

## LEAVENWORTH WATERWORKS

### MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON FEBRUARY 10, 2020

A regular meeting of the Board of Directors of the Leavenworth Waterworks was held at 5:00 PM on Monday, February 10, 2020 at the Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

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#### ATTENDANCE

##### **Directors in Attendance**

Richard Gervasini, Chairman  
Eric Peterson, Secretary  
Storm Savage, Assistant Secretary  
William Daniels

##### **Directors Absent (Excused)**

Christi Norris, Vice-Chairman

##### **Staff in Attendance**

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

##### **Others in Attendance**

None

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#### CALL TO ORDER

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

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ROLL CALL,  
ANNOUNCEMENT OF  
QUORUM

Director Gervasini noted that a quorum was present.

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REQUESTS, COMMENTS,  
PETITIONS BY MEMBER  
OF THE PUBLIC

None

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BOARD MEMBER ITEMS  
OUTSIDE OF EXECUTIVE  
SESSION

None

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APPROVE MINUTES OF  
JANUARY 27, 2020

Upon motion from Director Daniels, seconded by Director Savage, motion passed 4-0...

**RESOLVED (No. 15042)**, that the Board approved the January 27, 2020 minutes.

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CONSIDERATION OF  
CONSENT AGENDA

Upon motion from Director Peterson, seconded by Director Daniels, motion passed 4-0...

A. PAYROLL  
DISBURSEMENT OF  
FEBRUARY 15, 2020

**RESOLVED (No. 15043)**, that the Board approved:

A. The payroll for the period ending February 15, 2020 amounting to gross pay of \$81,630.39 (composed of the following withholdings and deductions) Federal Income Tax - \$5,521.42; FICA- \$6,106.91; State Tax - \$3,242.37; KPERS -\$4,830.00; KPERS-back \$118.49, Insurance - \$2,425.22; United Way - \$145.50; Eq-flex - \$1,501.21; PEDC - \$2,212.50; Misc - \$237.50, Garnishment \$210.50, and Deposit - \$55,078.77 including the following overtime amounts: Distribution 38.50 hours @ \$1,367.83; North Plant 4 hours @ \$141.54 and South Plant 8 hours @ \$240.67 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Regular Claims \$276,490.14, Special Claims \$261,200.48 and Special/Special Claims as follows: AXA Equitable \$4,525.00, and Henry Martens Chevrolet \$26,445.00 checks be drawn on the Revenue Fund for their respective amounts.

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CONSIDERATION OF  
FINAL SETTLEMENT FOR  
ORR WYATT  
STREETSCAPES

The Board reviewed the Settlement Agreement and Release with Orr Wyatt Streetscapes, as prepared by our attorney, for the 5<sup>th</sup> Avenue and Osage Water Main Replacement Projects. The salient parts of the agreement are as follows:

1. We will pay Orr Wyatt \$310,000 as full and final payment on the project.
2. Orr Wyatt discharges any and all claims, including their demands for \$939,188.28 and additional time of 215 and 225 days on the respective projects.
3. Orr Wyatt provides a lien release for subcontractors and supplies.
4. We vacate Orr Wyatt's termination on the 5<sup>th</sup> Avenue project

The Board instructed staff to provide their bonding company with the Settlement Agreement.

Upon motion from Director Daniels, seconded by Director Peterson, motion passed 4-0...

**RESOLVED (No. 15044)**, that the Board authorize the General Manager to execute the Settlement Agreement and Release with Orr Wyatt Streetscapes as presented.

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CONSIDERATION OF BIDS  
FOR NORTH PLANT  
RETAINING WALL

The old retaining wall on the east side of the North Treatment Plant, has been failing. The slope above the wall is very steep and surrounds the lower basin. At the time, the most straightforward solution is to shore up the wall to prevent failure. Mega Industries was the lowest bidder, base bid \$75,784.00.

Upon motion from Director Peterson, seconded by Director Savage, the motion passed 4-0...

**RESOLVED (No. 15045)**, that the Board authorize the General Manager to award the contract to Mega Industries Corp. in the amount of \$75,784.00.

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DIVISION REPORTS

ADMINISTRATION SUMMARY

- Year-end reconciliations

WATER DISTRIBUTION PROJECTS

1. Stoneleigh Court and 18<sup>th</sup> St (2020)  
Benesch plans to have a 60% review set of drawings next week.
2. Dakota Waterline Replacement Project (2020)  
Advertising on Drexel now.

### City Projects

1. Eisenhower Road Project  
Nothing new.
2. Thornton Road Project  
Work is continuing slowly, weather dependent.
3. Misc Stormwater Projects and Sanitary I/I  
Nothing new

### Water Distribution Operations

Between January 23<sup>rd</sup>, 2020 and February 5th, the following water-distribution activities have occurred:

- a) Frozen pipes on customer side: 2
- b) Water line breaks: one 2-inch and one 8-inch

### TREATMENT PLANT SUMMARY

#### Ohio Street Booster Station

Nothing new to report.

#### North Plant Summary

Nothing new to report.

#### South Plant Summary

1. Layne poured the 4<sup>th</sup> lift.
2. Distribution installed 24-inch valve on main transmission line.

### GENERAL MANAGER'S REPORT

- Reviewed Settlement Agreement for OWS projects.
  - Submitted second disbursement request on the KPWSLF loan for the HCW project.
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ADJOURNMENT

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

Approved \_\_\_\_\_ 2019

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Richard Gervasini, Chairman

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Eric Peterson, Secretary