

# LEAVENWORTH WATERWORKS

## MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON  
April 27, 2026

A regular meeting of the Board of Directors of Leavenworth Waterworks held at 5:00 PM on Monday, April 27, 2026, at Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

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ATTENDANCE	<b>Directors in Attendance</b> Eric Peterson William Daniels Nick Poff Camalla Leonhard Eric Price  <b>Directors Absent (Excused)</b>  <b>Staff in Attendance</b> Joel Mahnken, General Manager Dana Splichal, Finance Manager John Hodgden, Distribution Manager Neil Seichepine, Treatment Manager  <b>Others in Attendance</b> Steven Bass, P.E., Asst Bureau Chief, Road Design, KDOT Steve Query, McClure Engineering Company
CALL TO ORDER	Director Peterson called the meeting to order at 4:57 PM.
ROLL CALL, ANNOUNCEMENT OF QUORUM	Director Peterson noted that a quorum was present.
REQUEST, COMMENTS, PETITIONS BY MEMBERS OF THE PUBLIC	None
CONSIDER UTILITY AGREEMENT WITH KDOT FOR THE NEW	Steven Bass with KDOT was in attendance to answer questions from management and the Board. Discussion was held regarding costs and KDOT has approved payment of 88% of total costs incurred related to moving the main line. The Board's

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CENTENNIAL BRIDGE	<p>position remains that the reimbursement should be 100%. Timeline was discussed and KDOT intends to let construction in August of 2027 with the understanding that all utilities will be out of the way at that point.</p> <p>No action taken, the matter was tabled until KDOT R-O-W Acquisition contacts the Board or Staff.</p>
BOARD MEMBER ITEMS OUTSIDE OF EXECUTIVE SESSION	None
APPROVE MINUTES OF APRIL 13, 2026	<p>Upon motion from Director Price and seconded by Director Poff, motion passed 5-0...</p> <p><b>RESOLVED (No. 15670)</b>, that the Board approved the minutes from April 13, 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 5-0...</p> <p><b>RESOLVED (No. 15671)</b>, that the Board approved the consent agenda as presented.</p>
CONSIDER APPROVAL OF MARCH 2026 FINANCIAL STATEMENTS	<p>After discussion and upon motion from Director Daniels and seconded by Director Poff, motion passed 5-0...</p> <p><b>RESOLVED (No. 15672)</b>, that the Board approved the March financial statements as presented.</p>
CONSIDER BID AWARD FOR LAWRENCE AVE/9 <sup>TH</sup> ST. WATER MAIN REPLACEMENT	<p>The Staff Engineer noted in the agenda item that the project is for replacing approximately 4,450 feet of existing water lines in an area bounded by Lawrence Ave, Spruce St, 10th Street, and Sherman Ave with 8" HDPE.</p> <p>Informed the Board that on April 22nd management opened bids for the project, with four bidders submitting (tabulation was presented). Westland Construction, Inc. was the lowest bidder at \$ 866, 771.50. Further noted that the bid was less than the Engineer's Opinion of Probable Cost of \$983,307.50. Management has worked with Westland Construction Inc in the past and recommend awarding them the bid.</p> <p>After discussion and upon motion from Director Poff and seconded by Director Price, Director Daniels inquired about Westland's performance in past jobs and was assured they had been completed to specifications and on time. Motion passed 5-0...</p> <p><b>RESOLVED (No. 15673)</b>, that the Board accept the bid from Westland Construction, Inc. in the amount of \$866,771.50 for the Lawrence Avenue &amp; South 9<sup>th</sup> Street Water Main Replacement project and authorized the General Manager to execute the contract.</p>

## **DIVISION REPORTS PRESENTED:**

### **ADMINISTRATION**

1. March financials
2. Continue working on CPE for license renewal – due in June
3. Updating/documenting various policies and procedures – Britni is working to digitalize past minutes
4. KRWA Apprenticeship program presentation with KRWA personnel, along with John and Lisa
5. Attended safety meeting on work zone safety
6. Continue working with auditors

### **DISTRIBUTION**

#### **Water Distribution Projects**

1. **Lead & Copper Service Inv.**  
Replaced 13/37 for the year.
2. **Lawrence Ave. WMR Project**  
Bid opening completed.

#### **Water Distribution Operations**

- a) Conducted annual confined space/trench safety class
- b) Attended LVN High to speak about our industry to HS Jr.'s & Sr.'s
- c) Wilson Ave water line installed and in service, Vilas St. in-progress
- d) Began work on N 16<sup>th</sup> Kiowa to Dakota in-house WMR project

### **WATER TREATMENT**

#### **Treatment Summary**

1. South Treatment Plant is back online after spring maintenance.
2. High Service Pump #1 has been pulled to be rebuilt. (2026 CIP)
3. Attended Safety Meeting April 20<sup>th</sup> “Work Zone Safety”
4. April Usage through the 23rd: 84,257,806 gallons      Daily Average Usage: 3,829,900 gallons

### **GENERAL MANAGER**

- KMU Safety Training held April 20<sup>th</sup> on “Work Zone Safety”
  - Safety Committee continues to review & update our Safety Manual.
- Water Tank Project
  - Waiting for KDHE to issue a loan amendment for a revised repayment schedule to closeout Project.
- South Treatment Plant Resiliency Project
  - Submitted SRF pre-application to KDHE
  - Reviewed BRIC Grant NOFO for details needed for application.
  - Signed the engineering contract with Carollo Engineers.

- Engineering “kick off” meeting scheduled for May 5th.
- Opened bids on April 22<sup>nd</sup> for the Lawrence Ave./9<sup>th</sup> St. WMR Project.
- Completed the 2026 AWWA Salary Survey.
- Drafted Questions for KDOT on the New Centennial Bridge Project and emailed it to them.
- Reviewing First Quarter CIP progress
- Reviewing Emergency Response Plan updates.
- An “Employee Appreciation Night” scheduled for KC Monarch’s baseball game May 30<sup>th</sup>.
- City Commission to issue National Drinking Water Week May 3<sup>rd</sup> to 9<sup>th</sup> at their April 28<sup>th</sup> meeting.

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

Director Peterson adjourned the meeting at 6:23 PM.

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Approved \_\_\_\_\_, 2026

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Eric Peterson, Chair

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Camalla Leonhard, Secretary