

# LEAVENWORTH WATERWORKS

## MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON SEPTEMBER 28, 2015

A regular meeting of the Board of Directors of the Leavenworth Waterworks was held at 5:00 PM on Monday, September 28, 2015 at the Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

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### ATTENDANCE

#### **Directors in Attendance**

Richard Gervasini, Chairman  
Teresa Wood, Vice Chairman (by phone 5:15pm)  
Davis Moulden, Assistant Secretary ( by phone 5:10pm)  
Greg Kaaz, Member

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

Christi Norris, Secretary

#### **Staff in Attendance**

Joel Mahnken, PE, General Manager  
Lesia Hegeman, Manager of Finance  
Jeffrey Arnold, Superintendent of Plants  
Dennis Baragary, Manager of Distribution  
Kayla Manning, Engineer

#### **Others in Attendance**

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### CALL TO ORDER

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

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### ROLL CALL, ANNOUNCEMENT OF QUORUM

Chairman Gervasini noted that a quorum was not present and Director Moulden was contacted by phone to complete the quorum.

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REQUESTS, COMMENTS,  
PETITIONS BY MEMBER OF  
THE PUBLIC

None

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BOARD MEMBERS ITEMS  
OUTSIDE OF EXECUTIVE  
SESSION

None

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CONSIDERATION OF CONSENT  
AGENDA FOR:

Upon motion from Director Kaaz, seconded by Director Moulden, unanimously adopted ....

**RESOLVED (No. 14575)** that the Board approved:

A. PAYROLL DISBURSEMENT

A. The payroll for the period ending September 30 , 2015 amounting to gross pay of \$77,840.76 (composed of the following withholdings and deductions) Federal Income Tax - \$7,529.13; FICA- \$5,812.10; State Tax - \$2,576.76; KPERS -\$4,645.29, Insurance - \$2,883.78; United Way - \$152.13; Eq-flex - \$1,547.93; PEDC - \$2,774.68 ; Garnishment - \$755.00; Rent - \$217.50; Misc - \$22.50; and Direct Deposit - \$48,923.96, and including the following overtime amounts: Distribution - 66.50 hours @ \$2,111.45; North Plant - 4 hours @ \$110.26; South Plant - 4 hours @ \$130.08 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. The Special Claims \$241,243.65 and Special/Special Claims as follows: United Way \$3,500.00 the check be drawn on the Revenue Fund for their respective amounts.

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CONSIDERATION OF  
FUSION SOFTWARE FOR  
ELECTRONIC BILLING

The Board agreed the General Manager could authorize this purchase of \$11,750.00. No Board action taken.

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CONSIDERATION OF 10-D IT SECURITY TEST
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The Board agreed the General Manager could authorize this purchase of \$6,600.00. No Board action taken.
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**Administration**

- Director Gervasini asked staff to contact other Water Districts about their billing system, and research an alternative to the IBM system.

**TREATMENT**

- Director Gervasini stated he would like a demonstration and have a Board meeting at one of the plants.

**GENERAL MANAGER**

- Joel received an appointment to the Missouri River Basin Advisory Committee for the Kansas Water Authority. The first meeting is scheduled for Oct 15<sup>th</sup> in Atchison.
- Staff made contact with the Leavenworth Co. Health Dept. to arrange for flu shots.
- United Way Board contribution - \$3,500.00 donation from tower fund.
- The Employee Christmas Luncheon has been scheduled for December 8<sup>th</sup> at the Riverfront Community Center.
- Continued to work on the Master Plan

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ADJOURNMENT

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

Approved \_\_\_\_\_ 2015

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Richard Gervasini, Chairman

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Christi Norris, Secretary