

JEFFERSON COUNTY RURAL WATER DISTRICT #13

1951 Wellman Rd. Lawrence, KS 66044

785-842-1502

www.jfrwd13.com

MONTHLY PUBLIC BOARD MEETING

January 18, 2024 7:00 p.m.

LOCATION: District Water Office - 1951 Wellman Rd.

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CALL MONTHLY BOARD MEETING TO ORDER

The meeting is called to order by Chairperson Gordon Brest at 7:00 p.m.

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

Board Members Absent: Director Linda Day, Director John Hachmeister

Employees Present: Niki Fincham

Guest: Lloyd Schroeder arrives at 7:25

CONSENT AGENDA

MINUTES FROM 12/21/2023 BOARD MEETING

NEW CERTIFICATES-1 AND TRANSFERS-1

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

VOTE: So moved 5-0.

USDA Loan Projects

REVIEW PROPOSALS FOR PROJECT INSPECTOR:

The Board reviews proposals from Bartlett & West and Quality Inspection Services. Rick Reischman leads a discussion explaining his experience with Quality Inspection Services (QIS) and the extent of their services. Gordon Brest stresses the importance of the submittal of weekly reports to the office and asks that the Board receive email copies respectively.

MOTION: It is moved by Andrew Breuer and seconded by George Pogge to accept the bid proposal from QIS for the inspection of the water main project.

VOTE: So moved 5-0.

Rick Reischman offers to contact the QIS representative to finalize details and request contracts.

Gordon Brest welcomes the arrival of guest member, Lloyd Schroeder. Mr. Schroeder states that while he appreciates the improvements to the district, he encourages the Board to consider raising the water rates (per 1000 gallons) and reduce the monthly minimum amount. Several members share their view of how and why the rates have been determined as they are with specific emphasis regarding the "20 Year Plan". After some discussion Mr. Schroeder expresses his understanding and is satisfied with the Boards explanation.

INTERIM FINANCING OPTIONS:

Included in the Board Packet is an email from Sarah Hopkins detailing 2 Options for the Board to consider regarding additional USDA Loan Funds. After much discussion and consideration on the topic the motion is as follows:

MOTION: It is moved by Andrew Breuer and seconded by George Pogge to choose Option 2 of the USDA Interim Financing Options

VOTE: So moved 5-0.

TREASURER'S REPORT

FINANCIAL SUMMARY:

Paulette Schwerdt and Niki Fincham reviewed all invoices and 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. Specifically stating that, after the first of the year, the checking accounts and money market accounts will be moved to Great American Bank due to a greater return. Gordon Brest expresses his appreciation for Niki Finchams extra effort and hard work in dealing with the recent computer crash.

Gordon Brest requests monthly Profit & Loss statements sent to him and Treasurer Paulette Schwerdt to enable updating of the respective spreadsheet.

A complete and thorough Executive Summary Report is included in the Board Packet.

MOTION: It is moved by Paulette Schwerdt and seconded by Andrew Breuer to pay bills.

VOTE: So moved 5-0.

PLANT & DISTRIBUTION OPERATIONS MANAGER'S REPORT:

There is no detailed report available at the time of this meeting. Joe Osborn submitted a "brief summary of the last week" report explaining the many issues he had to address and correct mostly as a result of the current extreme weather conditions.

OFFICE OPERATIONS MANAGER'S REPORT

Niki Fincham suggests that due to the extremely slow internet speed we look into obtaining Starlink. After a brief discussion the board agrees and encourages her to do so.

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

BUSINESS

- 1) Review Annual Calendar and make adjustments as necessary – The complete, updated 2024 Annual Calendar is available on the website and at the office upon request.
- 2) Review Calendar for Next Month's Agenda Items

Handouts: Proposals from Bartlett & West and Quality Inspection Services

ADJOURNMENT

MOTION: It is moved by Andrew Breuer and seconded by Paulette Schwerdt to adjourn the meeting at 8:35 p.m.

VOTE: So moved 5-0.

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

_____ Gordon A. Brest, Chairperson

_____ George Pogge, Secretary