

Rural Water District #9
Board of Directors Meeting
Leavenworth County, Kansas
December 20, 2022

The monthly meeting of Rural Water District #9 was held on Tuesday December 20, 2022 at the District office located at 20551 Parallel Road, Tonganoxie, Kansas 66086.

MEMBERS PRESENT: Craig Lohman, Erick Lowe, Kim Buchanan, Jim Armstrong, Jamie Moore, Don Kirby, Ed Mullins

Manager Karen Armstrong, Operator Wayne Wrosch & Louis Funk, engineer with Bartlett & West

MEMBERS ABSENT: None

PUBLIC PRESENT: Ron Ryan

A quorum was established.

The meeting was called to order by Chairman Craig Lohman at 1829 hours.

1. Minutes

A motion was made by Jim Armstrong to approve the minutes of the November 15, 2022 regular monthly meeting. Motion was seconded by Erick Lowe. Motion passed unanimously.

2. Public Opportunity

Notice of public hearing, benefit unit owner Ron Ryan present. Mr. Ryan inquired as to what all was included in the 2.3 million dollar loan. The loan amount includes construction of two new wells, installation of a transmission line, replacement of 2 lines and tower painting. Louis Funk, engineer with Bartlett & West gave a status report on the application. He reported the basic application is ready, we are currently awaiting the Geologist review and working on water rights with the Department of Water Resources. A motion was made by Jim Armstrong to authorize Manager Armstrong to move the current water rights from failed well #4 to the proposed new well. Motion was seconded by Ed Mullins. Motion passed unanimously.

Upon hearing no public opposition Jim Armstrong motioned the Board pass a resolution authorizing the completion of an application to the Kansas Department of Health and Environment (KDHE) regarding a loan from the Kansas Public Water Supply Loan Fund. Erick Lowe seconded the motion. Motion passed unanimously 6-0

3. Board Members items to add to the agenda

Manager Armstrong presented the Board members with updated drafts of the LVRWD9 Developer/Development Policy and the LVRWD9 Development Guidelines for approval. After all changes were identified and agreed upon, a motion was made by Jim Armstrong to approve both the LVRWD9 Developer/Development Policy and the LVRWD9 Development Guidelines. The motion was seconded by Ed Mullins. Motion passed unanimously.

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 Don Kirby, seconded by Jim Armstrong. Motion passed unanimously.

5. Operator's Report- Wayne Wrosch

- a. Wayne presented the November 2022 Water report
- b. Wayne reported the recent repair of a leak on a 6-inch line on 291th Street, the replacement of 6 valves and the removal of 4 abandoned/forfeited meters and pits.

6. Manager's Report- Karen Armstrong

- a. Manager K Armstrong reported a request had been submitted by Dan Lynch on behalf of Orison LLC asking if the board would incur costs in the amount of \$1,575 from the LVRWD9 estimate dated 12-16-22. After discussion and review of estimate a motion was made by Erick

- Lowe, seconded by Jim Anderson to deny absorption of costs from our estimate for scope of work. Motion passed unanimously.
- b. Manager Armstrong provided spreadsheets of usage and minimum charges.
 - c. Manager Armstrong reported that notice for the upcoming January 2023 rate increase went out on the November 2022 billing. She also provided us with a spreadsheet of the rate increase schedule.
 - d. Manager Armstrong provided her mileage sheet for Nov/Dec 2022. After review Don Kirby motioned to approve the mileage reimbursement, seconded by Ed Mullins. Motion passed unanimously.
 - e. Manager Armstrong presented a copy of a Rezoning Application from the Leavenworth County Planning and Zoning office regarding her personal property located at 20809/20811 225th Street requesting the ability to divide the 2 houses on the existing parcel. She asked Board to designate a member to become a duly authorized agent to sign off on the document since it is her personal property. After Board discussion Ed Mullins motioned the Board grant permission for Manager Karen Armstrong to sign off on the application. Motion was seconded by Jamie Moore. Motion passed with Jim Armstrong abstaining from the vote.
 - f. Manager Armstrong requested the Board consider adding 3 additional paid holidays, a raise, and additional funds for Health Insurance costs for herself and Operator Wrosh. The Board called for an Executive Session for 15 minutes to discuss this request. Board entered Executive Session at 1947 hours. The Board discussed potential options and came out of Executive Session at 2000 hours. A motion was made by Don Kirby to grant 3 additional floating holidays to the existing 6 Federal Holidays and 2 floating holidays. Bringing the paid holidays to eleven for the year. Board approved a 5% wage increase and additional \$100/month to offset personal health insurance costs. Motion was seconded by Erick Lowe. Motion passed; Jim Armstrong abstained. Additionally, a motion was made by Don Kirby to approve a \$500 bonus for both employees for the year, seconded by Ed Mullins. Motion passed; Jim Armstrong abstained.
 - g. Manager Armstrong provided the Board with a projected payment schedule for the SRF Loan.
 - h. Manager Armstrong will be providing information to Louis Funk, engineer with Bartlett and West to be submitted with the loan application.

7. Application for transfer of service

Kara Trent to Robert Moretine 19519 Tonganoxie Road

Dan Lungu to Steve Walker 20732 Tonganoxie Road

A motion to approve application for transfer of service was made by Jim Armstrong, seconded by Don Kirby. Motion passed unanimously.

8. Application for new services

None

9. Payment of bills

A motion to authorize payment of bills as presented was made by Don Kirby, seconded by Jim Armstrong. Motion passed unanimously.

10. Adjournment

A motion to adjourn was made by Jim Armstrong, seconded by Don Kirby to adjourn meeting. Motion passed unanimously. Meeting adjourned 2023 hours.

Respectfully submitted

Kim Buchanan, Secretary