

# CWEP

## BOARD MEETING MINUTES

The Carthage Water & Electric Plant Board met in regular session January 16th, 2025, 3:00 p.m. at the CWEP Office, 627 W Centennial, Carthage, MO.

### Board:

Brian Schmidt -Secretary

Ron Ross- President

Darren Collier -Vice President

Lori Leece -Liaison

\*Attended via videoconference

Sid Teel - Member

Tom Garrison – Member

Mark Gier - Member

### Staff:

Chuck Bryant-General Manager

Cassandra Ludwig-General Counsel

Jason Peterson-Director of IT & Broadband

Megan Kirby- Executive Assistant

Jason Choate-Director of Water Services

Kelli Nugent/CFO

Kevin Emery-Director of Power Services

Stephanie Howard-Economic Development Manager

Others present: Jana Schramm, Councilmember

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

### **ADDITIONS/CHANGES TO THE AGENDA:**

### **APPROVAL OF MINUTES:**

A motion by Collier and seconded by Teel to approve the minutes as presented of the regular meeting of November 21, 2024, passed unanimously.

### **APPROVAL OF DISBURSEMENTS:**

A motion by Teel and seconded by Garrison to approve disbursements for November in the amount of \$4,171,068.55, passed unanimously.

A motion by Garrison and seconded by Collier to approve disbursements for December in the amount of \$4,829,610.79, passed unanimously.

### **FINANCIAL STATEMENT:**

CFO Nugent presented the November 2024 financials to the Board, noting that combined operating expenses were under budget for the month 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 November 2024 financials passed unanimously.

CFO Nugent presented the December 2024 financials to the Board, noting that operating revenues were under budget for the month and are running behind the year-to-date budget. She noted that combined operating expenses were under budget for the month and also for the year to date, more than making up for the year-to-date revenue shortfall.

A motion by Garrison and seconded by Teel to approve the December 2024 financials passed unanimously.

**COMMITTEE REPORTS:** None.

**CITIZENS PARTICIPATION PERIOD:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**1. Presentation by Jeff Meredith, Chief Executive Officer of Carthage Economic Development Corporation**

Jeff Meredith, Chief Executive Officer of Carthage Economic Development Corporation presented a strategic plan update. He went into detail about plan details, core pillars in the plan and the areas of focus moving forward.

Vice President Darren Collier commended Jeff Meredith on an outstanding presentation to the City Council regarding the Schreiber project. He appreciated his professionalism and the ability to answer all questions that were asked.

**2. Consideration of bids for Repair of Turbo on Engine #12**

General Manager Bryant reported that CWEP encountered a mechanical issue with the turbo on Engine #12. This problem required disassembly to accurately identify the cause and estimate the repair costs. The turbo unit was sent to Cooper Machinery Services, a qualified repair facility. Upon assessment, it was determined that the shaft and seal area needed rebuilding, and several other necessary repairs.

Delaying these repairs could adversely affect the engine's reliability metrics due to the tightening accreditation rules from Southwest Power Pool. For this concern, CWEP deemed it important to proceed with the repairs without delay. Cooper Machinery Services provided a cost estimate of \$62,556.10 which included disassembly, repairs, reassembly, parts, and labor.

Due to the complexity of the evaluation and the specific type of repair services required, this project qualified under the bidding exemption specified in the purchasing policy, allowing CWEP to proceed without the formal bidding process.

A motion by Collier and seconded by Teel to accept the cost of the repairs in the amount of \$62,556.10 for the turbo of Engine #12, passed unanimously.

### **3. Consideration to reinstall Substation 2 Transformer**

General Manager Bryant noted the new transformer for Substation 2-1 has experienced an extended delay in delivery. To continue meeting the customer load obligations, CWEP's power distribution department has determined that it is essential to reinstall the previously removed transformer as soon as possible.

Due to the urgency of this reinstallation, this project has been initiated to prevent any unexpected issues and will be classified under the emergency exemption of CWEP's Purchasing Policy. The cost of this project is expected to be approximately \$53,000.00 and will include crane rental services, materials, labor for the installation, and transformer testing.

A motion by Garrison and seconded by Teel to accept the cost of this project in the amount of approximately \$53,000.00, passed unanimously.

### **4. Recommendation of Software as a Service**

General Manager Bryant noted a request for approval to proceed with the purchase of utility Software as a Service (SaaS) for maintenance and support of CWEP's Advanced Metering Infrastructure (AMI).

Due to the unique service requirements, this software product is available for purchase from CWEP's current Advanced Metering Infrastructure (AMI) supplier, Anixter, Inc., and qualifies within the bidding exemption of the purchasing policy. Without this software product, CWEP would be unable to fully utilize the AMI system, as it would hinder the ability to work with and analyze data received from the meters. With approval, purchasing this utility-designed software from Anixter, Inc., is expected to secure the lowest possible cost by entering into a three-year, fixed-rate agreement at a total cost of \$74,082.96 for all three years.

A motion by Collier and seconded by Garrison to purchase this utility-designed software from Anixter, Inc., in the amount of \$74,082.96, passed unanimously.

### **STAFF REPORTS:**

CFO Nugent reported departments are already working on budget, she noted she had a preliminary meeting with the municipal advisor and bond council regarding financing for the Substation 3 project.

Director of Water Services Choate noted January has been a busy month for Water distribution crews, with 6 main breaks already this month.

Economic Development Manager Howard announced that the Schreiber Food's processing facility was approved at the council meeting on December 10<sup>th</sup>. She noted that the following week there were already construction vehicles on site ready to get the project started.

Director of IT and Broadband Peterson reported squirrel activity has been much less. He gave a fiber install update.

Director of Power Services Emery reported there have been much less squirrel activity and noted there has only been one outage so far this month.

General Manager Bryant gave a legislative update and noted his enthusiasm with Senator Jill Carter being the representative for Jasper County. He noted he met with the MPUA Search committee this week to interview the final three candidates for the new President and CEO position. He summarized the growth that MPUA has made over the years and is excited for the Board to get to tour the facility next week. He noted over half of CWEP employees completed the Strategic Planning survey. GM Bryant ran through the agenda for the Strategic Planning Columbia trip next week. GM Bryant mentioned he and the CWEP directors met with the City department heads, the Mayor, and Interim City Administrator last week, noting it was a good meeting and much needed. He expressed his appreciation to Mayor Alan Snow for arranging the meeting. He reported a letter was sent out last week signed by him, CWEP Board President Ron Ross, Mayor Alan Snow, and Interim City Administrator Traci Cox stating the hopes of moving forward and noted it was very well received by CWEP staff.

#### **BOARD MEMBER COMMENTS:**

President Ron Ross expressed his appreciation for the meeting between CWEP and City of Carthage Staff and he commended Mayor Alan Snow for leading this effort. He inquired about the status of the Board Terms Ordinance change and emphasized the importance in getting it completed.

Vice President Darren Collier noted Sparkle in the Park was fabulous.

Board Member Tom Garrison gave his heartfelt thanks to all CWEP employees who volunteered for the Carthage Area Special Olympics Bowling event, noting they were overrun with volunteers. He noted his appreciation for the environment at CWEP, he said "you can just tell everyone is like a big family."

At 4:34 pm a motion by Collier and seconded by Teel to adjourn the meeting passed unanimously.

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President – Ron Ross

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Secretary – Brian Schmidt