



December 4, 2018

I Jeff Mattingly owner of Earth First Contractors LLC have received some information pertaining to a proposal by a local entity to purchase Port Perry Service Company in Perry County, Missouri. We currently do a substantial amount of work for Port Perry Service Company. The work we do includes making new service connections and repairs to existing main lines. We have been performing these services for 12 years. We would be interested in continuing that same work for an entity that was owned and operated by a community based organization. We believe the interest of the customers in question would be best served by an organization close to home and the revenues remain in the State of Missouri and the County of Perry where the utilities are located and the community can benefit.

Jeff Mattingly,

Earth First Contractors LLC.

CLIENT NAME | LAKE PERRY LOT OWNER'S ASSOCIATION

SERVICES PROVIDED BY PAYCHECK PAYROLL SERVICES/PPS TAX SERVICE

ACCOUNTING SERVICES

- Generate monthly invoices based on meter readings(water/sewer) usage
- Print, fold, stuff and mail invoices to customers
- Record and manage accounts receivable payments
- Take deposits to bank
- Monitor Accounts Receivable balances - Create and mail past-due and shut-off notices to customers
- Monitor Customer Accounts and collaborate with Meter Reader to ensure billings are accurate
- Record and allocate accounts payable expenses
- Prepare accounts payable checks for signatures
- Reconcile checking account with monthly bank statement
- Review, analyze and reconcile general ledger accounts for accuracy
- Prepare and record necessary journal entries to reflect correct accounting records
- Provide monthly profit and loss reports based on information currently available
- Prepare and process annual Forms 1099 and 1096
- Prepare annual tax return based on monthly compilation

MANAGEMENT SERVICES

- Manage work orders for service/repairs and communicate with proper authorities
- Manage contracts for new customer hook-ups and communicate with proper authorities
- Manage termination requests and communicate with proper authorities
- Prepare and file annual water & sewer report with MO Public Service Commission
- Pay and file annual Mo State Operating Permit
- Prepare and file DNR Audit & Inspections report
- Prepare and file annual Capacity Survey
- Prepare and file annual CCR Certification
- Prepare and file Business R&D and Innovation Survey with United States Commerce
- Manage MO One Call Annual Report
- Manage annual registration with the Secretary of State
- Collaborate with meter reader to ensure annual Primacy Fee reporting to DNR is accurate
- Accept supplies such as water test kits on behalf of Plant Operator at our location
- Accept walk-in traffic at our office for your customers to be able to pay their bills, request services, ask questions, and be a point of contact for them.
- Retrieve mail from Post Office
- Maintain all records in office

CLIENT NAME | LAKE PERRY LOT OWNER'S ASSOCIATION

PAYROLL SERVICES

- Process payroll per established pay frequency
- Administer Direct Deposits
- Provide Complete and Total Tax Management
- Prepare Quarterly Reports and Manage all Filings
- Prepare annual W-2's
- Manage New Hire Reporting
- Manage Vacation and Sick Time Tracking
- Manage Third Party Deductions
- Provide Online Payroll Services
- Provide Employee Online Portal and Training
- Provide Time and Attendance Solutions
- Provide HR Solutions
- Offer Background Checks

We may ask you to clarify certain items you furnish to us but we will not audit or otherwise independently verify that expenses are considered bona fide business expenses for you or your company.

You are responsible for providing us with all the information needed to properly maintain your records; items such as but not limited to:

- Accurate monthly meter readings for all meters
- Access to the PO Box where all bills, payments, bank statements, etc. are mailed
- Copies of purchase/lease contracts and agreements
- Detailed list of company assets (description, date of acquisition, original cost, etc.)

You agree to provide us with the above documents and information as this will enable us to provide you with superior service and accurate financial statements.

You are also responsible for stopping by our office on a weekly or bi-weekly basis to sign checks that have been prepared and discuss issues as they arise.

