

Rural Water District No. 7, Johnson County, Kansas

Regular Board Meeting Minutes  
October 14, 2025

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Directors present: Mary Nelson, Walter Johnston, Charlie Brovont, Shaun Henderson, Dennis Carlson, Chuck Finley, and Frank Denning. Directors absent: Bill Locke and Ken McCarty. Others present: Allan Soetaert, Colin Stalter, Chester Bender, Todd Luckman and Mindy Krouch. Others present via Zoom: Brooke Hudlemeyer.

Chair Nelson called the meeting to order at 5:30 PM.

Chair Nelson opened the Public Hearing portion of the meeting by welcoming guests and explaining that the purpose of the public hearing was to gather community input regarding the District's plan to borrow funds, backed by the US Department of Agriculture, for water system improvements. The Chair then requested the District Secretary, Dennis Carlson, to verify the publication of the hearing notice. Director Carlson confirmed such. District Engineer, Colin Stalter, provided a brief overview of the proposed projects that could be included in the proposed loan. District Manager, Allan Soetaert, noted that the Board had previously reviewed the proposed projects and further authorized staff to submit a Rural Development loan application on behalf of the District; however, this public hearing is a required step in that process. With no community members in attendance, there was no input. Director Carlson moved to close the Public Meeting. Director Henderson seconded the motion. Motion passed. Time noted was 5:37 PM.

**1. Consent Agenda Items**

Chair Nelson then moved to the Regular Board Meeting Agenda. She requested the Board of Directors consider the Consent Agenda items. Director Carlson moved to approve the consent items noted on the agenda. Director Denning seconded the motion. Motion passed unanimously.

**2. Consider Master Services Agreement w/Garver LLC**

Mr. Soetaert provided an overview of Master Services Agreements (MSA) and noted that the District maintains MSA's for most consulting firms performing work for the District. He explained that the District has worked with Garver for over six months, during which time the firm has completed several hydraulic analyses for the District. Brooke Huddlemeyer with Garver introduced herself and provided a brief history of the company. Mr. Soetaert noted that District counsel has reviewed the agreement. Upon completion of the review, Director Carlson moved to approve the MSA with Garver, LLC; further authorizing the Chair and Secretary to execute the agreement. Director Denning seconded the motion. Motion passed unanimously.

**3. Consider Utility Relocation Agreement with KDOT**

Mr. Stalter explained that the purpose of this work is to temporarily relocate a portion of the District's 4-inch water main along 191st Street, east of Gardner Road, which is being impacted by KDOT's relocation of 191st Street. KDOT, which is funding the project, has requested a "not-to-exceed" cost of \$100,000 as part of the agreement. Ponzer-Youngquist, the firm providing design services for the project, has estimated the project cost at \$32,641.25. Rural Water Services will provide construction services. After discussion, Director Denning moved to approve the Utility Relocation Agreement w/KDOT; further, authorizing the Chairman to execute the agreement pending the approval of the District's counsel. Director Brovont seconded the motion. Motion passed unanimously.

**4. Consider WME Agreement w/Arise Homes (Horizon Pointe)**

Mr. Stalter provided an overview of the proposed development, noting that it is located at the southeast corner of 175th Street and Four Corners Road, adjacent to the Lone Star Prairie subdivision. All construction for this project will be funded by the developer, as the improvements are on-site, including upsizing the District's 6-inch main along 175th Street to 12-inch. However, there remains approximately 190 linear feet of 6-inch main along 175th Street between the Horizon Point and Lone Star Prairie subdivisions. Mr. Stalter noted that it was recommended to upsize this portion of the main for an estimated cost of \$19,000. After discussion, Director Carlson moved to approve the Water Main Extension Agreement with Arise Homes, LLC, authorizing the District's Chairman and Secretary to execute such and to approve the upsizing of a portion of water main along 175<sup>th</sup> Street to 12-inch in size at a cost estimated to be \$19,000. Director Denning seconded the motion. Motion passed unanimously.

**5. Consider Agreement w/MI CO RWD2**

District Counsel, Todd Luckman, reviewed with the BOD a tolling agreement received from Miami County RWD2's legal counsel. He recommended the District move to executive session. Director Henderson then moved that the Board recess into Executive Session for a period of 20 minutes for consultation with an Attorney, deemed privileged in the Attorney-Client relationship, to include the Water District's appointed Attorney, pursuant to K.S.A 75-4319 (b) (2); further that the District Manager and Engineer be included in that session. The regular meeting will resume at 6:15 PM in the W7 Board Room. Director Denning seconded the motion. Motion passed unanimously. Time noted was 5:55 PM.

Upon reconvening the meeting at 6:15 PM, Chair Nelson noted that no decisions, action, or votes were taken during the executive session.

