

# JEFFERSON COUNTY RURAL WATER DISTRICT #13

1951 Wellman Rd. Lawrence, KS 66044

785-842-1502

[www.jfrwd13.com](http://www.jfrwd13.com)

## MONTHLY PUBLIC BOARD MEETING

May 15, 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 7:00 p.m.

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

Board Members Absent: Director John Hachmeister, Director Crystal Miles

Staff Members Present: Joe Osborn, Niki Fincham

Guests: Jarrod Saathoff with Bartlett & West

Patrons: Ron Renz, Bob Lockwood, John Clinger

Ron Renz is recognized and presents a large stone demonstrating "This is a ¾" rock. This is all over my field and preventing me from mowing." He goes on to explain that the previous issues are ongoing and getting worse and asks for a timeline of completion for the project. Mr. Renz also states that "the water line is 20' from the road easement" inside his property. He mentions the damaged Walnut trees and says he's "going to have an arborist come give him a quote and get them fixed before they die and someone will have to pay for it."

Bob Lockwood is recognized to discuss the Sarcoxie hydrant situation. He submits a handout with the status of "the fittings" on the respective 11 hydrants (included as a handout with the Board Packet). Six of them have 5" fittings, he's requesting 5" fitting be applied to 4. That leaves 1 with 2 ½ x 2 ½ fitting.

Jarrod Saathoff presents a map documenting placement and other information of respective hydrants (included as a handout with the Board Packet).

After much discussion regarding past meetings Rick Reischman asks what is being asked of the Water District. Mr. Lockwood responds, "We need to figure out a way to have 5" couplings on the ones we need to fill with, so we can fill as fast as possible." He explains the excessive time involved when the fire department has to attach a coupling to the 2 ½" hydrants.

Specifically: asking to reinstall the 3 ways on the 21<sup>st</sup> Street hydrant (Marty Shaw property) and also on the hydrant at 46<sup>th</sup> & Dabinawa Dr.

In conclusion Mr. Lockwood states: "The Sarcoxie Township Board meets next Wednesday and will probably come up with a proposal for The District."

Note: After further discussion amongst Board Members: Joe Osborn is instructed to replace the 2 hydrant tops in question before the next Board meeting.

John Clinger is recognized. He asks his standing question "When are they (the water line contractors) supposed to be done (with the project)?" and "What will "done" look like?" Joe Osborn explains that the contract states "420 days from the beginning of the project (May 20<sup>th</sup>). Once there is a completion date the contractor has a 1-year warranty on their work, clean up, waterline maintenance etc.).

Mr. Clinger presents pictures, taken today, of the current state of his property (included as a handout with the Board Packet) and explains there is much to be done prior to just throwing dirt and seed down. He references part of Section 02936 of the contract (handout included with Board Packet) regarding work to be completed and says he's not seeing that being done. Gordon Brest assures Mr. Clinger that there will be another meeting with the contractor enforcing the terms of the contract.

#### **USDA LOAN PROJECTS:**

##### **MONTHLY UPDATE:**

Jarrold Saathoff presents Hettingers current Pay App #12 (included in the Monthly Request to USDA #28).

Gordon Brest asks that the Engineers contact Hettingers prior to the next Board Meeting and suggest they subcontract out the landscaping part of the project as it's not being done satisfactorily. George Pogge adds that the "Public Perception" is not being managed well.

**MOTION:** It is moved by Andrew Breuer and seconded by Rick Reischman to approve the RD Monthly Payment Approval Request #28.

**VOTE:** So moved 5-0

#### **CONSENT AGENDA:**

MINUTES FROM March 20, 2025, BOARD MEETING

NEW CERTIFICATES - 4 TRANSFERS - 3

**MOTION:** It is moved by Andrew Breuer and seconded by Paulette Schwerdt to approve the consent agenda.

**VOTE:** So moved 5-0

#### **TREASURER REPORT:**

**FINANCIAL SUMMARY:** 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 Andrew Breuer to pay bills.

**VOTE:** So moved 5-0.

#### **PLANT & DISTRIBUTION OPERATIONS MANAGER'S REPORT:**

**MONTHLY ACTIVITY REPORT:** Joe Osborn's detailed report is included in the Board packet regarding the following: New Water Operator Archer Road Extension; Office Parking Lot; Water Plant; Meter Installation; Water Usage & Water Loss; Water Sold Breakdown and Water Loss Report/Chart.

Joe asks that the Board approve changing the Company Holiday, from Good Friday to Martin Luther King Jr. Day and details the reasons for the request.

**MOTION:** It is moved by Rick Reischman and seconded by George Pogge to change the Employee Handbook to reflect the change of holidays.

**VOTE:** So moved 5-0

#### **OFFICE OPERATIONS MANAGER'S REPORT:**

All detailed reports are included in the Board packet



### **BUSINESS:**

- 1) Review rate for City of McLouth and LV#10 – (McLouth will be omitted once the New Pump Station is in operation)
- 2) Review any proposed or planned major capital improvement projects.  
Joe Osborn states that the South Basin needs repair (\$60,000 to \$75,000) and the Wildhorse Tower must be “rehabbed” (\$150,000-\$300,000) within the next couple of years but he is still gathering information.
- 3) Annual Audit – Bylaws Compliance  
Moved to next month’s agenda: Rewrite bylaws to be voted on in 2026 Annual Meeting
- 4) Review any proposed changes on agreement for contract services (on call/maintenance services and emergency repairs)
- 5) Start discussion of Hydrant Policy for the District – Andrew Breuer offered to work on a potential policy with Rick Reichman’s assistance.
- 6) Review Calendar for Next Month’s Agenda Items

### **ADJOURNMENT**


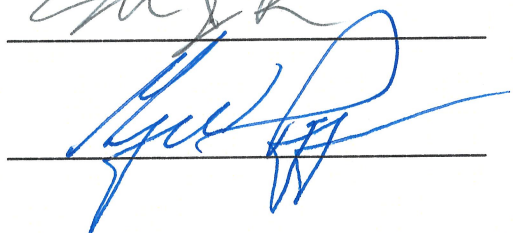
**MOTION:** It is moved by Paulette Schwerdt and seconded by Andrew Breuer to adjourn at 9:24 p.m.

**VOTE:** So moved 5-0.

### **Handouts:**

- 1) Hydrants List – Source: Bob Lockwood
- 2) Map of Hydrants – Source: Jarrod Sathoff
- 3) Clinger property pictures – Source: John Clinger
- 4) Contract Section 02936 “Seeding” -Source: John Clinger

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

*Andrew S Breuer Vice Chairperson*  
Gordon A. Brest, Chairperson

George Pogge, Secretary