

Rural Water District No. 7, Johnson County, Kansas

Regular Board Meeting Minutes  
January 14, 2025

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Directors present: Frank Denning, Ken McCarty, Bill Locke, Brian Andrew, Walter Johnston, and Shaun Henderson. Director Charlie Brovont arrived after the start of the meeting. Directors present via ZOOM: Shawn Hughes. Directors absent: Charles Finley. Others present: Allan Soetaert, Colin Stalter, Gary Duggan, Todd Luckman, Rob Campbell and Mindy Krouch.

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

**1. Consent Agenda Items**

Chairman Denning requested that the Board of Directors consider the Consent Agenda items. Director Locke moved to approve the consent items noted on the agenda. Director McCarty seconded the motion. Motion passed unanimously.

**2. Consider Petition for Accessory Dwelling Allowance**

Chairman Denning requested District Counsel, Todd Luckman, to brief the Board of Directors (BOD) on the petition received by the District. Mr. Luckman explained that Mr. Campbell, a District customer, is seeking service to a detached accessory dwelling unit (ADU) at 12650 S Homestead Lane. Mr. Luckman also provided the historical context and rationale behind the District's By-Laws and its "Water Service Use" policy. Mr. Campbell outlined his plans for the 900-square-foot ADU and described how he would comply with county regulations limiting the use of the ADU, emphasizing his intention to begin construction within 3-4 weeks. Following extensive discussion, Chairman Denning concluded that additional information was needed to make a final decision. Director Andrew moved to table the discussion until Management and Staff could gather the necessary details, with Director McCarty seconding the motion. The motion passed unanimously.

**3. Consider Proposal for Electrical Service at TimberRidge Tank**

Colin Stalter, District Engineer, reported that site construction on the elevated storage tank is scheduled to begin soon. With this, the need to extend electrical service to the site has been made a priority. He explained that GBA had solicited bids from Evergy-approved contractors, with Weers Construction submitting the lowest bid of \$45,096.25. Following a brief discussion, Director Andrew moved to authorize the District Manager to sign and execute the contract with Ron Weers Construction. Director Henderson seconded the motion. The motion passed unanimously.

**4. Consider CIP Items from 2025 Budget**

Allan Soetaert, District Manager, provided an overview of three proposed budget items requested to be considered for funding. After a brief discussion, Director Locke moved to authorize Management to proceed with the CIP expenditures as presented. Director Brovont seconded the motion. Motion passed unanimously.

**5. Reports/Updates**

**5a. Monthly Report by Staff**

Mr. Stalter provided updates on the District's water main projects. Various projects were mentioned and updates followed.

Mr. Soetaert provided updates on contract negotiations. He also mentioned the KRWA Conference upcoming in March inviting any interested board members to attend.

Mr. Luckman then reminded the BOD of the recent agreement with WaterOne to correct the areas of boundary overlap with the District. The signed Interlocal Agreement was sent to the Kansas Attorney General for approval however it was returned with the need for a few minor edits. Mr. Luckman assured the BOD that these edits are minor and have been reviewed by Mr. Soetaert. Director Andrew moved to approve the contract with the approved Counsel recommended edits. Director Locke seconded the motion. Motion passed unanimously.

**6. Chairman Updates & Reports**

Chairman Denning addressed the upcoming Annual Meeting in March, noting that he, Brian Andrew, and Shawn Hughes will be transitioning off the Board of Directors (BOD). He shared that, in accordance with the District By-Laws, a nomination form was posted online, resulting in three nominations: Mary Nelson, Gary Duggan, and Dennis Carlson. Director McCarty moved to approve the slate of candidates as presented, and Director Henderson seconded the motion. The motion passed unanimously.

Chairman Denning then encouraged the current BOD to recommend that the incoming BOD establish a Succession and Planning Committee to ensure continuity and effective leadership planning.

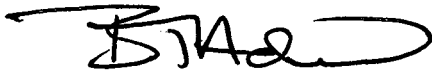
Director Henderson moved that the Board recess into Executive Session for a period of 20 minutes to discuss non-elected personnel, pursuant to K.S.A. 75-4319 (b) (1); also including the District Manager and legal counsel. Director Locke seconded the motion. Motion passed unanimously. Time noted was 7:08 PM. The meeting then reconvened at 7:29 PM upon Chairman Denning announced that no decisions, action, or votes were taken during the executive session.

Director McCarty then moved that the Manager's salary be increased 6%, effective January 1, 2025. Director Henderson seconded the motion. Motion passed unanimously.

**7. Adjournment**

There being no further business, Chairman Denning requested a motion to adjourn the meeting. Director Andrew moved such. Director McCarty seconded the motion. Motion passed unanimously. Time noted was 7:32 PM.

Respectfully submitted,

  
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Brian Andrew, Secretary