

CWEP BOARD MEETING MINUTES

The Carthage Water & Electric Plant Board met in regular session December 18, 2025, 3:00 p.m. at the CWEP Office, 627 W. Centennial, Carthage, MO.

Board:

☒ Brian Schmidt -Vice President
☒ Ron Ross- Member
☒ Darren Collier - President
☒ Jack Perkins - Liaison

☒ Sid Teel - Secretary
☒ 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: Mayor Bren Flanigan; City Councilmember Jana Schramm; City Councilmember Beth Kang; Accountant Mandy Bates; Accountant Ben Schwarting; Accountant Jamie Jadwin

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

ADDITIONS/CHANGES TO THE AGENDA: None.

CITIZENS PARTICIPATION PERIOD: None.

APPROVAL OF MINUTES:

A motion by Gier and seconded by Ross to approve the minutes as presented of the regular meeting of November 20th, 2025, passed unanimously.

APPROVAL OF DISBURSEMENTS:

A motion by Ross and seconded by Teel to approve disbursements for November in the amount of \$4,131,048.61, passed unanimously.

REPORT OF OPERATIONS:

Director of Power Services Emery reported operating revenues exceeded budget which was mostly attributed to the purchase power adjustment. He noted purchase power energy expenses are over budget for the year due to Plum Point and Dogwood expenses running higher than expected. He reported Plum Point, Sikeston and Dogwood are all offline right now.

Director of IT & Broadband Services Peterson reported operating revenues are slightly above budget. He noted Fiber is about 92% of the revenue. He reported on major truck line repairs that impacted about 600 customers. He noted Managed WIFI routers have been very popular. He noted there are currently 3,200 active fiber services. He reported 3 of 7 bores have been completed at North Country Club. They added 36 new services at Highland Meadows. They began and continue implementation of the new Sentinel One antivirus and Proxmox virtualization system.

Director of Water Services Choate reported sales were under budget and production accounts were over budget for well maintenance and supply main break on the east side of the power plant. He noted Water Treatment was over due to timing of chemical purchases. He noted an overall positive change in net position for the month. He noted wastewater sales were positive from commercial and industrial being over. Wastewater also had a positive change in net position.

CFO Nugent gave an update on the COP status and MOSIP investments.

FINANCIAL STATEMENT:

CFO Nugent presented the November financials to the Board. She reported combined operating revenues exceeded budget and combined operating expenses were under budget for the month and year to date.

A motion by Garrison and seconded by Teel to approve the November 2025 financials passed unanimously.

COMMITTEE REPORTS: None.

OLD BUSINESS: None.

NEW BUSINESS:

1. Approval of the Fiscal Year 2025 Single Audit Report

CFO Nugent reported a single audit report was required due to the ARPA funding this year stating it was an unmodified clean opinion. It was also reported that KPM found no material weaknesses, no non-compliance issues, and no significant control deficiencies.

A motion by Gier and seconded by Ross to accept the single audit for FY 2024-2025 as presented passed unanimously.

2. Consideration of bids for Substation 4 15kV Vacuum Circuit Breakers

General Manager Bryant noted a formal request was issued seeking qualified contractors to construct the Substation No. 4 15kV Vacuum Circuit Breakers Project. Proposals were received from Siemens Industry, Inc. c/o CBM, Inc., in the amount of \$195,288.00; ABB, Inc. c/o Premier Energy Products in the amount of \$237,407.37; and Meyers Controlled Power, LLC c/o KDJ, Inc. in the amount of \$315,995.00. An additional proposal from Meyers Controlled Power, LLC c/o Stuart C. Irby was received but not evaluated.

After a thorough assessment, Siemens Industry, Inc. c/o CBM, Inc., contingent on negotiation of mutually agreeable Terms and Conditions, met all specifications and requirements and offered the lowest project cost.

A motion by Garrison and seconded by Gier to award this project to Siemens Industry, Inc. c/o CBM, Inc., in the amount of \$195,288.00 contingent on negotiation of mutually agreeable Terms and Conditions, passed unanimously.

3. Consideration of bids for Wastewater Bar Screen Replacement Project

General Manager Bryant reported a request for approval to proceed with the purchase of a new articulating rake screen for the Wastewater Treatment Plant to replace the existing bar screen. To maintain reliability and standardization with equipment that was installed in a similar project a few years ago, this rake screen will be purchased from Haynes Equipment Company, Inc., for a cost of \$245,405.00. Haynes Equipment is the authorized supplier and sole source provider for Parkson Corporation, manufacturer of the articulating rake screen.

In addition to the equipment purchase, Randy Dubry Construction provided an estimate of \$53,769.00 for demolition of the current building, removal and replacement of the existing bar screen. This work will be performed under CWEP's General Construction and Operational Maintenance Repair Services contract.

Allgeier, Martin and Associates, Inc. Will provide engineering services for this project estimated at \$10,000.00, to ensure proper design, integration, and compliance. CWEP will incur some additional expenses, which will be managed through labor and related support provided by internal personnel at the Wastewater Treatment Plant.

A motion by Teel and seconded by Garrison to award the articulating rake screen purchase to Haynes Equipment Company and the construction services to Randy Dubry Construction, passed unanimously.

STAFF REPORTS:

CFO Nugent reported the Inventory barcoding project is going well. She noted staff is working on implementing payment of invoices by ACH. She reported payroll is working on reporting required for the new overtime rules in the OBBBA.

General Counsel and Director of Customer Relations Ludwig reported terms and conditions have been agreed on with the purchase of the Substation 4 transformer. She noted they are still working on tweaking terms and conditions for the purchase of the Circuit Switcher. She reported CWEP employees were able to raise \$680 for the Merry and Bright Futures Christmas which helped provide 14 meal packages, clothing items and essentials, additional ham and turkeys and 10 Walmart gift cards to the kids at Columbian Elementary. She announced the CWEP Lighting Contest was open to a public vote online this year and voting closed on Thursday, December 18th.

Director of IT and Broadband services Peterson reported feedback on the GridEx exercises suggested for injects to be more difficult.

Director of Power Services Emery announced Jake Brunnert, Kristian Terry and Tristain Hartman all completed and graduated the 4 year Lineman Apprenticeship Program.

Director of Economic Development Howard gave an Economic Development Park update.

General Manager Bryant reported the Sparkle in the Park lighting Ceremony was very well attended. He expressed his appreciation to Larry Beckett, the Sparkle in the Park Santa, for his special connection with kids. Bryant reported the CWEP Christmas Party was also well attended and thanked the Board members for attending. He reported a coffee event was held for the CWEP Retirees in the community room and noted CWEP will make an effort to make it an annual event for them. Bryant announced two retirements coming up, Harlan Block on January 30th and Elvis Castor on February 10th. He reported an internal organizational adjustment where the Meter Service and GIS/Engineering teams will merge into a single group known as the Utility Services Team which will be led by Richard Graves under the leadership of Cassandra Ludwig.

BOARD MEMBER COMMENTS:

At 4:28 p.m. a motion by Ross and seconded by Teel to adjourn the meeting passed unanimously.

President – Darren Collier

Secretary – Sid Teel