

Rural Water District #9
Board of Directors Meeting
Leavenworth County, KS

January 16, 2024

The monthly meeting of Rural Water District #9 was held on Tuesday, January 16, 2024, at the District Office 20551 Parallel Rd. Tonganoxie, KS. 66086.

MEMBERS PRESENT: Jim Armstrong, Erick Lowe, Nicole Davis and Kim Buchanan: and Manager Karen Armstrong and Operator Wayne Wrosch.

MEMBERS ABSENT: Ed Mullins-Treasurer and Craig Lohman – Chairman and Don Kirby- Vice Chairman

A quorum was established.

The meeting was called to order by Secretary Kim Buchanan at 1836.

1. Minutes

A motion to approve the minutes from December 19, 2023, was made by J. Armstrong, seconded by Erick Lowe. Motion Passed unanimously.

2. Public Opportunity

None

3. Board Members items to add to the agenda

Manager Armstrong presented the Board with Craig Lohman's resignation from the LVRWD9 Board and Chairman. A motion to accept Craig Lohman's resignation was made by J. Armstrong, seconded by Erick Lowe. Motion passed unanimously.

Manager Armstrong presented the Board with Don Kirby's resignation from the LVRWD9 Board and Vice Chairman. A motion to accept Don Kirby's resignation was made by J. Armstrong, seconded by Nicole Davis. Motion passed unanimously.

4. Treasurer's Report

A motion to approve the Treasurer's report and profit and loss statement as presented was made by Erick Lowe, seconded by J. Armstrong. Motion passed unanimously.

5. Operator's Report by Wayne Wrosch

- a. December's Water Report was presented.
- b. Discuss that Well #5 was fixed
- c. It was brought to the Board's attention and pictures shown that a concrete slide had been poured on January 6th, 2024, at 251st the Bill Murr pond/lake
- d. Discussed that Todd Luckman-District attorney was preparing an easement for Dennis Workman about the 235th St. project.

- e. The (2) VFD's at the C/W on pumps #1 & #2 were replaced and up and working.
- f. The power went down at all pump stations. The 3 that are on FreeState were back up within 2 hours the W/S station on Evergy took two days before being able to reestablish service.
- g. Wayne discussed with the board about getting pricing on either the purchase of a generator or rental of a generator.

- h. It was discussed that the Clearwell flush line froze up and all wells had to be shut down until the line can be thawed. Solely using the wholesale building to distribute water.

- i. The Board also requested that Manager Armstrong get pricing for AC/Heaters for all the pump stations.

6. Manager's Report

- a. A motion to approve Manager Armstrong's reimbursement for mileage for Dec 2023 / Jan. 2024 was made by Nicole Davis, seconded by Erick Lowe. Motion passed unanimously.
- b. Manager Armstrong presented to the board the proposed 2024 Budget. A motion to approve the 2024 budget as presented was made by Erick Lowe with the addition of \$30,000 being allocated to New Line Item "asset maintenance". Motion was seconded by Nicole Davis. Motion passed unanimously.
- c. Manager Armstrong discussed the Bylaw's and rules and regulations for the up-and-coming Annual Meeting on February 20, 2024. There will be an amendment to the Bylaw's discussed at the annual meeting.
- d. Manager Armstrong presented a brochure and flyer about the annual meeting that will need to be mailed out 30 days prior to the annual meeting. Nicole Davis made note of the date of the prior minutes being incorrect on the brochure. Manager Armstrong made the corrections, and the brochure was approved. A motion to approve the brochure was made by Nicole Davis, seconded by Erick Lowe. Motion passed unanimously.
- e. Manager Armstrong informed the board that the start date of the 235th St. line relocation project is TBD.
- f. Manager Armstrong informed the Board that Todd Luckman, attorney was resending another agreement for approval to Leavenworth County for the Tonganoxie Road Widening Project. Another bid had to be given by sub-contractor due to non-acceptance of the prior agreement by the County and pricing of materials and fuel have increased.

- g. Manager Armstrong discussed with the board about the encroachment of the water line easement on 251st that Bill Murr poured a concrete slide over the top of LVRWD#9 waterline. Erick Lowe requested that Manager Armstrong have the district attorney – Todd Luckman draft a letter to be sent to Bill Murr about the encroachment, of non-contact to the district, of not attempting to protect the water line from damages that could occur due to pouring a concrete permanent structure over the districts water lines and not supplying proper plans to the district so the districts engineer can review them. A motion was made by Erick Lowe giving Manager Armstrong authority to have the letter sent after it is drafted by Todd Luckman. Motion was seconded by J. Armstrong. Motion passed unanimously.
- h. Manager Armstrong informed the Board that the auditors will be here March 14, 2024.
- i. Manager Armstrong discussed with the Board that the signed SRF Loan Agreement will be sent to the state along with the minutes from December 2023 meeting, the attorney opinion review paperwork and the engineers agreement with the district. A motion was made by J. Armstrong to send the paperwork, seconded by Erick Lowe. Motion passed unanimously.

Application for transfer of service

Brian Flewelling passed away, so account went back into his mother's name of Emma Jane Flewelling 24971 Leavenworth Rd. Tonganoxie, KS.

A motion to approve applications for transfer of service was made by J. Armstrong, seconded by Erick Lowe. Motion passed unanimously.

7. Application for new service

Roger & Kristy Cox 20311 Mitchell Rd. Tonganoxie, KS.

A motion to approve application for new service was made by Nicole Davis, seconded by J. Armstrong. Motion passed unanimously.

8. Payment of bills

A motion to authorize payment of bills as presented was made by J. Armstrong, Seconded by Nicole Davis. Motion passed unanimously.

9. Adjourn

A motion to adjourn was made by J. Armstrong, seconded by Erick Lowe. Motion passed unanimously and meeting was adjourned at 2048.

Respectfully Submitted

Karen Armstrong, District Manager

