

MEETING OF THE BOARD OF PUBLIC WORKS  
December 13, 2022  
Board Room-303 S. Anthony Street, Kennett, MO 63857

Members Present:

Bob Green  
John Robertson  
Randy Baker  
Towny Sparks

Others Present:

Jamie Chitester, CEO  
Marty Johnson, COO  
Crystal Dennis, CFO  
Jill Rickman, CHRO

Mr. Green called the meeting to order.

A discussion of the previous night's meeting with the City Council was held.

A motion to amend the agenda to add the approval of the December 12, 2022 minutes was made by Mr. Robertson. Mr. Baker seconded the motion, and all were in favor.

The November 11, November 17, December 6, and December 12 open and closed session minutes were presented. Mr. Robertson made a motion to approve all minutes as presented. Mr. Sparks seconded the motion, and all were in favor.

The October 2022 preliminary financials were presented. No action was required.

The November 2022 expenditures were presented. Mr. Robertson made a motion to approve the expenditures as presented. Mr. Baker seconded the motion, and all were in favor.

The 2023 rate adjustments were presented. The rate adjustments are part of the cost-of-service study's recommendations. The water rate increase would begin in January and electric and gas rate increases would begin in April. Mr. Baker made a motion to approve the 2023 rate adjustments as presented. Mr. Sparks seconded the motion, and all were in favor.

Ms. Dennis requested that the AFLAC administration be moved to the AFLAC District Office, Otis Long. Mr. Baker noted that he would abstain from discussion and vote due to a conflict of interest. Mr. Sparks made a motion to approve Otis Long as the AFLAC administrator. Mr. Robertson seconded the motion. Mr. Sparks, Mr. Robertson, and Mr. Green voted in favor, and the motion passed. Mr. Baker abstained from the vote.

The Cyber Security Policy was presented. Mr. Robertson made a motion to approve the policy as presented. Mr. Sparks seconded the motion, and all were in favor.

The request was made to rescind the Computer Policy. The information from the Computer Policy is now covered in the Cyber Security Policy. Mr. Robertson made a motion to rescind the policy. Mr. Baker seconded the motion, and all were in favor.

Chief Operating Officer Updates:

Electric: Maintenance and protection relay upgrades

Gas: PSC audit went well. They asked for the OQ plan to have some changes made. Blake Bowers did a good job on his first PSC visit. Gas is being taken from Texas Eastern this winter to save money.

Water/Sewer: Pricing boring machines

Power Plant: Generated for maintenance, average price for a MW of power is down this month

Water Treatment: Held meetings to modify MBBR

IT: Looking into wireless services for customers. This would be an added revenue stream.

[Note: Mr. Sparks had to leave the meeting at this point.]

Chief Executive Officer Updates:

Mr. Chitester noted that he is contemplating hiring an electrical engineer to manage the electric generation and distribution departments. He has instructed the Water Treatment Director to follow the instructions of Triple Point exactly as provided, to ensure compliance with warranty claims. A purchase gas adjustment is being added to bills that will be due January 14<sup>th</sup> and will continue until the price of natural gas lowers. We continue to wait on the land contract for the Water Treatment wells and plant. Mr. Chitester is continuing to work to have the ISO documents updated with the correct information. The new single billing cycle is in effect. There was some delay of bills this month due to issues with our bill printing company. The delays were so extreme that we will be moving the printing and mailing back in house as soon as equipment can be obtained. Mr. Chitester informed the Board that the price of water pipe is \$21 per foot and that a boring machine would pay for itself after 14,000 feet of pipe is laid. The water hydraulic study with Fisher & Arnold is making progress. The city has been broken down into five (5) zones. Each zone will have a proposed pipe replacement plan and an estimate cost to complete the plan. CLGW will be requesting quotes for the insurance coverage provided by MIRMA.

Miscellaneous general:

Mr. Baker was asked by Mayor Wayne to ask the Board about billing for trash and if we could possibly do it for \$0.25 per account billed. The Board asked that the City Council send a formal proposal for a discussion to be held and decision to be made.

The results from the leadership 360 survey and Awards Banquet feedback were shared with the Board.

The next meeting will be held **Tuesday, January 10, 2023.**

Adjournment:

There being no further business, Mr. Robertson made a motion to adjourn the meeting. Mr. Baker seconded the motion, and all were in favor.

Attest:

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Randy Baker

Secretary