

AGENDA
CITY OF CENTRALIA, MISSOURI
Board of Aldermen
Public Works and Public Utilities Committee
Monday, August 12, 2019
~7:45 P. M.
City Hall Council Chambers

- I. ATTENDANCE
- II. COMMENTS FROM CITIZENS
- III. WATER AND SEWER DEPARTMENT
 - A. Activity Report
 - B. Water
 - 1. After Hours Reconnection Policy
 - C. Sewer
 - 1. After Hours/Weekend Sewer Tap Inspection Policy
 - D. Other
 - 1. Discussion regarding Chapter 23-64, Plumber's license required
- IV. ELECTRIC DEPARTMENT
 - A. Activity Report
 - B. Generation/Purchase
 - C. Distribution
 - D. Other
 - 1. Wire Bids
 - 2. Pole Mount Transformer Bids
- V. PUBLIC WORKS
 - A. Activity Report
 - B. Streets
 - 1. Possible Addition to Overlay Project for 2019
 - 2. Installation of sidewalk at 110-112 E Railroad after Demolition
 - C. Sanitation
 - D. Storm sewer
 - E. Other
- VI. OTHER
 - A. Director of Public Works & Utilities Monthly Report – June 2019
 - B. Update on Demolition Grant project
- VII. AS MAY ARISE
- VIII. ADJOURN

From: Heather Russell, Interim City Administrator

To: Public Works & Public Utilities Committee

Date: August 12, 2019

Re: General Meeting Notes



Item III – B.1 – After Hours Reconnection Policy

Updating Existing Policy Regarding After Hours Reconnection for Non-Payment

There are two issues that have come up in recent months regarding after-hours reconnects for non-payment customers after disconnect day on the 25th of each month.

1. Currently, the after-hours reconnect fee is \$25 per meter (water and electric). Below is a chart of the minimum charges for after-hours call-outs by position. Staff recommendation would be to increase after hours reconnect fees to \$50 per meter.

Electric Dept.	OT Rate	AEB Rate	Min. Call-Out (Hrs)	Total Wages & AEB	Equipment Use Rate	Min. Call-Out (Miles)	Total Equipment Use Charges	Total Per Call-Out
Foreman	37.94	15.11	2	106.09	1.302	5	6.51	\$112.60
Asst. Foreman	29.70	12.15	2	83.70	1.302	5	6.51	\$90.21
Apprentice Lineman	24.92	11.27	2	72.37	1.302	5	6.51	\$78.88
Apprentice Lineman	24.08	7.65	2	63.45	1.302	5	6.51	\$69.96
Apprentice Lineman	24.08	11.73	2	71.61	1.302	5	6.51	\$78.12
Water Dept.	OT Rate	AEB Rate	Min. Call-Out (Hrs)	Total Wages & AEB	Equipment Use Rate	Min. Call-Out (Miles)	Total Equipment Use Charges	Total Per Call-Out
Foreman	32.67	12.31	2	89.96	1.302	5	6.51	\$96.47
Asst. Foreman	25.08	11.40	2	72.96	1.302	5	6.51	\$79.47
Equipment Operator	23.03	10.94	2	67.93	1.302	5	6.51	\$74.44
Water Plant Operator	27.48	11.83	2	78.62	1.302	5	6.51	\$85.13

2. The other issue we would like to address is the possibility of setting a max time of day (9:00 p.m.) for services to be reconnected. We currently reconnect services once the bill and fees are paid at any time during the night. Reconnections on weekends and holidays would be from 8:00 a.m. – 9:00 p.m. once the bill and fees are paid.

Item III – C.1 – After Hours/Weekend Sewer Tap Inspection Policy

Creating a Policy Regarding After Hours and Weekend Sewer Tap Inspections

Sewer tap inspections are performed by a member of the Water & Sewer Dept., and contractors currently pay \$100 for the inspection for new construction. There is no written policy as to when these inspections should take place, however staff expectation is that they should be conducted during normal working hours for the Water & Sewer Department employees.

Recently, the Water & Sewer Dept. Foreman has been called out on the weekend to perform sewer tap inspections. We feel that this is unnecessary, and that if an after hours or weekend inspection is needed it should be scheduled ahead of time and an addition after hours fee of \$150 imposed for this service.

Item V – B.1 – Possible Addition to Overlay Project for 2019

In addition to the asphalt overlay project budgeted for 2019, staff would like to discuss the possibility of adding the section of Gano Chance Rd from Jefferson Street to just east of Lockport Drive to our current project. This will be contingent upon whether or not Christensen will have time in their schedule to add any streets.

Item V – B.2 – Installation of Sidewalk at 110-112 E Railroad After Demolition

During the pre-bid meeting for the demolition project, the decision was made to include removal of the sidewalks at 110-112 E. Railroad during demolition by the contractor due to the poor shape that the sidewalks are currently in. The curbs will be left in place. It would be the recommendation of staff to replace the sidewalks once demolition is complete because of the location to downtown and for pedestrian safety. The money to replace the sidewalks was not originally budgeted, but funds from the Transportation Sales Tax may be used for this project.

