

**LEAVENWORTH WATERWORKS**

MINUTES OF A MEETING OF  
THE BOARD OF DIRECTORS

HELD ON SEPTMEBER 12, 2016

A regular meeting of the Board of Directors of the Leavenworth Waterworks was held at 5:00 PM on Monday, September 12, 2016 at the Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

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ATTENDANCE

**Directors in Attendance**

Greg Kaaz, Chairman  
Christi Norris, Secretary  
William Daniels, Assistant Secretary  
Richard Gervasini, Member

**Directors Absent (Excused)**

Teresa Wood, Vice Chairman

**Staff in Attendance**

Joel Mahnken, PE, General Manager  
Lesia Hegeman, Manager of Finance  
Dennis Baragary, Manager of Distribution  
Gary Simanowitz, Manager of Plants  
Kayla Manning, PE, Engineer  
Jim Adams, North Plant Superintendent

**Others in Attendance**

David Dawson, WL Cassell and Associates, Inc  
Mike Reilly, Reilly and Sons

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CALL TO ORDER

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

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ROLL CALL,  
ANNOUNCEMENT OF  
QUORUM

Director Kaaz 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  
AUGUST 22, 2016

Upon motion from Director Gervasini, seconded by Director Norris, the minutes of August 22, 2016, motion passed 4-0 ...

**RESOLVED (No. 14691)**, that the Board approved the August 22, 2016 minutes.

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CONSIDERATION OF  
CONSENT AGENDA FOR

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

**RESOLVED (No. 14692)**, that the Board approved:

A. PAYROLL DISBURSEMENT

A. The payroll for the period ending September 15, 2016 amounting to gross pay of \$79,873.14 (composed of the following withholdings and deductions) Federal Income Tax - \$7,950.61; FICA- \$5,935.96; State Tax - \$2,605.32; KPERS - \$4,746.73, KPERS-buyback \$258.62, Insurance - \$2,532.71; United Way - \$144.90; Eq-flex - \$1,881.88; PEDC - \$2,814.83; Garnishment - \$625.00; Rent - \$217.50; Misc - \$27.50; Direct Deposit - \$50,131.58 and including the following overtime amounts: Distribution - 58 hours @ \$1,896.91; North Plant – 10 hours @ \$281.71; South Plant – 9 hours @ \$304.53 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Regular Claims \$130,653.86, Special Claims \$215,801.14 and Special/ Special Claims as follows: KS Gas Service \$192.44, Westar Energy \$41,337.32, ATT \$272.99, and Walmart \$10.92 the checks be drawn on the Revenue Fund for their respective amounts.

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PRESENTATION OF HVAC  
FINDINGS FOR NORTH PLANT

Mr. David Dawson, a principal with Cassell, discussed the results of the North Plant HVAC system study. Mr. Dawson presented three options to the Board,

1a. Replace boiler and pump with 95% efficient boiler, priced at \$75,000 and a 6 ton AC compressor and air handler at \$62,000.

1b. Replace boiler and pump with 80% efficient boiler, priced at \$65,000 and a 6 ton AC compressor and air handler at \$62,000.

2. Replace system with VRF System with makeup air unit, price at \$124,000. The air cooled heat pumps for VRF system and air cooled condensing unit are roof mounted. The advantages are simultaneous heating and cooling and allows for multiple zones. The boiler would also have to be replaced for heating the filter gallery.

3. Replace system with Ventilation Air Handling unit, DX cooling, and hot water heating priced at \$170,000. This is a water source heat pump system with the air cooled condensing unit mounted on the roof. The boiler would also need to be replaced for heating the filter gallery.

After discussion, the Board members concurred that the design should proceed using option 1a, the high efficiency boiler and 6 ton air conditioning unit.

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PRESENTATION OF  
INDUSTRIAL PARK PROPOSAL

Director Kaaz recused himself from the discussion and vote. In April the Leavenworth County Port Authority asked the Water Board for a commitment developing a business park off of Eisenhower Road. The Board tentatively committed to the installation of a 12 inch water main at a cost of approximately \$500,000 provided we were given easements and the development occurred within three years. Since that time, the layout significantly changes how the waterlines will be installed, adding additional footage and cost. The estimated project cost is \$893,200.

Upon motion from Director Norris, seconded by Director Daniels, the motion passed 3-1 ...

