

**CWEP
BOARD MEETING MINUTES**

November 17, 2022

The Carthage Water & Electric Plant Board met in regular session November 17, 2022, 4:00 p.m. at the CWEP Office, 627 W Centennial, Carthage, MO.

Board:

Danny Lambeth- President

Ron Ross- Vice President

Darren Collier -Secretary

Alan Snow -Liaison

Brian Schmidt - Member

Pat Goff – Member

G. Stephen Beimdiek- 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-Director of Business & ED

President Lambeth called the meeting to order at 4:07 p.m.

APPROVAL OF MINUTES:

A motion by Beimdiek and seconded by Goff to approve the minutes of the regular meeting of October 20, 2022, as presented, passed unanimously.

APPROVAL OF DISBURSEMENTS:

A motion by Collier and seconded by Schmidt to approve disbursements for October in the amount of \$6,444,715.23, passed unanimously.

FINANCIAL STATEMENT:

CFO Nugent presented the financials for October; she noted revenues exceeded budgets for all departments. She reported operating expenses for Water, Wastewater, and Communication came in under budget. Nugent noted high costs of purchase power drove operating expenses over budget for the electric department.

A motion by Beimdiek and seconded by Schmidt to approve October financials passed unanimously.

ADDITIONS/CHANGES TO THE AGENDA:

CHANGE ORDER FOR SUBSTATION 1 & 2 CIRCUIT BREAKERS

GM Bryant presented a change order to the Board requesting additional circuit breakers in the amount of \$134,899.00 for the Substation 1 & 2 upgrade project.

A motion by Beimdiek and seconded by Goff to approve the change order requesting additional circuit breakers in the amount of \$134,899.00, passed unanimously.

COMMITTEE REPORTS: None.

CITIZENS PARTICIPATION PERIOD: None.

OLD BUSINESS: None.

NEW BUSINESS:

PRESENTATION OF THE FISCAL YEAR 2022 AUDIT

Rebecca Baker, CPA with KPM CPAS & Advisors of Springfield, MO, presented the FY 2021-2022 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 Beimdiek and seconded by Schmidt to accept the audit for FY 2021-2022 as presented passed unanimously.

CONSIDERATION OF FY 2022-23-03 RESOLUTION REQUESTING DELIVERY OF CERTIFICATES OF PARTICIPATION FOR IMPROVEMENTS TO THE ELECTRIC SYSTEM OF CWEP

General Manager Bryant welcomed Sarah Granath with Gilmore & Bell, P.C. to the meeting. Sarah presented the board with the process and steps involved in executing certificates of participation.

General Manger Bryant presented the resolution requesting the City of Carthage, Missouri to adopt an ordinance and authorize the delivery of the Certificates and to execute and deliver the City Documents related to the delivery of the Certificates.

A motion by Beimdiek and seconded by Schmidt to approve this resolution requesting the City of Carthage, Missouri adopt an ordinance and authorize the delivery of the Certificates and to execute and deliver the City Documents related to the delivery of the Certificates, passed unanimously. Secretary Darren Collier abstained from this discussion and vote.

CONSIDERATION OF BIDS FOR SUBSTATION 1 & 2 SWITCHES

General Manager Bryant noted a formal request was issued seeking qualified vendors to supply switches for the upgrade at substation 1 & 2.

Proposals were received from Cleaveland/Price, Inc. in the amount of \$123,440.00 and USCO/Hubbell Power Systems, inc. in the amount of \$219,978.00.

After a thorough assessment, GM Bryant recommends awarding this project to Cleaveland/Price, Inc. in the amount of \$123,440.00, as they met all specification and requirements of the request.

A motion by Goff and seconded by Beimdiek to award the purchase of switches for Substation 1 & 2 to Cleaveland/Price, Inc. in the amount of \$123,440.00, passed unanimously.

CONSIDERATION OF BIDS FOR STEEL POLES FOR THE SWPA TO SUBSTATION 1 69KV LINE REBUILD PROJECT

General Manager Bryant reported a formal request was issued seeking qualified vendors to supply steel poles for the SWPA- Sub 1 69kV line rebuild project. Proposals were received from TransAmerican Power Products, Inc. in the amount of \$629,354.00, Valmont Utility Structures in the amount of \$829,583.00, and from Mica Steelworks in the amount of \$860,897.00.