Item VI - B – Update on the Demolition Grant Project

The notice of bid for demolition of three properties was posted in the Centralia Fireside Guard on July 17, 2019. A mandatory pre-bid meeting was held on July 30, 2019. Prior to the pre-bid meeting, Mr. Cornett of Green Thumb Greenhouse requested an inspection of the demolition he had done on his property. Mike Forsee, Mayor Cox, and I met with Mr. and Mrs. Cornett the morning on July 30, 2019, and the demolition had been completed with the exception of a small amount of debris that still needed to be removed. After verbal approval was given to the Cornetts (pending the removal of the remaining debris as noted), they requested to be removed from the demolition grant project.

During the pre-bid meeting, Lincoln Brown with Mid-Missouri Regional Planning Commission went over the scope of the project, and announced that the green house was no longer part of the project. Tours of the Stowers' building and the City's building at 110-112 E. Railroad were conducted with the contractors. After comments during the pre-bid meeting, the addendum was issued by Brown and sent to all contractors. The addendum addressed things such as the type of fill allowed in the basement of 110-112 E Railroad, the process for obtaining a demolition permit, and the items to be left at the Stowers' building at the request of the owner.

Bid opening for the project will be on August 15, 2019 at 1:00 p.m. in the Council Chambers at City Hall.

After bid opening, there is a comment period of 10 days for DNR. On September 3, 2019, we expect to be able to sign contracts with the winning bidder and have a pre-construction meeting at the same time. There will be another mandatory 10-15 days after the contract signing before we can give the official notice to proceed.

Activity Report
Water Department
July 2019

- Finished tying the new water main into the existing main on Columbia St.
- Daily – Check land application storage facilities and lagoon levels.
- Monthly – Readings, locates & monthly reads.
- Hauled off the trash dirt from water main construction from Addie Ln.
- Water leak at the meter jar at 824 S. Central – fixed leak.
- Sprayed weeds at both lagoon systems and around manholes that were not visible.
- Fixed leaking key valve at 131 Reed St.
- Fixed leaking key valve at 506 S. Central.
- Took old motor off at Bowne's irrigation pump house and put in used one from Sim's location.
- Installed new water service at 805 Emerald Dr.
- Wrote DNR progress.
- Fixed water leak at 328 Alco St.
- Fixed broken sewer main at 328 Alco St.
- Flushed sewer main at 607 Rodney Griffin, customer had issue on their side.
- Worked on removing cattail weeds from the lime ponds behind water treatment plant.
- Mowed NE lagoon system.
- Mowed, weedeated, & sprayed the overland flow fields.
- Inspected sewer on Westwind for Terry Harper.
- Take a water test for customer at 203 Barr, test came back correct.
- First run of smoke testing on Central St.
- Supervisor training in Columbia
- Inspected sewer tap on Head St., Fullenwider, & Alco St.
- Camera Addie Ln. and find the infiltration location.
- Demolition pre-bid meeting.
- Worked on Vac-machine. 2

BILL NO: _____

RESOLUTION NO: _____

BILL TO CREATE A RESOLUTION ENTITLED:

A RESOLUTION OF THE CITY OF CENTRALIA MISSOURI, ADOPTING AN AMENDED FORMAL WRITTEN POLICY CONCERNING REGULATION OF UTILITY ACCOUNTS.

WHEREAS, the City of Centralia, Missouri allows the City Administrator to make and enforce rules and regulations governing the departments and agencies of the City of Centralia, subject to the approval of the Board of Aldermen or a committee thereof; and

WHEREAS, the City Administrator has recommended a set of rules and regulations governing administration of utility accounts for utility customers of the City of Centralia, Missouri, which sets forth in writing current and proposed policies for handling utility accounts; and

WHEREAS, at the direction of the Board of Aldermen, the City Administrator has recommended the rules and regulations be amended to include several new provisions to better address customers with potentially delinquent accounts.

NOW, THEREFORE, BE IT RESOLVED the Board of Aldermen of the City of Centralia, Missouri hereby adopts as City Policy the following amended rules and regulations concerning utility accounts:

CENTRALIA POLICY

NO. 21 (amended _____)

**POLICY OF CITY OF CENTRALIA CONCERNING
RESIDENTIAL UTILITY ACCOUNTS AND SERVICE**

In addition to other requirements and policies, it shall be the policy of the City of Centralia:

- (1) All residential utility services shall be established as an account for a non-landlord property owner or other occupant, a business entity acting as a landlord and/or one or more persons acting as landlords or tenants. "Residential utility service" is utility service for residential purposes, whether the property is a house, apartment, duplex or other residential property.
- (2) The financial obligation for making any required deposits and for paying outstanding utility bills shall be the responsibility of the business entity or person(s) for which the account was established. Utility bills shall be mailed or transmitted electronically only to the business entity or a person whose name is on the utility account. Payment will be accepted only from that entity or person, except as stated below.
- (3) The amount of deposits shall be as set by City ordinance and shall be based on the credit and payment history of the business entity or person(s) for which the account is established. At the time a deposit is made; the customer shall designate in writing the firm or person or persons to whom any refund of the deposit shall be made.
- (4) When a previous customer of the City wishes to establish or reestablish a utility account with the City and that customer has an unpaid balance from the previous account, the City Administrator or the City's Administrator's designated representative may require only the standard utility deposit if the unpaid balance was less than Fifty Dollars (\$50.00).
- (5) When a customer is delinquent in the payment of utility bills and such delinquency triggers the need for a higher deposit or re-instituting a basic deposit (as set forth in the City Code), the City Administrator or the City Administrator's designated representative may allow the amount of the new or increased deposit to be placed on the next utility bill rather than required at the time that utility service is reconnected. In making such allowance, the City Administrator may take into account such circumstances as account history or the likelihood that the customer would be moving before the next shut-off date.
- (6) Unless otherwise approved by prearrangement with the City Administrator or the City Administrator's designated representative, a residential service shall be in the name of all persons age 18 or older who are occupants of a residential property. They all shall individually (or as a married couple) provide identification and credit references. Except for children age 18 or older of those persons whose name is on a utility account, it is the responsibility of all customers of a residential utility account to notify the City in writing if additional persons age 18 or older become occupants or if any person whose name is on the account ceases to be an occupant of such residential property. All persons named on an account shall be both collectively and individually responsible for outstanding bills and services received prior to the time they provide written notice to the City that they are to be removed from the account because they no longer occupy the residential property.