**RESOLVED (No. 14693)**, that the Board approved to proceed with support for the Wolf Farm Business Park, at a not to exceed cost of \$900,000.00; provided that we are given easements and the development occurs within three years.

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CONSIDERATION OF DESIGN  
OF KIOWA MAIN  
REPLACEMENT BY BENESCH

There has been an excessive number of breaks along Kiowa between 10<sup>th</sup> and 12<sup>th</sup> Street. This project will also eliminate some dead end lines and eliminate a galvanized line in an alley that is failing and has problems with steep banks and minimal sewer separation. Upon motion from Director Daniels, seconded by Director Gervasini, the motion passed 4-0 ...

**RESOLVED (No. 14694)**, that the Board authorized the General Manager to execute the Contract Documents with Alfred Benesch & Company for engineering services for Kiowa Street Main Replacement at a not to exceed cost of \$89,091.60.

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CONSIDERATION OF BIDS FOR  
5<sup>TH</sup> STREET PAVEMENT REPAIR

Director Kaaz recused himself from the discussion and vote. Due to a water main break on the old 8 inch cast iron and trenched replacement of remaining 8 inch cast iron. Bids were taken for pavement repair on 5<sup>th</sup> Street between Walnut & Chestnut. Lexeco was the low bidder at a cost of \$61,160.35. Upon motion from Director Norris, seconded by Director Daniels, the motion passed 3-1 ...

**RESOLVED (No. 14695)**, that the Board authorized the General Manager to execute the Contract Documents with Lexeco in the

amount of \$61,160.35.

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CONSIDERATION OF  
ESTIMATE FOR NORTH PLANT  
INTAKE REPAIR

The North Plant Intake is in need of repair to the raw water pipeline inside the building. A crack has formed on the cross that connects all 3 pumps to the pipeline. We received one bid from Industrial Maintenance, Inc (IMI) at a price of \$33,420.00. Other contractors contacted did not quote.

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

**RESOLVED (No. 14696)**, that the Board authorized the General Manager to execute the Contract Documents with Industrial Maintenance, Inc (IMI) in the lump sum price of \$33,420.00.

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ADMINISTRATION

- Worked on August Financial Statements
- Worked on outline for internet billing
- Good Customer Refunds

WATER DISTRIBUTION SUMMARY

- Thornton St – 10<sup>th</sup> Ave to 5<sup>th</sup> St Waterline Replacement  
NPL is finished along Thornton except some cleanup. Pipe has been bored along Evergreen and Marion.
- Franklin/Newman/Klemp/Grand – Quincy to Halderman Waterline Replacement  
The pipe has been pulled in along Grand from Kansas to Quincy. Found some rock at the north end.
- Cherokee Street Waterline Replacement  
Spoke to Wendy at Main Street, discussed the project and gave her a draft of the drawings to look at.
- Spruce St – 19<sup>th</sup> to Terrace Waterline Replacement (2017)  
Staff finalizing meter pit and service line conditions and materials.
- 5<sup>th</sup> Street – Oak St  
Project was bid.
- 2<sup>nd</sup> Street and Choctaw  
Crews have begun work.

- Kiowa Street – 9<sup>th</sup> St to 13<sup>th</sup> St

Contract for design was received and reviewed by both lawyers.

Water Distribution Operations

Between August 17<sup>th</sup> and September 8th, 2016 the following water-distribution activities have occurred:

- Water line Breaks: three 2-inch, two 6-inch and one 8-inch

NORTH PLANT SUMMARY

- Working on 2017 Budget

SOUTH PLANT SUMMARY

- Generator: nothing new at this time.
- Working on 2017 Budget.

GENERAL MANAGER'S REPORT

- Discussed terms with Blaser Excavation for a long term lime solids disposal contract.
- Reviewed engineering contract with Alfred Benesch for Kiowa project.
- Discussed insurance coverage with our agent regarding contractor/subcontractor coverage.
- Worked on layout and cost estimate for Wolf Farm Business Park.
- Working on the 2017 Budget.
- Received notice of a class action lawsuit against AT&T for overcharges for damage repairs.
- Westlake fireline water loss was found.
- August update for the 2016 Work Plan.

ADJOURNMENT

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

Approved \_\_\_\_\_ 2016

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Greg Kaaz, Chairman

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Christi Norris, Secretary