

# Leavenworth Water Department

601 Cherokee

Leavenworth, Kansas 66048-0576

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913-682-0627 (facsimile)

[www.lvnwater.com](http://www.lvnwater.com)

## AGENDA

**DATE:** February 25, 2013

**TIME:** 5:00 PM

**PLACE:** 601 Cherokee, Leavenworth, Kansas 66048

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Meeting called to order, confirmation of quorum, and approval of the agenda.

- A. Review and Approve Board Meeting Minutes of February 11, 2013 (2 min)
- B. Board Member Items Outside of Executive Session (5 min)
- C. Public Comment (10 min)
- D. Consideration of Payroll Disbursements (2 min)
- E. Financial Reports and Claims:
  - 1. Consideration of Payment of Special Claims (2 min)
  - 2. Consideration of Payment of Special-Special Claims (2 min)
  - 3. Consideration of January Financial and Investment Report (5 min)
- F. Consent Agenda:
  - 1. Consideration of Updated 2013 Schedule of Events (5 min)
- G. Administration Update:
  - 1. HR Update (5 min)
  - 2. Staff Engineer Position (2 min)
  - 3. Office Renovation (2 min)
- H. Project Updates (10 min)
- I. Consideration of Winsmith Gear Unit Purchase for South Plant (5 min)
- J. Department Manager's Report (Highlights):
  - 1. Department Manager (10 min)
  - 2. Treatment Plant Operations (5 min)
  - 3. Water Distribution Operations (5 min)
- K. Executive Session (30 min)

Meeting Adjourned