

LEAVENWORTH WATER DEPARTMENT

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON AUGUST 25, 2014

A regular meeting of the Board of Directors of the Leavenworth Water Department was held at 5:00 PM on Monday, August 25, 2014 at the Leavenworth Water Department located at 601 Cherokee, Leavenworth, Kansas 66048.

ATTENDANCE

Directors in Attendance

Greg Kaaz, Chairman
Richard Gervasini, Vice Chairman
Teresa Wood, Secretary
Michael Bogner, Assistant Secretary
Howard Kirk, Member

Directors Absent (Excused)

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

CALL TO ORDER

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

ROLL CALL, ANNOUNCEMENT OF QUORUM

Vice Chairman Gervasini noted that a quorum was present.

BOARD MEMBER ITEMS OUTSIDE OF EXECUTIVE SESSION

None

APPROVE MINUTES OF
AUGUST 11, 2014

Upon motion from Director Bogner, seconded by Director Gervasini, and Director Kirk abstained it was adopted

RESOLVED (No. 14436), that the Board approved the minutes from the August 11, 2014.

CONSIDERATION OF
CONSENT AGENDA FOR:

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

RESOLVED (No. 14437), that the Board approved:

A. PAYROLL
DISBURSEMENT

A. The payroll for the period ending August 31, 2014 amounting to gross pay of \$75,343.41 (composed of the following withholdings and deductions) Federal Income Tax - \$6,974.53; FICA- \$5,545.23, State Tax - \$2,432.33; KPERS - \$3,848.83, Insurance - \$2,619.88; 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 - \$47,098.28, and including the following overtime amounts: Distribution - 24 hours @ \$764.36; North Plant - 15 hours @ \$463.98; South Plant - 6 hours @ \$199.29 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Special Claims \$242,926.22; and Special/Special Claim as follows: TenPenny Restaurant \$220.00, SASI \$2,881.43, AT&T \$281.25, AXA Equitable \$6,412.32 and CW Lawn \$280.00 the checks be drawn on the Revenue Fund for their respective amounts.

PRESENTATION AND
CONSIDERATION OF JULY
FINANCIAL STATEMENTS

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

RESOLVED (No. 14438), that the Board approved the July Financial Statements.

PRESENTATION AND
CONSIDERATION OF BIDS
FOR CHLORINE HOIST

Upon motion of Director Kirk, seconded by Director Bogner, and was unanimously adopted

RESOLVED (No. 14439), that the Board approved the purchase of Kone CTX hoist, installation of grounding conductor, and alignment of the mono rail at a cost not to exceed \$11,270.00.

STAFF REPORTS

ADMINISTRATION

- City free water issue – pending item
- Drop Box and exterior work – pending item
- Lead and copper testing – all 30 collection samples were taken to Topeka, waiting on test results.
- Drug Testing Center – CorporateCare closed its Leavenworth location effective August 18, 2014. Michael Mowery, ProRehab is working to find a replacement for CorporateCare.

DISTRIBUTION AND ENGINEERING

- Drawings for Riverfront Park Pipe/Riverbank Repair
- GIS Tablets
- Office Roof – is 95% completed
- Fence
- Pavement

DISTRIBUTION OPERATIONS

- New service connection : none
- Kills: none
- Valves and hydrants: none
- Breaks: two – 2 inch and one 6 - inch
- Radio read installation: 109
- Main Replacements: none
- Service Transfers – three on Osage

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 – Prospect Street is near completion.
- Sherman – lowered 2-inch PVC for new storm pipe/swale
- 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
- Wells Study – Layne has completed the study, waiting on results
- Pole Barn Prep
- Hot Water Heater – boiler failed, staff is working on bids for replacement

ADJOURNMENT

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

Approved _____ 2014

Greg Kaaz, Chairman

Teresa Wood, Secretary