

## LEAVENWORTH WATERWORKS

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

HELD ON MARCH 9, 2020

A regular meeting of the Board of Directors of the Leavenworth Waterworks was held at 5:00 PM on Monday, March 9, 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

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

Christi Norris, Vice Chairman  
William Daniels

##### **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  
Lisa Kanoy, South Plant Superintendent

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

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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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REQUEST, COMMENTS,  
PETITIONS BY MEMBERS OF  
THE PUBLIC

None

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BOARD MEMBER ITEMS  
OUTSIDE OF EXECUTIVE  
SESSION

None

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APPROVE MINUTES OF  
FEBRUARY 24, 2020

Upon motion from Director Savage, seconded by Director Peterson, motion passed 3-0.

**RESOLVED (No. 15052)**, that the Board approved minutes from February 24, 2020.

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CONSIDERATION OF  
CONSENT AGENDA

Upon motion from Director Peterson, seconded by Director Savage, motion passed 3-0...

**RESOLVED (No. 15053)**, that the Board approved:

A. PAYROLL  
DISBURSEMENT OF  
MARCH 15, 2020

A. The payroll for the period ending March 15, 2020 amounting to gross pay of \$83,181.38 (composed of the following withholdings and deductions) Federal Income Tax - \$5,698.40; FICA- \$6,225.57; State Tax - \$3,314.40; KPERS -\$4,923.07; KPERS-back \$126.49, Insurance - \$2,689.77; United Way - \$145.50; Eq-flex - \$1,501.21; PEDC - \$2,342.50; Misc - \$237.50, Garnishment \$210.50, checks \$1,479.19 and Deposit - \$54,387.28 including the following overtime amounts: Distribution 30.50 hours @ \$1,076.88; North Plant 5 hours @ \$176.93 and South Plant 4 hours @ \$150.36 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Regular Claims \$531,325.78, Special Claims \$272,799.90 and Special/Special Claims as follows: Evergy \$36,373.80, Kansas Gas Services \$2,696.22, AT&T \$370.37, AT&T \$271.47, AXA Equitable \$4,455.00, Walmart \$518.36, and Postmaster \$3,000.00 checks be drawn on the Revenue Fund for their respective amounts.

CONSIDERATION OF  
LAGOON PUMPS

The sludge decanting pumps and the grinder pump at the Lagoons were pulled by Douglas Pump in Janaury for repair. After inspection, it was determined that the decanting pumps are eligible for repair. Douglas Pumps submitted a proposal to repair decanting pump at a cost of \$7,708.00 and the installation of a new inline grinder at a cost of \$19,909.00. Upon motion from Director Peterson, seconded by Director Savage, the motion passed 3-0...

**RESOLVED (No. 15054)**, that the Board the bid to repair the decanting pumps at \$7,708 and the replacement of the grinder pump of \$19,909.

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DIVISION REPORTS

ADMINISTRATION SUMMARY

- Worked on preliminary audit
- Financials

WATER DISTRIBUTION PROJECTS

1. Stoneleigh Court and 18<sup>th</sup> St (2020)  
Went over final comments with consultant.
2. Dakota Waterline Replacement Project (2020)  
NPL is working on contract documents, bonding and supplies. Tentative start is first half of April.

City/County Projects

1. Eisenhower Road Project  
Nothing new.
2. Thornton Road Project  
12 inch main has been installed across Thornton. Will finish testing and flushing next week.
3. Misc Stormwater Projects and Sanitary I/I  
Crews cut out 6 inch cast iron pipe for storm sewer and replaced with 24 feet of 6 inch diameter HDPE pipe.

Water Distribution Operations

Between February 20<sup>th</sup>, 2020 and March 5th, 2020, the following water-distribution activities have occurred:

- a. New Water Service Connections: four
- b. Water line breaks: two 2-inch

TREATMENT PLANT SUMMARY

Ohio Street Booster Station

Nothing new to report

North Plant Summary

1. Mega Industries started on retaining wall project.
2. I.M.I. started on intake catwalk project.

South Plant Summary

1. Held meeting with Layne/Black & Veatch.
2. Douglas Pump fixed the 24-inch butterfly valve at the wellfield.

GENERAL MANAGER'S REPORT

- Attended the AWWA/WEF Utility Management Conference Feb 25<sup>th</sup> to 28<sup>th</sup>.
- Submitted Disbursement #3 request to KPWSLF.

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

Approved \_\_\_\_\_ 2020

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Richard Gervasini, Chairman

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Eric Peterson, Secretary