

LEAVENWORTH WATERWORKS

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON
May 11, 2026

A regular meeting of the Board of Directors of Leavenworth Waterworks held at 5:00 PM on Monday, May 11, 2026, at Leavenworth Waterworks located at 601 Cherokee, Leavenworth, Kansas 66048.

ATTENDANCE**Directors in Attendance**

Eric Peterson
William Daniels
Nick Poff

Directors Absent (Excused)

Camalla Leonhard
Eric Price

Staff in Attendance

Joel Mahnken, General Manager
John Hodgden, Distribution Manager
Neil Seichepine, Treatment Manager
Britni Huff, Staff Engineer

Others in Attendance

CALL TO ORDER

Director Peterson called the meeting to order at 5:04 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 APRIL 27, 2026 Upon motion from Director Poff and seconded by Director Daniels, motion passed 3-0...

RESOLVED (No. 15674), that the Board approved the minutes from April 27, 2026 as presented.

CONSIDERATION OF CONSENT AGENDA After brief discussion and upon motion from Director Daniels and seconded by Director Poff, motion passed 3-0...

RESOLVED (No. 15675), that the Board approved the consent agenda as presented.

DIVISION REPORTS PRESENTED:

ADMINISTRATION

1. April reconciliations
2. Continue working on CPE for license renewal – due in June
3. Updating job descriptions
4. Updating/documenting various policies and procedures – Britni is working to digitalize past minutes.
Goals in doing this:
 - a. FAQ section on website
 - b. Customer policy section on website
 - c. Policy manual for management reference
 - d. Policy manual for CSR reference
5. Continue working with auditors
6. Attending grant discussions with Joel for BRIC grant and Kansas Infrastructure Hub grant

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
April – 2,742 late notices sent and worked 194 shutoffs

DISTRIBUTION

Water Distribution Projects

1. **Lead & Copper Service Inv.**
Replaced 17/37 for the year.
2. **Lawrence Ave. WMR Project**
Notice of award distributed. Received KDHE authorization

Water Distribution Operations

- a) Replaced 14 Services for Vilas St. Project
- b) Had one Main Break since last meeting, 6” C.I. 1940
- c) Started boring for the 16th St. Kiowa to Dakota In-House project

WATER TREATMENT

Treatment Summary

1. Attended Carollo's Kickoff Meeting for South WTP Expansion
2. C & B finishing HSP #3 valve
3. Attended Professional Development: Productive Delegation
4. Subcontractor on site performing a survey for South WTP Expansion
5. April Usage 114,041,672 gallons Daily Average Usage: 3,801,389 gallons

GENERAL MANAGER

- Water Tank Project
 - Still waiting for KDHE to issue a loan amendment for a revised repayment schedule to close out Project.
- South Treatment Plant Resiliency Project
 - Reviewed BRIC Grant application with grant writer and lobbyist.
 - Also reviewed matching BKF grant application with Kansas Infrastructure Hub staff
 - Engineering "kick off" meeting held May 5th. Carollo and subcontractors will start immediately with a target completion date in the first week of December.
- Drafted and sent email to KDOT on the new Centennial Bridge Project
- Reviewing first trimester CIP progress. Most projects are completed or have been committed to by the end of April.
- Gathered data for PFAS Class Action Lawsuit
- Reviewing Emergency Response Plan updates.
- Reminder: Next Board meeting will be on TUESDAY, May 26th due to Memorial Day holiday.

Brief discussion on New Centennial Bridge project with no new information available from KDOT.

General Manager commented that Platte County RWD #3 is discussing purchasing water from us and they would need to determine how to connect across the river. Noted that we would have to add them to our Place of Use under our water appropriations and PCRWD#3 would have to clear it with the Missouri Secretary of State's office in order for us to contract for sale of water.

ADJOURNMENT Upon motion from Director Poff, seconded by Director Daniels, motion passed 3-0.

Director Peterson adjourned the meeting at 5:23 PM.

Approved _____, 2026

Eric Peterson, Chair

Camalla Leonhard, Secretary