

## LEAVENWORTH WATERWORKS

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

HELD ON  
April 28, 2025

A regular meeting of the Board of Directors of Leavenworth Waterworks held at 5:00 PM on M o n d a y ,  
A p r i l 2 8 , 2 0 2 5 , at Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas  
66048.

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#### ATTENDANCE

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

Richard Gervasini  
William Daniels  
Eric Peterson  
Chad Lough  
Nick Poff

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

None

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

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

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

Tiffany Fling, 1136 Quincy

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#### CALL TO ORDER

Director Gervasini called the meeting to order at 4:56 PM.

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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

Ms. Fling was in attendance to discuss the handling of an insurance claim by  
Cincinnati Insurance after her basement flooded due to a main break.

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#### BOARD MEMBER ITEMS OUTSIDE OF EXECUTIVE SESSION

Director Peterson requested an agenda item for next meeting regarding  
construction and cleanup of customer yards.

Director Gervasini requested that Ms. Fling and our insurance representative, J.R.

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Reilly, attend the next board meeting.

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APPROVE MINUTES OF MARCH 24, 2025	Upon motion from Director Poff and seconded by Director Peterson, motion passed 5-0...
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**RESOLVED (No. 15573),** that the Board approved minutes from April 14, 2025.

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CONSIDERATION OF CONSENT AGENDA	Upon motion from Director Peterson and seconded by Director Lough, motion passed 5-0...
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**RESOLVED (No. 15574),** that the Board approved the consent agenda as presented.

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CONSIDERATION OF MARCH 2025 FINANCIAL STATEMENTS	Upon motion from Director Peterson, seconded by Director Daniels, motion passed 5-0...
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**RESOLVED (No. 15575),** that the Board approved the March 2025 Financial Statements.

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CONSIDER AGREEMENT WITH J AND J SURVEYING FOR THE LAWRENCE AVE WMR PROJECT	The Distribution Manager presented a proposal from J & J Survey, LLC to provide land surveying services associated with the Lawrence Avenue Water Line at a cost of \$30,720. John reported that we have worked with this company through various engineering firms on previous projects.
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Discussion was held.

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

**RESOLVED (No. 15576),** that the Board accepted the proposal from J & J Survey, LLC at a cost of \$30,720 for a topographic survey.

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CONSIDERATION OF REQUEST TO CITY FOR REVISION OF FLUORIDATION REQUIREMENT	Tabled until May 12, 2025 Board meeting.
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#### **DIVISION REPORTS PRESENTED:**

#### **ADMINISTRATION**

##### **Administration Summary**

1. March Financial Statements
2. Software updates -
  - a. Looking at new bill design with BS&A
  - b. Christine and I continue to answer questions for the conversion
  - c. Met with InfoSend sales rep and project manager
3. Audit has been through the partner review stage so hopefully answering their final questions now
4. New rates have gone into effect and the customer service team has had many questions and complaints already

5. Heather Allison and Lisa Diddle attended a job fair representing Leavenworth Waterworks
6. Attended the South Treatment Plant tours on April 15<sup>th</sup> and 22<sup>nd</sup>
7. Attended plant technology presentation
8. Attended State of the City address

## **DISTRIBUTION**

### **Water Distribution Projects**

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

Total 11/37 for the year.

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

MCON started, pipe on 92 HWY installed. Tie-in and West Bound 12" Started.

3. **Mount Olivet Project**

DN Tanks on-site, layout work in-progress, hoping to have started tying rebar by the 28<sup>th</sup>.

### **Water Distribution Operations**

- a) Zero water main breaks since last meeting!
- b) Completed final walkthrough of the Transmission Mains to MO Tank. Hettinger is currently finishing the project completion punch-list, still working on specific quantities for the final pay app.
- c) Proposal from J and J Survey for the Lawrence Ave. job. We will start the in-house design soon after receiving the survey.
- d) Ms. Fling, the resident of 1136 Quincy (home flooded in February) would like to speak with the board about her experience with our insurance adjuster.

## **WATER TREATMENT**

### **Ohio Street Booster Station**

1. Nothing new to report.

### **North Plant Summary**

1. HTE is preparing to start the dryer project.

### **South Plant Summary**

1. C & B is installing HSP #3 after refurbishing.
2. C & B installed new motors and pumps at lagoons. New piping structure to follow.
3. Held Zoom meeting with Carollo to inquire about alternatives for the South Plant Resiliency Project.

## **GENERAL MANAGER**

- Water Tank Project

- Contract #1 Pipeline: Final walk-thru with Hettinger, McClure Engineering, and KDHE held on the site, April 22nd.
- Contract #2 Tank: DN Tank is on site working on their layout.
- South Treatment Plant Resiliency Project
  - Congressman Schimdt visited the South Treatment Plant April 22<sup>nd</sup>.
  - Tenpenny Law submitted the CDS Grant application to Senator Moran's office on April 23th.
  - Considering an application to KDEM under the Hazard Mitigation Grant Program for the Design Engineering portion of the Project.
- Had a couple of phone conversations with the Chair of Platte County RWD #3 about potential wholesale water supply. They are currently doing a due diligence review of their options. Also had a short conversation with Col. Moiser and John Burns about sale of water to Fort Leavenworth via American Water.
- Reminder: Filing for positions on November election ballot is in June.

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ADJOURNMENT	Upon motion from Director Peterson, seconded by Director Poff, motion passed 5-0.
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Director Gervasini adjourned the meeting at 6:12 PM.

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

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Richard Gervasini, Chair

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Eric Peterson, Secretary