

Rural Water District #9
Board of Directors Meeting
Leavenworth County, Kansas
May 21, 2024

The monthly meeting of Rural Water District #9 was held on Tuesday May 21, 2024 at the District office located at 20551 Parallel Road, Tonganoxie, Kansas 66086.

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

Manager Karen Armstrong, Operator Wayne Wrosch

Louis Funk-Engineer Bartlett & West; Jared Setoff- intern Bartlett & West

Brandt Daniels- Contractor Daniels Excavating LLC

Wes Armstrong- Contractor Elite Landscape & Design

MEMBERS ABSENT: Ed Mullins

PUBLIC PRESENT: Kent Porter- 19801 Tonganoxie Road

Larry Stockman- 20256 Tonganoxie Road

Vichai Yang and Mai Yia Vang - 20253 Tonganoxie Road

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 April 16, 2024 regular monthly meeting. Motion was seconded by Erick Lowe. Motion passed unanimously.

2. Public Opportunity

Kent Porter- Requested more dirt and grass seed be put down on his property located at 19801 Tonganoxie Road, Tonganoxie, KS 66086. He provided the Board members with photos of the final outcome from the replacement of a waterline on his property on March 10, 2023 showing the rutted ground with sparse grass cover. Board members asked Brant Daniels- Contractor who

was also in attendance to please make reparations to the project site on Mr. Porters' property once the hay is removed from the field.

Larry Stockman; Vichai Yang/Mai Yia Vang- Requesting reimbursement in the amount of \$7,250.59 each due to line connection being incorporated into the Tonganoxie Road project.

3. Board Members items to add to the agenda

Ed Mullins presented office manager Karen Armstrong a list of suggestions for Auditors about Capital Improvement Plan (CIP) and accounting practices.

Jim Armstrong made a motion to have Manager Armstrong set up appointment with auditor Brian Scott regarding the CIP plan accounting practices. Motion seconded by Erick Lowe. Motion passed unanimously.

Louis Funk- Engineer Bartlett & West reported that the Capital Improvement Plan (CIP) project was ready to move forward to the bid process on the two wells. Louis asked the Board to consider requesting a PFAS bottle test now, since Kansas Department of Health and Environment (KDHE) will require this before the project can begin. With Board consensus, Kim Buchanan motioned we move forward with the bid process once we have the PFAS test results back from KDHE. Motion was seconded by Jim Armstrong. Motion passed unanimously.

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 Nicole Davis, seconded by Jim Armstrong. Motion passed unanimously.

5. Operator's Report- Wayne Wrosch

- a. Wayne presented the monthly operations spreadsheet.
- b. Wayne reported that the 235th Street project still needed one road bore, fix a 3" line and clean up.
- c. Wayne provided update on the Tonganoxie Road Project
- d. Wayne requested new tires and rear brakes on the district's utility truck. A motion was made by Erick Lowe to purchase new tires and

repair the rear brakes on the truck. Seconded by Nicole Davis. Motion passed unanimously.

- e. Wayne let board members know that he will be in National Guard Duty from May 28 thru June 11 in Olathe, Ks. We will have daily contact.

6. Manager's Report- Karen Armstrong

- a. Manager Armstrong provided her mileage sheet for April/May 2024. After review, Byron McFee motioned to approve the mileage reimbursement, seconded by Kim Buchanan. Motion passed unanimously.
- b. Karen reported having received approximately 50% of the Lead and Copper surveys. We have received 434 of 850 to date.
- c. Manager Armstrong reported we had our 3-year inspection from KDHE and all went well but did suggest we purchase a chlorine detector. A motion was made by Jim Armstrong to go ahead and purchase the chlorine detector. Seconded by Nicole Davis. Motion passed unanimously.
- d. Karen reported we need to repair a leak on booster pump 2. Don Kirby estimated the repair cost to be \$1,800. A motion was made by Kim Buchanan to have Don Kirby proceed with the repair to the booster pump. Seconded by Jim Armstrong. Motion passed unanimously.
- e. Manager Armstrong reported we had received two bids to build road and clear brush for the drill trucks to access the drilling sites for the two new wells. Bid #1 was from Elite Landscape and Design and Bid #2 was from Daniels Excavating LLC. Because there is a large differential between bids due to lack of detail on bid #2. The board requested Karen to have Louis Funk engineer to provide each contractor a "scope of work" description and have them return the new bids no later than Monday June 17th by end of business.
- f. Dan Lynch asked Manager Armstrong the cost to relocate a water line at 219th and Fairmount. Bid estimate came in at \$36,603.20. Karen forwarded the information to Mr. Lynch.
- g. Manager Armstrong provided a breakdown for the reimbursement to Larry Stockman and Vichai Yang/Mai Yai Vang for line connection to Tonganoxie Road. Motion was made by Erick Lowe to approve reimbursement in the amount of \$7,250.59 to both property owners. Seconded by Jim Armstrong. Motion passed unanimously.
- h. Manager Armstrong reported that attorney Todd Luckman provided a draft letter explaining why the Leavenworth County Commissioners are trying to implement this new policy regarding all water districts operating in Leavenworth County. After review and discussion, a

motion was made by Jim Armstrong to have attorney Luckman email the letter to all water districts operating in Leavenworth County. Seconded by Erick Lowe. Motion passed unanimously.

- i. Karen reported we received a letter from Leavenworth Board of County Commissioners (BOCC), Jeff Culbertson chairman, along with a copy of the new policy they are trying to implement on all water districts operating within Leavenworth County with a response deadline of June 10th. After board review and discussion, Nicole Davis motioned to have attorney Todd Luckman send a letter of response to the BOCC that the district would not respond to their letter until after the district's next regular monthly meeting since the June 10th response deadline is prior to our meeting date. Seconded by Erick Lowe. Motion passed unanimously. Furthermore, a motion was made by Erick Lowe to have Manager Armstrong contact attorney Todd Luckman and request that he review the policy and outline a suggested response to the BOCC regarding the legality of this policy on behalf of the district. Seconded by Jim Armstrong. Motion passed unanimously.
- j. Manager Armstrong provided a copy of our 3-year review from EMC Insurance and annual insurance invoice.
- k. Manager Armstrong requested a review of 235th Street and Tonganoxie Road invoices prior to payment.
 - Daniels Excavating \$6,750, \$3,375 or \$0 for bore through rock on Gonser's pond

A motion was made by Jim Armstrong to pay the full amount of \$6,750.00. Seconded by Nicolie Davis. Motion passed unanimously.

7. Application for transfer of service

- Paula Workman to Stanley & JR McMahan at 24876 Leavenworth Rd, Tonganoxie, KS
- Ryan McWilliams to Rodney Burch at 2155 219th St Tonganoxie, KS
- Nicole Romane to Juan Serrano at 20473 199th St Tonganoxie, KS
- Orison LLC to Nicola & Victoria Butler at 20653 219th St Tonganoxie, KS
- Jim & Karen Armstrong to Andy & Christina Espinoza at 20811 225th St Tonganoxie, KS
- Sheldon Bastain to Andrea Gatewood at 22402 McIntyre Rd Leavenworth, KS

Motion was made by Nicole Davis to accept the transfers, seconded by Byron McFee. Motion passed unanimously.

8. New Application for service

- Michael & Nicole Kreutzer at 20465 Mitchell Rd. Lot 1

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

9. Authorization of payment of bills

A motion was made by Erick Lowe for 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 Nicole Davis. Motion passed unanimously. Meeting adjourned at 2053 hours.

Respectfully submitted

Kim Buchanan, Secretary