

CWEP BOARD MEETING MINUTES

June 25, 2020

The Carthage Water & Electric Plant Board met in regular session June 25, 2020, 1:00 p.m. at the CWEP Office, 627 W Centennial, Carthage, MO.

Board:

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| <input checked="" type="checkbox"/> G. Stephen Beimdiek- President | <input checked="" type="checkbox"/> Brian Schmidt - Member |
| <input checked="" type="checkbox"/> Danny Lambeth -Vice President | <input checked="" type="checkbox"/> Pat Goff – Member |
| <input type="checkbox"/> Ron Ross -Secretary | <input checked="" type="checkbox"/> Neel Baucom - Member |
| <input type="checkbox"/> Alan Snow -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 IT & Broadband | <input checked="" type="checkbox"/> Kevin Emery-Director of Power Services |
| <input checked="" type="checkbox"/> Megan Stump- Executive Assistant | <input checked="" type="checkbox"/> Stephanie Howard-Director of Business & ED |
| <input checked="" type="checkbox"/> Meagan Milliken-Customer Relations Mgr. | |

President Beimdiek called the meeting to order at 1:00 p.m.

ADDITIONS/CHANGES TO THE AGENDA: None.

APPROVAL OF MINUTES:

A motion by Baucom and seconded by Lambeth to approve the minutes of the regular meeting of May 20, 2020 as presented passed unanimously.

APPROVAL OF DISBURSEMENTS:

A motion by Goff and seconded by Baucom to approve disbursements for May in the amount of \$2,791,045.17 passed unanimously.

FINANCIAL STATEMENT:

CFO Nugent presented the financials for May noting that the net income for the utility combined was less than both budget and prior year. Overall billings were down from prior year by approximately \$142,000. This is mostly due to the pandemic. Operating revenues for the Communications and Water departments were higher than both budget and prior year for the month and year to date. Revenues were lower than both budget and prior year for the Electric department and lower than budget but higher than prior year for the Wastewater department. Operating expenses for the month were lower than budget for all departments except

Wastewater. The trend continues year to date. She noted that for the year to date power and water loss percentages came in at 2.53% and 12.27%, respectively.

A motion by Baucom and seconded by Lambeth to approve May financials passed unanimously.

COMMITTEE REPORTS: None.

CITIZEN'S PARTICIPATION PERIOD: None.

OLD BUSINESS: None.

NEW BUSINESS:

CONSIDERATION OF BIDS FOR TREE TRIMMING SERVICES

General Manager Bryant noted a formal bid invitation was issued to six prospective contractors to establish an annually renewable agreement for tree trimming and transmission and distribution line clearance services. Bryant reported bids were received from Poor Boy Tree Service, Inc. and Teo's Tree Service. Of those bids received, Poor Boy Tree Service, Inc. met all requested specifications and licensing requirements. GM Bryant recommends awarding this project to Poor Boy Tree Service, Inc. as they have met all requirements and have also provided CWEP with quality and professional services in the past.

A motion by Lambeth and seconded by Baucom to award Poor Boy Tree Services, Inc. for tree trimming and transmission and distribution line clearance services, passed unanimously.

CONSIDERATION OF FISCAL YEAR 2020-2021 BUDGET

GM Bryant and staff presented a budget draft for fiscal year 2020-2021. Board members discussed rates, ongoing infrastructure needs, major items including revenues, operating expenses, capital expenditures and cash reserve projections.

A motion by Baucom and seconded by Schmidt to approve the proposed CWEP Fiscal Year 2020-2021 budget for presentation to the Carthage City Council, passed unanimously.

STAFF REPORTS:

General Manager Bryant gave an update on procedures and precautions taken by staff to avoid the Coronavirus. He commended staff on continuing to step up to the plate during these trying times.

CFO Nugent reported the Customer Service lobby is still closed.

Director of Power Services Emery noted crews have been working on the feeder 16 primary relocation work.

Director of Water Services Choate gave an update on the water main relocation at the roundabout.

General Counsel Ludwig noted staff is working with nonprofit organizations to create a grant program to assist individuals with payment of utility bills She noted money the county received from the CARES act can potentially be used for such a purpose. Ludwig also reported staff is currently working on a new performance review software called Threads.

Director of Business and ED Howard gave an Industrial update.

Customer Relations Manager Milliken reported the mobile outage app is now active and has been very successful. Milliken announced the Community Room is still closed and will be until further notice.

BOARD MEMBER COMMENTS:

Beimdiek expressed his appreciation to staff for adjusting well and adapting to all the precautions needed during the Pandemic.

At 3:36 p.m. a motion by Goff and seconded by Lambeth to close a portion of the meeting into closed session pursuant to Section 610.021(3) of the Sunshine Law, passed unanimously via a roll call vote.

At 4:05 p.m. the meeting reconvened in open session. A motion by Goff and seconded by Schmidt to amend the contract of General Manager Bryant, passed unanimously.

At 4:30 p.m. a motion by Lambeth and seconded by Baucom to adjourn the meeting, passed unanimously.

President – Steve Beimdiek

Secretary – Ron Ross