

CWEP BOARD MEETING MINUTES

The Carthage Water & Electric Plant Board met in regular session August 21st, 2025, 3:00 p.m. at the CWEP Office, 627 W. Centennial, Carthage, MO.

Board:

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| <input checked="" type="checkbox"/> Brian Schmidt -Vice President | <input checked="" type="checkbox"/> Sid Teel - Secretary |
| <input checked="" type="checkbox"/> Ron Ross- Member* | <input checked="" type="checkbox"/> Tom Garrison – Member |
| <input checked="" type="checkbox"/> Darren Collier - President | <input checked="" type="checkbox"/> Mark Gier – Member** |
| <input checked="" type="checkbox"/> Jack Perkins - Liaison | |

*Attended via videoconference

**Attended via phone call and abstained from all votes

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 type="checkbox"/> Kelli Nugent/CFO |
| <input checked="" type="checkbox"/> Jason Peterson-Director of IT & Broadband | <input checked="" type="checkbox"/> Kevin Emery-Director of Power Services |
| <input checked="" type="checkbox"/> Megan Kirby- Executive Assistant | <input checked="" type="checkbox"/> Stephanie Howard-Economic Development Manager |

Others present: Mayor Bren Flanigan; City Councilmember, Beth Kang; City Councilmember, Jana Schramm

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

ADDITIONS/CHANGES TO THE AGENDA:

GM Bryant recommended adding a new agenda item to new business: Resolution 2025.04: A resolution of the Carthage Water & Electric Plant Board to approve authorized signatories for institutions holding CWEP financial accounts. GM Bryant cited a personal emergency with one of the currently authorized signers which arose earlier in the day. This emergency triggered the need to pass the resolution to ensure CWEP can continue to operate as normal while that staff member is temporarily out of the office. With no objection, the agenda item was added to the agenda as item number 5 under new business.

APPROVAL OF MINUTES:

A motion by Garrison and seconded by Teel to approve the minutes as presented of the regular meeting of July 17, 2025, passed unanimously.

APPROVAL OF DISBURSEMENTS:

A motion by Schmidt and seconded by Teel to approve disbursements for July in the amount of \$6,215,602.05, passed unanimously.

FINANCIAL STATEMENT:

The June 2025 financial statements were presented to the Board by the department directors. Director of Power Services Emery reported operating revenues on the electric side were short of budget for both the month and year to date and operating expenses were under budget for the month and year to date. Director of Water services Choate reported operating revenues for the water department exceeded budget for both the month and year to date and operating expenses were under budget for both the month and the year to date. He also noted on the wastewater side operating revenues exceeded budget for both the month and year to date and operating expenses were over budget for the month and under budget for the year to date. Director of IT & Broadband Peterson noted operating revenues on the communication side exceeded budget for the month and were on target for the year to date and Operating expenses were under budget for both the month and year to date.

The directors presented the July 2025 financial statements noting that combined operating revenues were below budget for the month and combined operating expenses were under budget for the month. Director of Power Services Emery noted operating revenues were short of budget for the month and operating expenses were over budget for the month, he noted purchase power and demand was over budget, transmission expenses were higher, and the load was up. Director of Water Services Choate reported operating revenues for the water department were below budget for the month and operating expenses were under budget for the month. He noted on the wastewater side, operating revenues exceeded budget for the month, and operating expenses were under budget for the month. Director of IT & Broadband services Peterson reported on the communication side that operating revenues exceeded budget for the month, and operating expenses were under budget for the month.

A motion by Schmidt and seconded by Garrison to approve the June and July 2025 financials passed unanimously.

COMMITTEE REPORTS: None.

CITIZENS PARTICIPATION PERIOD: None.

OLD BUSINESS: None.

NEW BUSINESS:

1. Consideration of Resolution 2025.03: Mutual Aid for multiple Cities

General Manager Bryant acknowledged the mutual aid work of the CWEP linemen, Chance Adams, John Amershek, Jake Brunnert, Scott Dudolski, Tristain Hartman, Jeff Moore, Chris Perry, James Pittman, Justin Ralston and Noah Smith noting that they exhibited exemplary behavior in representing Carthage Water and Electric Plant and the citizens of the Carthage community.

A motion by Ross and accepted by Garrison to approve the resolution recognizing the CWEP lineman for mutual aid work assistance in Liberal, Lamar, Monett and Springfield, Missouri, passed unanimously.

2. Consideration of the CWEP Cybersecurity Policy

GM Bryant presented the proposed Cybersecurity Policy to the board noting the purpose of the policy is to affirm the Board's commitment to protecting CWEP's digital infrastructure and critical services while delegating detailed policy development and implementation to management. He noted this allows CWEP to adapt to emerging threats and technologies while minimizing the need for repeated Board action on technical specifics.

A motion by Ross and seconded by Schmidt to approve the CWEP Cybersecurity Policy, passed unanimously.

