

Rural Water District No. 7, Johnson County, Kansas

Regular Board Meeting Minutes  
February 10, 2026

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

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

**1. Consent Agenda Items**

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

**2. Consider Benefit Unit Forfeiture (#3086)**

The District's Manager, Allan Soetaert, briefed the Board on this agenda item noting this account has had no payment since December 2024, and the service has been locked off since May 14, 2025. All attempts to communicate with the property owner have been unsuccessful. Mr. Soetaert discussed the District's By-Laws pertaining to forfeiture and the rules to re-instate the Benefit Unit at some time in the future. Director Locke moved to approve the forfeiture of Benefit Unit #3086 in accordance with the District's By-Laws. Director McCarty seconded the motion. Motion passed unanimously.

**3. Appointment of Delegate/Alternate to the KRWA Annual Conference Meeting**

Chair Nelson notified the BOD that the KRWA Annual Meeting of Membership will be held Thursday, March 26, 2026. After discussion of attendance, Director Henderson moved that Chuck Finley be designated as delegate with the alternate delegate Dennis Carlson. Director McCarty seconded the motion. Motion passed unanimously.

**4. SRF Loan #3039 – Update & Consideration to Expand Project List**

Colin Stalter, District Engineer, reviewed the history of the District's SRF Projects 2947 and 3039, both associated with the acquisition of Consolidated Rural Water District No. 6 (CRWD6). He noted that the proceeds from Loan 2947 have been fully expended, while approximately \$2.5 million remains available under SRF Loan 3039. A portion of these remaining funds will be used to complete the TimberRidge elevated storage tank project, with an estimated \$1.10 million remaining uncommitted. Discussion ensued regarding the favorable interest rate on these loans and the options for the BOD of either utilizing the remaining funds or relinquishing them. Mr. Stalter presented the option of considering a few projects that were originally identified in the original submittal to KDHE, however, were deferred due to anticipated funding limitations. He noted the projects included a water main improvement along 127th Street, between Moonlight Road and Gardner Road, as well as the construction of two PRV stations to separate the District's north pressure zone. The combined estimated cost of these two projects is \$1,555,000, resulting in a funding gap that would be covered through the "Miscellaneous Systems Improvement" line item in the 2026 Budget. After discussion, Director Brovont moved to authorize management to proceed with the projects as outlined within this agenda item. Director Locke seconded the motion. Motion passed unanimously.

**4a. Consider Engineering Contract Amendment #10 (GBA)**

Mr. Stalter noted that since the board approved the added projects with the previous agenda item, additional consulting work would be needed. He noted that the Board is asked to consider Contract Amendment #10 with GBA which would allow the design efforts to continue along with their work on the other aspects of the project. The cost of this work was included within the projections of the overall funding needs. The work would include design efforts on the proposed water main, PRV stations, as well as construction phase services. Brian Hess with GBA, discussed the details of the proposed projects. After discussion, Director McCarty moved to authorize the District Chair and Secretary to execute Contract Amendment 10 with GBA as presented. Director Locke seconded the motion. Motion passed unanimously.

**5. Legal Counsel Updates**

Director Henderson then moved that the Board recess into Executive Session for a period of 30 minutes for consultation with Legal Counsel, deemed privileged in the Attorney-Client relationship to discuss information in

support of possible litigation, to include the Water District's appointed Attorney, pursuant to K.S.A 75-4319 (b) (2); further that the District Manager, District Engineer and District Engineering Consultants in attendance be included in that session. The regular meeting will resume at 6:23 PM in the W7 Board Room. Director Brovont seconded the motion. Motion passed unanimously.

The regular meeting reconvened at 6:23 PM. The Chair announced no votes, motions, or actions were taken during the executive meeting.

Director Henderson then moved to extend the aforementioned executive session, with its same restrictions and attendees for an additional ten (10) minutes. Director Brovont seconded the motion. Motion passed unanimously. The time noted was 6:25 PM.

The regular meeting reconvened at 6:35 PM. The Chair announced no votes, motions, or actions were taken during the executive meeting.

After a brief break, Director Henderson then moved that the Board recess into Executive Session for a period of 20 minutes for consultation with Legal Counsel, deemed privileged in the Attorney-Client relationship to discuss information in support of possible litigation, to include the Water District's appointed Attorney, pursuant to K.S.A 75-4319 (b) (2); further that the District Manager, and District Engineer be included in that session. Director Locke seconded the motion. Motion passed unanimously. The time noted was 6:40 PM.

The regular meeting reconvened at 7:00 PM. The Chair announced no votes, motions, or actions were taken during the executive meeting.

Director Henderson then moved to extend the aforementioned executive session, with its same restrictions and attendees for an additional seven (7) minutes. Director Locke seconded the motion. Motion passed unanimously. The time noted was 7:01 PM.

The regular meeting reconvened at 7:08 PM. The Chair announced no votes, motions, or actions were taken during the executive meeting.

## **6. Reports/Updates**

### **6a. Wholesale Study Update Report (GBA)**

A brief report was provided on the Wholesale Study efforts that are ongoing.

### **6b. Software Update Report**

Mindy Krouch, Administrative Assistant, discussed the upcoming transition to new billing software, which will require a change in bill formatting to 8.5" x 11" statements and result in increased printing costs. The Board requested that staff present several options at an upcoming board meeting to help offset the additional expense.

### **6c. Monthly Report by Staff**

Mr. Stalter provided updates on several construction projects throughout the District. He reported on Mt. Sunflower development at De Soto and its projected water demands. He also noted design work for the 95th and Kill Creek Water Main Relocation project has been completed, and a Cultural Survey Report is pending on another project. He also noted that, following the Board's recent approval of the 127th Street Water Main Relocation project, work will begin shortly. Construction has commenced on homes in Phase 1 of Lone Star Prairie (Gardner), with Phase 2 currently in the planning stages. Avondale Meadows (Spring Hill) is moving into Phase 3 planning, though construction has not yet started. A formal detachment petition has been received from the property owner at 255<sup>th</sup> and Hospital Drive and will be presented at an upcoming meeting. Finally, Mr. Stalter reported that work continues at the TimberRidge tank, including progress on the electrical components and completion of the interior room.

Mr. Soetaert provided updates on several ongoing discussion items involving neighboring entities. He noted that a Benefit Unit price review will be presented to the Board at the April or May meeting as well as consideration by the Board for an analysis of a tiered water rate structure for the customer base. He reminded everyone of the KRWA conference in Wichita from March 24-26.

**6d. Chair Updates**

Chair Nelson updated the Board on the Four Corners property noting that staff and GBA are working to complete the Special Use Permit in time to be included in the April 15<sup>th</sup> Planning Commission meeting.

Chair Nelson then requested that the Board revisit an item that as “tabled” from last month’s agenda regarding an application for service to an Accessory Dwelling Unit (ADU) located at 14820 Edgerton Road. She further suggested that, once a determination is made on the pending ADU request, a committee convene in a work session to develop a list of criteria to guide future decisions or recommend changes to the District’s By-Laws, Rules and Regulations, and/or its policy regarding ADUs. Following additional discussion and input from Legal Counsel, Director Carlson moved to approve the Harlan ADU application as presented. Director Johnston seconded the motion. The motion passed with 6 votes in favor and 1 vote dissenting.

She then reminded the board of the upcoming meetings, including the Annual Meeting on March 30<sup>th</sup>.

**7. Adjournment**

There being no further business, Chair Nelson requested a motion to adjourn the meeting. Director Carlson moved such. Director Locke seconded the motion. Motion passed unanimously. Time noted was 7:42 PM.

Respectfully submitted,



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Dennis Carlson, Secretary