After a thorough assessment, GM Bryant recommends awarding this project to TransAmerican Power Products, Inc. in the amount of \$629,354.00 as they met all specifications and requirements of the request and offered the lowest project cost.

A motion by Collier and seconded by Schmidt to award the purchase of Steel Poles for the Substation 1 line rebuild project to TransAmerican Power Products, Inc in the amount of \$629,354.00, passed unanimously.

CONSIDERATION OF BIDS FOR INSULATORS FOR THE SWPA TO SUBSTATION 1 69KV LINE REBUILD PROJECT

General Manager Bryant announced a formal request was issued seeking qualified vendors to supply insulators for the SWPA Sub 1 69kV line rebuild project. He noted proposals were received from Graybar Electric Co. Inc. in the amount of \$125,792.34, Substation Enterprises in the amount of \$158,865.00, Fletcher-Reinhardt Company in the amount of \$173,940.35, AECl, Inc. in the amount of \$175,358.25, and from Wesco Distribution/Anixter Power Solutions in the amount of \$196,222.20.

After a thorough assessment, GM Bryant recommends awarding the purchase of insulators for the Substation 1 line rebuild project to Graybar Electric Co. Inc. as they met all specifications and requirements of the request and offered the lowest project cost.

A motion by Beimdiek and seconded by Goff to award the purchase of insulators for the substation 1 line rebuild project to Graybar Electric Co. Inc. in the amount of \$125,792.34, passed unanimously.

CONSIDERATION OF BIDS FOR SUBSTATION 2 POWER TRANSFORMERS

General Manager Bryant noted a formal request was issued seeking qualified vendors to supply power transformers for the upgrade at Substation 2. Proposals were received from GE-Prolec Waukesha, Inc. in the amount of \$1,086,707.00, Niagara Power Transformer Corp. in the amount of \$1,116,746.00, Pennsylvania Transformer Technology, Inc. in the amount of \$1,147,543.45, WEG Transformers, USA in the amount of \$1,224,350.00 and Hitachi Energy USA, Inc. in the amount of \$2,061,100.00.

After a thorough assessment, GM Bryant recommends awarding GE-Prolec Waukesha, Inc. in the amount of \$1,086,707.00 as they met all specifications and requirements of the request.

A motion by Schmidt and seconded by Collier to award the purchase of power transformers from GE-Prolec Waukesha, Inc. in the amount of \$1,086,707.00, passed unanimously.

CONSIDERATION OF BIDS FOR SUBSTATION 2 69KV SF6 CIRCUIT SWITCHER

General Manager Bryant noted a formal request was issued seeking qualified vendors to supply 69kV circuit switcher for the upgrade at Substation 2. Proposals were received from Southern States, LLC in the amount of \$52,825.00.

After a thorough review, GM Bryant recommends awarding Southern States, LLC with the purchase of the SF6 circuit switcher as they met all specifications and requirements of the request.

A motion by Goff and seconded by Schmidt to award the purchase to the 69kv SF6 circuit switcher for substation 2 in the amount of \$52,825.00, passed unanimously.

STAFF REPORTS:

General Manager Bryant acknowledged the customer service staff being showcased in the Show-Me magazine. He gave an update on the electric vehicle charging station. GM Bryant announced the lobby is now open to the public. He reported he met with the 33 employees that have been hired within the last three years, giving them an overview of the company, informing them on goals and expectations the company has. He noted CWERP has hired some outstanding folks.

CFO Nugent reported the purchasing department has been very busy with orders, she noted a new employee payroll portal will be available soon and announced a fraud training is scheduled for the end of the month.

General Counsel & Director of Customer Relations Ludwig noted the customer satisfaction survey is live and will remain open for an entire month.

Director of Power Services Emery noted staff if wrapping up the tail end of set up for Sparkle in the Park.

Director of Water Services Choate reported staff have been focused on helping with Sparkle in the Park lighting, worked a couple of main breaks. He noted how well the water system responded to the fire that occurred in the city and announced over 400,000 gallons of water were used.

Director of IT and Broadband Peterson gave an update on the fiber project.

BOARD MEMBER COMMENTS:

Board Secretary Darren Collier congratulated CFO Nugent on a Clean Audit.

At 5:40 p.m. the meeting adjourned.

President – Danny Lambeth

Secretary – Darren Collier