

LEAVENWORTH WATERWORKS

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON MARCH 23, 2015

A regular meeting of the Board of Directors of the Leavenworth Water Department was held at 5:00 PM on Monday March 23, 2015 at the Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

ATTENDANCE

Directors in Attendance

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

Directors Absent (Excused)

Staff in Attendance

Joel Mahnken, PE, General Manager
Jeffrey Arnold, Superintendent of Plants
James Adams, North Plant Superintendent
Dennis Baragary, Sr., Manager of Distribution

Others in Attendance

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

None

BOARD MEMBER ITEMS OUTSIDE OF EXECUTIVE SESSION

None

APPROVE MINUTES OF
MARCH 9, 2015

Upon motion from Director Kirk, seconded by Director Gervasini, the minutes for March 9, 2015, unanimously adopted ...

RESOLVED (No. 14509), that the Board approved the March 9, 2015 minutes.

CONSIDERATION OF
CONSENT AGENDA FOR:

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

RESOLVED (No. 14510), that the Board approved:

A. PAYROLL
DISBURSEMENT

A. The payroll for the period ending March 31, 2015 amounting to gross pay of \$78,176.09 (composed of the following withholdings and deductions) Federal Income Tax - \$7,508.51; FICA- \$5,775.53; State Tax - \$2,598.26; KPERS - \$4,663.10, Insurance - \$2,641.57; 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 - \$48,917.47, and including the following overtime amounts: Distribution - 13 hours @ \$447.24; North Plant - 15 hours @ \$441.75; South Plant - 8 hours @ \$267.66 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Special Claims \$322,253.10; and Special/Special Claims as follows: Kansas Gas Service \$3,360.26, Washington National Ins Co. \$316.75, AT&T \$302.92, Walmart Community Brc. \$524.99, Jerilee Butler \$70.00, Kenny Chastain \$70.00, Matt Didde \$70.00, Patrick Garrett \$70.00, Lisa Kanoy \$70.00, Edward Kowalewski \$70.00, Scott Watkins \$70.00, and Westar Energy \$36,710.70 the checks be drawn on the Revenue Fund for their respective amounts.

CONSIDERATION OF
FEBRUARY FINANCIAL
REPORT

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

RESOLVED (No. 14511), that the Board approved the February Financial Report

CONSIDERATION OF
EASEMENT FOR AMERICAN
WATER SEWER
REPLACEMENT AT THE
NORTH PLANT

Upon motion from Director Gervasini, seconded by Director Bogner, and unanimously adopted, it was

RESOLVED (No. 14512), that the Board authorized the General Manager to execute the easement.

CONSIDERATION OF
REPLACEMENT OF LIME
FEEDERS AT TREATMENT
PLANTS

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

RESOLVED (No. 14513), that the Board approved the cost estimate of \$53,832.00 from IPM Systems to replace 4 lime slaking feeders. Electrical to be approved by the General Manager, as needed.

STAFF REPORTS

ADMINISTRATION

1. Auditors scheduled to begin field work on March 24th
2. Update workers compensation claim
3. Receive insurance payments for 2 damaged fire hydrants

DISTRIBUTION AND ENGINEERING

Water Distribution Summary

1. Columbia Ave – Spruce to Michigan, Spruce - Columbia to Broadway and Delaware Street 16th Street to 13th Street – KDHE revisions being made and updated plans will be advertised on Drexel
2. 16th Quincy/Olive – 14th to Newman/14th St, North of Vilas/Kingman – Quincy to Ohio – Currently being reviewed by KDHE.
3. KDOT Facility (16490 Springdale Rd) – construction scheduled to start the week of March 23rd.
4. Thornton Ave – Gathering info from gas utility.

Water Distribution Operations

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

- a. Valves and Fire Hydrants (new and replacements): none
- b. Water-Line Breaks:
- c. New Services: none
- d. Service Kills: none

City of Leavenworth Projects

1. 4th and Poplar Geometric Improvements – Project is moving forward. 2 hydrants will require relocation and the water main location at one proposed storm crossing will be checked for conflict.
2. Cherokee Box west of 11th Street – Project is delayed, cost estimate were higher than budgeted. Waterline on Sherman has been installed.
3. 2nd Street Bridge – nothing new.
4. Stove Factory Lofts – nothing new.
5. 9th and Osage – nothing new.

PLANTS TREATMENT

North Plant Summary

1. Scada system – Pedrotti is working on resolving the programming problems.
2. Installing new turbidimeters and analyzer.

South Plant Summary

1. Scada system – Pedrotti is working on resolving the programming problems.
2. Generators – Working on land acquisition.
3. Finished installation of filter turbidimeters 3/10. Will finish the rest when we are back with full force manpower.

GENERAL MANAGER

1. Consumer Confidence Report attached for comment. Will be published on website and customers will be notified of availability through a message on the next bill.
2. KMU Annual Conference in Wichita May 6th-8th attached. GM planning to attend. If any Board members interested, let us know.
3. Several staff attending KRWA conference this week.
4. Attended a number of meetings. On March 24th, there will be another meeting of the Missouri Regional Goal Setting Team in Atchison.
5. Preconstruction conference on Springdale Road Extension was held last Tuesday. Contractor intends to start work on the 23rd with construction lasting 3-4 weeks.
6. Meeting scheduled on March 30th with Nicole Lux to discuss HR needs.
7. One of the proposals for generating revenue for the State budget is to reinstitute the sales tax on residential utility services. Estimates are that this would generate about \$200 million to fix a \$400 to \$600 million shortfall.

THANK YOU!

Chairman Kaaz requested a note of thank you to Director Mike Bogner and Director Howard Kirk for their years of service to the Board.

ADJOURNMENT

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

Approved _____ 2015

Greg Kaaz, Chairman

Teresa Wood, Secretary