

City of Cole Camp

Request for Official Action

RES X ORD ☐ #

Agenda Date: 9/17/2026

Department/Office: Public Works/Sewer **Requestor Name:** Mayor Nicole Garrett
Subject: Amended Drinking Water Operator Agreement

Recommended Action: Approve revised drinking water operator agreement

Summary:

Kirk Leimkeuhler requested a contract amendment for his services as the Missouri Department of Natural Resources operator with DS-I permit. Deletions from the original agreement are shown in brackets, and additions from the original agreement are shown in bold. The emergency rate of pay is \$75/hour. City staff, rather than operator, will be responsible for ensuring Cole Camp's drinking water system has at least 20 psi.

Background:

The Missouri Department of Natural Resources requires municipalities to have a permitted operator with a DS-I designation to operate a drinking water distribution system. When the previous Public Works Director resigned in August 2026, the City was required to find a contract operator until a member City staff can acquire the DS-I permit. This has been common historically in Cole Camp, Missouri.

Fiscal Impact

Cost of Requested Action:	\$150/month plus \$25/hour
Funding Source:	Water Fund: 03-31-6290
Funds Available:	\$0
Budget Amendment Requested:	Yes X No ☐
Ongoing Annual Cost:	\$0
Revenue Impact:	\$900 in 2026, approximately

Attachments: (list the documents attached)

Proposed amended agreement with Kirk Leimkeuhler, permitted operator

**RESOLUTION
OF THE BOARD OF ALDERMEN
COLE CAMP, MISSOURI**

2026-11

**AMENDED AGREEMENT FOR WATER OPERATOR
PUBLIC WORKS**

A RESOLUTION AMENDING THE CONTRACT BETWEEN THE CITY OF COLE CAMP, MISSOURI AND KIRK LEIMKEULER, LEVEL DS-1, CERTIFICATE #13276 AS CHIEF OPERATOR OF THE COLE CAMP PUBLIC WATER SYSTEM (PWS) IN COLE CAMP, BENTON COUNTY MISSOURI.

WHEREAS, by the Board of Aldermen of the City of Cole Camp, Missouri as follows:

WHEREAS, The Board of Aldermen amends a contract, signed _____, 2026, by the Mayor of the City of Cole Camp, Missouri, and authorizes the City Clerk attest to the signature of the Mayor, a copy of said contract being attached to this resolution and being incorporated herein by reference.

NOW, THEREFORE, BE RESOLVED, by the City of Cole Camp that this resolution is hereby approved.

APPROVED BY THE BOARD OF ALDERMAN OF COLE CAMP MISSOURI THIS _____
DAY OF _____, 2026.

ATTEST:
Dawn Paul, City Clerk

ON BEHALF OF THE CITY OF COLE
CAMP, MISSOURI
Nicole Garrett, Mayor

City of Cole Camp

Chief Operator Agreement – Drinking Water Treatment Facility

This Agreement made and entered into this 26 day of August, 2026 by and between the City of Cole Camp, Missouri Drinking Water Treatment Facility ("DWTF") and Kirk Leimkeuhler, Level DS-I, Certificate #13276 (the "Operator"). The water system is classified as Treatment/Distribution Level.

It is hereby agreed that the Operator will operate the public water supply of the City of Cole Camp, MO and assure that all actions necessary to cause it to meet all requirements of state and federal laws are taken. Operator will abide by all Missouri Department of Natural Resources (MoDNR) regulations. Operator will maintain a minimum of a DS-I level of certification license, as specified by MODNR, and notify the Mayor or the Public Works Director in the event such license expires or is revoked. The Operator currently holds a Drinking Supply I permit #13276.

Operator shall be present at the DWTF a minimum of 2 times a month. Operator's duties and responsibilities will include, but not be limited to:

1. Assuring collection of all required monthly bacteriological routine, repeat, replacement and/or special samples according to the MoDNR.
2. Assuring that samples are provided per the MoDNR Bacteriological Sampling schedule and delivered on time.
3. Collect and submit all MoDNR required chemical monitoring, such as lead and copper samplings, during the monitoring periods established by MoDNR. Prepare and deliver on time Consumer Confidence Reports which Operator will distribute to customers annually.
4. Conduct operational monitoring for DWTF as required by MoDNR regulations.
5. Operator will be on site for repairs required by the system and responsible for ensuring all main breaks and new mains are flushed, pressure tested, disinfected, and sampled for bacteriological quality prior to being placed in service or returned to service. [These services will be billed at an hourly rate of \$25 per hour, along with a \$150 per month charge for two samples. Paid travel time will begin in Warsaw and continue through arrival in Cole Camp.]
6. **City staff** will ensure that the distribution system is always operating with at least 20 psi.

7. Operator will report all violations of Missouri Safe Drinking Water Act to MoDNR as required by law and regulation.
8. Operator will report disinfection residual level to MoDNR at the times of bacteriological sampling.
9. Operator shall oversee duties and functions related to water quality and safety for the water system.
10. Operator shall be available in case of emergency to arrive at the place of emergency within 90 minutes. **The emergency rate of pay shall be \$75/hour. Paid travel time will begin in Warsaw and continue through arrival in Cole Camp.**
11. **The services outlined in this agreement, except for emergencies, will be billed at an hourly rate of \$25 per hour, along with a \$150 per month charge for two samples. Paid travel time will begin in Warsaw and continue through arrival in Cole Camp.**
12. Operator shall furnish his own transportation and the DWTF will have no responsibility for this.
13. In the event Operator cannot be available he will notify the DWTF three (3) days in advance and the DWTF will provide a substitute operator to assume his duties. In the event of illness or family emergency which will prevent Operator from performing his duties, he will notify DWTF as quickly as possible.

ATTEST:
Dawn Paul, City Clerk

Date:

ON BEHALF OF THE CITY OF COLE CAMP,
MISSOURI
Nicole Garrett, Mayor

Date:

Operator

Date: