

MEETING OF THE BOARD OF PUBLIC WORKS

May 20, 2025

303 S. Anthony St, Kennett, MO 63857

Members Present:

John Robertson
Tony Parr
Towny Sparks
Randy Baker

Others Present:

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

Jake Crafton, Mayor
Mark Bryant, Council Member
Randy Carter, Council Member

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 April 15, 2025 meeting minutes were presented. Mr. Parr made a motion to approve all the minutes as presented. Mr. Sparks seconded the motion, and all were in favor.

The February, March, and April 2025 expenditures were presented for approval. Mr. Baker made a motion to approve the policy as presented. Mr. Parr seconded the motion, and all were in favor.

The February and March 2025 financials were presented. No action was required.

Chief Operating Officer:

Electric-The rain has delayed many projects. Crews will be removing poles and Indian Park soon.
Water/Wastewater-Crews are helping with Sanitation and Electric Department projects. They have been smoke testing sewer lines and will begin fire hydrant inspection, flushing and flow testing after Memorial Day.
Water/Wastewater Treatment-KBPW received a notice of violation from DNR. Levels were off due to the large amounts of rain and have since been corrected. The lagoon is running well.
Gas-Crews have been assisting the Sanitation Department and continue the annual leak survey. Mr. Johnson shared that they will be attending a PHMSA grant meeting this week and the L&P prices and storage report.
Power Plant-Crews report there is a problem with the engine reporting incorrectly. Mr. Johnson shared the generation data and market pricing.
Sanitation-Ed Norton has been chosen as the contractor for the work at the Compress property, as the company was the low bidder. All trash carts have been received.
Solar-All panels have been installed and testing is expected in July.

Chief Executive Officer:

Budget-Ms. Dennis has sent out draft budgets to all the Departments. Mayor Crafton asked for consideration of expanding services to parts of the city that are not currently served.
Purchasing Policy-Staff will be sending out or cost list for inventory items to local vendors and we will continue to buy local up to 10% over the lowest cost procured.
Property Acquisition- Mr. Chitester discussed the MFA/Green Oil property adjacent to KBPW. No action was taken.
Sanitation-Staff attending the Waste Expo last week. Software is being researched for sanitation operations use. The trucks are still expected to arrive in August. A loan resolution will be presented at the next meeting.
Utility Rebate Incentive-Staff expect our first request to utilize this incentive to be submitted soon.
Water Treatment-All results from the test well came back good and the option to purchase the property will be enacted soon.

Miscellaneous general:

The next meeting will be on June 3, 2025 at 11:30 a.m.

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:

Randy Baker

Secretary