

## LEAVENWORTH WATERWORKS

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

HELD ON  
March 24, 2025

A regular meeting of the Board of Directors of Leavenworth Waterworks held at 5:00 PM on Monday, March 24, 2025, at Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

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#### ATTENDANCE

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

Richard Gervasini (arrived at 5:04)  
William Daniels (on phone)  
Eric Peterson  
Nick Poff

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

Chad Lough

##### **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

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#### CALL TO ORDER

Director Peterson called the meeting to order at 5:02 PM.

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#### ROLL CALL, ANNOUNCEMENT OF QUORUM

Director Peterson noted that a quorum was present.

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#### REQUEST, COMMENTS, PETITIONS BY MEMBERS OF THE PUBLIC

None

(Director Gervasini arrived at this time and assumed the chair.)

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#### BOARD MEMBER ITEMS OUTSIDE OF EXECUTIVE SESSION

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None

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APPROVE MINUTES OF MARCH 10, 2025    Upon motion from Director Poff and seconded by Director Peterson, motion passed 4-0...

**RESOLVED (No. 15568)**, that the Board approved minutes from March 10, 2025.

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CONSIDERATION OF CONSENT AGENDA    Upon motion from Director Peterson and seconded by Director Poff, motion passed 4-0...

**RESOLVED (No. 15569)**, that the Board approved the consent agenda as presented.

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CONSIDERATION OF FEBRUARY 2025 FINANCIAL STATEMENTS    Upon motion from Director Peterson, seconded by Director Poff, motion passed 4-0...  
**RESOLVED (No. 15570)**, that the Board approved the February 2025 Financial Statements.

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**DIVISION REPORTS PRESENTED:**

**ADMINISTRATION**

**Administration Summary**

1. February financial statements
2. BS&A Software – go live date July 28th
  - a. Continuing to work with the conversion team
    - i. Bi-weekly meeting to discuss status and questions
3. Auditor team onsite week of March 10<sup>th</sup> – audit is ongoing

**DISTRIBUTION**

**Water Distribution Projects**

**1. Lead & Copper Service Inv.**

1 Customer has replaced their galvanized service since the last meeting. Total 9/37 for the year.

**2. Lecompton Watermain Replacement (2023)**

Planned start mid-April, brush clearing will be done first.

**3. Mount Olivet Project**

Lines in service, Linaweaver on site for dirt work.

**Water Distribution Operations**

a) Water Main Breaks Since Last Meeting:

3.10.25	3 <sup>rd</sup> Ave & Sherman	2" CI 1966
3.12.25	308 Spruce	2" CI 1952
3.13.25	502 S 17 <sup>th</sup> St	2" CI 1968

## **Tariffs Surcharges**

On March 13th, 2025, the Distribution Manager received an email from Tony Jaurez, our Neptune meter vendor. Attached to the email was a document titled the “Neptune Tariff Letter,” which outlined an 8% price increase on all meters, effective immediately. This increase is a direct result of tariffs placed on China and Mexico.

To better understand the broader impact, he reached out to other vendors, and several have confirmed that price adjustments are forthcoming. While specific surcharge rates have not yet been finalized, we should anticipate additional cost increases.

For context, in 2024, we spent \$203,329 on meters alone.

## **WATER TREATMENT**

### **Ohio Street Booster Station**

1. Nothing new to report.

### **North Plant Summary**

1. Annual hoist inspection done by Kone Cranes.

### **South Plant Summary**

1. C & B pulled both pumps and grinder to test from the lagoon pump station.
2. McGuire Electric tested all electricity at the lagoon pump station.
3. Annual hoist inspection done by Kone Cranes.
4. Shared PowerPoint presentation on the damage that occurred in the lagoon pump station, estimated cost to repair is \$11,000

## **GENERAL MANAGER**

- KMU Safety Training held March 10<sup>th</sup> on “Slips, Trips, & Falls/Back Safety” at both the South Plant and the Office. The Safety Committee met thereafter.
- Water Tank Project
  - Contract #1 Pipeline: Hettinger Excavating reached Substantial Completion March 5th. The only major item left is to install the permanent erosion control mat in the drainage swale.
  - Contract #2 Tank: DN Tanks’ sitework subcontractor, Linaweaver Construction, has started working on the site. Prime contractor to start in April. They continue with submittals.
- South Treatment Plant Resiliency Project
  - Submitted BRIC grant application to KDEM on March 10<sup>th</sup> and have received their comments back. We need to make corrections by April 1<sup>st</sup> for KDEM to make the Federal submission by April 18<sup>th</sup>.

- The Kansas Infrastructure Hub has approved Build Kansas Funds for 95 percent of the required 25 percent local match, \$11,328,750. It was recommended that a local investment be included in the BKF application, 5 percent. This comes to \$596,250 that the Waterworks will have to obligate (1.25% of the project total).
- Tenpenny Law continues to work on the CDS Grant option.
- The Lecompton Road WMR project: MCON has provided materials submittals and a revised schedule. Expected start date is still in mid-April.
- North Plant “D main” project: McClure has scheduled a site visit to verify utility locations on March 21<sup>st</sup>. They should be near the 30% design point for discussions with KDOT.

Director Gervasini requested that past board member Paul Hund attend a meeting to discuss fluoridation from the viewpoint of a dentist.

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

Director Gervasini adjourned the meeting at 5:32 PM.

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Approved \_\_\_\_\_, 2025

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Richard Gervasini, Chair

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Eric Peterson, Secretary