

Minutes
CHISHOLM CREEK UTILITY AUTHORITY
January 26th, 2023

Park City Administration Center Training Room, 1941 E 61st St N, at 4:30 PM

1. Call to Order
 - a. Brandi Baily called the meeting to order at 4:31 PM.
2. Roll Call
 - a. Brandi Baily called the roll, voting members present were: Greg Davied, Justin Smith, Jim Benage, Ray Man, John Lehnherr, Brandi Baily and Jack Witson as a non-voting alternate. Also Present: Anthony Kientz and Sara Miller with CCUA, Jacqueline Kelly with Bel Aire, Sean Fox with Park City, Russ Hazelwood with Graybill and Hazelwood, and Rob Davis with ICI.
3. Adopt Agenda
 - a. Jim Benage made a motion to adopt the agenda, Ray Mann seconded the motion, motion passed 6-0.
4. Approve Minutes of December 15th Meeting
 - a. Jim Benage made a motion to approve the minutes of the December 15th Meeting, John Lehnherr seconded the motion, motion passed 5-0-1 with Justin Smith abstaining from the vote.
5. Public Forum
 - a. Rob Davis with ICI talked to the board about the current and future insurance rates for the CCUA. He pointed out that deductibles are on the rise due to storm activity in the area. He also mentioned that CCUA was not currently covered for Cybersecurity insurance.
 - b. Jacqueline Kelly with Bel Aire addressed some of the concerns about the Consent Order timeline. She also gave the board an update on the status of the Burns & McDonnell report, along with some reasons for the delay.
6. Reports
 - a. Commissioner Reports
 - i. Jim Benage reported on the meeting with Congressmen Estes and a representative from Senator Marshalls office about the funding options for plant expansion. The State Revolving Fund pre-application will open the door to possible grants.
 - b. Utility Manager Report
 - i. Anthony Kientz reviewed information in the meeting packet.
 - c. Wastewater Treatment Plant Performance
 - i. Anthony Kientz reviewed information in the meeting packet.
 - d. Water Treatment Plant Performance
 - i. Sara Miller reviewed information in the meeting packet.
 - e. Attorney Report
 - i. None.
 - f. Treasurer Report

- i. Appropriations
- ii. Financial Reports
 - 1. Kyle Nordick was not present, and Brandi Baily had nothing unusual to report.

7. Unfinished Business

- a. Review the next steps for the KDHE consent order.
 - i. Anthony Kientz submitted the Quarterly Report to KDHE on the 14th of January.
 - ii. Brandi Baily discussed the Timeline that CCUA approved with an end of the year date for the Burns & McDonnell report.
 - iii. Russ Hazelwood advised the board to comply with the Consent Order.
 - iv. Jim Benage made a motion to take a 10 minute recess, John Lehnerr seconded the motion, motion passed 6-0. The time was 5:25.
 - v. Meeting resumed at 5:35.
 - vi. Jim Benage discussed speeding up the process and contacting CCUA and PC in the next week or two.
- b. Consider cost of living adjustment for current employees.
 - i. Jim Benage made a motion to approve an 8% Cost-of-Living adjustment for all CCUA employees effective February 12th, 2023, Ray Mann seconded the motion, motion passed 6-0.
- c. Consider the proposed wage scale.
 - i. Jim Benage made a motion to increase the wage scale by 8% for all positions effective February 12th, 2023, John Lehnerr seconded the motion, motion passed 6-0.

8. New Business

- a. Consider presented options regarding SBR 3 Motive Pumps.
 - i. Brandi Baily made a motion to authorize Anthony Kientz to send the Motive pump in to be rebuilt when it can be pulled from the tank, Jim Benage seconded the motion, motion passed 5-1 with Ray Mann voting no.
- b. Review Draft RFP for a Water Treatment Plant Control System Integrator.
 - i. Anthony Kientz reviewed the RFP for the Water Treatment Plant.
- c. Review the True-up for 2022 expenses.
 - i. Anthony Kientz reviewed the True-up for 2022 expenses.
- d. Consider PO 6516 for Layne to pull and inspect PC well 11.
 - i. The board does not need to authorize the pulling, inspecting, cleaning, and re-installation, since that work is outlined the signed agreement with Layne.
 - ii. The board will need to authorize any repairs that are above the Utility Manager spending limit.

9. Executive Session (if needed)

- a. None.
- 10. Adjournment
 - a. Justin Smith made a motion to adjourn the meeting, Ray Mann seconded the motion, motion passed 6-0.

X *Brandi Baily*

Brandi Baily
Chairwoman

