

CWEP BOARD MEETING MINUTES

November 18, 2021

The Carthage Water & Electric Plant Board met in regular session November 18, 2021, 4:00 p.m. at the CWEP Office, 627 W Centennial, Carthage, MO.

Board:

G. Stephen Beimdiek- President
 Danny Lambeth -Vice President
 Ron Ross -Secretary
 Alan Snow -Liaison

Brian Schmidt - Member
 Pat Goff – Member
 Darren Collier - Member

Staff:

Chuck Bryant-General Manager
 Cassandra Ludwig-General Counsel
 Jason Peterson-Director IT & Broadband
 Megan Stump- Executive Assistant

Jason Choate-Director of Water Services
 Kelli Nugent/CFO
 Kevin Emery-Director of Power Services
 Stephanie Howard-Director of Business & ED

President Beimdiek called the meeting to order at 4:01 p.m.

ADDITIONS/CHANGES TO THE AGENDA: None

APPROVAL OF MINUTES:

A motion by Lambeth and seconded by Collier to approve the minutes of the regular meeting of October 21, 2021, as presented, passed unanimously.

APPROVAL OF DISBURSEMENTS:

A motion by Ross and seconded by Goff to approve disbursements for October in the amount of \$3,465,455.72, passed unanimously.

FINANCIAL STATEMENT:

CFO Nugent presented the financials for October noting that the net income for the company exceeded budget for the month and year to date by \$619,304 and \$1,618,082, respectively. Operating revenues for the company exceeded budget for the month and year to date by \$295,893 and \$1,533,823. Expenses for the company were lower than budget for the month and year to date by \$323,357 and \$84,516, respectively. She reported that power and water loss percentages are -11.08% and .86%, respectively.

A motion by Ross and seconded by Collier to approve October financials passed unanimously.

COMMITTEE REPORTS: None.

CITIZENS PARTICIPATION PERIOD: None.

OLD BUSINESS: None.

NEW BUSINESS:

PRESENTATION OF THE FISCAL YEAR 2021 AUDIT

Rebecca Baker, CPA with KPM CPAS & Advisors of Springfield, MO, presented the FY 2020-2021 audit report stating this was an unmodified clean opinion. It was also reported that KPM found no material weaknesses, no non-compliance issues, and no significant control deficiencies. Baker commended CWEP staff for their cooperation through the audit process. CFO Nugent expressed appreciation for KPM's professionalism and efficiency in the audit process as well as their guidance when needed throughout the year.

A motion by Goff and seconded by Schmidt to accept the audit for FY 2020-2021 as presented passed unanimously.

CONSIDERATION FOR THE PRE-APPROVAL PURCHASE OF A SERVICE TRUCK

General Manager Bryant reported the purchasing department has been seeking options of purchasing a new service crane truck for the water distribution department. He noted the purchasing department is being confronted with a rapidly changing inventory of fleet vehicles, and often daily. The current supply chain concerns and extended lead times that CWEP is experiencing with vehicles indicate that a more favorable option would be that, with prior authorization from the CWEP Board, the purchasing department could proceed with an immediate purchase from a dealership's inventory.

With the Board's approval, GM Bryant recommends moving forward with a pre-authorization purchase of a service crane truck if it becomes available for immediate purchase, meets CWEP's specifications, and is available for purchase through a cooperative contract agreement. He noted the anticipated cost for a new service truck should remain under \$150,000.00

A motion by Ross and seconded by Lambeth to approve the pre-authorization purchase of a new service crane truck, passed unanimously.

RECOMMENDATION FOR THE PURCHASE OF SUB 2-1 REPLACEMENT GASKETS

General Manager Bryant noted there were requests for formal proposals to replace the top and bottom radiator gaskets on a transformer located at substation 2 on main street. There are a total of seven radiators on the transformer for a total of fourteen gaskets.

Proposals received were from Delta Star, Inc., in the amount of \$53,159.00, and from Independent Electric Machinery Company for \$57,680.00.

Upon the Board's approval, GM Bryant recommends that CWEP award this gasket replacement project to Delta Star, Inc., in the amount of \$53,159.00

A motion by Lambeth and seconded by Schmidt to award this gasket replacement project to Delta Star, Inc. in the amount of \$53,159.00, passed unanimously.

STAFF REPORTS:

General Manager Bryant gave an update on Sikeston, he noted CWEP will hold off on large purchases of diesel until prices go down. He announced Sparkle in the Park's lighting ceremony will be held on Monday the 29th at 6:00pm in Central Park. He commended staff who have worked very hard on this project and noted it being an outstanding project that has brought people together. Bryant reported he and Kevin Emery attended the Lockwood City Council meeting this week and are looking into opportunities in partnering with Lockwood in the future, he also noted a new rate structure has been developed for Lockwood. He gave an update on AMI and reported 98% of AMI electric meters are active and 83% of AMI water meters are active.

CFO Nugent noted her staff have been working on cyber readiness training in the event something happened to the computers. She reported Purchasing agent, Kelli Stinebrook, has been elected to serve on the Missouri Association of Public Purchasing (MAPP) Board which is a local chapter of the National Institute of Governmental Purchasing which represents Missouri's public sector procurement and materials management professionals.

General Counsel Ludwig invited the Board to the Christmas Luncheon on December 14th.

Director of Business and ED Howard invited the Board to a breakfast and learn with Cody Smith on Wednesday the 15th at 7:30am.

BOARD MEMBER COMMENTS:

Board Secretary Ron Ross noted he had computer problems and reported he received help from Communications Field Technician, Adam Ogle who went above and beyond and was very helpful. He noted IT Help Desk Technician Sabrina Menapace followed up the next morning. He added it was a pleasure working with them.

Board President Steve Beimdiek extends his thanks to all CWEP employees for a job well done and keeping the Board advised.

At 5:24 p.m. the meeting adjourned.

President – Steve Beimdiek

Secretary – Ron Ross