

LEAVENWORTH WATERWORKS DEPARTMENT

Serving the City of Leavenworth and Seven Rural Water Districts in Leavenworth and Jefferson Counties

Leavenworth Waterworks Board Meeting

601 Cherokee

Leavenworth, Kansas 66048-0576

Monday, May 13, 2013

5:00 – 7:00 PM CT

AGENDA

Board Meeting

- | | |
|--|--------------------------|
| A. Call to Order | Howard Kirk,
Chairman |
| B. Roll Call/Announcement of Quorum | Howard Kirk,
Chairman |
| C. Requests, Comments, Petitions by Members of the Public (5 min) | Howard Kirk,
Chairman |
| D. Board Member Items Outside of Executive Session (5 min) | Howard Kirk,
Chairman |
| E. Election of Board Officers (10 min): | Howard Kirk,
Chairman |
| • Chairman | |
| • Vice Chairman | |
| • Secretary | |
| • Assistant Secretary | |

Regular Agenda

- | | |
|---|------------------------------------|
| F. Approve minutes of Previous Meetings (5 min)
Board Meeting of April 22, 2013 | Board Chairman |
| G. Consideration of Payroll Disbursements (5 min)
Payroll Disbursement of May 15, 2013 | Board Chairman |
| H. Consideration of Payment of Claims (10 min): | Board Chairman |
| • Regular Claims | |
| • Special Claims | |
| • Special-Special Claims | |
| I. Consideration of Draft 2012 Audit Report (15 min)
Board to approve draft 2012 Audit Report | Lesia Hegeman and
Dana Splichal |
| J. Consideration of Ball Valve and Actuator Purchases (5 min)
Board to approve purchase of 3 double seat ball valves and tandem cylinder actuators | Jeff Arnold and
Gary Simanowitz |
| K. Consideration of Five Trails Half Marathon Donation (5 min)
Board to approve purchase of 3 double seat ball valves and tandem cylinder actuators | Richard Gervasini
Board Member |
| L. Consideration of Consumer Confidence Report (5 min)
Board to approve 2013 Consumer Confidence Report for publication | John Kaufman |
| M. Consideration of KRWA Membership Renewal (2 min)
Board to approve KRWA membership renewal | John Kaufman |

Consent Agenda

N. Consideration of Updated 2013 Schedule of Events (5 min)

Board to updated schedule of events

John Kaufman

Staff Reports

O. GIS Demonstration and Discussion (10 min)

Staff to provide a brief overview and demonstration of the new GIS system

Kayla Manning

P. Administration (10 min):

- Human Resources Update (5 min)
- Computers and Software (5 min)
- Procurement Policy (10 min)

John Kaufman and
Lesia Hegeman

Q. Projects Update (10 min):

Staff to brief status report on current and planned projects

Kayla Manning

R. General Manager's Report (10 min):

- Government Affairs/Community Relations
- Legislation Update
- Operations:
 - Water Treatment
 - Water Distribution

John Kaufman

Other Matters

S. Unfinished Business

Board Chairman

T. New Business

Board Chairman

U. Executive Session

Board Chairman

V. Adjournment

Board Chairman

Attachments

2012 Draft Audit Report