

LEAVENWORTH WATER DEPARTMENT

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON AUGUST 11, 2014

A regular meeting of the Board of Directors of the Leavenworth Water Department was held at 5:00 PM on Monday, August 11, 2014 at the Leavenworth Water Department located at 601 Cherokee, Leavenworth, Kansas 66048.

ATTENDANCE

Directors in Attendance

Greg Kaaz, Chairman
Richard Gervasini, Vice Chairman
Michael Bogner, Assistant Secretary

Directors Absent (Excused)

Teresa Wood, Secretary
Howard Kirk, Member

Staff in Attendance

Joel Mahnken, General Manager
Lesia Hegeman, Finance Manager
Jeffrey Arnold, Water Treatments Manager
Jim Adams, North Plant Superintendent
Kayla Manning, PE, Engineer
Dennis Baragary, Sr., Manager of Distribution
Patrick Garrett, Jr., Distribution Supervisor
Sue Barnes, Administrative

Others in Attendance

Tom Roemer, American Roofing
Dorothy Edwards

CALL TO ORDER

Chairman Kaaz called the meeting to order at 5:00 PM

ROLL CALL, ANNOUNCEMENT OF QUORUM

Chairman Kaaz noted that a quorum was not present. Director Bogner arrived at 5:10 PM, Chairman Kaaz noted that a quorum was present.

BOARD MEMBER ITEMS OUTSIDE OF EXECUTIVE SESSION

Director Bogner requested an updated wall map showing City water mainlines, boundaries, etc to be posted by August 25, 2014 board meeting.

Director Bogner requested a cost proposal on all recommendations for 4th & Poplar.

APPROVE MINUTES OF JULY
28, 2014

Upon motion from Director Gervasini, seconded by Director Wood,
the motion was adopted

RESOLVED (No. 14428), that the Board approved the minutes
from the July 28, 2014.

CONSIDERATION OF
CONSENT AGENDA FOR:

Upon motion from Director Gervasini, seconded by Director
Bogner, unanimously adopted

RESOLVED (No. 14429), that the Board approved:

A. PAYROLL
DISBURSEMENT

A. The payroll for the period ending August 15, 2014
amounting to gross pay of \$78,664.08 (composed of the
following withholdings and deductions) Federal Income Tax
- \$7,432.56; FICA- \$5,799.28, State Tax - \$2,568.12; KPERS -
\$3,977.08, Insurance - \$2,373.83; United Way - \$128.50; Eq-
flex - \$2,479.67; PEDC - \$3,206.16; Garnishment - \$755.00;
Rent - \$217.50; Misc - \$37.50; and Direct Deposit -
\$49,688.88, and including the following overtime amounts:
Distribution - 96 hours @ \$2,925.20; North Plant - 29
hours @ \$733.89; South Plant - 10 hours @ \$326.71 be
approved and disbursements made from the Revenue Fund
for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Regular Claims \$104,017.55; Special Claims
\$211,487.20; and Special/Special Claim as follows: Leav
Excavating & Equip \$335.66, Speedway Chrysler Dodge Jeep
\$21,100.50, AWWA \$174.00, Ks Gas Service \$204.52,
Westar Energy \$41,869.21, Capital Electric \$172.00 Joel
Mahnken \$1,836.28, Stevens Worldwide Van Lines
\$10,696.94 and The Café \$330.00 the checks be drawn on
the Revenue Fund for their respective amounts.

CONSIDERATION TO
AMENDED ROOFING
CONTRACT

Upon motion of Director Gervasini, seconded by Director Bogner,
and unanimously adopted

RESOLVED (No. 14430), that the Board approved to amend the
original contract with American Roofing at a cost of \$15,490.00.

CONSIDERATION OF FINAL
AUDIT

Upon motion of Director Gervasini, seconded by Director Bogner,
and unanimously adopted

RESOLVED (No. 14431), that the Board approved the 2013 Audit
Report from Kramer and Association. The Report will be filed with

the State of Kansas.

CONSIDERATION OF DESIGN
CONTRACT WITH BG FOR
KDOT FACILITY MAIN
EXTENSION

Upon motion of Director Gervasini, seconded by Director Bogner,
and unanimously adopted

RESOLVED (No. 14432), that the Board approved the design and
construction observation contract with BG Consultants for \$43,000.
The design cost is \$28,000 and the construction observation is
\$15,000.00.

CONSIDERATION GRADING
PROPOSALS FOR POLE
BARN

Upon motion of Director Gervasini, seconded by Director Bogner
and Director Kaaz abstained the motion was adopted

RESOLVED (No. 14433), that the Board approved the bid for
Blaser Excavating to grade the pads for the pole barns at a cost of
\$8,500.

CONSIDERATION OF
ARCFLASH STUDY WITH
CASSELL FOR GENERATOR
WORK

Upon motion of Director Gervasini, seconded by Director Bogner,
and unanimously adopted ...

RESOLVED (No. 14434), that the Board approved to amend the
scope of work in the original contract to include arcflash study at
the South Plant and Ohio Booster Station at a price not to exceed
\$5,600.00.

PRESENTATION AND
CONSIDERATION OF KS
AWWA ANNUAL
CONFERENCE IN TOPEKA

Upon motion of Director Bogner, seconded by Director Gervasini,
and unanimously adopted ...

RESOLVED (No. 14435), that the Board approved Joel Mahnken to
attend the KsAWWA in Topeka, August 26-28, 2014.

STAFF REPORTS

ADMINISTRATION

- City free water issue – pending item
- Drop Box and exterior work – pending item
- Mike Dougherty Anniversary Recognition – 25 years
- Security Camera installed
- IT hiccups, power outage
- LCDC Golf Tournament
- Fire hydrant hit – received insurance check
- Richard Allen Cultural Center tickets – offer to staff

DISTRIBUTION AND ENGINEERING

- Manager's GIS up and running
- 4TH and Cherokee, pavement radar completed
- Drawings for Riverfront Park Pipe/Riverbank Repair
- GIS Tablets

DISTRIBUTION OPERATIONS

- New service connection : none
- Kills: none
- Valves and hydrants: none
- Breaks: three 2-inches, one 4-inch, five 6-inch, one 8-inch
- Radio read installation: none
- Main Replacements: none

LWD PROJECTS

- Columbia Ave – Spruce to Michigan (and Spruce Columbia to Broadway) – nothing new
- Delaware Street 16th Street to 13th Street – nothing new
- Hampton Inn – nothing new
- Stove Factory Lofts – nothing new
- Quincy at 16th Street/Olive 14th to Newman/14th St North of Vilas/Kingman-Quincy to Ohio

CITY OF LEAVENWORTH PROJECTS

- 4th and Poplar – nothing new
- 5TH Ave and Prospect/5th Street and Oak/18th Street –storm box installed.
- 2nd Street Bridge Replacement
- Marion and Girard
- City Sidewalk and Street overlay projects
- Cherokee box west of 11th Street
- KDOT facility sewer (16490 Springdale Rd)
- 2014 KLINK ADA Ramp improvements

PLANTS

- Generator Contract
- Pole Barn Prep
- Power Outage – lightning hit at South Plant

ADJOURNMENT

There being no further business to come before the Board, Chairman Kaaz adjourned the meeting.

Approved _____ 2014

Greg Kaaz, Chairman

Teresa Wood, Secretary