(7) When an account for a residential property is to be established in the name of a tenant or tenants, said tenants shall provide the City with a copy of the rental or lease agreement for the City to review at the time that service account is arranged, to verify the names of all the tenants who are renting the property. If the utility account is to be left in the name of a landlord, the landlord shall furnish the City with a copy of the rental or lease agreement to review, to verify the names of all persons age 18 or older who are the tenants. When a copy of the rental or lease agreement is required to be provided to the City, it is permissible to provide to the City only the parts of the rental or lease agreement at the beginning and end of the agreement where the names of all the tenants are shown or written.

(8) Unless previously arranged with the City Administrator or the City Administrator's designated representative, utility accounts in the name of a landlord or business entity shall be paid only by that landlord or business entity. Similarly, accounts in the name of a person or persons as tenants shall generally be paid by a person named on the utility account. When the City believes that an account is being paid by a third party in an effort to obtain utility service for a person or person who has an outstanding unpaid utility account balance and would not otherwise be allowed to establish or continue a City utility account, then the City may take action to recover that unpaid balance. Such action may include discontinuing service to any account where the person owing the unpaid balance is an occupant (other than as a temporary guest). The City may, however, allow for payment of a utility by a third party when it is clear that there is no intent to circumvent payment of past unpaid accounts.

(9) If a landlord responsible for a utility account repeatedly directs that an account for a residence be turned on or turned off without a change in the tenant of the location served by that utility account, the City may require a turn-on or turn-off fee in the same amount as required for customers who have been disconnected for non-payment.

(10) The City reserves the right to collect any and all outstanding and past due Centralia utility bills (whether residential or business related) from any person or persons named on a utility account before any new utility service is turned on for that person for a residential property. The City shall not allow any person or persons to receive utility service in the name of a third party in order to circumvent responsibility for payment of outstanding and past due City utility bills. The City reserves the right, with no more than five days' notice to discontinue utility service if a person age 18 or older who owes an outstanding Centralia utility bill becomes an occupant of that residential property, whether or not said person or persons is one of the names on the City utility account for that residential property. In such instances occupancy shall be deemed by the City to exist whenever a person or persons resides at a residential property for a period longer than thirty consecutive days or for more than sixty non-consecutive days in any 365-day period.

(11) The City Administrator or the City Clerk may require that customers with a history of "insufficient funds" checks must pay utility bills with cash, money order, or some other pre-approved method of guaranteed payment.

(12) The City Administrator or the City Administrator's designated representative may allow a utility customer to delay payment of an outstanding utility bill for a fixed but limited period of time. Except under very unusual circumstance (such as a large, undetected water leak) this delay shall be allowed only once every twelve months for each customer. In such circumstances, the City Administrator may also set forth a schedule of special payments to allow the customer to regain current status in as short a time as practical. The customer may be required to sign a letter of understanding that sets forth such schedule of special payments.

(13) The City Administrator or the City Administrator's designated representative may also allow a utility customer to delay payment if such customer is in the process of securing financial assistance from a reputable, qualified governmental or charitable agency. To grant the delay, the City must receive documentation from the granting agency that the customer has made application for or is in the process of applying for such assistance. Such documentation must include contact information so that the application may be independently verified by the City. Such documentation must be received before the City's disconnection day. It is the customer's responsibility to insure the City receives confirming documentation when assistance is granted. If assistance is eventually denied, either the customer or the granting agency shall immediately notify the City and the customer shall make full payment of the bill before the close of the next business day.

The City Administrator or the City Administrator's designated representative may allow the amount of any penalty to be placed on a customer's next utility bill rather than required at the time that the regular utility payment is made. In making such allowance, the City Administrator may take into account such circumstances as account history or the likelihood that the customer would be moving before the next shut-off date. The City Administrator shall have the authority to waive a penalty or re-connection fees that arise in special circumstances, such as hospitalization of the customer or because of an error made by City personnel.

(14) The City Code allows partial payment of a utility bill under certain special conditions. The following conditions must be met to allow collection of a partial payment:

- A partial payment may be allowed when it is made by a charity or governmental agency on behalf of a customer,

who shall then be required to pay the remainder of the bill in the same manner and with the same time requirements as if it were the original bill.

- If a partial payment is made electronically and if the payment amount is equal to or greater than 90% of the entire bill including penalty and any reconnection fees, service will not be disconnected on the basis of non-payment or will be reconnected.

