

LEAVENWORTH WATERWORKS

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON
April 13, 2026

A regular meeting of the Board of Directors of Leavenworth Waterworks held at 5:00 PM on Monday, April 13, 2026, at Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

ATTENDANCE

Directors in Attendance

Eric Peterson
William Daniels
Camalla Leonhard
Eric Price

Directors Absent (Excused)

Nick Poff

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

Tom Crowley with Carollo Engineers, Inc.

CALL TO ORDER

Director Peterson called the meeting to order 4:59 PM.

ROLL CALL, ANNOUNCEMENT OF QUORUM

Director Peterson noted that a quorum was present.

REQUEST, COMMENTS, PETITIONS BY MEMBERS OF THE PUBLIC

None

BOARD MEMBER ITEMS OUTSIDE OF EXECUTIVE SESSION	None
APPROVE MINUTES OF MARCH 23, 2026	<p>Upon motion from Director Price and seconded by Director Daniels, motion passed 4-0...</p> <p>RESOLVED (No. 15666), that the Board approved the minutes from March 23, 2026 as presented.</p>
CONSIDERATION OF CONSENT AGENDA	<p>After brief discussion and upon motion from Director Leonhard and seconded by Director Price, motion passed 4-0...</p> <p>RESOLVED (No. 15667), that the Board approved the consent agenda as presented.</p>
PRESENTATION OF STAFF VISIT TO SOUTH ADAMS WATER & SANITATION DISTRICT	<p>Staff presented details of their visit to South Adams Water & Sanitation District and discussed costs involved in pellet softening. Tom Crowley with Carollo was present to answer any questions and offer any additional clarification on the information. While the chemical costs are high, the process will still be considered in their analysis for the plant design.</p> <p>No action taken</p>
CONSIDERATION OF PROFESSIONAL SERVICES AGREEMENT WITH CAROLLO ENGINEERS, INC.	<p>After discussion of what the agreement includes and how it is structured, and upon motion from Director Price and seconded by Director Leonhard, motion passed 4-0...</p> <p>RESOLVED (No. 15668), that the Board approved the Professional Services Agreement with Carollo Engineers, Inc. as presented and authorized the General Manager to execute.</p>
CONSIDERATION OF TASK ORDER NO. 1 WITH CAROLLO ENGINEERS, INC.	<p>After discussion of the scope that Task Order #1 entails, and upon motion from Director Price and seconded by Director Leonhard, motion passed 4-0...</p> <p>RESOLVED (No. 15669), that the Board approved Task Order No. 1 with Carollo Engineers, Inc. as presented with a not to exceed amount of \$1,687,859 and authorized the General Manager to execute.</p>
CONSIDERATION OF UTILITY RELOCATION AGREEMENT WITH KDOT FOR NEW CENTENNIAL BRIDGE	<p>General Manager explained the current agreement KDOT has presented for the utility relocation for the construction of New Centennial Bridge. After discussion, Board compiled a list of questions to have Mr. Mahnken provide to KDOT to answer before we move forward with the relocation agreement.</p> <p>The agenda item was tabled until the next meeting.</p>

DIVISION REPORTS PRESENTED:

ADMINISTRATION

1. March month end reports and reconciliations
2. Continue working on CPE for license renewal – due in June
3. Updating/documenting various policies and procedures
4. Attended in-house professional development for management team on Leadership
5. Auditors on site
6. Drafted Emergency Response Plan for admin department
7. Met with Carollo

January – 1,520 late notices sent and worked 261 shutoffs

February – 1,643 late notices sent and worked 209 shutoffs

March – 2,017 late notices sent and worked 173 shutoffs

DISTRIBUTION

1. **Lead & Copper Service Inv.**
Total 11/37 for the year.
2. **Lawrence Ave.**
Project on Drexel currently

Water Distribution Operations

- a) Toured South Adams Klein facility (presentation)
- b) Worked with auditors on inventory
- c) Wilson Ave City Project, Vilas St. City Projects Started
- d) Main break, 2132 S 15th St, 2" CI, 1966

WATER TREATMENT

Treatment Summary

1. Toured the South Adams Pellet Softening Plant
2. South Plant shut down for spring maintenance
3. Attended Professional Development class on "Making Change Work"
4. First notice of increase due to the war. (8% on CL2)
5. April Usage through the 8th: 30,120,764 gallons Daily Average Usage: 3,765,095 gallons

GENERAL MANAGER

- Water Tank Project
 - Received the Final Disbursement on the loan for the Project.
 - KDHE should be issuing a loan amendment for a revised repayment schedule soon
- South Treatment Plant Resiliency Project

- Worked with our grant writer to prepare an application for a Building Resilient Infrastructure & Communities (BRIC) grant. We are also applying for match money from the State’s Build Kansas Fund (BKF).
- Worked on the engineering contract with Carollo Engineers.
- Worked on an analysis of future lime solids disposal costs.
- Authorized advertisement of bids on April 22nd for the Lawrence Ave/9th St WMR Project
- Authorized survey work for 2027’s West 7th Street WMR project.
- Completed MD&A for the 2025 audit report
- Reviewing First quarter CIP progress
- Reviewing Emergency Response Plan updates.

ADJOURNMENT Upon motion from Director Leonhard, seconded by Director Daniels, motion passed 4-0.

Director Peterson adjourned the meeting at 6:23 PM.

Approved _____, 2026

Eric Peterson, Chair

Camalla Leonhard, Secretary