

LEAVENWORTH WATERWORKS

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON SEPTEMBER 14, 2020

A regular meeting of the Board of Directors of the Leavenworth Waterworks was held at 5:00 PM on Monday, September 14, 2020 at the Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

ATTENDANCE

Directors in Attendance

Richard Gervasini, Chairman
Christi Norris, Vice Chairman
Eric Peterson, Secretary
Storm Savage, Assistant Secretary

Directors Absent (Excused)

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

CALL TO ORDER

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

ROLL CALL,
ANNOUNCEMENT OF
QUORUM

Director Gervasini noted that a quorum was present.

REQUEST, COMMENTS,
PETITIONS BY MEMBERS OF
THE PUBLIC

None

BOARD MEMBER ITEMS
OUTSIDE OF EXECUTIVE
SESSION

None

APPROVE MINUTES OF
AUGUST 24, 2020

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

RESOLVED (No. 15099) , that the Board approved minutes from August 24, 2020.

CONSIDERATION OF
CONSENT AGENDA

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

RESOLVED (No. 15100), that the Board approved:

A. PAYROLL
DISBURSEMENT OF
SEPTEMBER 15, 2020

A. The payroll for the period ending September 15, 2020 amounting to gross pay of \$87,662.70 (composed of the following withholdings and deductions) Federal Income Tax - \$6,843.76; FICA- \$6,577.02; State Tax - \$3,599.41; KPERS -\$5,201.36, Insurance - \$2,307.74; United Way - \$145.50; Eq-flex - \$1,387.45; PEDC - \$2,607.50; Misc - \$240.00, Garnishment \$210.50, and Deposit - \$58,542.46 including the following overtime amounts: Distribution 44.50 hours @ \$1,823.36, North Plant 34 hours @ \$1,161.93 and South Plant 30 hours @ \$997.38 be approved and disbursements made from the Revenue Fund for their respective amounts.

2. PAYMENT OF CLAIMS

B. The Regular Claims \$664,333.30, Special Claims \$268,887.21 and Special/Special Claims as follows: AT&T \$1,177.56, Verizon Wireless \$360.09, AT&T \$382.14, AT&T Mobility \$1,170.57, Home Depot \$59.54, Tractor Supply \$200.00, Evergy \$47,480.42, Kansas Gas Service \$198.70, and AXA Equitable \$5,215.00 checks be drawn on the Revenue Fund for their respective amounts.

CONSIDERATION OF
TURBIDIMETERS

Both plants currently have inline HACH 1720E Low Range Turbidimeters that were installed in 2008 and are used to measure clarity (turbidity) of the water. HACH has begun phasing out the 1720E's, so certified parts are no longer manufactured for repair or replacement. Quotes were collected from HACH and USA Bluebook for TU5300sc Low Range Laser Turbidimeters and SC200 controllers for both plants. HACH was the low bidder for both plants, North Plant quote was \$23,689.20 and South Plant quote was \$14,065.70.

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

RESOLVED (No. 15101) , that the Board approved the purchase of turbidimeters and controllers from HACH for \$23,689.20 and \$14,065.70, combined total of \$37,754.90 plus shipping.

PRESENTATION OF
INFRASTRUCTURE
INVESTMENTS

Staff gave a presentation on historical trends and cost for main breaks and infrastructure pipe installation.

PRESENTATION OF HCW
CONSTRUCTION

Staff presented construction pictures on the horizontal collector well.

DIVISION REPORTS

ADMINISTRATION SUMMARY

- Nothing new to report

WATER DISTRIBUTION PROJECTS

1. Stoneleigh Court and 18th St (2020)
Work is done within Stonleigh Ct. Crews have started on 18th Street and will have the road closed to thru traffic while working.
2. Western St and Misc Water Main Replacements (2021)
3. Girard Ave and Misc Water Main Replacements (2021)
4. Cherokee St from 12th to 20th Waterline Improvement (2021)
Met with BG via Zoom to discuss project.

City/County Projects

1. Eisenhower Road Project
Project is advertised on Drexel.
2. Misc Stormwater Projects and Sanitary I/I
Met with City to clarify cost share on 2019 project.

Staff has been reviewing preliminary drawings for 2nd and Chestnut stormwater project, where a few significant and unavoidable conflicts will occur with the new storm project.

Water Distribution Operations

Between August 19th, 2020 and September 9th, 2020, the following water-distribution activities have occurred:

- New Water-Service Connections: three
- Service Kills, Relocations or Repairs: two
- Fire Hydrant and Valve Replacement: one
- Radio-Read Installations: 137
- Water Line Breaks: three 6-inch

TREATMENT PLANT SUMMARY

Ohio Street Booster Station

Nothing new to report.

North Plant Summary

Nothing new to report.

South Plant Summary

- Levee repair has started back-up.

GENERAL MANAGER'S REPORT

- Horizontal Collector Well
 - Caissons/Lateral contractor is finishing paperwork.
 - Black & Veatch submitted the Plan of Operation for the project required by the KPWSLF.
 - Contracts for the Wellhouse expects to start work the end of September.
- Worked on easement and agreement for Raw Watermain Relocation.
- Worked on 2021 budget and future revenue projections.

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

Approved _____ 2020

Richard Gervasini, Chairman

Eric Peterson, Secretary