Charles Staffeldt

6625 HWY J • Perryville, MO 63775 • 573-517-2239 • happycamper6265@gmail.com

Objective:

I would like to continue to operate and maintain the water and sewer utilities at Lake Perry. I have been responsible for this since April 1, 2017. The only other person that knows more about the utilities other than myself is the gentleman that did the job for 12 years before he retired.

Education:

Perryville High School
326 College St.
Perryville, MO 63775

Perryville Area Career/Technology Center
326 College St.
Perryville, MO 63775
1,000 hour certificate – Auto Body Collision Course
1979-1980

Nashville Auto-Diesel College
1524 Gallatin Avenue
Nashville, TN 37206
Collision Repair and Refinishing
1,200 Hours

Hazardous Materials Certification
40 hour course
April 9, 1993

NUCA Confined Space Entry Program
February 15, 1996

Skills:

- Certified TIG welder – stainless pipe
- Certified arc welder –all position plate and carbon steel pipe
- MIG welder
- Acetylene torch welder
- Silver solder
- Experience with water and sewer plant expansions and renovations
- Repairing and replacing water meters
- Experience with all forms of piping and laying miles of gravity and force main sewer pipes
- Ability to operate: skid steer, wheel loader, backhoe, trackhoe, boring machine, boom truck, forklift, tractor, and dump truck.
- Knowledgeable with electric wiring
- Operating computers

Experience:

Murray Enterprises
2626 PCR 730
Perryville, MO 63775
January 1, 1980 – August 1, 1980
-High school job; left to go to college
May 1983 – September 1984
Duties: Fabricated steel stairs, spiral stairs, pipe rails, wrought iron rails, fencing, gates. Ran installation truck in St. Louis.
-left due to lack of appropriate help

Buff Motors
601 N Main St.
Perryville, MO 63775
June 1, 1980 – January 25, 1982
Duties: Repaired cars purchased from auctions, spot/complete paint jobs
-left to move to Oklahoma

B and D Auto Body

Weatherford, OK 73096

February 1982 – May 1983

Duties: Wrote insurance estimates, repaired dents, replaced body panels, frame straightening, spot/complete paint jobs

-left to move back to Perryville

Missouri Ornamental Iron

6733 Olive Blvd.

St. Louis, MO 63130

April 1985 – March 1990

Duties: Fabricated and overseen installation of: steel stairs, spiral stairs, pipe rails, tubing rails, wrought iron rails, fencing, gates, burglar bars/doors, and structural steel. Worked on installation truck.

-left to start job at Robinson Construction

Robinson Construction

2411 Walters Ln.

Perryville, MO 63775

March 1990 – May 1997

Duties: Pipe welding, laying gravity sewer mains, built a cofferdam in the Missouri River to

install 2-24 inch intake pipes. Various mechanical jobs doing thread, flang, PVC, ductile piping. Welding carbon steel pipe, stainless pipe and exhaust hoods, and high pressure gas and steam pipe. Soldered and silver soldered copper pipe and tubing. Set up machines and lines at TG and Procter & Gamble. Tied rebar and worked with Symons concrete forms. Pressure tested piping and manholes. Finished graded yards after running sewer lines through them. Installed heating and cooling duct work.

Fabricated structural steel.

-left due to injury from falling 25 feet on a micro tunnel boring job causing me to shatter my talus bone and break my back in two places, was never able to return.

Maintaining Family Farm

1987 – Present

Port Perry Service Co.

Perryville, MO 63775

April 1, 2017 – Present

Jeremy Meyer
30 Dreamz Ln.
Perryville, MO 63775

May 1, 2019

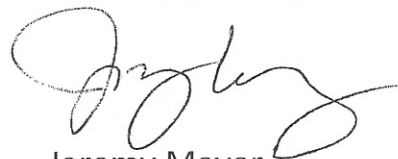
I have had conversation with a representative of the newly formed Lake Perry Service Company in regards to a role I might be able to play in water and sewer compliance. I understand this entity is interested in purchasing the Port Perry Service Company.

I would be interested and available to work for the new entity. I am currently working in that capacity with Port Perry Service Co. in Perryville, Missouri. This additional job would be something I could perform.