(15) In general, if a location receives water service, it shall be assumed to also receive sewer service and trash service. Vacant or unoccupied locations may receive electric service without a presumption of receiving other utility services.

(16) When a customer has utility service disconnected as a result of delinquency, the City Administrator may allow the amount of the re-connection fee to be placed on the next utility bill rather than required at the time that utility service is reconnected. In making such allowance, the City Administrator or the City Administrator's designated representative may take into account such circumstances as account history or the likelihood that the customer would be moving before the next shut-off date.

(17) The City Administrator or the City Administrator's designated representative shall have the authority to delay the date for disconnection of delinquent residential utility customers when the outside temperature in the Centralia area is predicted to be below 32 degrees Fahrenheit within the next forty-eight hours. Such delay shall be communicated to the customers who would otherwise be disconnected by affixing a written notice to the main entrance to the customer's residence. The notice shall specify a fixed date when the cold-weather rules will no longer apply and service will again be subject to disconnection. The City may also post electronic notices on the City web site or on social media. Should cold weather conditions extend longer than originally estimated, the City may further delay the disconnection and give additional notice in the same manner as the first. In the instance of such a delay, all disconnect and reconnect fees are charged from the time that City employees are dispatched with the written notice to the delinquent residential customers.

(18) The City Administrator or the City Administrator's designated representative shall also have the authority to delay disconnection for residential customers when the outside temperature is sufficiently high for the State of Missouri to proclaim a heat emergency. Such a delay shall apply only to customers aged sixty-five years or older or to disabled customers who would be put at physical risk because of the high temperature. The delay shall be communicated to delinquent customers in the same manner as used during cold weather conditions.

(19) **When electric and/or water services are disconnected for non-payment and services are to be reconnected after 4:00 p.m., the customer shall pay an additional reconnection fee of fifty dollars (\$50) per water meter and (\$50) per electric meter to be reconnected as to reimburse the City for a portion of the cost to call out a member of the Water Dept. and/or Electric Dept. for the reconnection after business hours.**

(20) **The time frame for after-hours reconnection of Water and/or Electric services shall be 4:00 p.m. to 9:00 p.m. Monday – Friday and 8:00 a.m. – 9:00 p.m. Saturday and Sunday. After-hours reconnections will only occur once the City has received payment of the original bill, after-hours disconnection fees as outlined above, and other fees according to Centralia City Code, Chapter 26-112, are paid. If after 9:00 p.m., the Centralia Police Department may call-out a member of the Water or Electric Dept. for customers aged sixty-five years or older or disabled customers who would be put at physical risk without utilities.**

PASSED AND APPROVED this _____ day of _____, 2019.

Alderman Wilkins: ____

Alderman Bormann: ____

Alderman Hudson: ____

Alderman Rodgers: ____

Alderman Motley: ____

Alderman Magley: ____

Mayor

ATTEST:

City Clerk

BILL NO. _____

RESOLUTION NO. R-19-??

A BILL TO CREATE A RESOLUTION ENTITLED:

A RESOLUTION OF THE CITY OF CENTRALIA MISSOURI, ADOPTING A FORMAL WRITTEN POLICY CONCERNING RESIDENTIAL WATER SERVICES SHUTOFF **AND FEES FOR AFTER HOURS SERVICES FOR WATER AND SEWER.**

WHEREAS, the City of Centralia, Missouri (hereafter “City”) allows the City Administrator to make and enforce rules and regulations governing the departments and agencies of City, subject to the approval of the Board of Aldermen or a committee thereof; and

WHEREAS, the City Administrator has recommended a set of supplemental rules and practices which are intended to protect portions of the water system of City from damage which can occur when water system customers or their workers attempt to shut off water service with improper tools or inadequate knowledge; **and**

WHEREAS, the City Administrator has recommended a set of supplemental and practices related to the cost of after hours call-outs in non-emergency situations related to the sewer connection inspections.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the City of Centralia, Missouri hereby adopts as City Policy the following supplemental rules and regulations concerning the shut off of residential water services **and sewer connection inspections as amended:**

CENTRALIA POLICY

NO. 23 (Amended _____)

POLICY OF THE CITY OF CENTRALIA, MISSOURI CONCERNING
RESIDENTIAL WATER SERVICES SHUTOFF **AND SEWER CONNECTION INSPECTION**

In addition to other requirements and policies, it shall be the policy of City:

