JEFFERSON COUNTY RURAL WATER DISTRICT #13

1951 Wellman Rd. Lawrence, KS 66044
785-842-1502
www.jfrwd13.com
MONTHLY PUBLIC BOARD MEETING
October 15, 2026, 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 7:10 p.m.

Board Members Present: Chairperson Gordon Brest, Secretary George Pogge, Treasurer Paulette Schwerdt, Director Crystal Miles, Director Ann Clark
Board Members Absent: Director John Hachmeister, Vice Chairman Andrew Brewer
Staff Members Present: Niki Fincham, Joe Osborn
Guests: John Ruckman with Bartlett & West, Todd Luckman with Stumbo & Hanson, Susan Woods

Chairman Brest acknowledges Susan Woods who states she is only here to observe and listen.

Regarding Hettinger Excavating: Chairman Brest gives a brief explanation of Hettinger's most recent attempt at contract compliance with the previously discussed incomplete clean up issues, specifically soil and seeding. Currently there are still two areas that remain unsatisfactory and the District needs to consider advice from counsel on how to proceed. Todd Luckman explains that, at this time, it would be logical to obtain an estimate from our contractor to complete these items and deduct that amount from Hettinger's retainage. Joe Osborn will contact Daniels (and meet with landowners) for that estimate.

Regarding the proposed Archer Subdivision: John Luckman distributes documents with information. The feasibility study states that a 6" water line would have to be run from Loring Rd. north on Hwy 24/40 up to the entrance to the subdivision and looped to the 6" on 254th just North of Archer Rd. Once completed there would be enough pressure to accommodate the 120 meters. The study also determined that adding that many meters at once would strain the production capacity at the water plant.

MOTION: It is moved by Ann Clark and seconded by Crystal Miles to have Bartlett & West provide a letter study of possible upgrades for production at the water plant.
VOTE: So moved 5-0

CONSENT AGENDA:

MINUTES FROM September 17, 2026, BOARD MEETING
NEW CERTIFICATES - 0 TRANSFERS - 5
MOTION: It is moved by Crystal Miles 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 Crystal Miles to pay the bills.

VOTE: So moved 5-0.

PLANT & DISTRIBUTION OPERATIONS MANAGER'S REPORT:

MONTHLY ACTIVITY REPORT: A detailed report is included in the Board packet regarding the following: South Well Inspection; Meter Installations; Distribution; Water Usage & Water Loss; Water Sold Breakdown

OFFICE OPERATIONS MANAGER'S REPORT:

All detailed reports are included in the Board packet

BUSINESS:

1) Begin budget discussions and identify areas of concern.
   Joe Osborn distributes the first draft of the 2027 budget for the Board to take with them to review. Discussions to follow next month.
2) Propose pay increase percentage
3) Review Calendar for Next Month's Agenda Items

ADJOURNMENT

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

VOTE: So moved 5-0.

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

Gordon A. Brest, Chairperson

George Pogge, Secretary