

Rural Water District #9
Board of Directors Meeting
Leavenworth County, Kansas
April 21, 2026

The monthly meeting of Rural Water District #9 was held on Tuesday April 21, 2026 at the District office located at 20551 Parallel Road, Tonganoxie, Kansas 66086.

MEMBERS PRESENT: Jim Armstrong, Don Kirby, Craig Lohman, Kim Buchanan, Cory Criqui

Office Manager Karen Armstrong; Operator Andy Grosko

MEMBERS ABSENT: Ernie Rieke, Byron McFee

PUBLIC PRESENT: Sandra Heim, Rural Water #8 Office Manager

Jill Doelz, Rural Water #8 Office Assistant part time

Brant Daniels, LVRWD9 Sub-Contractor

Louis Funk, District Engineer Bartlett West

Adam Olson, Engineer Bartlett West

A quorum was established. The meeting was called to order by Craig Lohman, chairman at 1833 hours.

1. Agenda: Items to add/remove prior to agenda approval-

- Email from Byron McFee requesting to be conferenced called into the meeting as he was unable to attend in person. Chairman stated it was unnecessary as a quorum was present.

2. Patron Comments to be added to agenda-

- None

3. Approval of meeting agenda

Jim Armstrong motioned to approve the agenda with no additions. Don Kirby seconded. Motion passed 4-0.

4. Approval of minutes of previous meeting-

Jim Armstrong motioned to approve the minutes from the March 17, 2026 meeting. Don Kirby seconded. Motion passed 4-0.

5. Public Opportunity- None

6. Board members items added to agenda- None

7. Louis Funk, Engineer Bartlett & West

Louis Funk announced his official retirement from Bartlett and West and this would be the last meeting he would attend. He introduced his protégé Adam Olson who was selected to be the new staff assigned to Leavenworth Rural Water #9 at Bartlett & West.

Louis presented payment application #4 from Rieschick Drilling Co in the amount of \$20,051.07 as the final installment for the State Revolving Fund (SRF) loan. Kim Buchanan motioned to approve payment application #4 to Rieschick in the amount of \$20,051.07. Jim Armstrong seconded. Motion passed 4-0.

8. Adam Olson, Engineer Bartlett & West-

Adam Olson reported on the 235th Street North project. He inspected the project area and attended the planning meeting with District 9 staff at the Leavenworth County Courthouse. He will be working on cost estimates for our portion of the road improvement project to be turned in to County officials.

9. Sandra Heim, Leavenworth Rural Water #8 Office Manager-

Introduced their part time office support employee Jill Doelz. Jill then filled us in on her background and history working with Sandra in banking and at District #8.

10. Treasurer's Report-

Manager Armstrong reviewed the accounts receivable & profit/loss report.

Manager Armstrong requested Board instruction on a Certificate of Deposit (CD) at Mutual Savings in the amount of \$53,295.97 coming due on April 30, 2026. After Board discussion, Jim Armstrong motioned to cash out the CD in the amount of \$53,295.97 and apply the money to principal only on our land loan. Don Kirby seconded. Motion passed 4-0.

A motion to approve the Treasurer's report with accounts receivable & profit/loss statement as presented was made by Kim Buchanan, seconded by Jim Armstrong. Motion passed 4-0.

11. Operator's Report- Andy Grosko

- Reviewed the monthly operations spreadsheet.
- Reported on locates and line breaks.
- Reported a safety issue with the 9' stairs in the Clear Well. Board members discussed options with the Operator and Manager. Jim Armstrong motioned to have Operator Grosko evaluate and repair the structure allowing up to \$1,000 for repair. Don Kirby seconded. Motion passed 4-0.

12. Manager's Report- Karen Armstrong

- Monthly mileage report for Mar/Apr 2026. Don Kirby motioned to approve the mileage report for reimbursement. Kim Buchanan seconded. Motion passed 4-0 with Chairman Lohman voting. Jim Armstrong abstained.
- Reported the Auditors came on April 3, 2026 and will have a draft report ready for the May meeting.
- Reported that Jill Doelz has been hired as a part time employee for LRWD#9. She started on April 20, 2026 and will work on Monday, Tuesday and Friday.

13. Applications for transfer of service

- Neil Kelly to Kyle/Kenzie Holloway at 20940 McLouth Rd, Tongie, Ks
- Jesse Trader to William Foster Jr. at 5783 Union Rd. McLouth, Ks
- Brady/Lisa Mikijanis to Andrew Henderson at 22301 Parallel Rd Tongie, Ks

Jim Armstrong motioned to approve the applications for transfer of service. Kim Buchanan seconded. Motion passed 4-0.

14. New Applications for service

- Breedlove on 243rd Street-tabled.
- Eli Cooper at 19226 Leavenworth Rd, Tongie, Ks (will include a line extension)

- Kenneth Johnson at 23576 Ackerland Rd, Lot #11

Jim Armstrong motioned to approve the new applications for service. Don Kirby seconded. Motion passed 4-0.

15. Authorization of payment of bills-

Kim Buchanan motioned to authorize payment of the current bills. Jim Armstrong seconded. Motion passed 4-0 with Chairman Lohman voting. Don Kirby abstained.

Jim Armstrong motioned to have a check cut to Rieschick Drilling for 4th and final payment in the amount of \$20,051.07. Check will be signed by Craig Lohman and Kim Buchanan after the funds are deposited and available from SRF loan. Kim Buchanan seconded. Motion passed 4-0.

16. Adjournment

Motion was made to adjourn meeting by Jim Armstrong. Kim Buchanan seconded. Motion passed 4-0. Meeting adjourned at 1953 hours.

Respectfully submitted

Kim Buchanan, Secretary