

MEETING OF THE BOARD OF PUBLIC WORKS

January 6, 2026

303 S. Anthony St, Kennett, MO 63857

Members Present:

John Robertson
Tony Parr
Randy Baker
Towny Sparks

Others Present:

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

Jake Crafton, Mayor
Mary Bryant, Council Member
Dennis Pelts, Council Member
Steve Rasmussen, City Admin.

Stephen Hankins, Scott Hunter, Riley Cook, Tammy Pritchett, Charley Hilburn, Steve Carnell, Skyler Carnell, Dustin Pritchett, Carrie Pritchett, and Chancellor Wayne

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

The December 2, 2025 meeting minutes were presented for approval. Mr. Baker made a motion to approve the minutes as presented. Mr. Parr seconded the motion, and all were in favor.

Officer Elections: The floor was opened for nominations. Mr. Baker nominated Mr. Robertson for President, Mr. Sparks for Vice-President, and himself for Secretary. No additional nominations were presented. Mr. Baker made a motion to accept and close nominations and approve the presented slate of officers. Mr. Parr seconded the motion, and all were in favor.

Customer Address: Mr. Pritchett addressed the board with a complaint of his treatment by Mr. Chitester, landlord deposits, and sanitation department services.

The October 2025 financials were reviewed. No action was required.

The November 2025 expenditures were presented. Mr. Sparks made a motion to approve the expenditures as presented. Mr. Parr seconded the motion, and all were in favor.

The November 2025 financials were reviewed. No action was required.

The Bonus Day policy update was presented. Mr. Sparks made a motion to approve the policy as presented. Mr. Baker seconded the motion, and all were in favor.

The Dress Code, Uniforms, and Public Image policy update was presented. Mr. Baker made a motion to approve the policy as presented. Mr. Sparks seconded the motion, and all were in favor.

The Acknowledgement of Receipt of the KBPW Employee Handbook policy update was presented. Mr. Baker made a motion to approve the policy as presented. Mr. Sparks seconded the motion, and all were in favor.

COO Report: Mr. Johnson provided department updates.

Sanitation-We have acquired a fourth trailer. The turn around time at the landfill is approximately 1 hour. We have moved 1.5 million pounds of trash in December and 852,000 pounds of trash so far in January. The Transfer Station opened to the public yesterday.

Electric-Crews are working on maintenance projects including replacing poles. The Tree Trimmers are doing winter clearance. A squirrel got into the substation at the Power Plant yesterday and caused a short outage.

Power Plant-Mr. Johnson shared generation and pricing statistics and that the solar array has produced a maximum of 3.3 MW of generation so far.

Water/Wastewater-Crews are smoke testing and have already found 13 uncapped sewer lines, which allow rain water to enter our sewer system which increases our treatment expenses.

IT-The IT department has one vacancy they are working to fill.

CEO Report: Mr. Chitester provided an executive update.

Mr. Chitester stated that the owner of the Shakers property has reached out with an interest to sell to KBPW. Performance increases were provided to employees on January 1st. The solar array is paid off and we are applying for the tax credit reimbursement. There is a control upgrade kick-off meeting this week for the Power Plant control project. Engineers are discussing the type of water softening options to be installed at the new treatment plant. The prepay option is continually being worked on with an expected live date of February 16th.

Miscellaneous general:

The next meeting will be on January 20, 2026 at 11:30 a.m.

Closed Session: A Closed Session meeting was held, pursuant to the Sunshine Law, RSMo 1998, Section 610.021, (1) legal actions, cause of action or litigation, and (3) hiring, firing, disciplining, or promoting of particular employees. Mr. Sparks made a motion to enter closed session. Mr. Parr 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. Parr made a motion to adjourn the meeting. Mr. Sparks seconded the motion, and all were in favor.

Attest:

Randy Baker

Secretary