

LEAVENWORTH WATERWORKS

MINUTES OF A MEETING OF
THE BOARD OF DIRECTORS

HELD ON APRIL 10, 2017

A regular meeting of the Board of Directors of the Leavenworth Waterworks was held at 5:00 PM on Monday, April 10, 2017 at the Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

ATTENDANCE

Directors in Attendance

Greg Kaaz, Chairman
Teresa Wood, Vice Chairman
William Daniels, Assistant Secretary
Christi Norris, Secretary
Richard Gervasini, Member

Directors Absent (Excused)

Staff in Attendance

Joel Mahnken, PE, General Manager
Lesia Hegeman, Manager of Finance
Dennis Baragary, Manager of Distribution
Gary Simanowitz, Manager of Plants
Kayla Manning, PE, Engineer

Others in Attendance

CALL TO ORDER

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

ROLL CALL,
ANNOUNCEMENT OF
QUORUM

Director Kaaz noted that a quorum was present.

REQUESTS, COMMENTS,
PETITIONS BY MEMBER OF
THE PUBLIC

None

BOARD MEMBER ITEMS
OUTSIDE OF EXECUTIVE
SESSION

APPROVE MINUTES OF
MARCH 27, 2017

Upon motion from Director Norris, seconded by Director Wood, the minutes of March 27, 2017, motion passed 5-0 ...

RESOLVED (No. 14756), that the Board approved the March 27, 2017 minutes.

CONSIDERATION OF CONSENT
AGENDA

Upon motion from Director Norris, seconded by Director Daniels, the consent agenda, motion passed 4-0 ...

A. PAYROLL DISBURSEMENT
OF APRIL 15, 2017

RESOLVED (No. 14757), that the Board approved:

A. The payroll for the period ending April 15, 2017 amounting to gross pay of \$77,950.59 (composed of the following withholdings and deductions) Federal Income Tax - \$7,870.79; FICA- \$5,823.39; State Tax - \$2,613.95; KPERS - \$4,673.30, KPERS-buyback \$258.29, Insurance - \$2,078.49; United Way - \$171.71; Eq-flex - \$1,451.73; PEDC - \$2,752.50; Garnishment - \$625.00; Rent - \$217.50; Misc - \$25.00; and Direct Deposit - \$49,388.94 and including the following overtime amounts: Distribution - 47 hours @ \$1,455.43; North Plant – 20 hours @ \$652.02; South Plant – 10.50 hours @ \$358.75 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Regular Claims \$254,144.67, Special Claims \$241,987.50 and Special/ Special Claims as follows: The Café \$765.00, and AXA Equitable \$16,100.00 checks be drawn on the Revenue Fund for their respective amounts.

PRESENTATION OF WATER
MAIN CAPITAL IMPROVEMENT
PLAN

Over the last couple of years we have replaced over three miles of mains per year, and it is starting to show an impact in reduced main breaks. For last year, estimated savings was over \$100,000 in reduced overtime and repair costs in the operational budget. The enhancements improved the overall reliability of the system, improved fire protection and reduced water losses. Staff presented a schedule for the next five years of water main replacement, an aggressive plan of 16.80 miles and a cost estimate of \$12.60 million.
Director Kaaz asked staff to share our plan with City staff to avoid conflicts. Director Daniels ask if a CIP could be prepared for the Plants as well. No further action was taken.

ADMINISTRATION

- Worked March Financial Statements
- SUS-internet billing
- Met with Auditors

WATER DISTRIBUTION SUMMARY

- Cherokee Street Waterline Replacement
Project to start April 10th.
- Spruce St – 19th to Terrace Waterline Replacement (2017)
Documents have been received. Project is expected to start late April.
- Kiowa Street
Project to start May/June. Documents have been received.
- Industrial Park – 14th St, north of Eisenhower (2017)
Project on hold.

Well Field Road

Nothing new. Waiting to dry out.

City Project Summary

2nd Street Storm Repair

Nothing New.

Eisenhower Rd.

Nothing New.

Water Distribution Operations

Between March 22nd, 2017 and April 6th, 2017 the following water-distribution activities have occurred:

- Service Kills, relocations or repairs: repaired hit service (1)
- Valves and Fire Hydrants: (1) new 8 inch valve at 3rd and Marion

Ohio Street Booster Station

- Generator: Eaton Electrical continue to work to resolve communication issue with automatic transfer switch, Capital Electric working on punch list items.
- Douglas Pump rebuilding booster pump #3

North Plant Summary

- Kersten Concrete, repairing aged and damaged concrete around basins and sidewalks.
- HVAC replacement scheduled to begin April 10th
- Plant 1 is offline for maintenance and cleaning.

South Plant Summary

- Generator: Capitol Electric working on punch list items.
- Sands Construction finishing tree clearing (weather permitting)
- Douglas Pump service working on Well treatment.
- Scheduling for UMCR 4 testing has started, at this time it looks like February 2018 will be start date.

GENERAL MANAGER’S REPORT

- Worked on job descriptions and pay scale revisions.
- Attended the Missouri River Regional Advisory Committee meeting in Atchison on April 3rd.
- Attended a MRPSWA meeting in KCMO April 6th.
- Held a conference call with Black & Veatch to discuss the water appropriation application. We also discussed proceeding with the horizontal collector well.
- Worked with a representative of Fort Leavenworth on an emergency supply agreement.

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

Approved _____ 2017

Greg Kaaz, Chairman

Christi Norris, Secretary