

LEAVENWORTH WATERWORKS

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON APRIL 27 2015

A regular meeting of the Board of Directors of the Leavenworth Waterworks was held at 5:00 PM on Monday April 27, 2015 at the Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

ATTENDANCE

Directors in Attendance

Richard Gervasini, Chairman
Teresa Wood, Vice Chairman
Christi Norris, Secretary
Greg Kaaz, Member

Directors Absent (Excused)

Davis Moulden, Assistant Secretary

Staff in Attendance

Joel Mahnken, PE, General Manager
Lesia Hegeman, Manager of Finance
Jeffrey Arnold, Superintendent of Plants
Gary Simanowitz, South Plant Superintendent
Kayla Manning, Engineer

Others in Attendance

CALL TO ORDER

Chairman Gervasini called the meeting to order at 5:00 PM.

ROLL CALL, ANNOUNCEMENT OF QUORUM

Chairman Gervasini noted that a quorum was present.

REQUESTS, COMMENTS, PETITIONS BY MEMBER OF THE PUBLIC

BOARD MEMBER ITEMS OUTSIDE OF EXECUTIVE SESSION

The bank signature cards were signed by staff and board members, the cards are on hold until Director Moulden signs the cards.

APPROVE MINUTES OF
APRIL 13, 2015

Upon motion from Director Kaaz, seconded by Director Norris, and Director Gervasini abstained, the minutes for April 13, 2015, were adopted ...

RESOLVED (No. 14524) that the Board approved the April 13, 2015 minutes.

CONSIDERATION OF
CONSENT AGENDA FOR:

Upon motion from Director Kaaz, seconded by Director Wood, unanimously adopted

RESOLVED (No. 14525), that the Board approved:

A. PAYROLL
DISBURSEMENT

A. The payroll for the period ending April 31, 2015 amounting to gross pay of \$77,870.52 (composed of the following withholdings and deductions) Federal Income Tax - \$7,458.09; FICA- \$5,752.13; State Tax - \$2,523.57; KPERS - \$4,653.06, Insurance - \$2,390.69; United Way - \$152.13; Eq-flex - \$2,302.19; PEDC - \$2,624.83; Garnishment - \$1,399.58; Rent - \$217.50; Misc - \$35.00; and Direct Deposit - \$48,361.75, and including the following overtime amounts: Distribution - 11 hours @ \$350.55; North Plant - 6 hours @ \$191.97; South Plant - 4 hours @ \$137.58 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Special Claims \$262,294.80; and Special/Special Claims as follows: Henry Martens Chevrolet-Cadillac \$29,721.00, SASI \$3,316.46, Linebarger, Goggan Blair & Sampson \$732.16, the checks be drawn on the Revenue Fund for their respective amounts.

CONSIDERATION OF MARCH
FINANCIAL REPORT

Upon motion from Director Wood, seconded by Director Kaaz, it was unanimously adopted

RESOLVED (No. 14526), that the Board approved the March Financial Report.

CONSIDERATION OF BIDS
FOR QUINCY, OLIVE,
KINGMAN, AND 14TH ST
WATERLINE REPLACEMENT

Upon motion from Director Kaaz, seconded by Director Wood, and unanimously adopted, it was

RESOLVED (No. 14527), that the Board authorize the General Manager to execute the contract documents with Northern Pipeline (NPL) in the amount of \$638,002.58.

CONSIDERATION OF KMU
NON-VOTING DELGATE

Upon motion from Director Wood, seconded by Director Norris,
and unanimously adopted, it was

RESOLVED (No. 14528), that the Board approval the Financial
Manager as a non-voting delegate for KMU.

STAFF REPORTS

ADMINISTRATION

1. The audit work continues.
2. Received reimbursement payment from State Farm Insurance for fire hydrant damage (20th and Ottawa). Received Progressive Insurance reimbursement payment for fire hydrant damage (5th Avenue and Pennsylvania).

DISTRIBUTION AND ENGINEERING

Water Distribution Summary

1. Columbia Ave – Spruce to Michigan, Spruce - Columbia to Broadway and Delaware Street 16th Street to 13th Street – NPL is in the process of collecting signatures for bonding and contracts.
2. 16th Quincy/Olive – 14th to Newman/14th St, North of Vilas/Kingman – Quincy to Ohio – Bids were received.
3. KDOT Facility (16490 Springdale Rd) Contractor was down for a week due to equipment.
4. Thornton Ave – Nothing new.

Water Distribution Operations

Between March 19th, 2015 and April 9th, 2015, the following water distribution activities have occurred:

- a. Valves and Fire Hydrants (new and replacements): none
- b. Water-Line Breaks: none
- c. New Services: two
- d. Service Kills: one

City of Leavenworth Projects

1. 4th and Poplar Geometric Improvements – The conflicting hydrants and pipe have been relocated.

2. Cherokee Box west of 11th Street – Nothing New.
3. 2nd Street Bridge – nothing new.
4. Stove Factory Lofts – nothing new.
5. 9th and Osage – nothing new.

PLANTS TREATMENT

North Plant Summary

1. Scada system – Pedrotti continues to work on resolving the programming problems.

South Plant Summary

1. Scada system – Pedrotti continues to work on resolving the programming problems.
2. Generators – Working on land acquisition.
3. Well testing – Douglas Pump found Well #8 needs to be treated, cost is \$12,990.00.

GENERAL MANAGER

1. Met with a Board member for RWD #5 on how to improve service to a small number of their customers on Springdale Road as a result of the KDOT line extension.
 2. Attended a meeting of the Centennial Bridge Advisory Committee. It appears that the current location of the bridge will be the recommended corridor for the replacement bridge should the project go forward.
 3. Attended an informational meeting provided by the City on their stormwater control program (MS4 NPDES) requirements.
 4. Met with KMU to begin work on the Safety Compliance and Management Program.
 5. Provided the Board with a first quarter update on this year's work plan.
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EXECUTIVE SESSION

Upon motion from Director Wood, seconded by Director Kaaz, and unanimously adopted, it was

RESOLVED (No. 14529), at 5:55PM, the Board recessed the regular board meeting for 30 minutes, and entered into executive session to discuss personnel matters.

Upon motion from Director Kaaz, seconded by Director Norris it was unanimously adopted, it was ...

RESOLVED (No. 14530), at 6:10PM, the Board ended the executive session and resumed the regular board meeting. The Board authorized the General Manager to pay any merit increase in 2015 as a bonus for any employee that exceeds the current pay range for their postion.

ADJOURNMENT

There being no further business to come before the Board, Director Gervasini adjourned the meeting.

Approved _____ 2015

Richard Gervasini, Chairman

Christi Norris, Secretary