

Franklin County Rural Water District #1  
Regular Monthly Board Meeting Minutes  
November 21, 2023

PRESENT: Cathy Duderstadt, Karen Walburn, Larry Endecott, Garrett Taylor, Brad O'Dea, Keith McAdoo, Gary Clark, Tom Wilson, David Alderman.

1. CALL TO ORDER:

Chairman Endecott called the meeting to order at 6:30 pm.

2. APPROVAL OF MINUTES:

David moved that the Board meeting minutes of October 17, 2023 be approved as presented. Gary seconded; motion passed.

3. OPERATOR'S REPORT:

Tom reported on his activities for the previous month. Those activities are included in his report to the Board which is included in the board packet. Tom reported that he had many locates during the month, KwiKom is installing a fiber optic cable in the western part of the District requiring a lot of locates. The Tennessee extension project is just the same as finished, some brome seeding left for next spring. Pump house going along, contracts signed for the building, equipment, and in ground plumbing installed. Thomas/Wyoming roads line upgrade. Rural Water Services was the low bid for the installation. The developers of the housing complex are to pay for the install work. Tom proposed an upsize of the 2" portion of the line to 4" would cost the District about 30k. Much discussion, no change in plans, but the Board needs to have a discussion on how footprint expansions could be financed. Repaired several leaks. Annual KDHE inspection on October 25 yielded one recommendation to have a written plan for valve exercising. Tom and Cathy have been working on the upgrading of the woodwork on the outside of the office. Scraping and painting. Looks very good. Tom got a bid to replace the floor of the shop. Not the highest priority, but someday needs to be done.

4. BOOKKEEPER'S REPORT:

Cathy reviewed the financials with the Board. Operations black for the month and YTD, red in Capital Improvements for the month, as we have been making many improvements. Cathy reviewed the bills to pay, the accounts receivable, and past due accounts. Keith moved and Garrett seconded to pay the bills, and approve the financials as presented. Motion passed.

5. OLD BUSINESS:

More discussion on the Thomas/Wyoming upgrade and possible upsizing. No decision made.

Revision to Employee Handbook. Only one change was proposed, involving striking the paragraph titled "Annual Merit Increases" and replacing it with paragraph titled "Annual Merit Incentives" (see Board packet for details). Karen moved to make the

recommended change, Brad seconded, motion carried.

6. NEW BUSINESS:

Oak Star Bank CD matured. Cathy gathered rates for CDs from local banks, info in board packet, and presented to Board. Garrett moved to move from Oak Star to Mid America Bank in Wellsville, Karen seconded, motion passed.

Fun Town RV had two District meters/benefit units they needed to relinquish as they now are on the City of Ottawa's line. (done...no need for a motion)

A discussion of a bonus for 2023 for Cathy and Tom. After some discussion the Board felt we should award a bonus to both. Keith moved to give Tom a \$3500 sum, and Cathy \$1700. Brad seconded; motion carried.

2024 budget. Quick review, and tabled until next month to give the Board some time to study. The Board members are up for reelection in 2024. Larry agreed to run again, Karen may run again, and Keith, who will not run again. We need to field a replacement.

Benefit unit transfer, Van Horn. Garrett moved to accept; Keith seconded. motion passed.

Tom is going to look into an internship position for next year, hopefully find someone who could be an apprentice and work into a permanent position.

7. ADJOURNMENT:

Keith moved to adjourn at 8:45 pm, Karen seconded, motion carried.

