

LEAVENWORTH WATERWORKS

MINUTES OF A MEETING OF
THE BOARD OF DIRECTORS

HELD ON
November 25, 2024

A regular meeting of the Board of Directors of Leavenworth Waterworks held at 5:00 PM on Monday, November 25, 2024, at the Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

ATTENDANCE

Directors in Attendance

Richard Gervasini
William Daniels
Eric Peterson
Chad Lough
Nick Poff

Directors Absent (Excused)

None

Staff in Attendance

Joel Mahnken, General Manager
Dana Splichal, Finance Manager
John Hodgden, Distribution Manager
Neil Seichepine, Treatment Manager
Britni Huff, Staff Engineer

Others in Attendance

None

CALL TO ORDER

Director Gervasini called the meeting to order at 4:54 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	<p>Director Gervasini noted that he had heard two complaints recently as are customer service team members had requested social security number information. The Finance Manager addressed and noted that we used it for identification purposes when speaking to customers on the phone.</p>
APPROVE MINUTES OF November 12, 2024	<p>Upon motion from Director Poff and seconded by Director Lough, motion passed 5-0...</p> <p>RESOLVED (No. 15543), that the Board approved minutes from November 12, 2024.</p>
CONSIDERATION OF CONSENT AGENDA	<p>Upon motion from Director Peterson, seconded by Director Daniels, motion passed 5-0...</p> <p>RESOLVED (No. 15544), that the Board approved the consent agenda as presented.</p>
CONSIDERATION OF OCTOBER 2024 FINANCIAL STATEMENT	<p>The Finance Manager presented and reviewed financial statements for the month of October 2024.</p> <p>Discussion held regarding interest and corrections needed to calculations. Upon motion from Director Peterson, seconded by Director Lough, motion passed 5-0...</p> <p>RESOLVED (No. 15545), that the Board approved the October 2024 financial statements, with corrections.</p>
CONSIDERATION OF PURCHASE OF INTAKE EXTERIOR PUMP REPLACEMENT	<p>The Treatment Manager that the North Plant is requesting approval to purchase an auxiliary pump for the outside of the intake, as approved in the 2025 CIP budget. Noted they currently have 3 pumps available to bring in water from the river into our wet-well during winter ice conditions or low river level events. One of these three pumps was purchased in 2005 and is only a 15 HP pump, compared to the other two 20 HP pumps we have. Further noted the pump being replaced is close to the end of its useful life.</p> <p>Requested bids from 3 vendors. ASC Pumping Equipment and Fluid Equipment Company could not meet our requirements for pump connections, delivery to site, and installation. Due to our existing electrical relays and connections, we believe that C&B Equipment is our only qualified quote to meet our existing needs. The relays for these pumps are directly tied to the brand of pump used.</p> <p>Discussion held and upon motion from Director Daniels, seconded by Director Peterson, motion passed 5-0...</p> <p>RESOLVED (No. 15546), that the Board approve the purchase of one Hydromatic 8", 20 HP pump with seal flange, installation and new pin & sleeve plugs. At a price not to exceed \$55,000 from C&B Equipment Company.</p>
CONSIDERATION OF VALVE ACTUATOR PURCHASE FOR THE	<p>As part of the 2025 CIP budget, the South Plant would like to replace 15 pneumatic valve actuators at the Plant with upgraded "K-Tork" brand equipment. The current 15 valves have "Pratt" actuators from 1990. The new actuators will be used to</p>

SOUTH PLANT

open/close butterfly valves on all the filters. Each filter has 4 valves that will be upgraded. The other 3 K-Tork valves will be on the air scour. The "K-Tork" brand/style of actuator is currently used for other valves at the North Plant as well as the South Plants High Service Pumps.

Further noted:

- We would like to keep a like/kind/quality as the North Plant.
- Mid-America Valve & Equipment Co. has provided excellent workmanship every time they have done work for us.
- Mid-America Valve & Equip. Co. is the sole distributor of K-Tork actuators for this area. (See Attachment 2)
- Break down cost per filter including handwheels on the effluents = \$40,847 The budget dollars set aside for this project is \$125,000. We would like to order the equipment now since the lead time from the factory is 8-12 weeks. Mid-America Valve will supply the equipment as well as install the actuators.

Discussion held and upon motion from Director Daniels, seconded by Director Poff, motion passed 5-0...

RESOLVED (No. 15547), that the board approves the Bid from Mid-America Valve & Equipment Co. for 15 K-Tork KT-40 Pneumatic Vane Actuators, removal/installation & startup for 15 actuators at a price not to exceed \$125,000.

DIVISION REPORTS PRESENTED:

ADMINISTRATION

1. October financial statements
2. Gary Alter with Convergeone (IT company) here 11/21/24
3. Open enrollment for BCBS
4. Collaborative meeting with Chad Tenpenny, Bret Wagonner and LWW management team to discuss STP project and funding
5. Attended continuing education on accounting updates
6. Walk-through of farmhouse
7. Planning for holiday party with Heather
8. Planning for retirement party

DISTRIBUTION

Water Distribution Projects

1. Lead & Copper Service Inv.

Currently replacing known Galvanized services

2. Lecompton Watermain Replacement (2023)

Planning stage: Easement acquired, plans in progress

3. Mount Olivet Main Lines

Bores complete, C.O. in progress

City/County Projects

- **4th St. Reconstruction**
Invoiced

Water Distribution Operations

Between November 7th, 2024, and November 21st, 2024, the following water-distribution activities have occurred:

a) Water Main Breaks:

11.15.24	NW 13 th & Dakota	6" CI 1929

b) 2 New Service, 2 New Pits, 1 Killed Service

WATER TREATMENT

Ohio Street Booster Station

1. Nothing new to report.

North Plant Summary

1. The air compressor project is ongoing.
2. Going over punch list on the roofing project.

South Plant Summary

1. Eaton finished replacing lighting arrestors on the generator.

GENERAL MANAGER

- KMU Safety Training on "Machine Guarding" held November 18th.
- Water Tank Project
 - Contract #1 Pipeline: Hettinger Excavating making progress.
 - Completed and submitted second Loan Disbursement Request to KDHE.
- South Treatment Plant Resiliency Project
 - Executed agreements with Tenpenny Law and Governmental Assistance Services.
 - Held online kickoff meeting.
 - Following up on grant applications for 2025.
- Completed easement for the Lecompton WMR project. The design engineer and Staff have been working to finalize the plans & specifications. We expect to bid the project in January.
- North Treatment Plant Roofing project is being completed.

Director Daniels asked for status on the farmhouse now that it is empty. Discussion was held and the management team shared pictures of the interior and exterior of house. Further noted that work needed to be done to allow someone to live there. Discussion was held on what could be done with the property. No action taken.

ADJOURNMENT Upon motion from Director Peterson, seconded by Director Daniels, motion passed 5-0.

Director Gervasini adjourned the meeting at 5:25 PM.

Approved _____, 2024

Richard Gervasini, Chair

Eric Peterson, Secretary