

RILEY CO. RURAL WATER DISTRICT #1

Board meeting minutes – May 16, 2023

Call to order – The regularly scheduled board meeting of Riley County Rural Water District #1 was held on May 16, 2023, at the Sedalia Church Annex. Tom Orazem called the meeting to order at 7:00pm. Board directors present were Joel Anderson, Keane Adolph, Jeri Hynek, Vickie Riniker, Kurtis Lovgren, Richard Soash; Marc Rose joined the meeting at 7:07pm. Also, in attendance were Bob Rogers, operator and president of Larson Construction, Inc., Tammi Rogers, office manager, Jennifer Holle, office assistant, and Jared Brooks, Schwab & Eaton.

Election of Officers – Joel Anderson moved to re-elect Vickie Riniker as Secretary to the board of directors. Jeri Hynek seconded the motion; motion carried.

Minutes – Jeri Hynek moved that the board meeting minutes from March 21, 2023, be accepted as presented. Joel Anderson seconded the motion; motion carried.

Treasurer's Report – Paul Klover reviewed financials for March and April discussing current District financial standing with consideration of upcoming projects. Paul also gave an overview of the 2022 Audit giving recommendation to consider opening future CDs with another financial institution to ensure FDIC Insurance; discussion ensued. No action taken at this time.

Water Tower Update – Jared Brooks, Schwab & Eaton, presented the site map with 5 site locations, 1 being most suitable. Easement requirement is 200' x 200' for a single-pedestal water tower. District representative(s) will contact landowners. A water tower committee consisting of Tom Orazem, Paul Klover, and Marc Rose was established to keep the process in motion.

The district is pre-application approved for SRF loan funding. Jared Brooks suggested contacting Ranson Financial for SRF loan application processing and administration. Joel Anderson moved to contact Ranson Financial with a bid request for loan application and administration for the water tower project. Marc Rose seconded the motion; motion carried.

Water Contract - City of Manhattan – Tom Orazem, Bob Rogers, and Jared Brooks corresponded with the City of Manhattan in the renewal of the district's 20-year water contract. A final contract was presented to the board. Paul Klover motioned to sign the final water contract with the City of Manhattan as presented. Kurtis Lovgren seconded the motion; motion carried.

KDOT Water Line Relocation – Jared Brooks, Schwab & Eaton, gave an update on the Seth Child/HWY 24 and HWY 13/HWY 24 water line relocation projects. The Seth Child/HWY 24 water line is in the state RRW and will be at the district's expense. HWY 13/HWY 24 water line is in the county RRW and will be at KDOT's expense. Discussions ensued. Larson Construction and Schwab & Eaton will continue to work with KDOT on the two projects.

RLM Invoices – Jennifer Holle presented a draft letter from the attorney; the board unanimously agreed to send the letter as presented.

Lead Service Line Inventory 2024 – Jennifer Holle reported that the service provider portion of the Lead Service Line Inventory is nearly complete. Discussion ensued on the delivery method of the customer survey. Richard Soash

will work with Jennifer to create a customer survey using Survey Monkey. Secondary method of delivery is fillable pdf to email, or mail to customers without online access. The district must document two attempts to contact customer.

Transfer & Benefit Unit Report – Paul Klover moved that the Transfer and Benefit Unit report for March and April 2023 be accepted as presented. Joel Anderson seconded the motion; motion carried.

Manager's Report – Bob Rogers reiterated the KDOT water line project. Bob also mentioned Benefit Unit requests continue to come in; primarily as properties are sold.

Thoroughbred Utility Software – Jennifer Holle and Tammi Rogers presented information to the board on recent issues with Thoroughbred Utility Software and potential to switch to Jayhawk Utility Software. Discussion ensued on these issues. Paul Klover suggested gathering more information to have a set plan in place by the July meeting; board unanimously agreed.

Additional Comments – No additional comments from the board.

Meeting adjourned at 8:32pm.

Submitted by

Jennifer Holle

Jennifer Holle, office assistant