

Rural Water District #9
Board of Directors Meeting
Leavenworth County, Kansas
August 19, 2025

The monthly meeting of Rural Water District #9 was held on Tuesday August 19, 2025 at the District office located at 20551 Parallel Road, Tonganoxie, Kansas 66086.

MEMBERS PRESENT: Craig Lohman, Kim Buchanan, Jim Armstrong, Don Kirby, Cory Criqui, Byron McFee

Office Manager Karen Armstrong; Operator Andy Grosko

MEMBERS ABSENT: Vacant Seat

PUBLIC PRESENT: Brant Daniels, LVRWD9 contractor

Raymond Reynolds, district #9 patron

Cody Reynolds, observer

Matt Logan, out of district observer

#1846 Tonganoxie Township Fire- Dylan Reynolds, observer

Louis Funk, LVRWD9's Engineer with Bartlett & West

Janet Manson, district #9 patron

Carol Harris, out of district observer

Lauren Hulett, district #9 patron

Ernie Rieke, district #9 patron

Todd Luckman, District #9 Attorney-Stumbo Hanson via phone

A quorum was established. The meeting was called to order by Craig Lohman, Chairman at 1830 hours.

1. Agenda: Items to add/remove prior to agenda approval

- Byron McFee to discuss a procurement policy

Motioned for the board to consider a procurement policy. Motion failed for lack of a second.

Mr. McFee's additional points of discussion included the following:

- June minutes- ethical/conflict of interest concern. Mr. McFee direct question board member Jim Armstrong if he is employed by his son's company Elite Design. Mr. Armstrong replied no. Mr. McFee asked if he personally worked on the fence project. Mr. Armstrong replied yes, but does not draw a paycheck.
- Requested that the board secretary "tighten" up the minutes to align with Roberts Rules.
- Fence Plan for corrective action....to be addressed later on the agenda.
- Update on Capital Improvement projects...to be addressed later on the agenda.
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2. Approval of meeting agenda

Kim Buchanan motioned to approve the agenda as presented, Don Kirby seconded motion passed 4-1.

3. Approval of minutes of previous meeting-

Jim Armstrong motioned to approve the minutes from the **July** meeting. Don Kirby seconded. Motion passed 5-0.

4. Public Opportunity

Raymond Reynolds- to demand a public apology from Manager Armstrong

- Mr. Reynolds was not present at time of Public Comment

5. Board Members items added to the agenda-

6. Chairman's Report- Craig Lohman

Chairman Craig Lohman addressed our new process for patrons to be added to the agenda to speak during public opportunity. Patrons will continue to contact the office manager either in person, by phone or email to request consideration to be added to the agenda. Attorney Todd Luckman stated that public comment is not a meeting requirement and should be limited so it doesn't consume the business meeting. Agenda approval is ultimately the board chairman's decision. A motion was made by Jim Armstrong to approve the new agenda approval process, seconded by Don Kirby. Motion passed 4-1.

Chairman Craig Lohman reported that we had two patrons in attendance with the desire to be named to the board to fulfill the remainder of Nicole Davis's term (through Feb 2026). The Chairman considered executive session to give each patron the chance to introduce themselves and allow board members to ask questions. Attorney Luckman stated there was no need for executive session. Lauren Hulett and Ernie Rieke both introduced themselves and answered any members questions. Kim Buchanan made a motion to nominate Ernie Rieke to fulfill the remainder of Nicole Davis's term, seconded by Jim Armstrong. Motion passed 4-1. Mr. Rieke took his seat at the table.

7. Louis Funk- Engineer with Bartlett & West

Mr. Funk reported that when MCON began work on the 199th Street Capital Improvement project they discovered the old line was not 2" pipeline as we thought but the majority was 3" pipeline narrowing to 2". The project was to upgrade from 2" line to 4" line. At this point the board could abort the project and pay MCON for work completed and a restocking fee for all materials or go forward with the project since the infrastructure is over 50 years old. The board agreed to go ahead with the project as planned. Mr. Funk explained there were additional invoice charges incurred by Daniels Excavating for spotting the line at Tower One.

8. Treasurer's Report-

Office manager Armstrong reviewed the Accounts receivable and profit/loss report with board members.

A motion to approve the Treasurer's report with accounts receivable and profit/loss statement as presented was made by Kim Buchanan, seconded by Jim Armstrong. Motion passed unanimously 6-0.

9. Operator's Report- Andy Grosko

*Manager Armstrong reported since Operator Grosko was out on a line break at the time of the meeting.

- a. Reviewed the monthly operations spreadsheet
- b. New humidifier purchased for Clearwell
- c. Cleaned out lagoon prior the upcoming August 27, 2025 inspection.
- d. District property brush-hogged
- e. Capped and buried abandoned well #4
- f. Repaired leak on well #5

10. Manager's Report- Karen Armstrong

- a. Manager Armstrong provided her monthly mileage report for July/August 2025. Kim Buchanan made a motion to approve the mileage report. Don Kirby seconded. Motion passed 5-0 with Jim Armstrong abstaining.
- b. Karen reported that MCON's began work on August 15, 2025
- c. Rieschick drillers began work August 14th, 2025
- d. Reported receiving \$578.00 credit from EMC for completing the EMC Audit.

11. Fence Project Review-

Chairman Craig Lohman and Vice-Chair Don Kirby reviewed the fence project site with Wes Armstrong of Elite Design. Using the board specifications from the bid process and items of concern from board member McFee's presentation at the June meeting as a guide. Elite Design will address the identified deficiencies; there will be an additional charge after completion since some items were not included in the original bid specifications.

12. Wayne Wrosch Resignation-

Wayne Wrosch resigned from his position as operator for Leavenworth Rural Water #9 as of Aug 15, 2025 after 10 years of service. A suggestion was made to show our appreciation for his years of service to our district to go ahead and pay him a \$500 Christmas bonus. Byron McFee motioned to pay Wayne a \$500 Christmas bonus, motion was seconded by Jim Armstrong. Motion passed 6-0

13. Application for transfer of service

- Paul Estes to Jordyn Lynch at 19781 219th St, Tonganoxie, KS
- Susan Richardson to Melynde/Eli Drown at 24893 Parallel Rd, Tonganoxie, KS
- Angela Townsend to Cherise Tieben at 24541 Garrett Rd, McLouth, KS
- Nona Myers to Ross Starcher at 23304 Garrett Rd. Tonganoxie, KS
- Tyler Vetter to Hennsmreker Tree Farm LLC at 21570 Mc Louth Rd, McLouth, KS

Jim Armstrong motioned to approve the applications for transfer of service, Don Kirby seconded. Motion passed unanimously 6-0.

14. New Applications for service

- Hugo/Sophia Holguin Duarte 0000 Union Rd. McLouth, KS
- Ronald/Erica Wild at 23866 Ackerland Rd. McLouth, KS

Jim Armstrong motion to approve the new applications for new service, seconded by Kim Buchanan. Motion passed unanimously 6-0

15. Authorization of payment of bills

A motion was made by Don Kirby to authorize payment of the current bills; motion was seconded by Kim Buchanan. Motion passed 5-0 with Jim Armstrong abstaining.

16. Adjournment

Motion was made to adjourn meeting by Jim Armstrong, seconded by Kim Buchanan. Motion passed unanimously 6-0. Meeting adjourned at 1955 hours.

Respectfully submitted

Kim Buchanan, Secretary