truck from Lamb Chevrolet in the amount of \$68,405.49, passed unanimously.

STAFF REPORTS:

CFO Nugent noted with it being the first of the fiscal year, staff have been getting projects started that were budgeted for.

General Counsel and Director of Customer Relations Ludwig reported the Chili cookoff was a success with over \$1400 being raised. She noted the Customer Academy will begin on October 30th. She announced the Sparkle in the Park lighting Ceremony will take place a little earlier this year due to the Christmas parade falling on the Monday it is usually held. The lighting ceremony will be held on Monday, November 25th, 2024, which is the Monday before Thanksgiving. Ludwig reported they are very excited to have two new Customer Service Representatives join the team, Tabitha Lewis and Maddie Winder.

Director of IT and Broadband Peterson gave an update on fiber installs and expansion projects.

Director of Water Services Choate gave an update on the Lead Service Inventory project.

Director of Power Services Emery gave an update on the Sub 2 project and reported the Sparkle in the Park project is going well.

Economic Development Manager Howard gave an industrial update.

Executive Assistant Kirby announced the Company Christmas Party will be Tuesday, December 3rd at 11:30am.

General Manager Bryant noted Public Power Week was a success. He expressed his excitement for the Fall Customer Academy coming up at the end of October and extended the invitation to all Board members and citizens present to attend. GM Bryant gave an update on market conditions and supply/demand issues. He reported he met with Alan Snow and Liaison Lori Leece regarding adjusting city ordinances.

BOARD MEMBER COMMENTS:

Darren Collier noted the Public Power Luncheon went really well, great turnout.

Tom Garrison announced the Special Olympics will be at G#3 on December 12th and 13th and they are currently looking for volunteers. He noted you can sign up on their website.

At 4:55pm a motion by Schmidt and seconded by Collier to adjourn the meeting passed unanimously.

President – Ron Ross

Secretary – Brian Schmidt