

JEFFERSON COUNTY RURAL WATER DISTRICT #13

1951 Wellman Rd. Lawrence, KS 66044

785-842-1502

www.jfrwd13.com

MONTHLY PUBLIC BOARD MEETING

December 18, 2025, 7:00 p.m.

LOCATION: District Water Office - 1951 Wellman Rd.

CALL MONTHLY BOARD MEETING TO ORDER

The meeting is called to order by Chairperson Gordon Brest at 6:57 p.m.

Board Members Present: Chairperson Gordon Brest, Treasurer Paulette Schwerdt, Director John Hachmeister, Director Crystal Miles, Secretary George Pogge

Board Members Absent: Director Rick Reischman, Vice Chairman Andrew Brewer

Staff Members Present: Joe Osborn, Niki Fincham

Patrons: Ann Clark, Bob Lockwood

Bob Lockwood is recognized and begins a discussion regarding the hydrant at 21st & Union and asks "could we just move the original hydrant"? At Sarcoxies Board Meeting, last night, the decision was that they would incur the cost but, per Bob "We just want the best way to do it cost wise".

Joe Osborn will research all options and respective costs. Gordon Brest assures Mr. Lockwood that "we will give you the best deal we can come up with". Joe will contact Bob with his findings.

CONSENT AGENDA:

MINUTES FROM November 20, 2025 BOARD MEETING

NEW CERTIFICATES - 0 TRANSFERS - 6

MOTION: It is moved by George Pogge and seconded by John Hachmeister to approve the consent agenda.

VOTE: So moved 5-0

TREASURER REPORT:

FINANCIAL SUMMARY: Paulette Schwerdt reports that she has reviewed all bills, financials and reconciliations and finds nothing out of the ordinary.

A complete and thorough Executive Summary Report and Cash/Cash Equivalents - Detail Report is included in the Board Packet with an Unpaid Bills Report.

MOTION: It is moved by Paulette Schwerdt and seconded by John Hachmeister to pay the bills.

VOTE: So moved 5-0.

PLANT & DISTRIBUTION OPERATIONS MANAGER'S REPORT:

Joe Osborn reports on an extensive dig and repair on 46th street. There was a line that was exposed in the creek, due to erosion, that broke both line and casing, requiring the contractor to bore under the creek. He mainly wanted to advise the board so the expense isn't a surprise. Gordon Brest asks Joe to confirm that we have an easement there.



MONTHLY ACTIVITY REPORT: A detailed report is included in the Board packet regarding the following: Distribution; Water Usage & Water Loss; Water Sold Breakdown and Water Loss Report/Chart.

OFFICE OPERATIONS MANAGER'S REPORT:

All detailed financial reports are included in the Board packet.

BUSINESS:

- 1) LV#10 Contract to be fully executed

MOTION: It is moved by Paulette Schwerdt and seconded by Crystal Miles to sign the Contract

VOTE: So moved 5-0

The contract was signed and Niki will email a fully executed copy to Mary Conley at LV#10.

- 2) Determine Year End Discretionary Bonuses

MOTION: It is moved by John Hachmeister and seconded by Paulette Schwerdt to approve Year End Discretionary bonuses as follows: \$100.00 to the part time employees and \$750.00 for full time employees.

VOTE: So moved 3 in favor, Crystal Miles opposed and Gordon Brest abstained

- 3) Set dates for Auditor to conduct audit – move to January

- 4) Set to feasibility study rates for the year

MOTION: It is moved by Paulette Schwerdt and seconded by Crystal Miles to raise the Feasibility Study rate to \$125.00.

VOTE: So moved 5-0.

- 5) Nominating committee forms for annual election (newest elected directors)

The committee is formed by Gordon Brest and Paulette Schwerdt

Niki will confirm with Rick Reischman as to his intentions regarding his seat and report back to the Board.

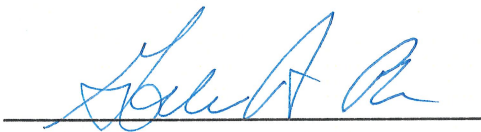
- 6) Review Calendar for Next Month's Agenda Items

ADJOURNMENT:

MOTION: It is moved by Crystal Miles and seconded by Paulette Schwerdt to adjourn at 8:00p.m.

VOTE: So moved 5-0.

Respectfully Prepared and Submitted by,
Niki Fincham, Office Operations Manager



Gordon A. Brest, Chairperson



George Pogge, Secretary