CWEP
BOARD MEETING MINUTES

The Carthage Water & Electric Plant Board met in regular session July 16, 2026, 3:00 p.m. at the CWEP Office, 627 W. Centennial, Carthage, MO.

Board:

☒Brian Schmidt - President
☒Ron Ross- Member
☒Darren Collier - Member
☒Jack Perkins - Liaison
☒ Sid Teel – Vice President
☐Tom Garrison – Secretary
☒ Mark Gier – Member

Staff:

☒Chuck Bryant-General Manager
☒Cassandra Ludwig-General Counsel
☒Jason Peterson-Director of IT & Broadband
☒Megan Kirby- Executive Assistant
☒Jason Choate-Director of Water Services
☒Kelli Nugent/CFO
☒Kevin Emery-Director of Power Services
☒Stephanie Howard-Economic Development Manager

Others present: Accountant Mandy Bates; Mayor Bren Flanigan; City Councilwomen Beth Kang

President Schmidt called the meeting to order at 3:00 p.m.

ADDITIONS/CHANGES TO THE AGENDA: None.

CITIZENS PARTICIPATION PERIOD: None.

APPROVAL OF MINUTES:

A motion by Collier and seconded by Teel to approve the minutes as presented of the regular meeting of June 11th, 2026, passed unanimously.

APPROVAL OF DISBURSEMENTS:

A motion by Ross and seconded by Gier to approve disbursements for June in the amount of $6,506,911.81, passed unanimously.

REPORT OF OPERATIONS:

Dir. of IT Services Peterson provided an update on fiber deployment and cybersecurity. The fiber team completed 46 residential installations during the reporting period, bringing total number of active fiber services to 3,474 and increasing the take rate to 45%. The Board was also informed of an increase in software vulnerabilities identified within the organization's systems, which will require remediation and patching by the team. The increase was attributed to the growing use of AI- based tools and models that can identify vulnerabilities more effectively.

Dir. of Water Services Choate noted a plan for an extension of 12” main to the north side of the new entrance for the Economic Development Park. This will have the main stubbed out to the north side in preparation for future development. He noted CWEP had a CIPP liner installed in the sewer main to give it additional structural support given the main will have approximately 12’ of cover over it once the entrance is complete.

Dir. of Power Services Emery noted the electric department focused much of their attention on end of year items during the month. He reported a strong storm occurred on June 13th that caused widespread outages that required a lot of attention during the second half of the month. The outage impacted about 1600 customers. Staff have also been working with Own Engineering and Zanevan Engineering on plans for the highway improvements along Central Ave. This will include adding new decorative lighting.

CFO Nugent reported the physical inventory count was taken at year-end using the new QR scanning software. All went as expected with small adjustments only. The auditor performed test counts on the inventory with no exceptions noted. The accounting department is working on closing the fiscal year.

FINANCIAL STATEMENT: None.

COMMITTEE REPORTS: None.

OLD BUSINESS: None.

NEW BUSINESS:

1. **Consideration of bids for On-Call Excavation Services**

General Manager Bryant noted proposals were requested to establish a renewable agreement with a qualified contractor to provide CWEP with general excavation services for an on-call, as-needed basis to support emergency response and other excavation needs. Services may include, but are not limited to, excavation, trenching, backfilling, site restoration, material hauling, and emergency or storm response cleanup within Carthage, Missouri.

CWEP received proposals from four contractors: Davey Dirtworks, Dirks Heavy Contractors, Freeman Landworx, and Peck Schrader Excavating.

After a thorough evaluation of all proposals, Freeman Landworx appears to have offered the majority of the lower proposed costs for equipment and labor.

A motion by Ross and seconded by Gier to award this project to Freeman Landworx, passed unanimously.

2. Consideration of completion of Economic Development Park Access Road

General Manager Bryant presented the project of an Access Road for the Economic Development Park to the Board. He introduced Randy Dubry to the Board and mentioned Randy has worked in the municipal space for CWEP since 1989. Randy gave an overview of the project. GM Bryant expressed his appreciation to Randy and thanked him for his partnership and all the work he has done for the utility. Bryant noted the following proposals were received from Randy Dubry Construction, LLC:

- 4,200 L ft. of curb and gutter, 8,016 syd of 7" asphalt paving $539,345.00
- 7 inlet boxes and 607 L ft. of drainpipe $162,000.00
- MO-DOT section of Industrial Road Project $438,950.00

This work will be performed under CWEP's General construction and Operational Maintenance Repair Services contract.