- (1) Except in emergencies when City personnel are not available, no one other than a City employee acting on the City’s behalf shall turn water service on or off at the water meter connection.
- (2) If a water customer or someone working for a water customer attempts to shutoff service at the meter and causes damage, the service shall be repaired by the City and the cost for said repairs shall be included on the water customer’s next utility bill.
- (3) When a water customer requires a water shutoff to perform repair work within a structure, the work shall be scheduled in advance and during the normal work week. Alternatively, if the water shutoff must be scheduled after work hours or on a weekend or is unscheduled, the water customer shall be subject to a fee of ~~seventy-five dollars (\$75.00)~~ **one hundred and fifty dollars (\$150)**, reimbursing the City for a portion of the minimum cost of an employee call out.
- (4) Alternatively, when a water shut-off is required for maintenance work after hours, the City may loan an appropriate tool and allow a trained plumber or other repair personnel to perform a water shutoff and turn-on at the meter, provided the water customer agrees the water customer shall be responsible for the cost of any damage to the meter assembly and any water which has passed through the meter. A request for the loan of the tool shall be made to the City in advance during regular business hours.
- (5) The City recommends that the water customer have a plumber install a private water shutoff or multiple shutoffs on the customer’s side of a water meter and outside of the meter jar. ~~The City shall waive the after-hours fee in instances where such a shutoff is being installed.~~ Such shutoffs shall be compliant with standards of the adopted Plumbing Code.
- (6) **When a contractor or developer requires an inspection for a sewer tap into the City’s main, the developer shall call City Hall to make arrangements for the inspection to be done between the hours of 8:00 a.m. and 4:00 p.m. (Central Standard Time), Monday through Friday, excluding holidays in which the City is closed.**
- (7) **Alternatively, if the sewer tap inspection must be scheduled after work hours or on a weekend or is unscheduled, the water customer shall be subject to a fee of one hundred-fifty dollars (\$150), reimbursing the City for a portion of the minimum cost of an employee call out.**

PASSED AND APPROVED this _____ day of _____, 2019.

Alderman Wilkins: ____
Alderman Hudson: ____
Alderman Motley: ____

Alderman Bormann: ____
Alderman Rodgers: ____
Alderman Magley: ____

ATTEST:

Mayor

City Clerk

Chapter 23. Plumbing and Sewers

Article IV. Licenses and Permits

Section 23-64. Plumber's license — required; exception.

[Ord. No. 470 § 4, 9-11-1951]

No person shall engage in any plumbing or sewer work, whether the same be new construction, alteration or repair, unless such person shall have first obtained a plumber's license from the City; provided, that this Section shall not be applicable to the owner of property who personally does his own plumbing and sewer work; provided further, that such owner shall otherwise fully comply with this and other laws or ordinances and the rules and regulations of the City applicable to such work.

[1] State Law Reference — See RSMo. § 94.270.

Cross Reference — See §§ **16-10** and **23-66**.

Electric Department
July 2019 Activity Report

- *Cards- 31*
- *Locates- 73*
- *Disconnects- 26*
- *Rereads- 135*
- *Tree Trimming:*
 - *1389 East Highway 22 Lot 61, 318 West Barnes Street and the alley behind Angell's Western Wear 107 North Allen.*
- *New Services:*
 - *504 and 506 West Singleton installed pipe and ground sleeve for primary wire. Installed primary wire and terminated and installed pad mount transformer then pulled in secondary wire to each house.*
 - *Installed permanent service for 939 Lois Drive.*
- *New Poles:*
 - *Set two new poles at 908 East Head Street and transferred equipment for new construction.*
 - *Set one new pole at East City Park towards tear drop to install two new lights.*
- *Outages:*
 - *Had a cutout failure at 716 South Porter resulting in an outage about five houses.*
 - *Installed conduit at 803 North Highway 151 MFA Oil Company for a new service.*
 - *Installed 2500' of conduit and thirteen transformers at Adie Lane in Southwest Country Subdivision, have been there for about three weeks.*
 - *Street Light Repair:*
 - *City Square, Bicentennial Park, East Park at south field parking lot, north shelter and south shelter.*
 - *Irrigation:*
 - *Trouble shooting issue at Marty Bowne's pump house and replaced three gaskets on Sims pivot.*
 - *Replaced transformer at well #3 getting it back in service.*

Clayton Crump and Matt Fadler traveled to Chillicothe, Missouri for substation training.

Jeff Armontrout went to Columbia for supervisor training.

Electric Dept.

From: Billy Ray Smith <Billy.Smith@aeci.com>
Sent: Wednesday, July 31, 2019 7:01 AM
To: Electric Dept.
Subject: * Wire

2STR151014EPRJ PK #2 AL 15KV 220M FCN EPR JKT IN STOCK in our Kearney Missouri warehouse.. 2500' reel. \$1.65ft

"Don't be discouraged if the people around you don't see what you see in your dream. Most great people were doubted in the beginning of their journey to greatness."

Billy Ray Smith
billy.smith@aeci.com
Northern Missouri Utility Sales
cell: (816) 387-1680

Arkansas Electric Cooperative
1 Cooperative Way
PO Box 194208
<http://www.aecisales.com>
Little Rock Ar 72219