I have certifications as follows:

DS3 License for water
Class A for wastewater

Yours very truly,

A handwritten signature in black ink, appearing to read 'Jeremy Meyer', with a large, stylized flourish extending from the end of the signature.

Jeremy Meyer

Richard T. DeWilde
1300 Brenda Ave.
Perryville, MO 63775

"Bio"

Certified Public Accountant since 1988

Owned and managed Certified Public Accounting firm since October 1993

**President and manager of Lake Perry Lot Owners' Association since
September, 2003**

**Will be interested in being CEO and manage the newly formed Lake Perry Service
Company which will operate the water and sewer services at Lake Perry.**

Robert Weiden

5034 South Port Perry Drive

Perryville, MO 63775

573-513-0271

To: Lake Perry Lot Owner's Association Board of Trustees

The following is a short biography of my work experience. From the early to the mid 1980s I worked at the Greens Golf and Racquet Club as a general laborer, Irrigation Specialist and second assistant.

From 1989-1990 I worked for John Slinkard as a carpenter in residential construction.

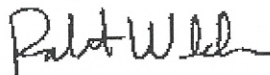
From 1990-1991 I began working at Crystal Highlands Golf Club as an assistant professional where I worked in the shop, cleaned carts and displayed and set up merchandise. Then I moved up to a superintendent position until 1998. I was responsible for maintaining golf course from day to day, hiring help, maintaining irrigation system which includes fixing leaks, replacing and repairing sprinklers, schedule watering and fixing controllers.

From 1999-2005 I worked at Al Ford Environmental Services. The duties I had there included installing septic tanks, septic systems and inspection of septic tanks and fields.

In 2005 I began working for Perry County Land Company. I began as a general laborer which evolved into a supervisory position. My duties include maintaining the grounds, maintaining the pool, including maintaining proper chemical levels, upkeep of restrooms, authorize inspections and permits, insure gates, proxcards, key fobs are current and working.

I would be interested in becoming certified as a utility operator.

Sincerely,



Robert Weiden

Brian Flentge
1491 PCR 902
Perryville, MO 63775
314-913-1190

To: Lake Perry Boards of Trustees

To Whom it May Concern,

I am writing to express my interest in the Water and Sewer Operator Position at Lake Perry and to explain why I feel that I am a good candidate for this position. I have many years of experience and believe that you will be very interested in me after you take a closer look.

I have been doing construction work for the last 20 years. I have been working construction with local companies as well as out of state companies. This is where I have been employed and then adapted into starting my own company. I have served as owner, worker and much more.

In addition to my experience in construction, I have spent the last 15 years owning my own company that I started in 2005. I have done numerous jobs at Lake Perry including the culvert bridge replacement, boulder walls, excavator work, concrete walls as well as planning and designing projects for multiple lot owners. I make sure I am available for all the jobs that I am hired for and am there when needed.

I have also donated my time working on the Wall for our home town. This experience I believe will be extremely useful for working for you.

I hope that you are intrigued by my experience in the construction field and what I am able to do for this job. I can be reached by phone at 314-913-1190 or via email at outdoordeco@yahoo.com.

I hope to speak with you soon regarding this exciting opportunity.

Sincerely,

Brian Flentge

 12/17/18

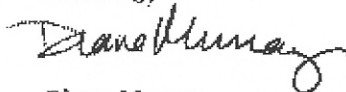
Diane Murray
2060 Marina Loop
Perryville, MO 63775
573-768-5196

To: Lake Perry Lot Owners' Association Board of Trustees

I live at Lake Perry and have been doing daily testing for the chlorine levels over the last eight years. Each day I let the cold water run several minutes, place the correct amount of water in the tubes and add the packet of DPO Free Chlorine Reagent to get the chlorine reading. I record those readings and turn in the monthly reports to Payroll Paycheck Services.

Also, yearly, when I am asked I am given containers to gather water samples from five other residents for testing of lead and copper.

Sincerely,



Diane Murray