

**RWD #4 – Franklin County
Board Meeting Minutes
December 10th, 2025**

Chairman, David Reeves called the meeting to order on December 10th, 2025, at 7:00 p.m. at 1506 Old Highway 50, Williamsburg, KS. Board members are present: Buddy Griffin, Mitch Roecker, Blake Jorgensen, David Reeves, and Bob Ramshaw. Employees present: Phil DePriest, Ellie Roecker, Dan Mathias. Patron Jacob Guyett was present as well.

Proof of Meeting: Bills, Website, Facebook

Minutes: Blake Jorgensen moved, and Buddy Griffin seconded the motion to approve the minutes from November 12th meeting. Motion passed 5/0. After Hettinger Excavation's motion gets fixed. Moved, and seconded the motion to approve the minutes from the Study Session held on December 4th Motion passed 5/0.

Interested Parties: None

Communications: 8:27 P.M the board went into executive session for personnel for 5 minutes 8:32 p.m. they came out of executive session. Buddy Griffin moved, and Bob Ramshaw seconded to give each employee a \$100 for a Christmas bonus, motion carried with a 5/0 vote. We wrote Mitch Roecker a reimbursement check in the amount of \$300 for the Christmas bonus money.

Old Business: 1.) KDHE Final Inspection Report 2.) Notice of Acceptability to work 3.) Contractors Affidavit 4.) Release of Final Inspection by Surety 5.) Milliken Tower Service Report

New Business: 1.) Property Tax Statements 2.) Upgrade Website? 3.) Audit Draft

Operator Report: 1) Ottawa Booster pumped 4.2 M in November and the well pumped 532 K in November. 2.) We had 1 new meter install and 2-line extensions completed 3.) Going to call around and see how often the well should be inspected & cleaned 4.) Chippewa tower had a few things done to it this month, new OSHA approved ladder guard got installed, valve control maintenance got completed and a couple other smaller issues got fixed. Also, the power pole at Chippewa is getting a new fuse box it should cost around \$400 to get installed. The board members thought it would be a good idea to get a security light back in service, we will have to rent one from 4 Rivers. 5.) We have been controlling Homewood pump manually, have been playing around with the tank levels they have slowly been getting better, might have to ask the engineers or KRWA about it to see if they have any ideas. 6.) Mapping guy from KRWA is supposed to be here December 18th and 19th. 7.) I have been doing some more tree clearing, also driving around trying to find spots that need mulched and mowed. 8.) We installed a new dosing quill at the well; this one is made for chlorine, it's a little more expensive but hopefully they last longer than the ones we have previously been using. 9.) We are going to need to build some more flush valves, we used the last 2 on the line extensions. 10.) All flushes and valves have been turned 100% this year, we have a few that need replaced, and a few that need washed and cleaned out. Dan said at his training class he went to in Emporia KRWA had a machine that will wash them out, clean them and turn them all at once, we need to do some more checking to see what they charge to do that. We have 154 flush valves, 363 valves & 6 air valves. 11.) We are talking about getting Milliken tower redone on the outside, inside, and a new safety harness last month. We are going to get estimates from Cunningham and Viking Industrial Painting and see how their inspection reports & estimates come back at. The board also wanted to get a list of other districts around to see how they liked Viking Industrial Painting since we haven't used them before. Viking also has a camera they can put in the tank while it is full to inspect the inside and take pictures vs. draining the whole tower to get the inside inspected. Phil is going to call and get a quote to see how much that would be and get it on the schedule to get it done.

Office Manager Report: 1.) We had 77 delinquent accounts for the month of November and billed out \$709.60 in late fees. 2.) The Auditors suggested we send a waiver of the debt service coverage requirement, since we fell below the limit this year. I typed one up and sent it to the Auditors they said it looked fine; they wanted the board to go over or send it to our attorney to look over. Once that is complete Ellie will get it sent to KHDE and KRWFA. 3.) We shut 2 meters off today for non-payment. 4.) Ellie went ahead and put the annual meeting in the Ottawa Hearold for the next 5 weeks. 5.) Ellie asked if it would be okay to take off a little early and go into Edward Jones, the board said that it would be fine. 6.) New proposed website is through immense impact, it is easier to upload meeting minutes, messages, and can send alerts in case we would ever have a major problem. It is more expensive the first year with their set up fee and every year after that is \$605.00 annually plus \$100 for the ADA compliance. First year's price is \$1,204.00. We can get a temporary domain name through them. Mitch Roecker made a motion to set up immense impact website on January 1st, 2026. And we will run both websites for a while to get everything set up/transferred over. Our current website contract doesn't end until February 26th Buddy Griffin seconded the motion, motion carried with a 5/0 vote.

Transfer BUC's: None

New BUC's: None

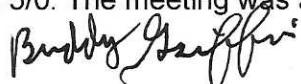
Forfeited Meters: None.

Bills: The following bills were presented to the Board for payment: Bob Ramshaw moved, and Mitch Roecker seconded the motion to pay the bills. Motion passed with a 5/0 vote.

Electric Bills	1,598.33
Ks Sales Tax	293.42
Blue Cross & Blue Shield	2,893.84
Verizon	220.64
Payroll	8,433.41
Kansas One Call	34.58
Board Compensation	1,000.00
Hawkins Inc.	888.30
Rafter JK Services LLC	25,900.40
Core & Main	132.44
Acord & Cox Company	8,000.00
Haynes Equipment	183.97
SEK Coop Inc.	404.58
HACH Company	410.45
D & S Sanitation	250.00
B & B Services	775.83
Noah McCurdy	34.78
Mitch Roecker	300.00

The next Study Sessions will be on January 8th, 2026. The next Regular Board Meeting will be on January 14th, 2026. Annual Meeting will be held on January 15th, 2026.

With no further discussion, Buddy Griffin moved, and Mitch Roecker seconded the motion to adjourn. Motion passed 5/0. The meeting was adjourned at 8:58 p.m.



Secretary 1/14/2026