Electric Cooperatives
of Arkansas

STANDARD TERMS AND CONDITIONS OF QUOTATIONS & SALE These Standard Terms and Conditions of Sale ("Terms") apply to any sale of goods by Arkansas Electric Cooperatives, Inc. ("AECI"), and are posted on AECI's web site at www.aecisales.com/terms ("Web Site"). These Terms shall be incorporated by reference into any order or other agreement for sale and purchase of goods between AECI and the customer/purchaser of any such goods ("Purchaser", "you" or "your"), and Purchaser shall be deemed to have full knowledge of these Terms. The placing of an order for goods by execution of a Quote and Contract of Sale or acceptance of goods from, AECI shall create a contract for the sale of goods between AECI and Purchaser (a "Sale Contract") and shall be deemed to constitute acceptance by Purchaser, without Purchaser's signature, of these Terms. Any terms and conditions set out in a Purchaser purchase order or other Purchaser document that are inconsistent with these Terms are not accepted by, and shall not be binding upon, AECI. These Terms may hereafter be revised from time to time by AECI by posting revisions on the Web Site without notice to Purchaser, and such revisions shall be binding on both Purchaser and AECI upon posting. Purchaser is responsible for checking the Web Site for any revisions to these Terms. No change, waiver or consent with respect to these Terms will be binding on AECI unless contained in a separate writing signed by an officer of AECI. 1. Price Quotations. Unless otherwise stated or agreed to by AECI in writing, all prices quoted by AECI, whether written or oral, are FOB destination and automatically expire thirty (30) calendar days from the date issued. In addition, prices quoted by AECI on "In Stock" items automatically expire if AECI sells such items to other customers prior to Purchaser taking action resulting in a Sale Contract regarding such items. For items that are purchased by Purchaser under a supply arrangement ("Supply Arrangement"), whereby AECI agrees to sell and deliver items to Purchaser periodically as agreed, as opposed to a single purchase and delivery of items, AECI reserves the right, upon prior written notice to Purchaser, to increase the prices of such items in amounts needed to offset any price increases for such items that AECI receives from its suppliers during the term of the Supply Arrangement. If Purchaser does not wish to accept such price increases, Purchaser may terminate the Supply Arrangement regarding the affected items by providing written notice to AECI within 30 days of Purchaser's receipt of such a price increase notice from AECI. All price increases will apply to items delivered after AECI gives notice of such price increases, and will continue to apply until AECI receives notice of termination from Purchaser. Price quotations do not include applicable sales, use or other taxes. AECI will invoice and collect such applicable taxes from you unless you provide proof satisfactory to AECI that you have paid such taxes or that you are entitled to an exemption from such taxes, in which case you agree to indemnify and hold AECI harmless for any liability resulting from such claimed Purchaser paid taxes or such Purchaser tax exemption.

From: Electric Dept. <cityelec@centraliamo.org>
Sent: Wednesday, July 31, 2019 6:30 AM



BORDER STATES

Supply Chain Solutions™

Border States Electric Supply
Shealy Electrical Wholesalers

Border States Electric - SJO
3609 Pear St
Saint Joseph MO 64503-1504
Phone: 816-232-8478

City of Centralia MO
114 S Rollins St
Centralia MO 65240

Quote

Page: 1 of 1

BSE Quote: 25315283
Sold-To Acct #: 209638
Valid From: 07/31/2019 To: 08/07/2019

Created By: Jason Wolfe
Tel No: 816-749-7243
Fax No:

Inco Terms:
FOB ORIGIN

Payment Terms:
Net 25th prox

Cust Item	BSE Item	Material MFG - Description	Quantity	Price	Per	UoM	Value
	000010	2839146 OKON - 2 STRANDED 220 EPR 10#14 JKT 2500 OKON 1/C #2 7X ALUMINUM - SS - 220 OKOGUARD EPR - 030 SC EPR - 10 X #14 COPPER CONC WIRES 050 OKOLENE PE W/3 RED STRIPES - SEQ PRINT - 15KV 161-23-3060 2 WEEKS PLUS FREIGHT	2,500 FT	1,785.88	/ 1,000 FT		4,464.70
Total \$							4,464.70
State Tax \$							0.00
County Tax \$							0.00
Local Tax \$							0.00
Other Tax1 \$							0.00
Other Tax2 \$							0.00
Other Tax3 \$							0.00
Tax Subtotal \$							0.00
Net Amount \$							4,464.70

To access BSE's Terms and Conditions of Sale, please go to
<https://www.borderstateselectric.com>

The quoted sales tax is an estimate only based upon the information provided in this quote and will be finalized at the time of Invoice based upon the material purchased, quantity purchased, and delivery location.

Shipping and handling fees in this quote are an estimate only and will be finalized at the time of Invoice.

All clerical errors contained herein are subject to correction. In the event of any cost or price increases from manufacturers or other suppliers, caused by, but not limited to, currency fluctuations, raw material or labor prices, fuel or transportation cost increases, and any import tariffs, taxes, fees, or surcharges, BSE reserves the exclusive right to change its pricing at the time of shipping and will provide notice of any such change to its customers prior to costs being incurred.



1100 Old State Road
PO Box 729
Mattoon, IL 61938

Phone: 217.235.0546
Fax: 217.235.0024

www.anixterpowersolutions.com

Quotation: U00595156.00

To: **CENTRALIA POWER & LIGHT DEPT.**
114 SOUTH ROLLINS STREET
CENTRALIA, MO 65240

Attn:
Phone:
Fax: **6736822493**

Issued Date: **Jul 31, 2019**
Expiration Date: **Aug 30, 2019**

Sales Contact: **Phillip Colgrove**
(P) 217.258.0922
(F) 217.235.0024
phillip.colgrove@anixter.com

Item	Cust Line	Product and Description	Quantity	Price	Unit	Extended
1	163-23-3060	WIRE 2 AL 7STR 15KV 220M EPR URD RED STRIPE STD PKG: 2500 DEL: STOCK	2400	1.800	FT	4,320.00

SECTION TOTAL: \$4,320.00

QUOTE TOTAL: \$4,320.00

Special Notes

- 1) All items are in stock unless otherwise noted.
- 2) All item pricing on this quote is valid for thirty days unless otherwise specified.
- 3) All applicable taxes apply.

