

Franklin County Rural Water District #1  
Board Meeting Minutes  
November 21, 2017

PRESENT: David Alderman, David Kaub, Jake Jenkins, Lance Town, Karen Walburn, Keith McAdoo, Shirley Gilges, Cathy Duderstadt and Bob McClay

GUESTS/MEMBERS: None

1. CALL TO ORDER

The meeting was called to order by Chairman, David Alderman at 6:30 p.m.

2. READING AND ADOPTING OF MINUTES

The Minutes of the October 17, 2017 meeting were presented for approval. Karen Walburn moved to accept the minutes as presented; Lance Town seconded, and the motion carried 7-0.

3. OPERATOR'S REPORT

Bob McClay presented his October report for the Board's review. Bob reported that the meter at the 2704 Highway 68, owned by Jody Frings, was relocated and that they were able to tunnel under the concrete and cap off the line. Bob reported that he had been replacing several older meters that have failed and had set three new meters.

4. FINANCIAL REPORTS

Cathy Duderstadt presented the October financial reports for review and approval. Jake Jenkins moved to accept the financial records and pay all bills as presented; Keith McAdoo seconded, and the motion carried 7-0.

5. BOOKKEEPER REPORT

Cathy Duderstadt reported that Certificate of Deposit #2590 located at the Kansas State Bank which matured on October 23, 2017, was renewed for sixty months at the rate of 1.05%.

6. OLD BUSINESS

A. 2018 BUDGET

The Board Members completed preliminary work on the 2018 budget. The Board was informed that the City of Ottawa was expected to increase the cost of purchased water by 3%. After discussion, Lance Town moved to increase the water rates by 3% for all categories. David Kaub seconded, and the motion carried 7-0. The Board instructed Cathy to run a new preliminary worksheet reflecting the water rate increase. The budget, with new calculations, will be reviewed at the next board meeting.

#### B. 2018 BOARD NOMINATIONS

Chairman, David Alderman reported that three positions will be up for election in 2018. Keith McAdoo and Karen Walburn have agreed to be on the ballot again. Shirley Gilges indicated that after two terms, she was not going to run again. David asked board members to talk with neighbors and find someone willing to serve on the board.

#### 7. NEW BUSINESS

##### A. BENEFIT UNIT

Cathy Duderstadt presented two water meter applications. The first one is an industrial application located at Texas and Sand Creek roads. The land is owned by Dale VanHorn and will be leased to S & B Operating LLC.

The second is an industrial application located at Thomas and Tennessee roads. The land is owned by Flynn Family Trust and will be leased to Alta Vista Energy, Inc.

The board instructed Cathy to send the applications to the engineer for a feasibility study.

##### B. WILSON STREET METER

Chairman, David Alderman reported that the district had been contacted by the City of Ottawa concerning a water meter at the west end of Wilson Street. The meter has not been used in four to five years. The two options are to upgrade the area or eliminate the meter altogether. Lance Town made the motion to discontinue/eliminate the meter. Karen Walburn seconded, and the motion carried 7-0.

##### C. KDHE SURVEY

Cathy Duderstadt provided a copy of the results of the KDHE survey which was completed on November 6, 2017. The only deficiency found was that the District was not making a written annual certification that an inspection on backflow preventers had been completed. The Board instructed Bob McClay to make sure this annual requirement is met and that he also provide a copy of the certification to the office.

An inspection also found that the exterior access ladder at the water storage tank should have a permanent ladder access cover. This was not a finding, but the inspector strongly encouraged this be remedied. The Board instructed Bob McClay to complete the repair.

#### 8. EXECUTIVE SESSION

At 8:40, David Kaub moved to move the meeting into Executive Session to discuss personnel matters. Karen Walburn seconded, and the motion carried 7-0. Minutes of this meeting are under a separate cover. Regular session meeting resumed at 9:15.

#### 9. ADJOURNMENT

Keith McAdoo moved to adjourn the meeting, Karen Walburn seconded and the motion carried 7-0. Meeting adjourned at 9:20.