

# CWEP BOARD MEETING MINUTES

May 20, 2020

The Carthage Water & Electric Plant Board met in regular session May 20, 2020, 4:00 p.m. at the CWEP Office, 627 W Centennial, Carthage, MO.

**Board:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Neel Baucom- President         | <input checked="" type="checkbox"/> Brian Schmidt - Member |
| <input type="checkbox"/> Danny Lambeth -Vice President             | <input type="checkbox"/> Ron Ross – Member                 |
| <input checked="" type="checkbox"/> G. Stephen Beimdiek -Secretary | <input checked="" type="checkbox"/> Pat Goff - Member      |
| <input checked="" type="checkbox"/> Darren Collier -Liaison        |  |

**Staff:**

- |   |  |
|---|--|
| <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 IT & Broadband  | <input checked="" type="checkbox"/> Kevin Emery-Director of Power Services     |
| <input checked="" type="checkbox"/> Megan Stump- Executive Assistant        | <input checked="" type="checkbox"/> Stephanie Howard-Director of Business & ED |
| <input checked="" type="checkbox"/> Meagan Milliken-Customer Relations Mgr. |  |

President Baucom called the meeting to order at 4:00 p.m.

**ADDITIONS/CHANGES TO THE AGENDA:** None.

**APPROVAL OF MINUTES:**

A motion by Goff and seconded by Schmidt to approve the minutes of the regular meeting of April 16, 2020 as presented passed unanimously.

**APPROVAL OF DISBURSEMENTS:**

A motion by Goff and seconded by Schmidt to approve disbursements for April in the amount of \$3,000,191.37 passed unanimously.

**FINANCIAL STATEMENT:**

CFO Nugent presented the financials for April noting that the net income for the utility combined exceeds the full year budget amount by \$1.45 million. Operating revenues for all departments except Electric were higher than budget for the month. The same trend applies for year to date. Operating expenses were slightly higher than budget for the month for Water and Wastewater but lower than budget for Electric and Communications. However, year to date, operating expenses are lower than budget for all departments except Wastewater. She noted

that for the year to date power and water loss percentages came in at 1.57% and 11.98%, respectively.

A motion by Goff and seconded by Schmidt to approve April financials passed unanimously.

**COMMITTEE REPORTS:** None.

**CITIZEN'S PARTICIPATION PERIOD:** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**RECOMMENDATION OF GPS ELECTRICAL DISTRIBUTION FIELD INVENTORY INSPECTION**

General Manager Bryant noted a formal solicitation was issued for a GPS field inventory inspection project for CWEP's electrical distribution system. A pre-proposal meeting was held for firms interested in the project. CWEP received three proposals with Davey Resource Group, Inc. submitting the lowest proposal in the amount of \$215,661.47. GM Bryant recommends rewarding this project to Davey Resource Group, Inc.

A motion by Beimdiek and seconded by Goff to award Davey Resource Group, Inc for the GPS field inventory inspection project in the amount of \$215,661.47, passed unanimously.

**CONSIDERATION ON THE PURCHASE OF A SUBMERSIBLE PUMP**

General Manager Bryant is requesting approval for the purchase of a high-efficiency Flygt submersible pump that will serve as a backup to CWEP's levee lift station. Bryant reported there is only one authorized sole source distributor in this territory that this specialized design pump may be purchased from, which is JCI Industries, Inc. Therefore, the request for formal bids will not be required. Bryant noted this distributor has not only provided similar products to CWEP previously but also has properly trained staff to offer service on these products and replacement parts if needed.

A motion by Beimdiek and seconded by Schmidt to approve the purchase of a high-efficiency Flygt submersible pump from JCI, Industries, Inc., passed unanimously.

**SELECTION OF BOARD OFFICERS FOR 2020-2021**

Goff reported on behalf of the Nominating Committee, presenting a slate of officers for the upcoming year as follows: President- Steve Beimdiek, Vice President- Danny Lambeth, and Secretary- Ron Ross.

A motion by Schmidt and seconded by Goff to approve the slate of officers as presented passed unanimously with terms to take effect in June.

## **STAFF REPORTS:**

General Manager Bryant commended staff on continuing to step up to the plate during these trying times. He reported Customer Service has been handling the changes exceptionally well. GM Bryant noted crews have still been busy, work has not slowed down with new subdivisions and projects continuing to move forward. Bryant gave a brief presentation on CWEP's monthly cash receipts. He noted the AMI project is moving forward, staff is currently reviewing a draft contract and scope of work documents from Anixter for the AMI project. GM Bryant expressed his appreciation to Liaison Darren Collier and congratulated him on his retirement from City Council.

CFO Nugent praised Human Resource Manager Kyle Fewin for working well with CWEP staff during the COVID-19 pandemic.

Director of Power Services Emery noted a one month follow up for transformer 2-1 resulted with low ethane levels.

Director of Water Services Choate noted the water and wastewater departments have several projects right now.

General Counsel Ludwig gave a legislative update.

Director of Business and ED Howard gave an update on the Schreiber development.

Director IT & Broadband Service Peterson noted the tech team are wrapping up fiber service installations for Water View Estates.

## **BOARD MEMBER COMMENTS:**

Baucom on behalf of the Board acknowledged Liaison Darren Collier for all his time throughout the years.

At 4:49p.m. the meeting adjourned.

---

President – Neel Baucom

---

Secretary – Steve Beimdiek