Director Henderson then moved to extend the aforementioned executive session, with the same parameters, for an additional 10 minutes. Director Carlson seconded the motion. Motion passed unanimously. Time noted was 6:15 PM.

Upon reconvening the meeting at 6:25 PM, Chair Nelson noted that no decisions, action, or votes were taken during the executive session.

Director Denning then moved to extend the aforementioned executive session, with the same parameters, for an additional 5 minutes. Director Henderson seconded the motion. Motion passed unanimously. Time noted was 6:25 PM.

Upon reconvening the meeting at 6:30 PM, Chair Nelson noted that no decisions, action, or votes were taken during the executive session.

Chair Nelson then requested that Mr. Luckman inquire with Miami County RWD2's counsel on the purpose of the tolling agreement and report back to the BOD.

**6. Consider PY Consulting Contract (Amendment #3)**

Mr. Soetaert noted that Ponzer-Youngquist (PY) provided design and inspection services for a Rural Development project that encompassed approximately 13 miles of water main across five areas throughout the District. He explained that the Gardner Road portion of the project was removed from Rural Development funding and, during those project changes, PY inadvertently failed to complete some billing. To reconcile the missed billing, PY issued Contract Amendment No. 3, which has been reviewed by Management and District Counsel, both of whom are in agreement with the proposed amendment. After discussion, Director Denning moved to approve the acceptance of Amendment #3 for consulting services as presented by PY. Director Carlson seconded the motion. Motion passed unanimously.

**7. Consider Request for Exemption to Meter Location**

Mr. Stalter explained that Management received a petition for a variance to the District's Rules & Regulations regarding meter location at the "On The Go Travel Center" located in Edgerton. He provided background on the property, noting that the tract includes both a gas station and a truck wash. The tract was recently split, resulting in separate ownership of the gas station and truck wash. As a result of the split, the petitioners are requesting the purchase of an additional meter to serve the newly formed southern tract where the truck wash is located. Since no District mains currently border the southern tract, the petitioners are seeking a meter location variance. Due to the complexity of the issue, Mr. Soetaert requested that Ponzer-Youngquist (PY) review the matter and provide recommendations. Chester Bender of PY presented several options, recommending that a second meter be installed near the existing meter serving the northern tract, with a service line extended along the west side of the property to serve the southern tract. Director Brovont moved to accept the Engineer's Recommendation and grant the petition variance as presented. Director Denning seconded the motion. Additional discussion ensued. After discussion, Chair Nelson called for the vote on the motion. Motion passed unanimously.

**8. Reports/Updates**

**8b. Monthly Report by Staff**

Mr. Stalter provided brief updates on the District's active construction projects. He reported that a Water Main Extension (WME) agreement has been executed for the Geiger Concrete Plant on Evening Star Road, south of 103<sup>rd</sup> Street. He also noted that a service request has been received for a residence located at 111<sup>th</sup> Street and Evening Star Road. Mr. Stalter further reported that the City of De Soto has approved a new development, Mt.

Sunflower, with studies underway to determine suitable water sources. He provided updates on the Prairie Creek WME and the Maverick construction project at Homestead Crossing. Additionally, he mentioned a potential new development near Sunflower Road and Old 56 Highway and noted that District's contractor will soon begin work on Gardner Road. The Cedar Niles WME, located north of 215th Street, is approximately 30% complete. Mr. Stalter also shared photo updates of the Timber Ridge tank project with its tank soon to be hoisted.

**8a. Chair Updates**

Chair Nelson noted that she will be scheduling meeting times for the Budget and Succession Committees. She invited Board members to participate in a District Tour on October 29, 2025, beginning at 8:30 a.m. Chair Nelson also thanked everyone for attending some recent events.

**8b. Monthly Report by Staff**

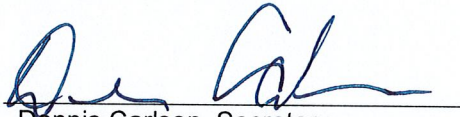
Mr. Soetaert noted ongoing discussion with Douglas RWD4, WaterOne and Spring Hill. He updated the Board on the Olathe billing issue and mentioned discussion topics for next month. He noted that staff is continuing to work with GBA on the new building design and noted that he and Mr. Stalter will be attending the Johnson County Water Summit on October 17, 2025.

Director Finley invited everyone to attend a guest lecture on PFAS and associated regulations at JCCC on October 22<sup>nd</sup> with details being emailed out soon.

**9. Adjournment**

There being no further business, Chair Nelson requested a motion to adjourn the meeting. Director Carlson moved such. Director Henderson seconded the motion. Motion passed unanimously. Time noted was 7:18 PM.

Respectfully submitted,



Dennis Carlson, Secretary