

Rural Water District #9
Board of Directors Meeting
Leavenworth County, Kansas
April 16, 2024

The monthly meeting of Rural Water District #9 was held on Tuesday April 16, 2024 at the District office located at 20551 Parallel Road, Tonganoxie, Kansas 66086.

MEMBERS PRESENT: Kim Buchanan, Jim Armstrong, Byron Mc Fee, Ed Mullins, Craig Lohman, Nicole Davis, Erick Lowe

Manager Karen Armstrong, Operator Wayne Wrosch

MEMBERS ABSENT:

PUBLIC PRESENT: None

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 March 19, 2024 regular monthly meeting. Motion was seconded by Ed Mullins. Motion passed unanimously.

2. Public Opportunity

None

3. Board Members items to add to the agenda

Manager Armstrong reported she purchased a gift card to be given to Don Kirby in gratitude for his 16 years of service to LVRWD9.

She also reported that new board member Byron McFee had submitted questions to the office regarding the March 20, 2024, Leavenworth Board of County Commissioners meeting (a working session with Public Works director) for a better understanding of the district's relationship with the

BOCC. Karen submitted the written questions to LVRWD9 attorney Todd Luckman and Louis Funk -engineer, who provided their response to each question. Karen also suggested the board members may want to watch the March 27, 2014 (change to 2024) BOCC meeting regarding Federal grant money awarded to Leavenworth County for the County Rd 30 (235th Street) project.

New board member Byron McFee requested a contact list for all LVRWD9 board members.

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 Buchanan, seconded by Erick Lowe. Motion passed unanimously.

Ed Mullins made a motion for the board to grant approval for office manager Karen Armstrong to investigate Certificate of Deposit (CD) rates and if she finds an institution with a return of 4.5% or higher to take out a \$50,000 CD. Motion was seconded by Jim Armstrong. Motion passed unanimously.

5. Operator's Report- Wayne Wrosch

- a. Wayne presented the monthly operations spreadsheet.
- b. Wayne discussed the progress being made on 235th Street line relocation project.
- c. Wayne reported that the Mills have requested the property we drilled test wells be returned to its original state. We have a bid from Alexander to do the work. We will also have Brant Daniels do the dirt work for this project. Jim Armstrong made a motion to approve the bid by Alexander for the restoration project on the Mills property. Kim Buchanan seconded the motion. Motion passed unanimously.

6. Manager's Report- Karen Armstrong

- a. Manager Armstrong provided her mileage sheet for March/April 2024. After review, Ed Mullins motioned to approve the mileage reimbursement, seconded by Byron McFee. Motion passed unanimously.
- b. Karen shared the CCR report with the board.
- c. Karen passed out copies of the Accord, Cox & Scott LLC audit report to all board members.
- d. Manager Armstrong reported the cost of digitizing our maps from the County Registrar of Deeds is \$30.00 per hour. Nicole Davis made a motion to approve to have the Leavenworth County Registrar of Deeds digitize our maps up to a cap of \$500. Motion was seconded by Jim Armstrong. Motion passed unanimously.
- e. Manager Armstrong presented bids to mow the 9 properties owned by LVRWD9. Erick Lowe motioned we approved the bid from Liberty Mowing Service. Byron McFee seconded the motion. Motion passed unanimously.
- f. Karen reported we received a three-year check of insurance and renewal from EMC. We also received a dividend check in the amount of \$7,008.77 for our efforts in loss control and prevention.
- g. Karen had new bank signature cards to be signed by those authorized to sign checks on behalf of LVRWD9.
- h. Manager Armstrong reported she will be sending out Lead and Copper survey's again since only a small percentage have returned their surveys.
- i. Manager Armstrong revisited Bob Purtee's request to re-assign a small tract of land back to Rural Water District 12 in Jefferson County from his Wagon Wheel Ranch subdivision. Erick Lowe motioned to approved re-assign a small tract of land in the Wagon Wheel Ranch subdivision back to Jefferson County Rural Water 12. Nicole Davis seconded the motion. Motion passed unanimously.

7. Application for transfer of service

- Michelle Elston to Orison LLC at 19203 Tonganoxie Rd, Tonganoxie, Ks 66086
- Aaron Harvey to Kyla Garcia at 20780 219th Street, Tonganoxie, Ks 66086

- Christina & Shawn Fitzpatrick to Neil Kelly at 20940 Mc Louth Rd, Mc Louth, Ks 66054
- Invictus Builders LLC to Austin Call at 23679 Ackerland Rd (lot 8) McLouth, Ks 66054

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

8. New Application for service

- Max Leach at Ackerland Hills Lot 2 Mc Louth, Ks 66086
- Aaron Janus at Ackerland Hills Lot 6 Mc Louth, Ks 66086

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

9. Authorization of payment of bills

A motion was made by Kim Buchanan to authorize payment of current bills, seconded by Jim Armstrong. Motion passed unanimously.

10. Board member terms

Board is current

11. Adjournment

Motion was made to adjourn meeting by Jim Armstrong, seconded by Ed Mullins. Motion passed unanimously. Meeting adjourned at 2023 hours.

Respectfully submitted

Kim Buchanan, Secretary