

JEFFERSON COUNTY RURAL WATER DISTRICT #13

1951 Wellman Rd. Lawrence, KS 66044

785-842-1502

www.jfrwd13.com

MONTHLY PUBLIC BOARD MEETING

November 20, 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, Treasurer Paulette Schwerdt, Director John Hachmeister, Director Crystal Miles, Secretary George Pogge arrives at 7:07.

Board Members Absent: Director Rick Reischman

Staff Members Present: Joe Osborn, Niki Fincham

Patrons: Ann Clark

CONSENT AGENDA:

MINUTES FROM October 16, 2025 BOARD MEETING

NEW CERTIFICATES - 0 TRANSFERS - 6

MOTION: It is moved by Andrew Breuer and seconded by John Hachmeister 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 Chrystal 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: Hydrant at Fire Station-21st & Union, Water Plant; Distribution; Water Usage & Water Loss; Water Sold Breakdown and Water Loss Report/Chart.

OFFICE OPERATIONS MANAGER'S REPORT:

All detailed reports are included in the Board packet.

Regarding KRWA Conference in March: Niki asks that Board Members start thinking about attendance. To be confirmed within the next couple of months.

BUSINESS:

- 1) Second draft of budget to be finalized this month or in December.
MOTION: It is moved by Andrew Breuer and seconded by John Hachmeister to approve the 2026 budget.
VOTE: So moved 6-0
- 2) Annual District Review to be presented by Plant & Distribution Manager and Office Manager Niki Fincham and Joe Osborn present some key issues of the District for 2025. Chairman Brest expresses his appreciation for staffs hard work and asks that Joe facilitate getting a property sign up on the new Well Building.
- 3) Discuss BackFlow Prevention Program
Niki explains her recent training for navigating AquaBackflow's site and after some discussion is asked to review state reporting laws to assure the District's reporting compliance.
- 4) Review Calendar for Next Month's Agenda Items

ADJOURNMENT:

MOTION: It is moved by Andrew Breuer and seconded by John Hachmeister to adjourn at 8:00p.m.

VOTE: So moved 6-0.

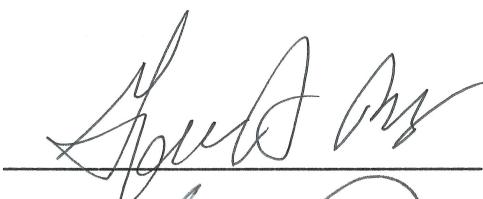
HANDOUTS:

2026 Budget w/Comparisons (Source: Joe Osborn)

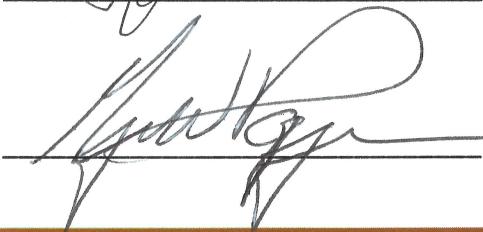
State of the District Office (Source: Niki Fincham)

State of the District (Source: Joe Osborn)

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



Gordon A. Brest, Chairperson



George Pogge, Secretary