

Rural Water District #9
Board of Directors Meeting
Leavenworth County, Kansas
June 18, 2024

The monthly meeting of Rural Water District #9 was held on Tuesday June 18, 2024 at the District office located at 20551 Parallel Road, Tonganoxie, Kansas 66086.

MEMBERS PRESENT: Kim Buchanan, Jim Armstrong, Byron Mc Fee, Craig Lohman, Nicole Davis,

Manager Karen Armstrong, Operator Wayne Wrosch

Brandt Daniels- Contractor Daniels Excavating LLC

MEMBERS ABSENT: Ed Mullins, Erick Lowe

PUBLIC PRESENT: Dave Workman; Dennis Workman; Don Kirby

A quorum was established.

The meeting was called to order by Craig Lohman-Chairman at 1830 hours.

1. Minutes

A motion was made by Jim Armstrong to approve the minutes of the May 21, 2024 regular monthly meeting. Motion was seconded by Kim Buchanan. Motion passed unanimously.

2. Public Opportunity

Dave Workman/Dennis Workman both reside on 235th Street within the 235th Street Improvement Project area. Both voiced their dissatisfaction with the clean-up and follow up work to the board members and the contractor who did the work for the district. Prior to them coming before the board they voiced their dissatisfaction to office manager Karen Armstrong via a phone conversation. Manager Armstrong and Operator Wrosch immediately went to their properties and viewed the issues, took pictures of the areas of their concern as well as the entire project zone. After discussion, the board members asked the Workman's what they wanted to see done and they identified 5 areas of concern and they are as follows:

- Pick up rock that was un-earthed in the trenching process and remove from their properties.

- Bring in dirt and level up the trenched areas, leveling it with their existing lawn.
- Blow straw on the pond dam to help hold and prevent erosion.
- Make repair to the property drive way by leveling and rocking the work zone area with $\frac{3}{4}$ minus white rock to match what he had existing on his driveway.
- Fall re-seeding of grass

Board members agree the work needs to be completed and asked the contractor to give a timeline to the Workman's of when they could expect this work to be accomplished. Mr. Daniels asked if 30 days (weather pending) was fair and acceptable and the Workman brothers agreed.

Don Kirby appeared before the board to present his findings on the requested repair to booster pump #2. He asked the board to consider switching back to operating on the leaking #2 booster pump and let it run the course of its life cycle instead of putting money into it for a temporary fix only to have to replace it at the end of its natural lifecycle. Since the internal component in the pump is made of brass with no lead it is subject to degrading by the chlorine in the water. After board discussion, it was decided to go with the recommendations made by Mr. Kirby. Jim Armstrong made a motion to have Mr. Kirby go ahead and order the pump repair kit so it will be on hand for when the repair becomes necessary and have minimal down time. Seconded by Byron McFee. Motion passed unanimously. After discussion about the expected life cycle of the pump, board members agreed to have engineer Louis Funk review our current set up and make potential recommendations.

3. Board Members items to add to the agenda

Ed Mullins sent office manager Karen Armstrong a text message with official resignation from his membership on the board due to health conditions. Nicole Davis made a motion to approve Ed's resignation from the board. Seconded by Jim Armstrong. Motion passed unanimously. Because Don Kirby has had previous board experience, chairman Craig Lohman asked Mr. Kirby if he would be interested in fulfilling Ed Mullins position on the board and he agreed. Jim Armstrong motioned to approve nomination of Don Kirby to fulfill the remainder of Ed Mullins term on the board. Seconded by Kim Buchanan. Motion passed unanimously. Jim Armstrong then motioned to have Nicole Davis assume the role of Treasurer which was held by Ed Mullins. Kim Buchanan seconded the motion. Motion passed unanimously.

4. Treasurer's Report- Karen Armstrong

Manager Armstrong provided a review of Accounts Receivables/Profit & Loss report.

A motion to approve the Treasurer's report with accounts receivable and profit/loss statement as presented was made by Kim Buchann, seconded by Jim Armstrong. Motion passed unanimously.

