

LEAVENWORTH WATERWORKS

MINUTES OF A MEETING OF
THE BOARD OF DIRECTORS

HELD ON MARCH 25, 2019

A regular meeting of the Board of Directors of the Leavenworth Waterworks was held at 5:00 PM on Monday, March 25, 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
Jim Adams, North Plant Superintendent

Others in Attendance

Mark Bushouse, Black & Veatch
Tim Malcolm, Black & Veatch

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

Neil Seichepine, Manager of Plants updated the Board with a presentation on the flood.

Director Norris expressed her concern for reporting timely information to the public and other government entities. Staff noted they would respond to the public via the Waterworks website and facebook. A contact information would be updated and available at the next meeting.

APPROVE MINUTES OF
MARCH 11, 2019

Upon motion from Director Norris, seconded by Director Gervasini, the minutes of March 11, 2019 were approved, motion passed 5-0...

RESOLVED (No. 14925) , that the Board approved the March 11, 2019 minutes.

CONSIDERATION OF
CONSENT AGENDA

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

A. PAYROLL
DISBURSEMENT OF
MARCH 15, 2019

RESOLVED (No. 14926), that the Board approved:

A. The payroll for the period ending March 31, 2019 amounting to gross pay of \$84,942.35 (composed of the following withholdings and deductions) Federal Income Tax - \$6,973.00; FICA- \$6,368.57; State Tax - \$3,341.43; KPERS -\$5,024.40; KPERS-back \$127.73, Insurance - \$2,189.07; United Way - \$139.50; Eq-flex - \$1,447.62; PEDC - \$2,422.50; Misc - \$242.50, Optional Group Life \$363.14 and Deposit - \$56,302.89 including the following overtime amounts: Distribution 51.50 hours @ \$1,682.93; North Plant 17 hours @ \$527.85 and South Plant 16 hours @ \$527.57 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Special Claims \$291,348.29 and Special/Special Claims as follows: Matt Didde \$70.00, Patrick Garrett \$70.00, Clayton Gum \$70.00, Edward Kowalewski \$70.00, Jeffrey Piche \$70.00, Tony Visocsky

\$70.00, James Wagner \$70.00, Kansas Department of Agriculture \$500.00, Time Warner Cable \$364.99 and AT&T Mobility \$751.31 checks be drawn on the Revenue Fund for their respective amounts.

DISCUSSION OF
CONTRACT DOCUMENTS
WITH ATTORNEY

General Manager spoke with Attorney Steve Ruprecht to discuss front end and General Conditions documents. Mr. Ruprecht recommended we should utilize the EJCDC documents as our standardized contract. Certain modifications have to be made to accommodate State law or funding source. Consensus of the Board to use EJCDC document as our standardized construction contract.

CONSIDERATION OF BIDS
FOR POWER LINE BURY
AT WELL FIELD

This item was tabled at the last meeting for reconsideration pending information from Capital Electric. Capital Electric's proposal to bury the line 60 inches with concrete encasement is \$83,781.00 and no concrete encasement is \$61,053.00. Black & Veatch provided stamped plans addressing construction of the line without encasement. Black & Veatch will be provide the inspector. Upon motion from Director Norris, seconded by Director Gervasini, the motion passed 5-0 ...

RESOLVED (No. 14927) , that the Board authorized the General Manager to execute a contract with Capital Electric Company for the Power Line Relocation Project in the alternative bid amount of \$61,053.00.

CONSIDERATION OF
CAISSON AND LATERAL
NEGOTIATION

Black & Veatch has analyzed the proposal from Layne Christensen on the Horizontal Collector Well Caisson/Lateral project. Layne provided six similar projects including the WaterOne HCW project that was constructed approximately two years age very near the proposed caisson location. Layne has provided backup information for the implications of State Revolving Fund financing, which requires labor to be paid at Davis Bacon prevailing wages and use of American Iron and Steel certified materials.

Layne provided a base price of \$2,619,910.00 to construct the LWD HCW no. 1 Caisson and Laterals. And an allowance of \$100,000.00 to cover the potential costs for flood mobilization/demobilization, adding additional lateral length, and adding additional caisson lateral ports, or additional access road work. Layne's total price is \$2,719,910.00. The requested a \$500.00 statutory bond be added to the cost.

Upon motion from Director Daniels, seconded by Director Gervasini, the motion passed 3-2 ..

RESOLVED (No. 14928) , that the Board approved Layne Christensen Horizontal Collector Well Caisson/Lateral project at a cost of \$2,720,410.00.

FEBRUARY FINANCIAL
REPORT

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

RESOLVED (No. 14929), that the Board approved the February Financial Report.

DIVISION REPORTS

ADMINISTRATION SUMMARY

- Worked on Financial Statements

WATER DISTRIBUTION PROJECTS

1. 5th Ave – Spruce to Thornton (2018)
Contractor is working, as weather permits.
2. Cherokee to Osage 15th to 20th (2018)
Contractor is working, as weather permits.
3. Lecompton Road Watermain Design Memo (2019)
Nothing new.
4. Sanders and High Street Watermain Replacement (2019)
Nothing new.
5. Dakota Street Area Watermain Replacement (2019)
Nothing new.

City Projects

1. Eisenhower Road Project
Working on finalizing easement, preparing for temporary feed, addressing conflicts.
2. Thornton Road Project
Nothing new.
3. 14th and Pawnee
Valve installation is complete and ready for City project.

Water Distribution Operations

Between March 6th, 2019 and March 21st, 2019 the following water-distribution activities have occurred:

1. Radio-Read Installations: 93
2. Water line breaks: one 2-inch and five 6-inch

TREATMENT PLANT SUMMARY

Ohio Street Booster Station

Nothing new to report.

North Plant Summary

1. Atronic alarms installed cameras at the intake
2. Replace TOC analyzer (defective) with new unit. Warranty will

restart.

3. D&F Services did jar testing to assist in turbidity issue caused by flood.
4. Intake doors are closed and sealed in preparation of flood.

South Plant Summary

1. Douglas Pump completed sludge valve replacement.
2. Capital Electric finished preventive maintenance on the switch gear.

GENERAL MANAGER'S REPORT

- Worked on HCW project.
 - Construction plans for the Caisson and Laterals submitted for permits.
 - Worked with Attorneys on various issues.
 - Prepared for flooding.

ADJOURNMENT

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

Approved _____ 2019

William Daniels, Chair

Eric Peterson, Secretary