

# REGULAR BOARD OF PUBLIC WORKS SESSION

MALDEN BOARD OF PUBLIC WORKS  
TUESDAY, MAY 30, 2023 – 5:00 P.M.  
BPW-111 E. LACLEDE

Board President Clark Duckett called the meeting to order at 5:00 p.m.

<u>ROLL CALL:</u>	<u>PRESENT</u>	<u>ABSENT</u>
Board President Duckett	X	
Board Member Loughary	X	
Board Member Stone (via Facetime)	X	
Board Member		
Members Present		<u>3</u>

**OTHERS ATTENDING:** City Administrator/Utility Director Ivone Smith, City Council Liaison Casen Coleman, Electric Distribution Coordinator Todd Jenkins, Public Works Superintendent Kurt Krepps, Electric Production Superintendent Wayne Shelton, Finance Officer Angela Earnheart, City Attorney Jonce Chidister, Board Secretary Cathy Merritt

**GUEST:**

Damien Campbell-511 E. Cypress Sewer Claim-NO SHOW

**APPROVAL OF THE MINUTES**

**MOTION:** By Mrs. Loughary to Approve Regular Session Minutes of March 28, 2023.

**SECOND:** By Mrs. Stone.

**MOTION PASSED**

**FINANCIAL REPORTS:**

April 2023 Financial Reports

Board President Duckett inquired about the salary cost on the water project and how there were no cost reflected for several months. Finance Officer Earnheart informed the Board there were a few months in the winter when no work had been done. Finance Officer Earnheart informed the Board there was an adjusting entry made on total cost from work orders she did receive. Utility Director Smith informed the Board there was an incident when items wasn't being wrote down but that issue has been resolved. Finance Officer Earnheart informed the Board April's labor cost includes three months of labor cost and it is documented in the system along with the adjusting entry but she will document it on the report also.

FYE 2021/2022 Final Audit Review

Finance Officer Earnheart informed the Board on page 66 of the audit you can see there were no audit findings related to financial statements for the year ended June 30, 2022, there were no audit findings related to federal awards for the year ended June 30, 2022 and there were \$750,000.00 given in grants. Financial Officer Earnheart informed the Board it was a good audit.

**DEPARTMENT REPORTS:**

Electric Department

Mr. Jenkins informed the Board the crews have gotten the malfunctioning breakers repaired, been working on the rv park light project and doing routine maintenance.

#### Power Plant

Mr. Shelton informed the Board continuous routine engine maintenance is being done.

#### Water/Wastewater Department

Mr. Krepps informed the Board the water lines at well #6 fell apart underground. Mr. Krepps informed the Board new lines had to be laid and redirected to the main. Mr. Krepps informed the Board well #5 is currently carrying the whole town, well #4 is down with possibly a burnt-up motor and well #1 is a backup if needed.

Mr. Krepps informed the Board the construction crew is currently mapping the water meters on the airbase.

Mr. Krepps informed the Board the pump burnt up at the Palo Verde lift station.

Mr. Krepps informed the Board the sewer line in the alley between Stokelan and Stevenson collapsed.

#### Office Reports:

Mrs. Merritt informed the Board 21 meters were pulled today for nonpayment. Mrs. Merritt informed the Board that DAEOC still had funds and are still assisting customers with their bill.

#### **Director's Report:**

##### DNR Lead Service Line Grant

Utility Director Smith informed the Board a Resolution had been submitted and approved by the City Council to apply for a grant from DNR to assist with the expenses of the lead service line inventory that must be completed by October 2024. Utility Director Smith informed the Board the grant would be around \$400,000.00.

##### Annual Cost of Operations Adjustment

Utility Director Smith informed the Board the annual cost of operations adjustments are done by ordinance every year and the rate adjustments were effective and put on the April 2023 billing.

##### BPW/City Software Discussion

Utility Director Smith informed the Board after extensive research a software company has been found that will be able to give software to BPW, City and Airport. Utility Director Smith informed the Board Edmunds GovTech is the only company found that can provide everything that is needed. Utility Director Smith informed the Board herself, Mrs. Merritt, Mrs. Earnheart, Mrs. Lewis, and Mr. Blalock had an all-day software demonstration with the company and was pleased with all they had to offer. Utility Director Smith informed the Board there has been a lot of going back and forth over cost and adjusting everything that is wanted and needed which has resulted in the implementation price dropping from \$90,000 to \$83,000 and an annual price of \$35,350 for 5 years. Utility Director Smith informed the Board in the packet there is a breakdown of cost with current software per department and a breakdown of cost for the new software. Utility Director Smith informed the Board she had called references and they were pleased with the software.

There was discussion on what this software could do for each department and how the whole City would transfer from accrual to cash basis using this software.

**MOTION:** By Mrs. Loughary to Approve Board of Public Works to move forward with Edmunds GovTech in Purchasing from Accrual to Cash Basis Software.

**SECOND:** By Mrs. Stone.

**MOTION PASSED**

2023/2024 Budget Discussion

Utility Director Smith informed the Board she has met with department heads and has discussed budget capital improvement items for the new fiscal year of 2023-2024. Utility Director Smith informed the Board the painting of the quonset hut is an estimated figure but she will get actual estimates and the fuel depot demo was budgeted last year but hasn't been done yet. Mr. Shelton informed the Board he was not sure of the exact cost of the muffler needed for engine #7 but there is a possibility it could be cheaper than what is budgeted. Utility Director Smith informed the Board she should have the final budget ready in a few weeks.

With nothing further to discuss a motion to Adjourn the Regular BPW Session Meeting of May 30, 2023 was entertained.

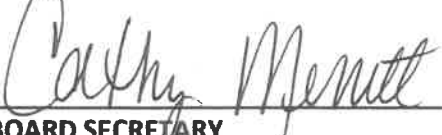
**MOTION:** By Mrs. Loughary to Adjourn the Regular BPW Session Meeting of May 30, 2023 @ 5:49P.M.

**SECOND:** By Mrs. Stone.

**MOTION PASSED**

Adjourned Regular Session at 5:49 P.M. on May 30, 2023.

ATTEST:

  
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BOARD SECRETARY

  
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BOARD PRESIDENT