For the latest terms & conditions please visit: <https://www.anixterpowersolutions.com/site/legal/purchase-terms.html>

Anixter Power Solutions offers the industry's most extensive and dynamic portfolio of products, services and solutions for the Public Power, Investor-owned Utilities, Construction and Industrial markets.



When it's on the line.®

Jeff Armontrout
Centralia Power and Light
cityelec@centralliamo.org

Reed Hammond
Outside Sales
rhammond@solomoncorp.com | +1 7855775475

Quote: Q-18845 | Sale
Date: July 30, 2019
Change Order: No | Revision: 0
Project:

PRODUCT	QTY	EACH
Single Phase Pole Mount 75 KVA KVA: 75 @ 65°C 60Hz Impedance: Standard HV: 2400/4160Y (60 KV BIL) LV: 277/480Y (30 KV BIL) Primary Taps: 2-2.5% FCAN & BN 2) Sidewall Mounted Primary Bushings Low Voltage Polemount Bushing Non-PCB Mineral Oil Conventional Units	1	\$1,195

PRODUCT	QTY	EACH
Single Phase Pole Mount 100 KVA KVA: 100 @ 65°C 60Hz Impedance: Standard HV: 2400/4160Y (60 KV BIL) LV: 240/480 (30 KV BIL) Primary Taps: 2-2.5% FCAN & BN 2) Sidewall Mounted Primary Bushings Low Voltage Polemount Bushing Non-PCB Mineral Oil Conventional Units	1	\$1,280

PRODUCT	QTY	EACH
Single Phase Pole Mount 25 KVA KVA: 25 @ 65°C 60Hz Impedance: Standard HV: 2400/4160Y (60 KV BIL) LV: 120/240 (30 KV BIL) Primary Taps: 2-2.5% FCAN & BN 2) Sidewall Mounted Primary Bushings Low Voltage Polemount Bushing Non-PCB Mineral Oil Conventional Units	2	\$550

Destination: Centralia, Missouri 65240 | **FOB:** Origin
Shipment: 2-3 Weeks Aro | **Warranty:** 3 Years | **Terms:** Net 30 with approved credit.

Please note any changes to the specifications on this quotation form and reference the quotation number on your Purchase Order. Solomon Corporation will use your Purchase Order as order confirmation and proceed with manufacturing. Please note that changes made after the manufacturing process begins may result in additional charges and potential delays in production. Production of units that are contingent on the approval/receipt of drawings will begin the manufacturing process after the final sign off on the specified drawings. Please allow up to 4 weeks for the receipt of requested preliminary, construction, or approval drawings from the signed formal submittal date.

Prices valid for 30 days. Units subject to availability. Please see attached Terms and Conditions. Price does not include tax. If applicable, tax will be added to the invoice. If order is tax exempt, please provide a copy of your exemption certificate. Payment tendered by credit card will be assessed a 3% convenience fee. Unit(s) quoted are for normal service conditions as defined by ANSI/IEEE Standards. Notify Solomon Corporation at time of quotation should the unit(s) be subject to harmonics, motor starting,

From: [Electric Dept.](#)
To: [Phyllis Brown](#)
Subject: FW: repairs/junkers
Date: Monday, August 12, 2019 7:43:22 AM
Attachments: [image001.png](#)

Jeff Armontrout
Electric Department Foreman
City of Centralia, MO
573-682-5658

From: Brad Relf <brad.relf@trelectric.com>
Sent: Thursday, July 25, 2019 11:24 AM
To: Electric Dept. <cityelec@centraliamo.org>
Subject: RE: repairs/junkers

Ok. Here is pricing for the replacements

75 kVA 2400/4160Y – 277/480Y w/ taps @ **\$1095.00**
(2) 25 kVA 2400/4160Y – 120/240 w/ taps @ **\$495.00 each**
100 kVA 2400/4160Y – 240/480 w/ taps @ **\$1495.00**

Let me know if you need a PO assigned to the invoice.

Thanks!

Regards,

Brad Relf

T&R Electric Supply Co., Inc.



<https://www.youtube.com/watch?v=c1-D30RJ9Qo>

Direct: (605) 684-2141 | Toll Free: 800-843-7994 ext. 2141 | Fax: (605) 534 3861
E-mail: brad.relf@trelectric.com | Website: www.t-r.com

From: Electric Dept. [<mailto:cityelec@centraliamo.org>]

Sent: Thursday, July 25, 2019 11:17 AM

To: Brad Relf <brad.relf@trelectric.com>

Subject: RE: repairs/junkers

Brad

Repair the one and replace the rest if you can do that for me.

Thanks

Jeff Armontrout
Electric Department Foreman
City of Centralia, MO
573-682-5658

From: Brad Relf <brad.relf@trelectric.com>

Sent: Thursday, July 25, 2019 10:19 AM

To: Electric Dept. <cityelec@centraliamo.org>

Subject: repairs/junkers

Hi Jeff

We have your units back and processed through receiving. Of the units you sent in, only the ABC 15 kVA (s/n 70g49912) tested as electrically good. The rest were burned out.

Cost to repair the 15 kVA would be **\$265.00** and I can offer **\$1.50 /kVA** for the others.

Let me know how I should proceed.

Thanks!

Regards,

Brad Relf

T&R Electric Supply Co., Inc.



