

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, August 12, 2013

5:00 – 8:00 PM CT

AGENDA

Board Meeting

- | | |
|--|--------------------------|
| 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. Approve Minutes of Previous Meetings (5 min)
Board Meeting of July 22, 2013 | Michael Bogner, Chairman |

Consent Agenda

- | | |
|---|--------------------------|
| F. Consideration of Payroll Disbursements (5 min)
Payroll Disbursement of August 15, 2013 | Michael Bogner, Chairman |
| G. Consideration of Payment of Claims (10 min): <ul style="list-style-type: none">• Regular Claims• Special Claims• Special-Special Claims Board to approve various claims for payment | Lesia Hegeman |
| H. Consideration of Updated 2013 Schedule of Events (5 min)
Board to updated schedule of events | John Kaufman |

Regular Agenda

- | | |
|--|---|
| I. Discussion of Shawnee Street Reconstruction Plan and Cost
Discussion with City Manager Scott Miller (30 min) | John Kaufman and City Manager
Scott Miller |
| J. Consideration of Construction Easement Agreement with Southern Star Gas Central Gas Pipeline, Inc. (10 min)
Board to approve easement agreement | John Kaufman |
| K. Consideration of Permanent Easement Agreement with Southern Star Gas Central Gas Pipeline, Inc. (10 min)
Board to approve easement agreement | John Kaufman |
| L. Consideration of Permanent Easement Agreement with Westar Energy, Inc. (10 min)
Board to approve easement agreement | John Kaufman |

- | | |
|--|---------------------------------|
| M. Consideration of Contract Extension to Blaser Excavating for the Disposal of Lime Residuals (5 min)
Board to approve contract extension | Jeff Arnold and Gary Simanowitz |
| N. Presentation and Discussion of 2014 Draft Operating and Maintenance Budget (20 min)
Board to review and discuss 2014 draft O & M Budget | John Kaufman and Staff |
| O. Consideration of New Employee Manual (10 min)
Board to approve new employee manual | John Kaufman and Lesia Hegeman |
| P. Discussion of Financial Investment Policy (15 min)
Board to discuss existing financial investment policy and necessary changes | Lesia Hegeman |

Staff Reports

- | | |
|---|--------------------------------|
| Q. Administration (20 min): <ul style="list-style-type: none"> • Human Resources Update • Computers and Software • Draft Procurement Policy and Procedures | John Kaufman and Lesia Hegeman |
| R. Projects Update (10 min):
Staff to present brief status report on current and planned projects | Kayla Manning and others |
| S. General Manager's Report (10 min): <ul style="list-style-type: none"> • Government Affairs • Community Relations • Legislation and Regulation Update • Operations: <ul style="list-style-type: none"> ○ Water Treatment ○ Water Distribution | John Kaufman |

Other Matters

- | | |
|--|--------------------------|
| T. Unfinished Business | Michael Bogner, Chairman |
| U. New Business | Michael Bogner, Chairman |
| V. Executive Session to Discuss Matters Pertaining to the Board | Michael Bogner, Chairman |
| W. Adjournment | Michael Bogner, Chairman |

Attachments