3. Recommendation to proceed with the Mini Excavator Lease Extension

General Manager Bryant reported CWEP has the option to extend the lease on the current hydraulic mini excavator for an additional three years. The unit is still in good mechanical condition and should continue providing service needs for the departments. He noted the annual cost for extending the lease will decrease, as the unit is a 2021 model. The annual cost to extend the lease for another three years will be \$8,536.32. This renewal option will save CWEP approximately \$13,687.68 per year instead of leasing a new model excavator. Fabick Cat is also offering to extend the Equipment Protection Coverage Powertrain and Hydraulics Warranty on this unit for the cost of \$3,275.00, which will cover all three years of the lease.

A motion by Teel and seconded by Garrison to extend the current lease on the existing excavator with Fabick Cat for another three years and include the extended warranty, passed unanimously.

4. Recommendation to proceed with the Lift Station Upgrades

General Manager Bryant noted a request for approval to proceed with the electrical upgrades at four of CWEP's existing lift stations. The lift stations to receive upgrades will be Flex-O-Lator, Ford, Precious Moments, and Underground. This construction project will include materials, concrete, electrical upgrades, labor, and generators at the Ford and Flex-O-Lators lift stations.

The total estimated cost for this project is \$334,539.31. All work will be conducted in accordance with the General Construction and Operational Maintenance Services Contract with Randy Dubry Coconstruction.

A motion by Garrison and seconded by Schmidt to approve proceeding with the electrical upgrades in the amount of \$334,539.31, passed unanimously.

5. Recommendation of Resolution 2025.04: A resolution of the Carthage Water & Electric Plant Board to approve authorized signatories for institutions holding CWEP financial accounts

GM Bryant presented to the Board, Resolution 2025.04: a resolution of the CWEP Board to approve authorized signatories for institutions holding CWEP financial accounts. The authorized signatories of financial documents on behalf of CWEP are to include the following: General Manager, Chuck Bryant; Chief Financial Officer, Kelli Nugent; and CWEP Board Vice President, Brian Schmidt.

A motion by Garrison and seconded by Teel to approve Resolution 2025.04: a resolution of the CWEP Board to approve authorized signatories for institutions hold CWEP financial accounts, passed unanimously. Schmidt was present in the meeting but abstained from the vote.

STAFF REPORTS:

General Manager Bryant informed the Board of CFO Nugent's recent medical concerns and noted she may be out of the office for a significant period of time. He expressed his heartfelt appreciation for CFO Nugent and all she does for CWEP. He asked for thoughts and prayers for her and her family during this time. He acknowledged his assurance in Accountants Ben Schwarting and Mandy Bates to keep things rolling while CFO Nugent is away. He gave an update on the strategic plan noting that all points of the strategic plan have been assigned and tasked. Bryant reported the MPUA Annual Conference is the first week of October and asked Board members who are interested in attending to let Executive Assistant Kirby know. He noted a new accountant has been hired and she is set to begin working in mid-September.

Accountant Mandy Bates assured the Board that she and Ben are comfortable with completing day to day routines of CWEP business while CFO Nugent is away.

General Counsel and Director of Customer Relations Ludwig reported the Kiosk is having issues taking checks, but staff is working to resolve the issue. She noted HR Fewin is working with Assured Partners for Health Insurance quotes.

Director of Water Services gave an update on ARPA funds.

Director of It and Broadband services Peterson noted the power outage impacted the server room at the warehouse. After this event, an effort was made to coordinate with the Power Plant a solution to improve power resilience for the Warehouse which involved operating off of the Power plant generator. Peterson also noted the KAMO interconnection was completed and tested between the interconnection point and South Water Tower.

Director of Economic Development Howard reported the activity behind the Dodge dealership along Fir Rd is for construction of a new Tractor Supply.

Director of Power Supply Emery reported the outage from the SWPA substation was caused by a snake. He noted that CWEP staff were able to work with SWPA staff to get the issue resolved in a timely manner. He reported the poles along Hazel Street are for Feeder 20 and that work should begin next week.

BOARD MEMBER COMMENTS:

Board Member Gier expressed his thoughts to everyone as they navigate the everyday work routines while CFO Nugent is away.

President Collier inquired about JASCO tree service. GM Bryant acknowledged that JASCO tree service is doing a great job. Collier commended the efforts by staff on the school supplies drive for Bright futures. He noted he attended the "Leading your Water Utility Workshop" hosted by MPUA. He expressed Nugent's medical news as a "gut punch" and noted his thoughts and prayers are with her and her family. He expressed his confidence in accountants Mandy Bates and Ben Schwarting to do a great job while she is away. He advised staff to use Nugent's situation as a wake-up call for staff to make sure and have a succession plan in place in case something was to happen where you had to be away for an extended amount of time. He noted there are good resources at MPUA to take advantage of. Lastly, he noted CWEP has the board's support.

At 4:07p.m a motion by Schmidt and seconded by Garrison to adjourn the meeting passed unanimously.

President – Darren Collier

Secretary – Sid Teel