

Rural Water District No. 7, Johnson County, Kansas

Regular Board Meeting Minutes  
October 10, 2023

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Directors present: Frank Denning, Gary Duggan, Bill Locke, Dennis Carlson, Shaun Henderson, and Charlie Brovont. Director Andrew arrived at 5:33pm. Director Mary Nelson was absent. Director Shawn Hughes was present via Zoon. Others present: Allan Soetaert, Colin Stalter, Brian Hess, and Mindy Krouch. Others present via Zoom: Todd Luckman.

Chairman Frank Denning called the meeting to order at 5:30 PM.

**1. Consent Agenda Items**

After noting some necessary changes to the September minutes, Chairman Denning requested that the Board of Directors consider the Consent Agenda items. Director Duggan moved to approve the consent items noted on the agenda. Director Locke seconded the motion. Motion passed unanimously.

**2. Request for Exemption to Meter Location (Homestead Lane near 123<sup>rd</sup> Street)**

Allan Soetaert, District Manager, explained that Paul and Kathy Wolters (Petitioners), who own several tracts along Homestead Road, north of 127<sup>th</sup> Street, are requesting water service to one of the tracts that has no access to the county-maintained road, let alone adjacent to a District water main. Mr. Soetaert noted that the District refers to these as a "land-locked" property. It was noted that the Petitioners are requesting a variance to the District's policy that the water meter serving the property is to be located on the tract it serves. Mr. Soetaert noted that the District has allowed, in situations like this, the Petitioner to locate the water meter on an adjacent tract; however, with provisions. Mr. Soetaert reviewed those typical provisions, which were outlined in the agenda packet, if water service is granted. After a brief discussion, Director Brovont moved to allow the variance of meter location, submitted by the Wolters', with the provisions noted. Director Andrew seconded the motion. Motion passed unanimously.

**3. Request for BU Forfeiture #3098**

Mr. Soetaert presented the board with a request for forfeiture of BU #3098 at 9130 Sunflower Road, De Soto, KS. He informed the BOD that this property is owned by Merck Animal Health, and they intend to demolish the existing home and have no intention of requiring water service. Mr. Soetaert noted that the petitioner wishes to waive the traditional six-month forfeiture process. There being no discussion, Director Andrew moved to approve the forfeiture of Benefit Unit #3098 in accordance with the District's By-Laws and the request of the Petitioner. Director Locke seconded the motion. Motion passed unanimously.

**5c. Monthly Report by Management & Legal Counsel:**

Chairman Denning then requested the BOD consider deviating from the agenda, as the District's legal counsel was obligated to another meeting and would soon be leaving. Todd Luckman updated the BOD regarding a recent legal matter.

**4. Presentation of System Analysis (Master Plan)**

Colin Stalter, District Engineer, started by laying out the primary goals of the Master Plan. These goals are to identify existing deficiencies; develop water demand projections; determine the needs of the system and develop a capital improvement plan. Mr. Stalter then gave an overview of the existing system and facilities. Brian Hess, GBA, then spoke about water demands, growth and future water demand projections throughout the system. Mr. Stalter also covered storage and pressure issues throughout the distribution system. Mr. Stalter ended the presentation by presenting a list of recommended improvements the BOD can consider over the next 20 years. Mr. Soetaert noted that there were some slight modifications to the report before a recommendation was provided to the Board for consideration. After questions and discussion, no board action was taken.

**5. Reports/Updates**

**5a. KDHE Sanitary Survey Report**

Mr. Soetaert informed the BOD that KDHE recently performed their triannual Sanitary Survey Inspection of the District's water system, which was presented for the Board's review.

**5b. Project Updates:**

Mr. Soetaert provided updates on the De Soto area projects including the KDHE 103<sup>rd</sup> Street WMR and the Flint Commerce Center. Mr. Soetaert also noted the interim water purchase agreement with JCAC has been approved and staff will be moving forward with submitting billing for expenses incurred. He also mentioned that there was no update regarding the City of Olathe contract and staff is waiting to receive word from the City of Gardner regarding service area discussions. Mr. Soetaert added that staff will be meeting with the City of De Soto later this month to discuss service areas. Staff is also working with WaterOne to amend the District's usage contract.

Mr. Soetaert reported that staff will move forward with SRF #3163 (Columbia Rd) but will need to postpone SRF #3162 (MI2 WTP) for now. Mr. Soetaert was informed by KDHE that the District will be required to perform a single audit for SRF #2947. He also hopes the annual audit will be completed in time to discuss at next month's meeting. Mr. Soetaert provided a few other updates, none of which required action by the Board.

**6. Adjournment**

There being no further business, Chairman Denning requested a motion to adjourn the meeting. Director Andrew moved such. Director Carlson seconded the motion. Motion passed unanimously.

Time noted was 7:10 PM.

Respectfully submitted,



Brian Andrew, Secretary