

LEAVENWORTH WATERWORKS

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON March 9, 2015

A regular meeting of the Board of Directors of the Leavenworth Waterworks was held at 5:00 PM on Monday March 9, 2015, at the Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

ATTENDANCE

Directors in Attendance

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

Directors Absent (Excused)

Staff in Attendance

Joel Mahnken, PE, General Manager
Lesia Hegeman, Manager of Finance
Jeff Arnold, Water Treatment Manager
Dennis Baragary, Sr., Manager of Distribution
Kayla Manning, PE, Engineer
Gary Simanowitz, South Plant Superintendent

Others in Attendance

Don Caillouet, Layne Christensen Company
Pat Jurcek, PG Senior Hydrogeologist Layne Christensen Company

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.

REQUESTS, COMMENTS, PETITIONS BY MEMBER OF THE PUBLIC

BOARD MEMBER ITEMS OUTSIDE OF EXECUTIVE SESSION

Director Wood gave Joel a lead on a HR professional.

APPROVE MINUTES OF
FEBRUARY 23, 2015

Upon motion from Director Gervasini, seconded by Director Bogner, and Director Kirk abstained, the minutes for February 23, 2015 were adopted ...

RESOLVED (No. 14506), that the Board approved the February 23, 2015 minutes.

CONSIDERATION OF
CONSENT AGENDA FOR:

Upon motion from Director Kirk, seconded by Director Wood, it was unanimously adopted

RESOLVED (No. 14507), that the Board approved:

A. PAYROLL
DISBURSEMENT

A. The payroll for the period ending March 15, 2015 amounting to gross pay of \$80,745.52 (composed of the following withholdings and deductions) Federal Income Tax - \$7,85.80; FICA- \$5,972.06; State Tax - \$2,717.28; KPERS - \$4,820.25; Insurance - \$2,370.92; United Way - \$152.13; Eq-flex - \$2,302.19; PEDC - \$2,609.83; Garnishment - \$755.00; Rent - \$217.50; Misc - \$35.00; and Direct Deposit - \$50,927.56; and including the following overtime amounts: Distribution - 76 hours @ \$2,493.87; North Plant - 33 hours @ \$954.90; South Plant - 10 hours @ \$327.30 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Regular-Feb Claims \$150,783.19 and Special-Mar Claims \$209,832.00.

PRESENTATION OF WELL
FIELD STUDY BY LAYNE

Representatives from Layne Christensen Company on the water supply well field assessment. The overall study objective was to evaluate the condition of the wellfield to determine: if the existing wells could be operated in a more efficient way; if individual well capacity could be increased with an effective well rehabilitation program; or should new wells be installed.

Their findings suggested that some of the older wells may be nearing the end of their efficient operational life cycle. Layne recommended a detailed feasibility study be conducted to evaluate the design, cost and the expected wellfield capacity of either multiple vertical production wells or a horizontal collector well.

PRESENTATION OF BOARD
ETHICS REVIEW

The Board reviewed the brochure from the League of Municipalities and State Statutes regarding laws concerning Board ethics and conflict of interest. No action taken

CONSIDERATION OF
HERITAGE CENTER EVENT
SPONSORSHIP REQUEST

Upon motion from Director Kirk, seconded by Director Bogner, it was unanimously adopted ...

RESOLVED (No. 14508), that the Board declined the invitation from the Heritage Center for sponsorship of their V-E Day celebration.

STAFF REPORTS

ADMINISTRATION

- Working on the Auditors checklist
- February Financial Statement
- Filed all tax reports
- Submitted a workers compensation claim
- Submitted claims to insurance company for damaged fire hydrant

DISTRIBUTION AND ENGINEERING

Water Distribution Summary

1. **Columbia - Spruce to Michigan, Spruce - Columbia to Broadway**
Finishing specs while working on spec comments for BG.
2. **16th& Quincy/Olive - 14th to Newman/14th St, North of Vilas/Kingman - Quincy to Ohio**
Finishing up final plans and specs.
3. **Thornton**
Working on preliminary alignments

City of Leavenworth Projects

1. 2nd Street Bridge – nothing new
2. 4th and Poplar – nothing new
3. Stove Factory Lofts – nothing new
4. Cherokee west of 11th Street – waiting on weather to proceed.
5. Thornton – 2nd Ave to 10th Ave – nothing new
6. 9th and Osage – nothing new

Water Distribution Operations

Between February 18th, 2015 and March 5th, 2015, the following water-distribution activities have occurred:

- a) Valves and Fire Hydrants (new and replacements): none
- b) Water-Line Breaks: three 2-inch breaks and two six-inch breaks
- c) New Services: one
- d) Service Kills: two

PLANTS

North Plant Summary

1. Plant back online and pumping around 50%
2. SCADA -Work is ongoing

South Plant Summary

1. SCADA – working to find and debug computer programming problems.
2. Generators - Nothing new at this time.

GENERAL MANAGER

- Worked on the Ohio Booster Station property issue
- Made arrangement for the plotter from Leavenworth County
- Reviewed a proposed easement from American Water for a sewer line replacement on the property at the North Plant.
- Attended a KMU meeting in McPherson on the proposed training facility and received update on the legislative session.
- Plan to attend a meeting of the Missouri River Public Water Supply Users Association in KCMO on March 11th. Public meeting will be held for the Missouri Regional Goal Setting Team in Leavenworth at 2 PM and Hiawatha at 7 PM.

ADJOURNMENT

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

Approved 2015

Greg Kaaz, Chairman

Teresa Wood, Secretary