

**Rural Water District #9**  
**Board of Directors Meeting**  
**Leavenworth County, Kansas**  
**June 20, 2023**

The monthly meeting of Rural Water District #9 was held on Tuesday June 20, 2023 at the District office located at 20551 Parallel Road, Tonganoxie, Kansas 66086.

**MEMBERS PRESENT:** Craig Lohman, Kim Buchanan, Jim Armstrong, Don Kirby, Nicole Davis

Manager Karen Armstrong, Operator Wayne Wrosch

**MEMBERS ABSENT:** Ed Mullins, Erick Lowe

**PUBLIC PRESENT:** None

A quorum was established.

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

**1. Minutes**

A motion was made by Don Kirby to approve the minutes of the May 16, 2023 regular monthly meeting. Motion was seconded by Jim Armstrong. Motion passed unanimously.

**2. Public Opportunity**

None

**3. Board Members items to add to the agenda**

Office manager Karen Armstrong informed the Board that she received a call from Erik Hertzal with Community National Bank. He wanted to let us know that they discovered that an employee had inadvertently deposited a payment to the water district into a wrong account. Once the error was discovered, they credited the payment back to our account within two days. Karen will keep the board advised if any further mistakes occur.

**4. Treasurer's Report- Karen Armstrong**

Manager Armstrong provided a review of Aged Accounts Receivables.

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

## **5. Operator's Report- Wayne Wrosch**

- a. Wayne presented the May 2023 Water report.
- b. Wayne reported that we had an increase in sales of water
- c. Wayne asked Don Kirby to report on the impeller for #1 Pump at the Booster Station. Don reported that the new parts for the impeller had arrived however when installing them discovered that the shaft was bent. So now complete repair is on hold until a new shaft arrives in approximately one week.
- d. Operator Wrosch reported it was once again time to test for lead and copper for the Kansas Department of Health and Environment (KDHE). He asked for volunteers from those board members living in either the east or west sides of the district aid in the process by gathering water samples and having them ready for Wayne to pick up on Thursday June 22, 2023 to deliver to KDHE in Topeka, Kansas.
- e. Wayne reported that one leak occurred in the last reporting period.

## **6. Manager's Report- Karen Armstrong**

- a. Manager Armstrong reported that an adjacent property owner called the Leavenworth County Noxious Weed office to complain about the presence of noxious weeds on the Water District property by well #4. Karen informed the Noxious Weed employees that they could not spray back by the well. We had Jim Armstrong brush hog back by old well #4 and along the property line on the driveway. Only a small quantity of Lespedeza was identified on the property line surrounded by cedar trees.
- b. Manager Armstrong shared with the Board a request for financial support for their FIREPUP program aimed at elementary school age children to teach them fire safety and burn prevention. The Board declined financial support.
- c. Benefit unit owner Karol Lohman requested that the Board waive the \$10 late fee as she never received her paper bills in the mail and was late making the monthly payment. The Board declined to waive the \$10 late fee.

- d. Manager Armstrong informed the Board she and Wayne Wrosch would be meeting with Louis Funk, Engineer with Bartlett & West and Leavenworth County Infrastructure and Construction Services Director Bill Noll regarding the 235<sup>th</sup> Street project on Wednesday June 21, 2023.
- e. Manager Armstrong provided the Board with a spreadsheet of the usage and minimum charges only as well as an Operations spreadsheet to review.
- f. Manager Armstrong provided the Board with a mileage spreadsheet for May/June 2023. Don Kirby made a motion to approve the mileage reimbursement, seconded by Kim Buchanan. Motion passed unanimously.
- g. Manager Armstrong received a request from Leavenworth County Planning and Zoning office for a response for Final Plat 20809 & 20811 225<sup>th</sup> Street. She responded that LVRWD#9 had no issues with either the Preliminary or the Final Plat for the 2-lot subdivision on 225<sup>th</sup> Street.
- h. Manager Armstrong shared that we received our new certificate from the Kansas Rural Water Association thanking us for our membership support and we are members in good standing.

## **7. Application for transfer of service**

Tab Hicks to Brooke Randall 20190 Parallel Road, Tonganoxie, Ks.

Jim Armstrong motioned to approve this transfer of service application, seconded by Nicole Davis. Motion passed unanimously.

## **8. New Application for service**

None

## **9. Authorization of payment of bills**

A motion was made by Nicole Davis to authorize payment of current bills, seconded by Don Kirby. Motion passed unanimously.

## **10. Board member terms**

No change

## **11. Adjournment**

Motion was made to adjourn meeting by Jim Armstrong, seconded by Craig Lohman. Motion passed unanimously. Meeting adjourned at 1930 hours.

Respectfully submitted

Kim Buchanan, Secretary