<https://www.youtube.com/watch?v=c1-D30RJ9Qo>

Direct: (605) 684-2141 | Toll Free: 800-843-7994 ext. 2141 | Fax: (605) 534 3861

E-mail: brad.relf@trelectric.com | Website: www.t-r.com

STREET DEPARTMENT

July 2019 Activity Report

- Collected and baled cardboard from businesses 3 days a week
- Did 79 locates this month
- Patched potholes
- Replaced the bearings in the boom mower
- Mowed street ditches
- Added rock and smoothed up several alleys and shoulders
- Spent several days at the old landfill site, piling and leveling compost area, moving the double ground mulch up to the compost area from the brush pit, piling up mulch in the brush pit, and leveling the brush pit area
- Had representative from the street dept. attend the employee benefits committee mtg
- Spent several days hauling brush and grass from drop off site out to the old landfill site
- Spent several days hauling off debris pile at the old landfill site out to farmers
- Helped haul railings from Herndon Welding to city hall and test fit on ramps and then hauled back out to Herndon's to be painted
- Met with homeowner on Alco to discuss widening driveway
- Hauled 1 load of black dirt to the cemetery
- Did some ditch cleaning: 100 blk of s. Maple, 400 blk of s. Walnut, Miles, 500 blk of w. Bruton, Campbell, Bryson/Allen, n. Rollins, s. Rollins
- Used the skid loader and brush hog and spent several days mowing both old landfill sites, around the street barn, and well #5 site on Gano
- Tore out sidewalk on Rollins by the Elementary school
- Inspected sidewalk at 103 s. Barr for PBR Flatwork
- Installed small sidewalk plate at city hall and installed temp. railing on steps
- Met with Mike and looked at several drainage concerns
- Built a sign bracket and anchored to sidewalk, and installed handicap sign in front of city hall
- Built a sign bracket and anchored to storm sewer inlet box and installed Meadowlark street sign
- Dug and set pole and put up Bryson dr sign
- Trimmed some tree limbs blocking sidewalks
- Met and talked with homeowner at 128 w. Bruton about sidewalks and trees
- Worked with Mike and got Jefferson st. center stripe painted by contractor
- Dug out old metal culvert and set 35ft of 12in metal culvert across Burnett at Allen
- Dug out 2 old culverts on Cox st. on each side on Rollins and set 2 - 40ft x 12in metal culverts
- Dug out and added 12ft of 12 in metal culvert to driveway at 522 Miles for Jeff Smith
- Mike and I met with reps from Armor Equip, and Tymco and discussed street sweepers
- Spent a couple days painting road closed signs and handing out notices to homeowners on Gano-Chance
- Borrowed sewer machine from Water and Sewer dept and spent a couple days flushing culverts
- Loaded a semi-trailer from Fosters with mulch 2 times (worked out deal with them to take extra mulch)
- Dug out old culvert and set 60ft of 15in metal culvert across Gano-Chance on east side of Jefferson

- Attended a supervisor training class in Columbia on 7/29/19 with all of the dept. heads
- Attended a pre-demo bid mtg at city hall
- Got paint sprayer out and ready and spent a couple days painting crosswalks

From: PUBLIC WORKS DIRECTOR

TO: MAYOR AND BOARD OF ALDERMAN

DATE: JULY 2019

RE: ACTIVITY REPORT

- Assisted street department with storm sewer culvert replacement and notices to be handed out
- Gave tour of wastewater system to the City of Memphis
- Talked to Lincoln Brown on Narragansett demo wording and specs
- Met with representatives from Bartlett & West on Water Plant and Wastewater bond issues moving forward
- Had striping done on Jefferson from Gano to Whigham
- Attended supervisor training meeting in Columbia with Jeff, Phil, and Matt
- Met with Boyd Harris, Jeremy Sapp on sewer issue on Addie
- Met with Debbie Sullivan on old car to be moved at Narragansett Building
- Met with Bruce Kasubke on paving and drainage issues for Hubbell
- Talked to Foster Brothers on taking grindings from mulch pile
- Inspected Green Thumb Nursery on cleanup for demolition permits with Heather and Chris
- Called Visu-Sewer on alley behind Prenger's and Narragansett Building to be lined
- Discussed alley with Kenny Cooley, Don Bormann
- Assisted Remley Irrigation look at Marty Bowne's motor and pump
- Met with Bruce Bryson at 607 Bruton on drainage and landscaping with Chris
- Completed issues with Lot 30 at trailer court with DNR and Health Department
- Met with Lynn Richman on demolition concerns with departments
- Checked Douglass farm for concern on bond issue for Bartlett
- Attended employee benefits meeting
- Met with Harold Ward on drainage concern behind his property
- Checked employee payroll sheets biweekly
- Assisted water crew on tie in at S. Columbia / Addie
- Checked use of propane tank for house on Southwest Circle
- Addressed ditching concerns on Miles street
- Addressed trimming and tree cutting complaint at 128 Bruton
- Checked sidewalk for City program at Elementary School
- Checked sidewalk for City program at 320 W. Sneed
- Inspected completed sidewalk at 103 S. Barr
- Met with Erle Bennett on lights to be worked on in Parks
- Addressed Boyd Ware and issues of weeds and alley blockage and lack of progress
- Contacted John Selby on availability of getting rid of excess salvage concrete
- Checked setbacks for – 7 fences, 3 houses, 2 additions, and 1 shed
- Checked 5 cars for running permits