

LEAVENWORTH WATERWORKS

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON APRIL 9, 2018

A regular meeting of the Board of Directors of the Leavenworth Waterworks was held at 5:00 PM on Monday, April 9, 2018 at the Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

ATTENDANCE

Directors in Attendance

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

Directors Absent (Excused)

Greg Kaaz, Member

Staff in Attendance

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

Others in Attendance

None

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 inquired about the status of the cleanup on the Spruce Street Project. Staff reported that Westland plans to be in town next week, pending weather, to work on them.

Director Daniels reported on attending the KRWA Annual Conference and encouraged other Directors to consider attending in the future as it is very informative.

APPROVE MINUTES OF
MARCH 26, 2018

Upon motion from Director Norris, seconded by Director Peterson, the minutes of March 26, 2018 were approved, motion passed 4-0...

RESOLVED (No. 14868), that the Board approved the March 26, 2018 minutes.

CONSIDERATION OF
CONSENT AGENDA

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

RESOLVED (No. 14869), that the Board approved:

A. PAYROLL
DISBURSEMENT OF APRIL
15, 2018

A. The payroll for the period ending April 15, 2018 amounting to gross pay of \$80,308.91 (composed of the following withholdings and deductions) Federal Income Tax - \$6,564.77; FICA- \$6,004.47; State Tax - \$3,125.90; KPERS -\$4,747.37; KPERS-back \$106.27, Insurance - \$2,331.23; United Way - \$139.50; Eq-flex - \$1,476.74; PEDC - \$2,302.50; Garnishment - \$601.87; Misc - \$242.50, and Deposit - \$52,132.66 including the following overtime amounts: Distribution 15.50 hours @ \$698.24; North Plant 43 hours @ \$1,168.48; South Plant 20 hours @ \$661.95 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Regular Claims \$454,781.38, Special Claims \$226,331.37 and Special/Special Claims as follows: AWWA \$192.00, Kenny Chastain

\$70.00, Billy Daniels \$70.00, Dave Fleming \$70.00, Lance Helm \$70.00, Tyler Mohling \$70.00, Daniel Roseman \$70.00, Scott Watkins \$70.00, The Greensman \$5,740.59, and AT&T \$185.61, checks be drawn on the Revenue Fund for their respective amounts.

CONSIDERATION OF BIDS FOR WATERLINE REPLACEMENT OSAGE TO CHEROKEE, 20TH TO 15TH

Over the last few years, the area has seen excessive main breaks mostly 2 inch cast iron pipe. The project will also improve fire flows to the area. A total of 6 bids were received. The low bid was Orr Wyatt Streetscapes, at \$790,904.00.

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

RESOLVED (No. 14870), that the Board authorize the General Manager to award the contract to Orr Wyatt Streetscapes for the Main Replacement Project for Osage to Cherokee, 20th to 15th Street in the amount of \$790,904.00.

DIVISION REPORTS

ADMINISTRATION

- Worked on Financial Statements
- SUS – implemented go-live

WATER DISTRIBUTION PROJECTS

1. Spruce St – 19th to Terrace Waterline Replacement (2017)
Westland plans to be up in the next week or so, depending on weather.
2. 5th Ave – Spruce to Thornton (2018)
Working on submittals.
3. Main Replacement Osage to Cherokee, 20th to 15th (2018)
Bids were received and are included in the agenda.
4. Business Park Waterline
Pipe installation is complete. Invoice was received, holding 10% retainage. Remaining work includes backfilling and adjusting hydrant arrangement installations, flushing, chlorination, and testing.

WATER DISTRIBUTION OPERATIONS

Between March 22nd, 2018 and April 4th, 2018 the following water-distribution activities have occurred:

- a) New Water Service Connections: 4" diameter fire line
- b) Radio-Read Installations: 30

c) Water-Line Breaks: (1) 2" diameter break at 422 Thornton

Ohio Street Booster Station

Nothing new at this time

North Plant Summary

1. Met with Patti Adams to finish up the RMP.
2. Finished compliance audit.
3. Attended interviews for both plants.
4. Received back-up submersible pump for intake.

South Plant Summary

1. Met with Patti Adams to finish up the RMP.
2. Layne set up to drill test holes at the wellfield.
3. Held interviews for both plants.
4. Held AED & Chlorine training.
5. Blaser Excavating started on the lagoons, weather permitting.
6. LV Fire Department did Plant inspection.

GENERAL MANAGER'S REPORT

- Attended the Missouri River Regional Advisory Committee meeting in Atchison on March 27th.
- Worked on the SRF loan application.
- Director Daniels, Director Peterson and myself attended RWD# 8 Board meeting on April 5th .

ADJOURNMENT

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

Approved _____ 2018

Billy Daniels, Chairman

Eric Peterson, Secretary