

JEFFERSON COUNTY RURAL WATER DISTRICT #13

1951 Wellman Rd. Lawrence, KS 66044

785-842-1502

www.jfrwd13.com

MONTHLY PUBLIC BOARD MEETING

December 21, 2023 7:00 p.m.

LOCATION: District Water Office - 1951 Wellman Rd.

Please join the meeting from your computer, tablet or smartphone. <https://meet.goto.com/903432629>

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CALL MONTHLY BOARD MEETING TO ORDER

The meeting is called to order by Chairperson Gordon Brest at 7:07 p.m.

Board Members Present: Chairperson Gordon Brest, Secretary George Pogge, Treasurer Paulette Schwerdt, Director Rick Reischman

Board Members Absent: Vice Chairman Andrew Breuer, Director Linda Day, Director John Hachmeister

Employees Present: Niki Fincham. Joe Osborn

Guests: Louis Funk with Bartlett & West & Sarah Hopkins, Loan Specialist with USDA Rural Development

CONSENT AGENDA

MINUTES FROM 11/16/2023 BOARD MEETING

NEW CERTIFICATES-1 AND TRANSFERS-3

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

VOTE: So moved 4-0.

TREASURER'S REPORT

FINANCIAL SUMMARY:

Paulette Schwerdt and Niki Fincham reviewed all financial reports earlier in the day. Joe Osborn reviewed them previously. Paulette Schwerdt presented and explained in detail her recommendations regarding all bank accounts and the Executive Summary. A complete and thorough Executive Summary Report is included in the Board Packet.

MOTION: It is moved by Paulette Schwerdt and seconded by George Pogge to move all checking and money Market Accounts to Great American Bank after the first of the year.

VOTE: So moved 4-0.

UNPAID BILLS REPORT

MOTION: It is moved by George Pogge and seconded by Rick Reischman to pay bills.

VOTE: So moved 4-0.

INVESTMENT MANAGEMENT UPDATE

Following a brief discussion regarding signatories on financial accounts.

MOTION: It is moved By Paulette Schwerdt and seconded by Rick Reischman that all 4 officers are signatories on all financial accounts.

NOTE: The one exception being the "Emergency Checking" account which will include both Managers and the Treasurer as signatories.

VOTE: So moved 4-0.

USDA Project Update Presented by Louis Funk:

Louis Funk with Bartlett and West presented an update on the upcoming USDA Projects. He reported all bids came back somewhat higher than originally anticipated and provided a handout with a detailed explanation of several scenarios regarding options for the current loan. After much discussion and all present members gave their opinion, it was decided to move forward with all projects and to request additional funding. Sarah Hopkins agreed and upon approval will provide a Cost Overrun Letter of Conditions within a week or two. Louis Funk provided a detailed Bid Tabulation handout including all aspects of each Contractors bid.

MOTION: It is moved by Rick Reischman and seconded by Paulette Schwerdt to allow Louis Funk to award Hettinger Excavating, LLC the contract contingent on USDA approval for additional funds.

VOTE: So moved 4-0.

PLANT & DISTRIBUTION OPERATIONS MANAGER'S REPORT:

- 1) Monthly Activity Report: A detailed report is included with the Board packet regarding the following: Project Bid Opening; West Well Cleaning and Inspection; Failure to Consult Violation; South Basin Column/Sweeps; Water Plant; Distribution; New Meter Installations; Water Usage & Water Loss; Water Sold Breakdown.
- 2) Water Sales/Usage/Loss Report: The water loss for November was 22.1%.

OFFICE OPERATIONS MANAGER'S REPORT

- 1) Payment Method Review – Included in the Board packet.
- 2) Accounts Receivable Aging Report - Included in the Board packet.

BUSINESS

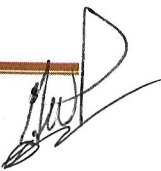
- 1) Discuss Correspondence from Lake Dabinawa Board – After discussing the letter dated November 15, 2023 i.e.; Request for Improved Asphalt Repairs on Private Roadways, Joe Osborn was asked to respond to Mr. Stokes on the Boards behalf.
- 2) City of McLouth & LV#10 contracts to be fully executed. Contracts were presented and signed.
- 3) Set feasibility study rates for the year. There will be no change in feasibility rates at this time.
- 4) Nominating committee forms for annual election: Rick Reischman and John Hachmeister are the newest elected directors and will be asked to find nominees.
- 5) Solar Complexing – Grant Township – Discussion led by Paulette Schwerdt
- 6) Determine Location for annual meeting – The meeting will be held at the District Office.
- 7) Review Calendar for Next Month's Agenda Items

Handouts: U.S. Construction Bid Prices vs. Material Input Costs and Bid Tabulation Sheets (source: Louis Funk)

ADJOURNMENT

MOTION: It is moved by Rick Reischman and seconded by George Pogge to adjourn the meeting at 9:45 p.m.

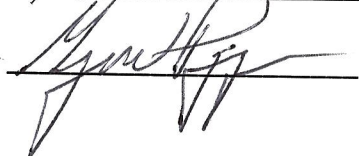
VOTE: So moved 4-0.



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



Gordon A. Brest, Chairperson



George Pogge, Secretary

