

RILEY COUNTY RURAL WATER DISTRICT #1

Board meeting minutes – September 17, 2024

Call to order – The regularly scheduled board meeting of Riley County Rural Water District #1 was held on September 17, 2024, at the Sedalia Church Annex. Vice Chairman Kurtis Lovgren called the meeting to order at 7:01 pm. Board directors present were Vickie Riniker, Keane Adolph, Joel Anderson, Jeri Hynek, and Paul Klover; Marc Rose joined the meeting at 7:15. Also in attendance were Bob Rogers, operator and president of Larson Construction, Inc., Tammi Rogers, and Jennifer Holle, office assistant. Chairman Tom Orazem and Richard Soash were unable to attend.

Public Comment – No public comment.

Minutes– Meeting minutes from July 16, 2024, regular bi-monthly board meeting was presented; no discussion. Jeri Hynek moved that the board meeting minutes from July 16, 2024, be accepted as presented. Joel Anderson seconded the motion; motion carried.

Transfer & Benefit Unit Report – Transfer & Benefit Unit report was presented noting 6 transfers and no Benefit Units for July and August; no discussion. Paul Klover moved that the Transfer and Benefit Unit report for July and August 2024 be accepted as presented. Jeri Hynek seconded the motion; motion carried.

Manager's Report – Bob Rogers reported on the KDOT roundabouts at HWY13/HWY24 and HWY113/HWY24 stating the water main relocations are complete. All project invoices have been submitted to KDOT for reimbursement. Revised KDOT plans are currently under review for the HWY13/HWY24 roundabout.

Bob informed the board of Larson Construction, Inc. merging with Bayer Construction Co., Inc. taking place on January 1, 2025. Bob Rogers will continue to fill the District Manager position, holding a Class II Water Operator Certification, until the position is filled.

Office Report - Jennifer Holle reported on the following:

- No changes in the cyber insurance policy or premium; renewed for 10/1/2024 – 10/1/2025.
- Jayhawk Utility System annual renewal - \$499, including 8 hrs of tech time.
- Fire water usage for April – 3,800 gallons and May – 3,000 gallons.
- No update on the Wildcat Easement.
- October 1, 2024 is the final payment to City of Ogden to fulfill 40-year contract.
- Lead Service Line Inventory will be submitted on September 30th; 1/3 response rate from customers.
- Water Loss Report – working with Jayhawk tech support to set up system to report water loss. A full report will be ready for board review by November meeting.

Treasurer's Report – Paul Klover presented financials for July and August noting that the District remains in good financial standing. An additional \$200k CD was purchased in August.

Jeri Hyneck mentioned that he would like to see detail for the credit card account; Jennifer will email out the credit card reconciliation detail and include with the financial reports going forward.

Joel Anderson moved that the July and August financials be accepted as presented; no discussion. Keane Adolph seconded the motion; motion carried.

Old Business:

Water Tower Update – The District continues to wait on KDHE loan paperwork.

Initial FAA review of Wildcat tower found the tower height to be out of spec. Jared Brooks, Schwab-Eaton, provided additional information and requested further review with the FAA.

New Business:

QuickBooks – Jennifer Holle brought to attention the District’s QuickBooks subscription is out-of-date and will no longer be supported due to the QuickBooks requirement to move to the online version; discussion ensued. The board suggested reaching out to the District’s auditor and cyber insurance provider to inquire about the point-of-entry risks of moving to a cloud-based version of QuickBooks.

Additional Comments – Bob Rogers and Jennifer Holle will attend a KDHE Cyber Security for Drinking Water and Wastewater conference on November 12, 2024, at Riley Co. Public Works.

Meeting adjourned at 7:40 pm.

Submitted by:

Jennifer Holle

Jennifer Holle, office assistant