

## LEAVENWORTH WATERWORKS

### MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON June 12, 2023

A regular meeting of the Board of Directors of the Leavenworth Waterworks held at 5:00 PM on Monday, June 12, 2023, at the Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

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#### ATTENDANCE

##### **Directors in Attendance**

Richard Gervasini, Chairman  
Christi Norris, Vice Chair (by phone)  
Eric Peterson, Secretary  
Chad Lough, Assistant Secretary  
Bob Walters, Member (by phone)

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

##### **Staff in Attendance**

Joel Mahnken, General Manager  
Lesia Hegeman, Finance Manager  
John Hodgden, Distribution Manager  
Neil Seichepine, Treatment Manger  
Kayla Manning, Engineer

##### **Others in Attendance**

Storm Savage  
Cody Savage

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

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ROLL CALL,  
ANNOUNCEMENT OF  
QUORUM

Director Gervasini noted that a quorum was present.

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REQUEST, COMMENTS,  
PETITIONS BY  
MEMBERS OF THE  
PUBLIC

Storm Savage thanked the Board for the prayers and well wishes on his job to recover.

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BOARD MEMBER ITEMS  
OUTSIDE OF EXECUTIVE  
SESSION

Director Peterson requested an update on selling water outside of Leavenworth.

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APPROVE MINUTES OF May  
22, 2023

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

**RESOLVED (No. 15383)**, that the Board approved minutes from May 22, 2023.

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CONSIDERATION OF  
CONSENT AGENDA

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

A. PAYROLL  
DISBURSEMENT OF JUNE  
15, 2023

**RESOLVED (No. 15384)**, that the Board approved:

A. The payroll for the period ending June 15, 2023 amounting to gross pay of \$91,954.44 (composed of the following withholdings and deductions) Federal Income Tax - \$7,595.89; FICA- \$6,918.39; State Tax - \$3,783.01; KPERS - \$5,448.61, Insurance - \$2,884.47; United Way - \$98.50; Eq-flex - \$1,224.39; PEDC - \$3,035.00; Misc - \$17.50, Rent-HWY 5 \$217.50 and Deposits \$60,731.18 including the following overtime amounts: Distribution 92 hours @ \$3,203.97, North Plant 5 hours @ \$195.36 and South Plant 40 hours @ \$1,431.35 be approved and disbursements made from the Revenue Fund for their respective amounts.

B. PAYMENT OF CLAIMS

B. May Claims \$187,780.31, June Claims \$466,383.16 and Special/Special as follows: AT&T \$1,109.28, AXA Equitable \$6,070.00, Convergeone \$3,119.55, Capital One \$1,472.57, Evergy \$36,623.58, Home Depot \$701.07, Tractor Supply \$149.96, AT&T Mobility

\$1,262.81, KS Gas \$900.27, and Verizon Wireless \$280.13 checks be drawn on the Revenue Fund for their respective amounts.

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CONSIDERATION OF 2022  
AUDIT

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

**RESOLVED (No. 15385)**, that the Board approved the 2022 Audit.

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CONSIDERATION PROPERTY  
AT 1719 ROSE ST

Jerry Wesley owns a property at 1719 Rose that he is unable to build on due to a water main that runs through it. Jerry would like to sell the property to LWD for a sum of \$5,000.

Upon motion from Director Norris, seconded by Director Peterson, motion declined 5-0...

**RESOLVED (No. 15386)**, that the Board declined the offer to purchase 1719 Rose.

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CONSIDERATION OF RC  
SLOPE MOWER

The North Plant would like to replace a bank mowing tractor with a new remote-operate robotic slope mower. Red Equipment, LLC gave a quote on a TK-52XP RC mower with winch at a cost of \$64,550.00.

Upon motion from Direction Norris, seconded by Director Lough, motion declined 5-0...

**RESOLVED (No. 15387)**, that the Board declined the purchase of a remote-operate robotic slope mower.

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CONSIDERATON OF BIDS  
FOR OTTAWA AND OSAGE  
WATERLINE REPLACEMENT

Staff received bids to replace an existing 6-inch cast iron watermain along Ottawa and Osage. We received 4 bids, Hettinger Excavating was the lowest bidder at \$1,150,304.00.

Upon motion from Director Norris, seconded by Director Lough, motion passed 5-0.

**RESOLVED (No. 15388)**, that the Board award the bid and authorize the General Manager to execute the contract with Hettinger Excavating in the amount of \$1,150,304.00.

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## DIVISION REPORTS

### **ADMINISTRATION SUMMARY**

Worked on outstanding items for audit.  
Worked on May financial statements.

### **WATER DISTRIBUTION REPORTS**

John presented Board with pictures of main break at 4<sup>th</sup> & Evergreen. Director Peterson asked for the main replacement plan, due to multiple breaks.

1. Cherokee Street Watermain Replacement (2023)  
Contractor pulled 2<sup>nd</sup> run of pipe, for a total of 1720 feet of pipe installed.
2. Spruce St East of 10<sup>th</sup> Ave (2023)  
Contractor will start soon.
3. Ottawa and Osage 13<sup>th</sup> to 20<sup>th</sup> (2023)  
Bids received
3. Lecompton (2023)  
Nothing new.

### **City / County Projects**

- 2<sup>nd</sup> St/Chestnut to 3<sup>rd</sup> St/Spruce Storm Box – Nothing new.
- Wilson Ave, south of Limit – Received preliminary profiles and most of the waterline will be outside the extents of the larger cuts. There will likely be some pipe to lower at one hill, but work will be in the dirt, not under pavement.
- Evergry Easement for Pilot Knob – Nothing new.

### **Water Distribution Operations**

Between May 18th, 2023, and June 8th, 2023, the following water-distribution activities have occurred:

- a) Service Kills, Relocations or Repairs: five
- b) Water Main Breaks: three 6-inch and four 8-inch

## **WATER TREATMENT SUMMARY**

### Ohio Street Booster Station

Nothing new to report

### North Plant Summary

- Kersten Concrete replaced the old hatches in the lime room with aluminum hatches.
- Kersten Concrete repaired cracks on both sides of the filter gallery.
- R.E.Pedrotti worked on plant to plant communication.

### South Plant Summary

- Reviewing the Black & Veatch Planning and Valve Engineering Study.

## **GENERAL MANAGER'S REPORT**

- Water Tank Project.
    - Waiting on DOJ (easement).
    - Loan Amendment closing rescheduled for May 31st. Waiting for KDHE to return a signed copy of the Amendment.
    - Received payment from BOP for the meter installation and water storage on June 5<sup>th</sup>.
  - Worked on a RFP for Lime Solids Removal and Disposal for the South Plant.
  - Worked on phone system upgrade.
  - Received draft of the Water Treatment Plants study from Black & Veatch and began reviewing.
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Approved \_\_\_\_\_ 2023

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Richard Gervasini, Chairman

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Eric Peterson, Secretary