

LEAVENWORTH WATERWORKS

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON APRIL 22, 2019

A regular meeting of the Board of Directors of the Leavenworth Waterworks was held at 5:00 PM on Monday, April 22, 2019 at the Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

ATTENDANCE

Directors in Attendance

William Daniels, Chairman
Richard Gervasini, Vice Chairman
Eric Peterson, Secretary
Christi Norris, Assistant Secretary
Greg Kaaz, Member

Directors Absent (Excused)

Staff in Attendance

Joel Mahnken, General Manager
Lesia Hegeman, Manager of Finance
Dennis Baragary, Manager of Distribution
Neil Seichepine, Manager of Plants
Kayla Manning, Engineer

Others in Attendance

CALL TO ORDER

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

ROLL CALL,
ANNOUNCEMENT OF
QUORUM

Director Daniels noted that a quorum was present.

REQUESTS,
COMMENTS, PETITIONS
BY MEMBER OF THE
PUBLIC

None

BOARD MEMBER ITEMS
OUTSIDE OF EXECUTIVE
SESSION

Director Peterson stated that Orr Wyatt has not address customer complaints.

APPROVE MINUTES OF
APRIL 8, 2019

Upon motion from Director Norris, seconded by Director Gervasini, the minutes of April 8, 2019 were approved, motion passed 5-0...

RESOLVED (No. 14935), that the Board approved the April 8, 2019 minutes.

CONSIDERATION OF
CONSENT AGENDA

Upon motion from Director Peterson, seconded by Director Gervasini, the consent agenda, motion passed 5-0 ...

A. PAYROLL
DISBURSEMENT OF APRIL
30, 2019

RESOLVED (No. 14936), that the Board approved:

A. The payroll for the period ending April 30, 2019 amounting to gross pay of \$83,018.19 (composed of the following withholdings and deductions) Federal Income Tax - \$6,778.14; FICA- \$6,221.27; State Tax - \$3,257.64; KPERS -\$4,914.79; KPERS-back \$116.26, Insurance - \$2,149.17; United Way - \$139.50; Eq-flex - \$1,447.62; PEDC - \$2,422.50; Misc - \$242.50, Optional Group Life \$361.09 and Deposit - \$54,967.71 including the following overtime amounts: Distribution 27 hours @ \$1,001.37; North Plant 18 hours @ \$587.07 and South Plant 11 hours @ \$326.05 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Special Claims \$360,617.69 and Special/Special Claims as follows: All Slabbed Up \$61.84, and Postmaster \$3,000.00 checks be drawn on the Revenue Fund for their respective amounts.

MARCH FINANCIAL
REPORT

Upon motion from Director Gervasini, seconded by Director Kaaz, the motion passed 5-0.

RESOLVED (No. 14937), that the Board approved the March Financial Report.

CONSIDERATION OF
WELL FIELD ROAD
REPAIRS

Director Kaaz recused himself from discussion and vote on this item and left the Board Room. Staff, Lexeco, and the owners of Stigers Island Farm have been discussing the repairs to the exposed raw water transmission main and wellfield road damaged by the flood. An agreement has been reached to lower the northern portion of the road to use as backfill material for the washed out segment.

Upon motion from Director Gervasini, seconded by Director Norris, the motion passed 4-1.

RESOLVED (No. 14938), that the Board approved the proposal from Lexeco for the well field road repairs and authorized the General Manager to contract for those repairs up to \$140,000.00.

Director Kaaz returned for the balance of the meeting.

DIVISION REPORTS

ADMINISTRATION SUMMARY

- Worked on Financial Statements

WATER DISTRIBUTION PROJECTS

1. 5th Ave – Spruce to Thornton (2018)
Progress is slow, change orders are being regularly requested.
2. Cherokee to Osage 15th to 20th (2018)
Contractor has been absent more than present. Complaints continue.
3. Lecompton Road Watermain Design Memo (2019)
Nothing new.
4. Sanders and High Street Watermain Replacement (2019)
Nothing new.

City Projects

1. Eisenhower Road Project
Nothing new.
2. Thornton Road Project
Attended meeting with consultant and City. City Consultant is reviewing some storm conflicts with the watermain between Broadway and 7th Street. Will have final plans for review soon. Plan is to bid middle of this year and complete work in phases to help with schedule and relocations.

Water Distribution Operations

Between April 4th, 2019 and April 18th, 2019 the following water-distribution activities have occurred:

1. New Water Service Connections: 7
2. Service Renewals without Main Replacement: one
3. Valves and Fire Hydrants (new and replacements): repaired or raised 7 hydrants
4. Large Meter Replacements: 5
5. Radio-Read Installations: 5
6. Water line breaks: three 2-inch

TREATMENT PLANT SUMMARY

Ohio Street Booster Station

Nothing new to report.

North Plant Summary

1. Dealt with flood issues.
2. Started spring cleaning (draining/filling up lower basin)

South Plant Summary

1. Dealt with flood issues.
2. Met with Stigers Island Farm Inc.

GENERAL MANAGER'S REPORT

- KMU Safety meeting on "Safety Observations" was held April 8th.
- Held teleconference with representatives of Neptune Metering about AMI system.
- Attorney reviewed and expanded proposal from the The Builder's Association on preparing an "Employee Safety and Health" policy document. Have forwarded this to The Builder's Association.
- Addressed flood issues. North Plant back to normal operations. Trying to correct problems with South Wellfield Road.
- Attending MRPWSA meeting in KC MO April 19th.
- Will be attending KMU Annual Conference in Wichita May 8th,9th,& 10th.
- Water Week Proclamation, will be made by the City Commission April 23rd.

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

Approved _____ 2019

William Daniels, Chair

Eric Peterson, Secretary