5. Operator's Report- Wayne Wrosch

- a. Wayne presented the monthly operations spreadsheet.
- b. Discussed items that need to be completed on the 235th St project in addition to the items of concern presented by the Workman's. After discussion, the board asked manager Armstrong to send a letter to all 25 property owners affected by the project outlining the timeline to level up and do final touch up work, prefacing that it would be weather dependent and the grass re-seeding would not take place until fall.
- c. Wayne reported the test wells on the Mills property would not be plugged until the hay is out of the field.
- d. Wayne reported that Daniels Excavation will fix, smooth and seed the ground at Porter's when the hay is out of the field.
- e. Purchased the new tires for the truck but still need to make appointment to get the rear brakes replaced on the work truck.
- f. Wayne reported having an issue with the telemetry on Saturday 8th after Friday's storm. The issue was resolved with a simple re-set of the system.
- g. Wayne reported doing acid treatment on wells #3 & #5.

6. Manager's Report- Karen Armstrong

- a. Manager Armstrong provided her mileage sheet for May/June 2024. After review, Nicole Davis motioned to approve the mileage reimbursement, seconded by Kim Buchanan. Motion passed unanimously.
- b. Karen reported the Tonganoxie Road project is complete. The invoices have been submitted to Leavenworth County Public Works, the re-payment check was cut and Karen picked it up at the Courthouse and deposited the check in the district's account.
- c. We received 4 bids to build new road and clear brush for the drill trucks to gain access to the site where the two new wells will be drilled for the CIP project. They were as follows...

- Steve Conley in the amount of \$121,341
- Clayton Himpel in the amount of \$74,500
- Elite Landscape & Design in the amount of \$74,000
- Daniels Excavation LLC in the amount of \$60,050

After review and discussion, Don Kirby motioned to approve the bid by Daniels Excavation LLC in the amount of \$60,050. Seconded by Byron McFee. Motion passed unanimously.

- d. Manager Armstrong reported that attorney Todd Luckman emailed a letter to other water districts operating in Leavenworth County as requested by the board explaining the background on why the County developed a new policy which effects all water districts operating within the county.
- e. Also, per the Boards request, attorney Luckman sent a response letter to the Leavenworth Board of County Commissioners Chairman Jeff Culbertson stating this board would not review their letter until after our regular scheduled June meeting date which fell after their June 10th response deadline.
- f. Attorney Luckman also drafted a response letter to the County regarding this proposed new policy. The board reviewed this letter, asked for one change and then approved the letter to be sent.
- g. Manager Armstrong reported she made a cash withdrawal in the amount of \$250 to pay Mercury's guys to replace two bulbs on Tower 1 while they were already going to climb the tower for maintenance of their own equipment.

7. Application for transfer of service

- Terry Peters to Tonia Stutz at 24120 Dempsey Rd, Mc Louth, KS
- Sarah Howard to Emily Powers at 21000 Kissinger Rd, Tonganoxie,
- Joshua Holloway to Shania Matzka at 24961 Hollingsworth Rd, Mc Louth, KS
- William Branham to Corey Ward at 20455 Kissinger Rd, Tonganoxie, KS

Motion was made by Nicole Davis to accept the transfers, seconded by Jim Armstrong. Motion passed unanimously.

8. New Applications for service

- Cole McGee at 20037 Tonganoxie Rd, Lot 13, Tonganoxie, KS

- J&L Custom Homes at 19998 207th St, Lot 9, Tonganoxie, KS
- Orison LLC at 20084 207th St, Lot 7, Tonganoxie, KS
- Orison LLC at 20035 Tonganoxie Dr, Lot 12, Tonganoxie, KS

Motion was made by Nicole Davis to approve the new applications, seconded by Jim Armstrong. Motion passed unanimously.

9. Authorization of payment of bills

A motion was made by Don Kirby for payment of current bills, seconded by Byron McFee. Motion passed unanimously.

10. Board member terms

Don Kirby was voted in to fill the remaining term of Ed Mullins due to his resignation.

11. Adjournment

Motion was made to adjourn meeting by Jim Armstrong, seconded Nicole Davis. Motion passed unanimously. Meeting adjourned at 2033 hours.

Respectfully submitted

Kim Buchanan, Secretary