

**Rural Water District #9**  
**Board of Directors Meeting**  
**Leavenworth County, Kansas**  
**September 17, 2024**

The monthly meeting of Rural Water District #9 was held on Tuesday September 17, 2024 at the District office located at 20551 Parallel Road, Tonganoxie, Kansas 66086.

**MEMBERS PRESENT:** Kim Buchanan, Jim Armstrong, Craig Lohman, Don Kirby, Nicole Davis

Manager Karen Armstrong, Operator Wayne Wrosch

**MEMBERS ABSENT:** Erick Lowe, Byron McFee

**PUBLIC PRESENT:** None

A quorum was established.

The meeting was called to order by Craig Lohman-Chairman at 1833 hours.

**1. Minutes**

A motion was made by Jim Armstrong to approve the minutes of the August 20, 2024 regular monthly meeting. Motion was seconded by Don Kirby. Motion passed 4-0

**2. Public Opportunity**

None

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

Byron McFee was scheduled to report on findings on pump plate information as well as pressure curve data. Due to board member Byron McFee's absence at the September monthly meeting this subject will be tabled until the October 15, 2024, meeting.

Board member Byron McFee emailed office manager, Karen Armstrong a message and requested that it be read to the board at the September meeting. Due to Byron McFee's absence, it was deemed a personal message regarding the office manager, so the Board tabled it until the October meeting for Byron McFee to present in person.

#### **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 4-0.

At the August meeting Manager Armstrong reported the wrong date a CD was due at Mutual Savings. The actual due date is September 27, 2024. Don Kirby motioned to have Karen Armstrong check around for CD rates and go ahead and commit the money to another 1-year CD at the highest rate found. Motion was seconded by Kim Buchanan. Motion passed unanimously 4-0.

#### **5. Operator's Report- Wayne Wrosch**

- a. Wayne presented the monthly operations spreadsheet.
- b. Operator Wrosch reported that the cleanup work was done on 235<sup>th</sup> Street, Porter's property and miscellaneous places throughout the district.
- c. Wayne reported that 4 test wells were plugged on the Mills property.
- d. Operator Wrosch reported that KII Machine has installed the heavy grade impeller at booster pump #1. It was suggested to go ahead and activate pump #1 to monitor its function as it is under a 60-day material warranty from date of start-up.

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

- a. Manager Armstrong provided her mileage sheet for Aug/Sept 2024. After review, Nicole Davis motioned to approve the mileage reimbursement, seconded by Don Kirby. Motion passed 4-0, Jim Armstrong abstained.
- b. Karen reported that the CD at Mutual Savings is due September 27, 2024. Board members approved for her to find the highest rate and roll the monies over into a new 1-year CD.
- c. Manager Armstrong called Tim Kates and explained the Board's decision and he stated he would not pay for the line extension.

- d. Karen updated the board the Daniels Excavation has seeded the road/tree project for the new well sites but still needs to burn after we get some rain.
- e. Manager Armstrong provided the board with a propane tank cost analysis. After discussion Nicole Davis motioned to go ahead and purchase a used tank, have it serviced and ready to set next year, continue renting, fill the tank at current summer rate of 1.84 (800 gallon minimum) and be ready to make the change over to tank ownership next cycle. Don Kirby seconded the motion. Motion passed unanimously 4-0
- f. Manager Armstrong invited all board members to attend a panel discussion on cyberattack, EMP, and our water infrastructure on Monday September 23, 2024 hosted by the Lan-Del Water Board. Panelists include local and Fort Leavenworth Emergency Management, Kansas Department of Health & Environment, Department of Homeland Security. Moderated by Kansas State Representative Michael Murphy (District 114). Karen and Wayne will be attending.
- g. Karen updated the Board on the status of the Lead & Copper Survey returns. Karen asked for the Boards suggestions on how to address unknown surveys. At this point we are going to keep mailing surveys and letters to those outstanding or emailing if we have an email address on file.
- h. Manager Armstrong informed the Board that Bryan Haines is opposed to the district running a water line across his property in an already existing road/utility right of way to Evan Kunard's property. He has threatened legal action if we proceed. Manager Armstrong requested advice from our District attorney Todd Luckman, and he advised us we are within our legal rights and are good to go as long as we stay within the parameters of the right of way.

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

- Jennifer Slusser to Mack & Amber Colt at 21256 203<sup>rd</sup> St, Tongie, Ks
- Adam & Samantha Jones to Steven Mark at 21634 259<sup>th</sup> St, McLouth, Ks
- Orison LLC to Jeffrey Knapp at 20143 Tonganoxie Rd, Tongie, Ks
- Orison LLC to Nathan Hude at 21462 207<sup>th</sup> St, Tongie, Ks

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

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

None

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

A motion was made by Kim Buchanan for payment of current bills. Seconded by Nicole Davis. Don Kirby abstained from approval of the 3 invoices to KII Machine but approved all others. Jim Armstrong abstained from approval of the 1 invoice for JiKa-WeMa but approved all others. Motion passed 4-0.

## **10. Board member terms**

No change

## **11. Adjournment**

Motion was made to adjourn meeting by Jim Armstrong, seconded by Don Kirby. Motion passed unanimously 4-0. Meeting adjourned at 1958 hours.

Respectfully submitted

Kim Buchanan, Secretary

### **ADDENDUM TO MEETING MINUTES:** Friday September 20, 2024

A request was made for emergency consideration for a water meter to be installed at 22527 Mitchell Road, Tonganoxie, KS due to existing water well failure. Office manager Karen Armstrong made contact with all board members explaining the situation and asked for Board approval via phone. The Board vote was as follows:

Byron Mc Fee: Yes, as long as the engineer was okay with the addition to the existing line.

Craig Lohman: Yes with engineer approval

Don Kirby: Yes

Kim Buchanan: Yes

Erick Lowe: Yes

Nicole Davis: Yes

Jim Armstrong: Yes

Unanimously approved by Board Members. Daniels Excavation LLC installed the meter on Sept 23, 2024, and disconnect existing well water line from the house. Daniels was also hired to run the line to the house by the property owner. They have water.

**ADDENDUM TO MEETING MINUTES: Thursday September 26, 2024**

At the September meeting the Board members approved office manager Karen Armstrong to research CD rates and roll the money from our matured CD at Mutual Savings Association over into another 1-year CD.

Mutual's rate was 4.75%. Karen said she spoke with Nicole Davis at Community National Bank in Tonganoxie, and they are offering a one-year APY CD rate at 5.04% so she took the \$105,204.68 from Mutual and took out a one-year CD at CNB.

After speaking to Craig Lohman, Chairman of the Board, the Board decided to take out an additional CD in the amount of \$100,000 at CNB. Karen called all board members and requested a vote.

Byron Mc Fee: Yes

Craig Lohman: Yes

Don Kirby: Yes

Kim Buchanan: Yes

Erick Lowe: Yes

Nicole Davis: Yes

Jim Armstrong: Yes

The motion to approve the new CD passed unanimously.