

Rural Water District #9
Board of Directors Meeting
Leavenworth County, Kansas
August 20, 2024

The monthly meeting of Rural Water District #9 was held on Tuesday August 20, 2024 at the District office located at 20551 Parallel Road, Tonganoxie, Kansas 66086.

MEMBERS PRESENT: Kim Buchanan, Jim Armstrong, Byron McFee, Craig Lohman, Don Kirby, Erick Lowe, Nicole Davis

Manager Karen Armstrong, Operator Wayne Wrosch

Brant Daniels- Owner Daniels Excavating LLC

MEMBERS ABSENT: None

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 Erick Lowe to approve the minutes of the July 16, 2024 regular monthly meeting. Motion was seconded by Jim Armstrong. Motion passed. 5-1, Byron McFee abstained.

2. Public Opportunity

Office manager Karen Armstrong shared an appreciation/thank you message from former board member Ed Mullins.

As requested at the July meeting, Karen obtained and shared two estimates from Brant Daniels Excavation for line extension on 219th Street north of Dempsey Road. This topic was tabled as Tim Kates did not show up to the meeting for discussion.

Rausch Coleman Homes is developing the property that is next to the south property of LVRWD9. They asked if LVRWD9 would grant them an easement on our property to put in a turnaround per the city's request. The day before the board meeting Rausch Coleman sent an email that stated that the city was no longer going to require them to have to put a turnaround on LVRWD9 property and thanked us for our time. No motion was needed at this time.

Evan Kunard requested a line extension of the existing 2" line to his property on Parallel. He agreed to pay the project price and put down a \$200 deposit.

Chris Donnelly informed us he is splitting his property to the south of District 9's #3 and #5 wells into 12 lots.

3. Board Members items to add to the agenda

Don Kirby: As a follow up to the July meeting, reported that both impeller assemblies are scheduled to ship soon. He also provided the curve data information sheet for the new impeller.

Office manager Karen Armstrong provided all board members with a copy of the Kansas Open Meeting Act (KOMA) outlining meeting procedures and enforcements as a reminder of how board members are to conduct themselves outside the official meeting parameters and that an action such as an email to the entire board discussing something for consideration **IS** a violation of the Kansas Open Meeting Act.

Manager Armstrong also provided board members with a copy of text and email exchanges between herself and member Byron McFee that showed the lack of respect and personal discord that Mr. McFee exhibits toward Board members and Manager Armstrong and her position as office manager. Upon review of the text messages, Mr. McFee offered his apologies to manager Armstrong and said he would work on his communications in the future. The collective board stated that this kind of behavior will not be tolerated and is to stop. We are all adults and equals.

Board member Kim Buchanan requested and made a motion for the Board to enter into a 15-minute Executive Session to discuss communications. The motion was seconded by Jim Armstrong. Motion passed unanimously. The board entered into Executive Session at 1914 hours. Executive session ended at 1923 hours.

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 Erick Lowe, seconded by Don Kirby. Motion passed unanimously 6-0.

Manager Armstrong reported that the district has a Certificate of Deposit (CD) at Mutual Savings due in September before the board holds their next monthly meeting. Erick Lowe motioned to have Karen Armstrong check around for CD rates and if she finds one at 4% or higher to go ahead and commit the money to another 1-year CD. Motion was seconded by Nicole Davis. Motion passed unanimously 6-0.

5. Operator's Report- Wayne Wrosch

- a. Wayne presented the monthly operations spreadsheet.
- b. Operator Wrosch reported that we received our PFAS test results back from the State. Nothing detected.
- c. Wayne reported that we are having continual communications issues from the Towers/Booster and Clear Well. Comm-tronix have been scheduled to come investigate.
- d. Wayne reported that he and Brant Daniels conducted a curve data test using a pressure recorder at the booster pump. Results showed no loss of pressure on either the intake or discharge side.
- e. Operator Wrosch reported the installation of the air relief valves at the booster.

6. Manager's Report- Karen Armstrong

- a. Manager Armstrong provided her mileage sheet for July/Aug 2024. After review, Don Kirby motioned to approve the mileage reimbursement, seconded by Byron McFee. Motion passed 5-1, Jim Armstrong abstained.
- b. Karen reported that the Elliott Group Insurance had issued LVRWD9 a refund in the amount of \$1,510.
- c. Karen reported that the project area for well drilling is ready to be seeded and drainage checked.
- d. Manager Armstrong reported that Bill Murr sprayed the perimeters of both Tower 1 and 2 with weed killer free of charge.
- e. Manager Armstrong reminded the Board it is getting to the time of the year to have our propane tank filled. She asked the Boards thoughts on purchasing a propane tank instead of renting. This will allow us to use any company instead of being tethered to just one. Erick Lowe motioned to have Karen go ahead and purchase a new propane tank on behalf of the district. Kim Buchanan seconded the motion. Motion passed unanimously 6-0.
- f. Karen made the board aware of an incident that happened with Community National Bank emailing the district office sensitive account information including account number and balance from Brothers Market. She went and discussed this issue with Bank officials to make

them aware of this mistake. Maybe its time to consider moving to another banking facility.

- g. Manager Armstrong reported that FreeState Electric removed a transformer and a “live” line from the well project area. The area was not properly marked by UCIS to show there was a live line prior to the work being done by Daniels Excavating Crew, which could have resulted in someone getting electrocuted. Manager Armstrong did have a conversation with Gary Willits with FreeState about this issue.
- h. Karen is currently working on three different grants to help with repayment of our SRF loan.

7. Application for transfer of service

- James Wetterberg to Bobby Knowles at 19826 211th St, Tongie, Ks
- Tonia Stutz to Gavin Elston at 24120 Dempsey Rd, Mc Louth, Ks
- Troy & Trisha Waldman to Paul Murphy at 19693 Tonganoxie Dr. Tongie, Ks
- Putthoff Trust to John Chambers at 00000 219th St, Tongie, Ks
- Casey Warhurst to Alex Meddaugh at 23001 219th St, Leavenworth, Ks

Motion was made by Erick Lowe to accept the transfers, seconded by Nicole Davis. Motion passed unanimously 6-0.

8. New Applications for service

- Evan Kunard at 19678 Parallel Rd, Tongie, Ks

Motion was made by Nicole Davis to approve the new application, seconded by Byron McFee. Motion passed unanimously 6-0.

9. Authorization of payment of bills

A motion was made by Don Kirby for payment of current bills. Seconded by Erick Lowe. Motion passed unanimously 6-0.

10. Board member terms

No change

11. Adjournment

Motion was made to adjourn meeting by Jim Armstrong, seconded by Byron McFee. Motion passed unanimously 6-0. Meeting adjourned at 2012 hours.

Respectfully submitted

Kim Buchanan, Secretary