

MEETING OF THE BOARD OF PUBLIC WORKS  
September 5, 2024  
Board Room-303 S. Anthony Street, Kennett, MO 63857

Members Present:

John Robertson  
Tony Parr  
Randy Baker  
Towny Sparks

Others Present:

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

Jake Crafton, Mayor  
Dennis Pelts, Councilman  
Lisa Dry, Councilwoman

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

The August 6, 2024, open and closed session meeting minutes were presented. Mr. Parr made a motion to approve all minutes as presented. Mr. Sparks seconded the motion, and all were in favor.

The July 2024 preliminary financial were presented. No action was required.

Ms. Dennis presented a recommendation to accept the high bid from Unico Bank for a 12-month CD. Others that bid were First State Community Bank, Southern Bank, and Kennett Trust Bank. Unico Bank's bid is for 5.15% for 12 months. Mr. Sparks made a motion to accept the Unico Bank bid for a 12-month CD. Mr. Parr seconded the motion, and all were in favor.

The Stand-By and Call-Out employee handbook policy update was presented to the Board. Mr. Baker made a motion to approve the updates to the Stand-by and Call-Out employee handbook policy. Mr. Parr seconded the motion, and all were in favor.

Chief Operating Officer:

Electric – Crews continue to work on solar reconditioning. Three Lineman are attending the Missouri Public Utility Alliance rodeo and training. The annual pole top rescue class was held on August 29<sup>th</sup>.

IT – Had an internet outage that affected two neighborhoods due to storm damage. The new IT technician truck is in service.

Gas – All recommendations from the PSC inspection are complete. Staff have been talking with Symmetry about future gas purchases. Our gas storage capacity is full.

Power Plant – Capacity testing is complete. The energy market has been very mild recently. An electrician has been hired and will be housed at the Power Plant.

Water/Sewer – EPA and DNR require water providers to submit an inventory of lead lines. Our inventory will be complete and submitted soon.

Water Treatment – The lagoon is running well. Work on the SCADA equipment for automation of the Water Plant is making good progress.

City IT Services – The City is having issues with VPN connections. This is having to be fixed by a third party.

Safety – The Director attended a weeklong conference and training last week.

Purchasing – Savings for the month are \$8,200 and \$49,000 for the year.

Chief Executive Officer:

Solar Project – Work will begin on the site next month and a groundbreaking ceremony will be held October 22<sup>nd</sup>.

New Water Plant – A water sample for the potential site for a new Water Plant is being tested. If the sample is acceptable by DNR then we will move forward with the purchase option on the land. Bids for a new well are due later this month.

NISC – The go live date for the financial side of the software has been pushed back by one month.

Gas – We are getting an environmental study completed for the PHMSA grant that we were awarded earlier this year.

Sanitation – The Transfer Station permit application has been submitted to DNR. Staff are working on a grant to assist with funding for the construction of the Transfer Station from the Delta Regional Authority. Staff met with City staff about moving the shooting range to a new location. Work has begun on the Compress building that will house the Sanitation and Purchasing staff.

Rental Permits – Staff met with City staff to provide information needed for the new rental permitting process.

Miscellaneous general:

The meeting on September 17, 2024, was cancelled. The next meeting will be October 8, 2024, at 11:30 a.m.

Closed Session: A Closed Session meeting was held, pursuant to the Sunshine Law, RSMo 1998, Section 610.021, (3) hiring, firing, disciplining, or promoting of particular employees. Mr. Parr made a motion to enter closed session. Mr. Baker seconded the motion, and roll call vote was taken-Robertson, aye, Baker-aye, Sparks-aye, and Parr-aye. Motion carried.

Adjournment:

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

Attest:

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Randy Baker

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Secretary