

CWEP BOARD MEETING MINUTES

The Carthage Water & Electric Plant Board met in regular session May 12, 2025, 3:00 p.m. at the CWEP Office, 627 W Centennial, Carthage, MO.

Board:

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

Others present: Mayor Bren Flanigan, Council Member Jana Schramm

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

ADDITIONS/CHANGES TO THE AGENDA:

APPROVAL OF MINUTES:

A motion by Collier and seconded by Garrison to approve the minutes as presented of the regular meeting of April 16, 2025, passed unanimously.

APPROVAL OF DISBURSEMENTS:

A motion by Gier and seconded by Collier to approve disbursements for April in the amount of \$6,273,610.13, passed unanimously.

FINANCIAL STATEMENT:

CFO Nugent presented the April 2025 financials to the Board, noting that combined operating revenues were below budget for the month and year-to-date, combined operating expenses were over budget for the month but under budget for the year -to-date. The combined change in net position for the month came in ahead of budget by approximately \$16,000. The change in net position is ahead of budget for the year-to-date.

A motion by Gier and seconded by Collier to approve the March 2025 financials passed unanimously.

COMMITTEE REPORTS: None.

CITIZENS PARTICIPATION PERIOD: None.

OLD BUSINESS: None.

NEW BUSINESS:

1. Consideration 2025 Strategic Plan

General Manager Bryant welcomed Danette Scudder to the meeting via video conference. Ms. Scudder presented the final strategic plan document to the Board, reviewing the steps taken in the process, the work done during the January meeting, and work completed by staff in the past couple of months. She reviewed the mission, vision, and values, SWOT analysis and key strategic focus areas. She reminded the Board she will be back midway through FY26 to help assess progress and revise the plan as needed.

A motion by Collier and seconded by Teel to adopt the strategic plan as presented passed unanimously.

2. Consideration of bids for sludge hauling

General Manager Bryant presented to the Board the bids received for sludge hauling. Proposals were received from Hillhouse Pumping, Hodges Farm & Dredging, and Midwest Injection. GM Bryant and Director of Water Services Choate explained to the Board CWEP's process regarding sludge hauling, detailing specifics regarding the speed at which sludge is drained from the basin and how that impacts the overall cost to CWEP, noting that a slower draining of the sludge basin allows CWEP to sufficiently decant the sludge, meaning fewer gallons and total loads being hauled. Also discussed were locations of each vendor and associated response times, as sludge hauling is done on an "as needed" basis, with potential for emergency hauls being needed.

A motion by Collier and seconded by Garrison to approve awarding the sludge hauling contract to Hillhouse Pumping, passed unanimously.

3. Consideration of bids for the construction of Feeder 20

GM Bryant presented bids to the Board for the construction of Feeder 20. Bids were received from Utility Line Construction Services in the amount of \$637,283.80; Hawk Line Construction, LLC in the amount of \$987,387.74; B&L Electric, Inc. in the amount of \$997,090.88; BBC Electrical Services, Inc. in the amount of \$1,284,456.01; Henkels & McCoy, Inc, in the amount of \$1,599,322.43; and KV Power Energy Services, LLC in the amount of \$1,997,627.96. After a thorough assessment by Allgeier, Martin & Associates, CWEP's engineers for the project, Utility

Line Construction Services met all specifications and requirements of the bid and offered the lowest project cost.

A motion by Collier and seconded by Garrison to approve the bid by Utility Line Construction for the construction of Feeder 20, in the amount of \$637,283.80, passed unanimously.

STAFF REPORTS:

GM Bryant discussed recent mutual aid assistance CWEP's electrician distribution crew provided to the communities of Lamar and Monett. He noted how CWEP always learns from our experiences in other communities. A discussion was held regarding mutual aid and how that process works within the state and nationally. GM Bryant complimented our electric distribution crew for their willingness to volunteer. Bryant also noted our water distribution crews have helped other communities in the past as well.

Bryant reminded the Board that the City Council budget committee meets Wednesday, May 14, at 5:30 p.m. to hear CWEP's budget and he invited all Board members to attend if available. Bryant informed the Board that he attended SPRA meetings the previous week. He also invited the Board to the annual CWEP spring picnic on May 31. Bryant announced that Buddy Norwood passed away over the weekend, noting he was a long-tenured employee of CWEP and he expressed his condolences to Buddy's family.

CFO Nugent informed the Board that both Accountants Ben Schwarting and Mandy Bates were out of the office last week for an APPA cost-of-service training, and she was also out of town on vacation. She commended her team for being able to complete payroll and month-end financials while working remotely.

General Counsel and Director of Customer Relations Ludwig explained to the Board that her department is investigating the possibility of creating a program where customers could donate or "round up" their utility bill to help those who need financial assistance. She noted that the team met with the person in the Economic Security office who administers a similar program for Missouri American Water. She said the next steps are discussing the possibility with PCS and determining how that could work with our billing program. Ludwig also announced that winter average wastewater rates were updated in April. Finally, she informed the board that the recent Tower 2 Tower 5k run raised just over \$2,500 for Water for People.

Economic Development Manager Howard discussed community housing and childcare needs and efforts being made to address them.

Director of Water Services noted that approximately 10 of 12 miles of the ARPA CIPP project are complete and he estimates the project will be fully complete in another 6-8 weeks.

Director of IT & Broadband Services Peterson discussed his ideas for starting work on business continuity for the strategic plan.

Director of Power Services updated the Board on the work being done in Sub 2 and on Feeder 17, noting that the latter project should be complete in the coming weeks. He also informed the Board that Cody Stockdale, who currently works in the water distribution department, has accepted the Apprentice Dispatcher position and will be moving to the power plant in the coming weeks.

BOARD MEMBER COMMENTS:

Board President Ross informed the Board that CWEP Board Officials will change on July 1 with the new fiscal year. He expressed some suggestions to the Board for a new slate of officers and told the Board they would vote during the June board meeting.

City Council Liaison Perkins made general inquiries regarding the utilization of trash and/or landfills to generate electricity.

Board Member Gier inquired about CWEP requiring bonds for certain projects.

At 5:00 pm, a motion by Garrison and seconded by Collier to adjourn the meeting passed unanimously.

President – Ron Ross

Secretary – Brian Schmidt