

**Rural Water District #9**  
**Board of Directors Meeting**  
**Leavenworth County, Kansas**  
**December 16, 2025**

The monthly meeting of Rural Water District #9 was held on Tuesday December 16, 2025 at the District office located at 20551 Parallel Road, Tonganoxie, Kansas 66086.

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

Office Manager Karen Armstrong; Operator Andy Grosko, Louis Funk, engineer with Bartlett & West; Todd Luckman, attorney with Stumbo Law

**MEMBERS ABSENT:** None

**PUBLIC PRESENT:** Brant Daniels, LVRWD9 contractor

Vanessa Reid, out of district observer

Matt Baughman, district patron arrived at 1924 hours

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-**

- Ernie Rieke, board member requested Q&A with the district's attorney

**2. Patron Comments to be added to agenda-**

- None

**3. Approval of meeting agenda**

Kim Buchanan motioned to approve the item to be added to the current agenda. Jim Armstrong seconded. Motion passed 6-0.

**4. Approval of minutes of previous meeting-**

Kim Buchanan motioned to approve the amended minutes from the October 21, 2025 meeting. Don Kirby seconded. Motion passed 6-0.

Kim Buchanan motioned to approve the minutes from the November 18, 2025 meeting. Ernie Rieke seconded. Motion passed 6-0.

**5. Public Opportunity- None**

**6. Louis Funk; engineer with Bartlett & West**

Mr. Funk presented application for payment (#2) from Rieschick Drilling Company in the amount of \$187,535.49. Ernie Rieke motioned to approve the application for payment. Byron McFee seconded. Motion passed 6-0.

Mr. Funk presented application for payment (#4) in the amount of \$10,000 from MCON, LLC for final payout. Jim Armstrong motioned to approve the application for payment. Kim Buchanan seconded. Motion passed 6-0.

Mr. Funk presented application for payment (#5) from Daniels Excavating in the amount of \$46,041.58 for final payout. Ernie Rieke motioned to approve the application for payment. Jim Armstrong seconded. Motion passed 5-1.

**7. Board members items added to agenda-**

Board members had Q&A and discussion with attorney Todd Luckman.

**8. Treasurer's Report-**

Manager Armstrong reviewed the accounts receivable & profit/loss report.

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

**9. Operator's Report- Andy Grosko**

- Reviewed the monthly operations spreadsheet.
- Will install the new motor on the pump at the wholesale building.
- Fix chlorinator pump at wholesale building

**10. Manager's Report- Karen Armstrong**

- Monthly mileage report for Nov/Dec 2025. Kim Buchanan motioned to approve the mileage report. Seconded by Ernie Rieke. Motion passed 5-0 with Jim Armstrong abstaining.
- Presented audit quote comparisons. Don Kirby motioned to approve the bid from Acord, Cox & Scott. Jim Armstrong seconded. Motion passed 5-1.

- Presented letter from CIP project geologist Darin Duncan
- Presented draft of 2026 budget.
- Presented draft of annual meeting brochure which needs to be mailed by Jan 9, 2026. Don Kirby motioned to approve the brochure with a corrected date and additional PSA information added to be drafted by Todd Luckman, attorney. Ernie Rieke seconded. Motion passed 5-1.
- Manager asked the board if there were any additional invoices they wished to submit for the SRF loan. Board declined to submit additional invoices. The board was also asked if they wished to begin repayment of the loan in February or August of 2026. Don Kirby motioned to begin repayment of the SRF loan in August 2026. Kim Buchanan seconded. Motion passed 6-0.
- Manager and two board members attended a KORA/KOMA information presentation.

## **11. Applications for transfer of service**

- Andrea Carlisle to Brady Sullivan at 8459 St McLouth, Ks.
- Michael Catron to Ty Whitney at 25521 Leavenworth Rd, Tongie, Ks.
- John Gatti to Karen Keck at 5677 Union Rd. McLouth, Ks.
- C&A Investments to David & Amanda Isaac at 20407 Tonganoxie Rd. Tongie, Ks.

Jim Armstrong motioned to approve the applications for transfer of service, Cory Criqui seconded. Motion passed 6-0.

## **12. New Applications for service**

- None

## **13. Authorization of payment of bills-**

Jim Armstrong motioned to authorize payment of the current bills; Kim Buchanan seconded. Motion passed 6-0.

## **14. Request for Executive Session-**

Don Kirby requested the board enter into executive session in the district meeting room at 2116 hours for 15 minutes to discuss cost of living adjustment, insurance stipend and Christmas bonus for paid staff.

Entered into executive session at 2116 hrs. At 2131 hours requested an additional 10 minutes for executive session. At 2141 hours requested an

additional 10 minutes for executive session. Executive session ended at 2151 hours. No action taken. Meeting resumed once everyone returned. Don Kirby motioned to give each staff member a 5% Cost Of Living Adjustment, \$600/month insurance stipend and a \$500 Christmas bonus. Kim Buchanan seconded. Motion passed 6-0.

#### **15. Adjournment**

Motion was made to adjourn meeting by Jim Armstrong. Cory Criqui seconded. Motion passed 6-0. Meeting adjourned at 2203 hours.

Respectfully submitted

Kim Buchanan, Secretary