

CWEP BOARD MEETING MINUTES

July 19, 2024

The Carthage Water & Electric Plant Board met in regular session July 18, 2024, 3:00 p.m. at the CWEP Office, 627 W Centennial, Carthage, MO.

Board:

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| <input checked="" type="checkbox"/> Ron Ross - President | <input checked="" type="checkbox"/> Sid Teel - Member |
| <input checked="" type="checkbox"/> Darren Collier- Vice President | <input type="checkbox"/> Tom Garrison – Member |
| <input checked="" type="checkbox"/> Brian Schmidt -Secretary | <input checked="" type="checkbox"/> Mark Gier - Member |
| <input checked="" 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 type="checkbox"/> Jason Peterson-Director of IT & Broadband | <input type="checkbox"/> Kevin Emery-Director of Power Services |
| <input checked="" type="checkbox"/> Megan Kirby- Executive Assistant | <input type="checkbox"/> Stephanie Howard-Director of Business & ED |

Others present: Terri Heckmaster, Council member; Traci Cox, Interim City Administrator

President Ross called the meeting to order at 3:03 p.m.

ADDITIONS/CHANGES TO THE AGENDA:

APPROVAL OF MINUTES:

A motion by Schmidt and seconded by Teel to approve the minutes as presented of the regular meeting of June 18th, 2024, passed unanimously with Gier abstaining from the vote.

A motion by Collier and seconded by Teel to approve the minutes as presented of the closed session meeting of June 18th, 2024, passed unanimously with Gier abstaining from the vote.

APPROVAL OF DISBURSEMENTS:

A motion by Collier and seconded by Schmidt to approve disbursements for June in the amount of \$3,590,194.24, passed unanimously.

FINANCIAL STATEMENT:

June's financials are being finalized now with year-end financials and will be presented along with July's financials next month.

COMMITTEE REPORTS: None.

CITIZENS PARTICIPATION PERIOD:

Council Member Heckmaster gave her appreciation to CWEP for continuing to provide quality service during these hot summer months.

The following employees from the Customer Relations department introduced themselves to the board with their name, title and how many years they have served at CWEP.

Kyle Fewin-Human Resource and Safety Manager, 10 Years; Calee Haslip- Billing Coordinator, 3 Years; Shawnte Wofford-Customer Service Manager, 22 Years; Meagan Milliken-Public Relations Manager, 9 Years; Jessie Smith-Customer Service Representative, 4 Years; Jacob Smith-Field Service Representative, 2 Years; Ryan Wooldridge- Field Service Representative, 6 months; Martin Escobar- Customer Service Representative, 2 Years; Kristian Terry- Meter Service Tech, 9 years.

Board Vice President Collier expressed his appreciation to the Customer Relations department for being the front lines of the company especially during the summer months when there is a high volume of customer calls concerned about their bills.

OLD BUSINESS: None.

NEW BUSINESS:

1. Consideration of bids for Water Treatment Chemicals

General Manager Bryant reported CWEP requested proposals for water treatment chemicals. He noted given the volatility and fluctuation of chemical and fuel prices, CWEP requested firm pricing for one year with the option to review and potentially renew the contract for four additional one-year periods for a total of five years. CWEP required all-inclusive and delivered pricing that did not include fuel surcharges, handling fees, or other additional charges.

Five chemical suppliers responded to this project opportunity including Brenntag Mid-South, L Hoist North America of Missouri, Inc., Tanner Industries, Inc., U.S. Lime Company-St. Clair, and Univar Solutions USA, Inc.

After thoroughly assessing all proposals, GM Bryant recommends awarding the chemical products to Brenntag Mid-South, Tanner Industries, Inc., U.S. Lime Company – St. Clair, and Univar Solutions USA, Inc. These suppliers have provided exceptional products and timely delivery to CWEP's water treatment facilities in previous years.

A motion by Schmidt and seconded by Collier to award the chemical products to Brenntag-Mid-South, Tanner Industries, Inc., U.S. Lime Company – St. Clair, and Univar Solutions USA, Inc., passed unanimously.

2. Recommendation for the Purchase of a Forklift

General Manager Bryant reported a request to proceed with the purchase of a new 12,000 lb. forklift that will be utilized at CWEP's warehouse. Several forklift options and specifications were considered when evaluating a machine that would best serve CWEP's needs.

The current forklift is a Caterpillar and was purchased from Wiese USA in 2004. It has proven to be an excellent machine that has served CWEP for over 20 years. With the history of the current machine and the high quality of service that has been provided by Wiese USA throughout the years, it is recommended to purchase a new caterpillar forklift in the amount of \$67,451.00. This forklift is available for purchase under a cooperative contract agreement in which competitive bidding has already been done. This purchase price is also below the budgeted amount of \$80,000.00

A motion by Collier and seconded by Teel to award the purchase of the Caterpillar forklift to Wiese USA in the amount of \$67,451.00, passed unanimously.

STAFF REPORTS:

General Manager Bryant reported the entire electrical system is back in normal operation, including transformer 2-1. He noted how crucial this was for Marian Days coming up. He acknowledged Spire has been in town replacing gas lines and have been helpful in identifying issues as they arise. He noted crews were able to complete 93 Fiber to the home installs this month. GM Bryant commended the cyber security staff for receiving a current risk score of 6.6 through the cyber security company, Arctic Wolf, that provides security monitoring to detect and respond to cyber threats. The industry standard is 6.9, the lower the score the better, so this is a great acknowledgement. GM Bryant noted he was appointed as the Liaison from the American Public Power Association Board to serve on the DEED Board and expressed his excitement in getting to be a part of that group. GM Bryant reported he had a great conversation with Traci Cox regarding potential improvements to City Ordinances and expressed his appreciation to her for the open and honest dialogue.

CFO Nugent gave the quarterly investment report.

General Counsel and Director of Customer Relations Ludwig reported the new rates have been updated in the system. She acknowledged June as being a hot weather month, resulting in high bills. She noted past due notices are being updated from saying "past due notice" to "shut off notice" in hopes this will reduce the concerns of customers that they never received a shut off notice. She commended Human Resource and Safety Manager Kyle Fewin on passing his SHRM

professional exam. Ludwig announced CWEP will be hosting a ribbon cutting through the Carthage Chamber for our newly renovated 69kV Transmission line on Tuesday, July 30th at 9AM. She noted In November Economic Security will be setting up a mobile unit in the CWEP complex parking lot.

BOARD MEMBER COMMENTS:

Vice President Collier asked how the parking lot across the street was moving along. GM Bryant noted staff met with contractors this week and are beginning to discuss it, no official plans as of now though. GM Bryant did mention they intend to preserve the trees on that property. Vice President Collier asked about Dogwood. GM Bryant responded that Dogwood seems to be a positive for CWEP.

At 4:27 pm a motion by Collier and seconded by Teel to adjourn the meeting passed unanimously.

President – Ron Ross

Secretary – Brian Schmidt