

LEAVENWORTH WATERWORKS

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS

HELD ON
September 14, 2026

A regular meeting of the Board of Directors of Leavenworth Waterworks held at 5:00 PM on
M o n d a y , S e p t e m b e r 1 4 , 2 0 2 6 , at Leavenworth Waterworks located at 601 Cherokee,
Leavenworth, Kansas 66048.

ATTENDANCE	Directors in Attendance Eric Peterson William Daniels Camalla Leonhard Eric Price Nick Poff Directors Absent (Excused) Staff in Attendance Joel Mahnken, General Manager John Hodgden, Distribution Manager Neil Seichepine, Treatment Manager Dana Splichal, Finance Manager Britni Huff, Staff Engineer Others in Attendance None
CALL TO ORDER	Director Peterson called the meeting to order at 4:55 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	Director Poff asked how we monitor backflow prevention compliance. John Hodgden indicated that we use a compliance service that tracks compliance and automatically sends reminders and notices to customers automatically.
APPROVE MINUTES OF AUGUST 24, 2026	Upon motion from Director Price and seconded by Director Leonhard, motion passed 5-0... RESOLVED (No. 15704), that the Board approved the minutes from August 24, 2026 as presented
CONSIDERATION OF CONSENT AGENDA	After brief discussion and upon motion from Director Leonhard and seconded by Director Daniels, motion passed 5-0... RESOLVED (No. 15705), that the Board approved the consent agenda as presented.
RECEIVE REPORT ON CYBERSECURITY	The addendum is confidential to protect critical infrastructure. Reviewed current cybersecurity measures. No motion needed.
REVIEW PROPOSED 2027 BUDGET	The General Manager presented a draft of the 2027 budget and capital improvements schedule for 2027. No rate adjustment is currently included. The GM will review how rate increases will affect the budget and present the information at a later meeting. For the O&M budget, the GM assumed sales would be approximately the same as the past three years. A Pay for Performance salary pool of 7.5% and an assumed health insurance premium increase of 13.25% were used. The rest of the O&M budget was prepared with the inflation rate that has been seen lately. The CIP was developed with the goal of total CIP expenditures of around \$2 million. Expenditures for the South Plant Expansion project were not included. The intent was to accumulate cash and get ready to make the principal & interest payment for the South Plant Expansion project debt. No motion needed at this time.

DIVISION REPORTS PRESENTED:

Administration Summary

1. August reconciliations
2. Grant administration of the EPA grant, "Community Grants Program" received through CDS – FY26 allocation of \$1,250,000
 - a. Completed required training for grants
 - b. Working on submission of application
3. Continued work on Grants Procedures and Policies Manual
4. Working on 2027 Budget – reviewing rates
5. Attended/worked KsAWWA conference in Wichita

6. Met with Commerce Bank/LJ Hart to continue discussion of financing for STP expansion
7. Met with Carollo team to discuss funding options/opportunities and specifically the WIFIA program through the EPA
8. STP Expansion
 - a. Attended progress meeting with Carollo
 - Total Fee: \$1,687,859
 - To Date Billing: \$287,771.92*
 - Total Remaining: \$1,400,087.08*

*Pay App received after deadline for this meeting. Balance will be updated accordingly at next meeting.

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
 May – 1,623 late notices sent and worked 239 shutoffs
 June – 2,041 late notices sent and worked 183 shutoffs
 July – 1,733 late notices sent and worked 181 shutoffs
 August – 1,561 late notices sent and worked 176 shutoffs

8-month average of 1,860 late notices and 202 shutoffs

Distribution Summary

Water Distribution Projects

1. **Lead & Copper Service Inv.**
Replaced 29/37 for the year
2. **Lawrence Ave. WMR Project**
Finishing services on Lawrence Ave.
Starting on side streets next

Water Distribution Operations

- a) Completing Tie-Ins on Vilas
- b) Main breaks since last meeting
 1. 3rd Ave. & Spruce, 8", CI, 1884
 2. Charles & Columbia, 2", CI, 1940
 3. 2916 Spring Garden, 8", DI, 1997

Treatment Summary

1. Uti Safe onsite finding all utilities for Carollo
2. Turned in the 2027 Budget
3. Well #12 mag meter repaired

4. North Plant is shut down to fall maintenance while the Chlorine burnout is ongoing
5. August Usage: 147,101,869 gallons Daily Average Usage: 4,745,222 gallons
4.0% below August 2025

General Manager's Summary

- South Treatment Plant Resiliency Project
 - Working on CDS Grant, we will need to amend our contract with Carollo to add some EPA requirements.
 - Requested assistance from Carollo's financial team for the Federal WIFIA program for the Debt Financing portion.
 - Met with Commerce Bank/LJ Hart about debt financing and lease-purchase arrangements.
- Working on 2027 Budget
- Centennial Bridge Project
 - KDOT continues to delay meeting with the Board. They now want to have an Interlocal agreement with the City and County on responsibilities after construction in place before proceeding.

ADJOURNMENT	Upon motion from Director Price, seconded by Director Leonhard, motion passed 5-0...
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Director Peterson adjourned the meeting at 6:07 PM.

Approved _____, 2026

Eric Peterson, Chair

Camalla Leonhard, Secretary