

MEETING OF THE BOARD OF PUBLIC WORKS  
August 22, 2023  
Board Room-303 S. Anthony Street, Kennett, MO 63857

Members Present:

John Robertson  
Randy Baker  
Towny Sparks  
Tony Parr

Others Present:

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

Jake Crafton, Mayor  
Terry McVey, City Attorney  
Randy Carter, Councilman

Mr. Robertson called the meeting to order and presented the agenda for approval. Mr. Baker made a motion to approve the agenda. Mr. Sparks seconded the motion, and all were in favor.

The August 8, 2023 meeting minutes were presented. Mr. Sparks made a motion to approve all minutes as presented. Mr. Parr seconded the motion, and all were in favor.

The June 2023 preliminary financials were presented. No action was required.

The July 2023 expenditures were presented. Mr. Sparks made a motion to approve the expenditures as presented. Mr. Baker seconded the motion, and all were in favor.

Ms. Dennis presented the banking services bids for a 12-month certificate of deposit. There were five bids received with the highest being from Unico Bank. Mr. Sparks made a motion to approve the bid from Unico Bank for a 12-month CD, depositing \$3 million from the Electric and Internet Departments. Mr. Baker seconded the motion, and all were in favor.

Mr. Chitester recommended approving the bid for an ERP system from NISC. He shared the cost, potential cost savings, services provided, and benefits of using NISC as an ERP system provider. Mr. Sparks made a motion to approve NISC as an ERP system provider. Mr. Parr seconded the motion, and all were in favor.

Mr. Chitester informed the Board that our after-hour service call charge currently does not cover our actual cost. He recommended adjusting our after-hour service call fee to \$95. Mr. Sparks made a motion to approve adjusting the after-hour service call fee to \$95. Mr. Baker seconded the motion, and all were in favor.

Chief Operating Officer Updates:

Electric-Preparing for an 800-ft build out for a new building on the FCC-Behavioral Health campus. The Tree Trimmers are working on secondary clearance. A new CT meter testing program has been implemented.

Gas-There has been no news on the grant that was submitted in July. The crew completed the annual valve turning and inspection.

Water/Sewer/Water Treatment-Several employees are attending the Missouri Rural Water Association conference. Crews are washing sewer lines. The MBBR is working and the limits are currently being met.

IT-The new bucket truck for IT arrived and is in use.

Power Plant-The crews continue to generate to use up gas in storage and to offset high prices. So far in August we generated 257MWH and 388MWH in July. The crews are also working on capacity and operational permit testing.

Chief Executive Officer Updates:

Hydro Power-Southwest Power Administration has informed CLGW that there will be a 20% increase in hydro power costs beginning in January 2024.

IT-Mr. Chitester met with the Communications Director of the Dunklin County Sheriff's Department to coordinate IT services for the 9-1-1 operations for the Kennett Police Department. The City is working on a letter to apply for a free .gov domain.

Water/Water Treatment-Mr. Chitester shared an update on new well bids and testing. CLGW staff are working with Pedrotti to complete SCADA automation of the Water Treatment Plant.

Frey Farms-Mr. McVey shared our list of proposed mediators with Frey Farms' attorney. The attorney stated that they would share the proposed mediators. Mr. McVey noted that once a mediator is chosen the process should be complete within 30 days.

Credit Card Fees-Two of the top three credit card fee producers have agreed to pay using a different method. The school says they will pay with a different method if CLGW will do an annual scholarship. The Board instructed Mr. Chitester to propose a scholarship plan at the next meeting.

Solar Generation-We have received two bids and are waiting on a third bid for a 5MW solar array.

Land Acquisition-MFA has approached CLGW about purchasing the old Green/Griffin Oil property next to the Water Treatment Plant. The Board noted that they would not be interested in purchasing the property if it is a contaminated, Brownfield site. Board asks Mr. Chitester to look into purchasing the property beside the IT barn.

Trash Committee-The Chair of the Trash Committee would like to recommend to the City Council that CLGW become the trash provider for the City. Mr. McVey notes that you have to give a two year notice before you can begin providing the service. Mr. McVey is going to research the statute to see the exact wording on if a utility-owned trash service that is billed with your utility bill, if utilities can be turned off for non-payment of the trash service portion of the bill. (Mr. McVey had to exit the meeting at this time.) Much discussion was held. Mr. Sparks made a motion that if the City Council is in favor of CLGW becoming a trash provider, that the Board will entertain it. Mr. Parr seconded the motion, and all were in favor.

Logo-Mr. Chitester shared a logo using the Kennett Board of Public Works business name. He stated that we will begin a slow process of changing over from CLGW to KBPW.

Miscellaneous general:

The next meeting will be determined. During discussion there were several scheduling conflicts.

Upcoming events: September 6<sup>th</sup>-Blood Drive at the IT barn and September 19<sup>th</sup>-Customer Appreciation Day.

Adjournment:

There being no further business, Mr. Parr 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