

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

Tuesday, May 28, 2013

5:00 – 7:00 PM CT

AGENDA

Board Meeting

- | | |
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| A. Call to Order | Michael Bogner,
Chairman |
| B. Roll Call/Announcement of Quorum | Michael Bogner,
Chairman |
| C. Requests, Comments, Petitions by Members of the Public (5 min) | Michael Bogner,
Chairman |
| D. Board Member Items Outside of Executive Session (5 min) | Michael Bogner,
Chairman |
| E. Presentation of Remote Access Web Site (15 min)
Presentation of Remote Access Web Site | John Kaufman and
Mark Olesen, CNS, LLC |
| F. Executive Session <ul style="list-style-type: none">• Discussion of Bettis Litigation Settlement Offer | John Kaufman and
Peter Roberson, Crow
& Associates |

Regular Agenda

- | | |
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| G. Approve Minutes of Previous Meetings (5 min)
Board Meeting of May 13, 2013 | Michael Bogner,
Chairman |
| H. Consideration of Payroll Disbursements (5 min)
Payroll Disbursement of June 1, 2013 | Michael Bogner,
Chairman |
| I. Consideration of Payment of Claims (10 min): <ul style="list-style-type: none">• Regular Claims (none)• Special Claims• Special-Special Claims | Michael Bogner,
Chairman |
| J. Presentation and Consideration of April Financial/Investment Report (10 min)
Board to approve April 2013 Financial and Investment Report | Lesia Hegeman |
| K. Consideration of Draft 2012 Audit Letters (5 min)
Board to approve draft 2012 Audit Report | Lesia Hegeman |
| L. Consideration of Consumer Confidence Report Budget (5 min)
Board to consider Consumer Confidence Report Budget | John Kaufman |
| M. Consideration of New Treatment Plant Phone Systems (5 min)
Board to consider purchase of new treatment plant phone systems | Jeff Arnold |
| N. Consideration of GIS Software License (2 min)
Board to consider new GIS license for Staff Engineer | Kayla Manning |

- O. Consideration of Summer Picnic Budget (2 min)**
Board to approve Summer Picnic Budget

John Kaufman

Consent Agenda

- P. Consideration of Updated 2013 Schedule of Events (5 min)**
Board to updated schedule of events

John Kaufman

Staff Reports

- Q. Administration (20 min):**

- Human Resources Update
- Computers and Software
- Discussion of Draft Procurement Policy

John Kaufman and
Lesia Hegeman

- R. Projects Update (10 min):**

Staff to present brief status report on current and planned projects

Kayla Manning, Dennis
Baragary, and Jeff
Arnold

- S. General Manager's Report (10 min):**

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

John Kaufman

Other Matters

- T. Unfinished Business**

Michael Bogner,
Chairman

- U. New Business**

Michael Bogner,
Chairman

- V. Executive Session**

Michael Bogner,
Chairman

- W. Adjournment**

Michael Bogner,
Chairman

Attachments

2013 Draft Procurement Policy and related documents