

LEAVENWORTH WATER DEPARTMENT

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON SEPTEMBER 22, 2014

A regular meeting of the Board of Directors of the Leavenworth Water Department was held at 5:00 PM on Monday, September 22, 2014 at the Leavenworth Water Department 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, General Manager
Lesia Hegeman, Finance Manager
Jeffrey Arnold, Water Treatments Manager
James Adams, North Plant Superintendent
Gary Simanowitz, South Plant Superintendent
Kayla Manning, PE, Engineer
Dennis Baragary, Sr., Manager of Distribution

Others in Attendance

Brian Kingsley, B&G Consultants
Tommy Messinger, AOS
Jeff Durfee, AOS

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.

BOARD MEMBER ITEMS OUTSIDE OF EXECUTIVE SESSION

Director Kaaz requested written division reports from all managers.

APPROVE MINUTES OF
SEPTEMBER 8, 2014

Upon motion from Director Kirk, seconded by Director Wood, the motion was adopted

RESOLVED (No. 14443) that the Board approved the minutes from the regular Board meeting held on September 8, 2014.

CONSIDERATION OF
CONSENT AGENDA FOR:

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

RESOLVED (No. 14444), that the Board approved:

A. PAYROLL
DISBURSEMENT

A. The payroll for the period ending September 30, 2014 amounting to gross pay of \$76,235.72 (composed of the following withholdings and deductions) Federal Income Tax - \$7,147.72; FICA- \$5,613.47, State Tax - \$2,467.97; KPERS - \$3,912.74, Insurance - \$2,648.06; United Way - \$128.50; Eq-flex - \$2,479.67; PEDC - \$3,206.16; Garnishment - \$755.00; Rent - \$217.50; Misc - \$37.50; and Direct Deposit - \$47,621.43, and including the following overtime amounts: Distribution - 23.50 hours @ \$750.73; North Plant - 4 hours @ \$127.02; South Plant - 6 hours @ \$204.63 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Special Claims \$295,558.64; and Special/Special Claim as follows: United Way of Leavenworth County \$3,500.00 and SASI \$3,050.78 the check be drawn on the Revenue Fund for their respective amounts.

CONSIDERATION OF
AUGUST FINANCIAL
REPORT

Upon motion of Director Kirk, seconded by Director Bogner, and unanimously adopted

RESOLVED (No. 14445), that the Board approved the August Financial report.

PRESENTATION BY AOS
WITH COMPUTER FINDINGS

Upon motion of Director Gervasini, seconded by Director Bogner, and unanimously adopted

RESOLVED (No. 14446), that the Board authorized AOS to proceed with their recommendation to purchase a new server, a rack mount , open Microsoft licensing, exchange services in the cloud for offsite backup solution and an uninterruptable power supply at a not to exceed price \$30,000.00. Also, the Board requested a formalized proposal letter describing the statement of

work.

PRESENTATION AND
CONSIDERATION OF WORK
ORDER FOR BG
CONSULTANTS FOR
WATERLINE
REPLACEMENTS

Upon motion of Director Bogner, seconded by Director Kirk, and unanimously adopted

RESOLVED (No. 14447), that the Board approved the design contract with BG Consultants for Quincy, Olive, Kingman, and 14th Street projects not to exceed \$70,900.00.

STAFF REPORTS

ADMINISTRATION

- City free water issue – pending item
- Drop Box and exterior work – pending item
- Black and Veatch American Royal BBQ invitation, October 3, 2014

DISTRIBUTION AND ENGINEERING

- Drawings for Riverfront Park Pipe/Riverbank Repair
- Fence – contractor has purchased material, but waiting for the parking lot to be resurfaced.
- Pavement – staff will follow up with Contractor to get a start date.

DISTRIBUTION OPERATIONS

- New service connection : none
- Kills: none
- Valves and hydrants: none
- Breaks: two – 2 inch, and two 6 - inch
- Radio read installation: 29
- Main Replacements: none
- Service Transfers – seven
- Service Renewal -two

LWD PROJECTS

- Columbia Ave – Spruce to Michigan (and Spruce Columbia to Broadway) – nothing new
- Delaware Street 16th Street to 13th Street – nothing new
- Hampton Inn – nothing new
- Stove Factory Lofts – nothing new
- Quincy at 16th Street/Olive 14th to Newman/14th St North of Vilas/Kingman-Quincy to Ohio

CITY OF LEAVENWORTH PROJECTS

- 4th and Poplar – nothing new
- 5TH Ave and Prospect/5th Street and Oak/18th Street – work on Oak should begin soon.
- Sherman – lowered 2-inch PVC for new storm pipe/swale
- 2nd Street Bridge Replacement
- Marion and Girard
- City Sidewalk and Street overlay projects
- Cherokee box west of 11th Street
- KDOT facility sewer (16490 Springdale Rd)
- 2014 KLINK ADA Ramp improvements

PLANTS

- Wells Study – Layne has completed the study, waiting on results
- Pole Barn Prep

ADJOURNMENT

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

Approved _____ 2014

Greg Kaaz, Chairman

Teresa Wood, Secretary