A motion by Collier and seconded by Teel to award this project to Randy Dubry Construction, LLC in the total amount of $1,140,295.00, passed unanimously.

3. Resolution 2026.06: A resolution to amend Resolution 2026.05

General Manager Bryant presented Resolution 2026.06: A resolution to amend Resolution 2026.05 to the board. A resolution which authorized a loan to Faith evangelical Lutheran Church d/b/a Little Lambs Childcare through CWEP's revolving fund. He noted because of the changing needs of Little Lambs Childcare, it is recommended to amend the dollar amount of the loan to Little Lambs Childcare from $60,000 to $30,000.

A motion by Gier and seconded by Teel to approve Resolution 2026.06: a resolution to amend Resolution 2026.05, passed unanimously.

4. Resolution 2026.07: A resolution to amend the Revolving Loan Fund

General Manager Bryant presented Resolution 2026.07: a resolution to amend the Revolving Loan Fund to the board. He noted Under Loan Terms and Conditions, the paragraph labeled "Amount" is revised to reduce the minimum RLF loan amount from $50,000 to $30,000.

A motion by Gier and seconded by Ross to approve Resolution 2026.07: a resolution to amend the Revolving Loan Fund, passed unanimously.

5. **Resolution 2026.08: A resolution to authorize a loan to the CEDC**

General Manager Bryant presented Resolution 2026.08: a resolution to authorize a loan to the CEDC. He noted The CEDC desires to assist local housing development by loaning funds to MBL Development, A Missouri Corporation, for a proposed 36-unit senior housing development in Carthage, Missouri. He noted the CEDC's partnership in the project allows the project to be eligible for special financing and/or grant funding from the Missouri Housing Development Commision. GM Bryant noted the approval of this resolution will allow CWEP to loan $600,000 to the CEDC to help support the project.

A motion by Ross and seconded by Coller to approve Resolution 2026.08: A resolution to authorize a loan to the CEDC, passed unanimously.

STAFF REPORTS:

GM Bryant thanked the Board for their support with the transition of the CFO position. He reported a couple of staff changes including promoting Jamie Jadwin as the new Accounting Manager and a new Level 1 Utility Accountant. He noted some upcoming job opportunities. He gave the Board an update on Sikeston. He mentioned the MPUA annual conference will be held on October 7th-9th and invited the board to attend. He announced he just finished serving his 6-year term on the APPA Board.

CFO Nugent reported she has been working closely with Mandy Bates and assured the Board she is doing a great job.

General Counsel & Dir. of Customer Relations Ludwig noted the CWEP C.A.R.E.S fund is sitting at a total of $4300 and growing. They are working on advertising the CWEP C.A.R.E.S fund and noted an option to round up your bill for donation to the fund. She noted staff are finalizing details for the new CWEP website and should go live at the end of the month. She reported they reached out to the company that did the last customer satisfaction survey to begin the process of a new survey.

Dir. of IT & Broadband Services Peterson noted the adoption of A.I. in increasing within the company.

Dir. of Power Services Emery reported staff have begun meeting with Black and Veatch weekly to discuss the integrated Resource Plan (IRP). Staff have been working on gathering data for Black and Veatch. He noted Black and Veatch expect the load forecast portion to be completed by the end of July. Emery noted the bid for the new transformer at the SWPA substation was released on July 15th. The bids are due back on September 25th.

BOARD MEMBER COMMENTS:

Board President Collier gave his appreciation to Councilwomen Beth Kang for mentioning and thanking CWEP at the City Council meeting for all their help with the Vision Carthage Evening Soiree event. He thanked staff for the story time event at the library that his wife and grandson attended.

Mark Gier thanked Kelli Nugent and Mandy Bates for all their help with the CEDC financials.

At 4:30 pm Collier moved to adjourn, Ross seconded, and the meeting adjourned.

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President – Brian Schmidt

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Secretary – Tom Garrison