

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, July 8, 2013

5:00 – 8:00 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 |

Special Agenda

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| D. Consideration of Main Extension and Cost Sharing with City for New Animal Control Facility (15 min)
Board to consider City request for main extension and cost sharing | John Kaufman
Scott Miller, City Manager, and
Pat Kitchens, Chief of Police |
| E. Consideration of “No Firearms” Signs for Administration Office and North and South Water Treatment Plants (30 Min)
Board to consider firearm signage policy in response to new Personal and Family Protection Act and City letter of exemption to Kansas Attorney General | John Kaufman, Scott Miller, City
Manager, Pat Kitchens, Police
Chief, and attorneys Mike Crow
and Peter Robertson |
| F. Presentation of Legal Opinion for Audit Report
Presentation of legal activity status report by Crow & Associates | Mike Crow and Peter Roberson
of Crow & Associates |

Regular Agenda

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| G. Board Member Items Outside of Executive Session (5 min) | Michael Bogner, Chairman |
| H. Approve Minutes of Previous Meetings (5 min)
Board Meeting of June 25, 2013 | Michael Bogner, Chairman |
| I. Consideration of Payroll Disbursements (5 min)
Payroll Disbursement of July 15, 2013 | Michael Bogner, Chairman |
| J. Consideration of Payment of Claims (10 min): <ul style="list-style-type: none">Regular ClaimsSpecial ClaimsSpecial-Special Claims Board to approve various claims for payment | Michael Bogner, Chairman |
| K. Consideration of Consent Agenda Items (10 min)
Board to consider new consent agenda item policy | John Kaufman |
| L. Consideration of New Check Signing and Approval Policy (10 min)
Board to consider new check signing and approval policy | John Kaufman and Lesia
Hegeman |

Consent Agenda

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

Board to updated schedule of events

John Kaufman

Staff Reports

N. Administration (20 min):

- Human Resources Update
- Computers and Software
- Draft Procurement Policy and Procedures

John Kaufman

O. Projects Update (10 min):

Staff to present brief status report on current and planned projects

Kayla Manning and others

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

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

John Kaufman

Other Matters

Q. Unfinished Business

Michael Bogner, Chairman

R. New Business

Michael Bogner, Chairman

S. Executive Session

Michael Bogner, Chairman

T. Adjournment

Michael Bogner, Chairman

Attachments

- Letter to the Water Department from City Manager, Scott Miller concerning water service to the new animal control facility
- Personal and Family Protection Act and Summary
- City letter of exemption to Kansas Attorney General
- K.S.A. 13-2414 et seq.
- Audit Letter to Kramer & Associates from Crow & Associates