

LEAVENWORTH WATER DEPARTMENT

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON JUNE 23, 2014

A regular meeting of the Board of Directors of the Leavenworth Water Department was held at 5:00 PM on Monday, June 23, 2014 at the Leavenworth Water Department located at 601 Cherokee, Leavenworth, Kansas 66048.

ATTENDANCE

Directors in Attendance

Greg Kaaz, Chairman
Richard Gervasini, Vice Chairman
Teresa Wood, Secretary
Michael Bogner, Assistant Secretary

Directors Absent (Excused)

Howard Kirk, Member

Staff in Attendance

Lesia Hegeman, Interim and Finance Manager
Jeffrey Arnold, Superintendent of Plants
Gary Simanowitz, South Plant Superintendent
Kayla Manning, PE, Engineer
Dennis Baragary, Sr., Manager of Distribution
Patrick Garrett, Jr., Distribution Supervisor
Sue Barnes, Administrative

Others in Attendance

CALL TO ORDER

Chairman Kaaz called the meeting to order at 5:00 PM.

ROLL CALL, ANNOUNCEMENT OF QUORUM

Chairman Kaaz noted that a quorum was present.

BOARD MEMBER ITEMS OUTSIDE OF EXECUTIVE SESSION

Director Kaaz gave a brief update on Joel's start date and a discussion about a rental car and a vehicle purchase.
Director Bogner wanted to get three bids for a car purchase after input from Joel as to style and model etc...

APPROVE MINUTES OF JUNE 9, 2014

Upon motion from Director Gervasini, seconded by Director Wood, the motion was adopted with a correction to reflect Director Kaaz was impressed with the cleanliness of the plants.

RESOLVED (No. 14410), that the Board approved the minutes from the June 9, 2014.

CONSIDERATION OF CONSENT AGENDA FOR:

Upon motion from Director Bogner, seconded by Director Gervasini, unanimously adopted

RESOLVED (No. 14411), that the Board approved:

A. PAYROLL DISBURSEMENT

A. The payroll for the period ending June 30, 2014 amounting to gross pay of \$77,559.16 (composed of the following withholdings and deductions) Federal Income Tax - \$7,269.81; FICA- \$5,661.20, State Tax - \$2,512.87; KPERS - \$3,927.79, Insurance - \$1,747.91; United Way - \$138.50; Eq-flex - \$3,179.44; PEDC - \$3,166.16; Garnishment - \$755.00; Rent - \$217.50; Misc - \$50.00; and Direct Deposit - \$48932.98, and including the following overtime amounts: Distribution - 133 hours @ \$4,251.63; North Plant - 4 hours @ \$127.02; South Plant - 7.50 hours @ \$251.68 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Special Claims \$244,429.75; and Special/Special Claims as follows: Easton Locker Plant \$92.81, Alexander Open Systems \$5,000.00, Cash Account \$532.20, Walmart \$399.16, ESRI \$1,900.00, AT&T \$273.61, Alliance Against Family Violence \$1,500.00, CASA \$1,000.00, Catholic Charities of NEKS \$3,000.00, LAMBS \$1,000.00, LV County Child Abuse Prevention \$750.00, LV County Historical Society \$1,000.00, LV Backpack Buddies \$1,000.00, LV County Assist Center \$1,000.00 the checks be drawn on the Revenue Fund for their respective amounts.

PRESENTATION AND CONSIDERATION OF MAY FINANCIAL STATEMENTS

Upon motion of Director Gervasini, seconded by Director Bogner, and unanimously adopted

RESOLVED (No. 14412), that the Board approved the May Financial Statements

CONSIDERATION OF ROOF REPLACEMENT FOR ADMINISTRATION BUILDING

Upon motion of Director Gervasini, seconded by Director Wood, and unanimously adopted

RESOLVED (No. 14413), that the Board approved the proposal

from American Roofing to replace the roof of the main building at a cost not to exceed \$60,000.00.

CONSIDERATION OF
CAMERAS FOR
ADMINISTRATION
BUILDING

Upon motion of Director Bogner, seconded by Director Wood, and unanimously adopted

RESOLVED (No. 14414), that the Board approved the proposal from Atronic Alarms to install security cameras at a cost of \$6,699.93.

PRESENTATION AND
CONSIDERATION OF POLE
BARN STORAGE FOR
PLANTS

The Board tabled a decision until the total cost of the project could be presented.

PRESENTATION AND
CONSIDERATION OF
GROUND RADAR FOR ROAD
DAMAGE AT 4TH STREET

Upon motion from Director Gervasini, seconded by Director Wood with Director Bogner as a naye vote, the motion was adopted

RESOLVED (No. 14415), that the Board approved a bid for Wolf Construction to perform ground penetrating radar 4th Street, between Delaware and Cherokee. The project cost not to exceed \$1,140.00

STAFF REPORTS

ADMINISTRATION

- City free water issue – pending item
- Drop Box and exterior work – pending item
- Lead and copper testing – 30 collection samples

DISTRIBUTION AND ENGINEERING

- Oak Golf waterline break
- Service transfer at 4th and Delaware
- Pavement bid posted on Drexel
- Water line breaks: two-2 inch, one-6 inch and one-16 inch

DISTRIBUTION OPERATIONS

- New service connection : one
- Kills: none
- Valves and hydrants: none
- Breaks: two -2 inch, one- six inch, one-eight inch and one-twelve inch
- Radio read installation: 22

LWD PROJECTS

- Columbia Ave – Spruce to Michigan (and Spruce Columbia to

Broadway) – nothing new

- Delaware Street 16th Street to 13th Street – nothing new
- Hampton Inn – nothing new
- Stove Factory Lofts – nothing new

CITY OF LEAVENWORTH PROJECTS

- 4th and Poplar – nothing new
- 5TH Ave and Prospect/5th Street and Oak/18th Street
- 2nd Street Bridge Replacement
- Marion and Girard
- City Sidewalk and Street overlay projects
- Cherokee box west of 11th Street
- KDOT facility sewer (16490 Springdale Rd)
- 2014 KLINK ADA Ramp improvements

PLANTS

- River levels are up
- Basin drain at Riverfront Park - needs reconstruction
- Summer help – Zack Zule
- Plant outbuilding roofs are complete

ADJOURNMENT

There being no further business to come before the Board,
Chairman Kaaz adjourned the meeting.

Approved _____ 2014

Greg Kaaz, Chairman

Teresa Wood, Secretary