

**Rural Water District #9**  
**Board of Directors Meeting**  
**Leavenworth County, Kansas**  
**November 19, 2024**

The monthly meeting of Rural Water District #9 was held on Tuesday November 19, 2024 at the District office located at 20551 Parallel Road, Tonganoxie, Kansas 66086.

**MEMBERS PRESENT:** Kim Buchanan, Jim Armstrong, Craig Lohman, Byron McFee, Nicole Davis

Manager Karen Armstrong

**MEMBERS ABSENT:** Erick Lowe, Don Kirby, Operator Wayne Wrosch

**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 Jim Armstrong to approve the minutes of the October 15, 2024 regular monthly meeting. Motion was seconded by Kim Buchanan, motion passed 4-0.

**2. Public Opportunity**

None

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

On October 17, 2024 Byron McFee, Don Kirby, and Wayne Wrosch met with Dave Workman at his property to view the areas of issue Mr. Workman has with the sub-contractors work when the line relocation was completed on 235<sup>th</sup> Street. Members walked, took pictures and reviewed the property with Mr. Workman. Board member Byron McFee drafted an outline of notes taken from this meeting and forwarded to office manager Karen Armstrong. Karen shared these notes with Board members at the October meeting. After review and discussion, members agreed lvrwd9 has gone above and beyond the scope of the project for Mr. Workman and the Board consider the work

complete. Byron McFee made a motion to approve manager Armstrong to draft a letter to Mr. Workman explaining LVRWD9 position, have it reviewed by our attorney and send. Motion as seconded by Nicole Davis. Motion passed 4-0.

#### **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 Kim Buchanan, seconded by Jim Armstrong. Motion passed unanimously 4-0.

#### **5. Operator's Report- Karen Armstrong**

- a. Karen presented the monthly operations spreadsheet in Wayne's absence.
- b. Completed the 193<sup>rd</sup> Street line extension and installed 2 meters on this line.
- c. Reported 5 leaks within the district in the last month
- d. Repaired leak at W/S pump #1 on November 8, 2024
- e. Acid treatment in well #2 on November 11, 2024
- f. Replaced 4 well pits before winter.

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

- a. Manager Armstrong provided her mileage sheet for Oct/Nov 2024. After review, Nicole Davis motioned to approve the mileage reimbursement, seconded by Kim Buchanan. Motion passed 4-0, Jim Armstrong abstained, Chairman voted.
- b. Karen reported she sent out 276 non-participate & 10 Unknown EPA Lead and Copper brochures.
- c. Office manager reported the new cameras were installed on the property and office on November 13, 2024
- d. Karen reported on SRF Loan- that some corrections needed to be made by Bartlett and West and file for extension on Water Rights.
- e. Reported that Chris Donnelly is putting in a 12-house subdivision.
- f. Office manager Armstrong discussed the need for fencing around all of the LVRWD9 property for boundary and security issues. Byron McFee

motioned to have Karen get 3 quotes for 2 types of fencing to present to the board. Nicole Davis seconded the motion. Motion passed 4-0.

- g. Office manager Armstrong reminded the Board that she is preparing the 2025 budget for approval at the upcoming annual meeting and they would need to decide if there would be cost of living or insurance stipend increases at the December meeting.

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

- Catherine Wolf to Devan Shutts at 6773 Wildhorse Rd, McLouth, KS
- Luke Theroff to Jeremy Willis at 20062 74<sup>th</sup> St McLouth, KS
- Jerry & Tanya Hinderliter to Melissa Rankin & Wade Booth at 22039 Kissinger Rd, Leavenworth, KS

Motion was made by Nicole Davis to accept the transfers, seconded by Jim Armstrong. Motion passed unanimously 4-0.

## **8. New Applications for service**

- Nolan & Emily Bohannon 25500 Hatchell Rd, Tonganoxie, KS
- Invictus Builders LLC 00000 235<sup>th</sup> St, Tonganoxie, KS  
Avalon Dillon & Dale Niedergall (military) just north of booster on 235<sup>th</sup>

Jim Armstrong motioned to approve the new applications for service, Byron McFee seconded the motion. Motion passed 4-0.

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

A motion was made by Kim Buchanan for payment of current bills. Seconded by Nicole Davis. Motion passed 4-0.

## **10. Board member terms**

No change

## **11. Adjournment**

Motion was made to adjourn meeting by Jim Armstrong, seconded by Byron McFee. Motion passed unanimously 4-0. Meeting adjourned at 2007 hours.

Respectfully submitted

Kim Buchanan, Secretary