

# Newsletter Spring 2024

## Special points of interest:

- Annual Meeting April 11, 2024
- ACH Forms
- Office Corner
- Notice to Landlord
- Amendment to Bylaws

## Annual Meeting

The 47th Annual Meeting of Participating Members of Rural Water District No. 4 has been scheduled for Thursday, April 11, 2024 at 7 p.m. at the church in Vinland, KS. The church is located at 1724 N 692 in Vinland, KS.

Business at the annual meeting will include the approval of minutes of the last annual meeting, reports from officers and committees, and other business items. The board of directors is looking forward to meeting with you on April 11, 2024.

*John Aylor, Chairman Rural Water District No.4*



## Enforcement of Later Charges

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Failure to pay your water bill on the 20th of each month can be costly. Late fees of \$10.00 or 5% of the total bill for amounts over \$200.00 will be added to all bills not paid by the 20th. If you moved out and your final bill is not paid the late fee will still be added on each month until it's paid in full. In addition, if it becomes necessary for us to notify you in writing of a delinquent bill, a charge of \$10.00 will be added to your bill. If your bill still remains unpaid, a door knocker notice will be served and an additional

\$10.00 will be added to your bill. If the District does not receive payment by the shut off time, your meter will be shut off and a 6% charge of the unpaid bill plus a \$100.00 reconnect fee will be added to the bill.



## Phone/E-Mails Numbers

We need your help to make sure that we have a correct telephone number on file so that when we have days that we are doing maintenance or have a water line

break that we are able to get in touch with you.

We try hard to inform our patrons when we are scheduling maintenance in the District so that you can plan around those days. In the case of a water break we are not always able to know ahead of time.



## Service ID on Checks

If you are paying your bill with a bank check or without a stub in with your check, It would be helpful to include your Service ID somewhere on the

check. This is very helpful when we are trying to locate your account. We now have 1370 accounts and this would certainly save us time. Thanks for your help.

## Note to Landlords/ Owners

When you or your tenants are moving in or out of a property, we need to be notified by you/tenants before the move so that we can obtain the correct reading and other information that we need when they move (forwarding address etc.)

Also the landlords are responsible for paying the water bill if the tenants fail to do so and to avoid disconnection of water service. Also the landlords are sent a copy of all correspondence that are sent to their tenants by the district office.



## OFFICE CORNER

We have our payments portal up and running. You can get there by going to [rwd4.epayub.com](http://rwd4.epayub.com) or [rwd4.com](http://rwd4.com) and all you need is your service ID number. Through this you can set up auto pay thru credit card or e-checks. The rate for a credit card or an e-check is \$1.95 or 2.5%. You can also [request a service call](#), [terminate service](#), [start a new service](#) or any other work order. While summer is upon us, I know some of you might fill your

pool. If you do have a pool and haven't notified the office, please do so. When we read your meter and see high usage then we will know why. When we read meters we need access to your water meter. If you have a locked gate then we can't get to the meter. We would appreciate it if you could give access to the lock or allow us to daisy chain one of our locks, so its easier to get to the meters.

## One Calls

This is a reminder to our patrons that the District does not mark water lines from a patrons house to our water meter. The District does not have records of lines put in by plumbers or builders. Also if you need locates done by us then you need to call 811 and then they will notify the correct people.



811 or 800-344-7233

## NOTICE OF PROPOSED AMENDMENT TO BYLAWS

This Notice is to provide official notification that amendments to the Bylaws of Rural Water District No. 4, Douglas County, Kansas have been proposed with changes made to the contents of Article 6, Benefit Units; Article 13, Board meetings; and Article 7 Section 1, Election of Directors. The proposed Bylaw amendments will be voted on at the Annual Meeting of the Participating Members of RWD4, scheduled for Thursday, April 11, 2024, at 7:00 P.M. at the Vinland Valley Community Church, 1724 North 692 Road, Baldwin City, Kansas 66006.

These amendment proposals are submitted as required by the Bylaws. Bylaws may be amended by a vote of 2/3rds of the participating members present at the annual meeting.

In accordance with Article 17 of the Bylaws of Rural Water District No. 4, Douglas County, Kansas, notice is hereby given to all participating members of Rural Water District No. 4, Douglas County, Kansas that the following amendment proposals will be voted upon at the next annual meeting of the membership, Thursday, April 11, 2024, at 7:00 p.m., at Vinland Valley Community Church, 1724 North 692 Road, Baldwin City, Kansas.

- A. The Board first proposes to Amend Article 6, Section 2 by striking the phrase, “the Chairman and Secretary,” in the third sentence, and in its place inserting “an officer and One other member of the Board.” The language to be deleted is struck through; the language to be added is italicized, so as to provide:

### Article 6

#### Benefit Units

**Section 2.** Upon the purchase of a Benefit Unit, the owners of land shall designate the tract of land to which the Benefit Unit shall be assigned, and the Benefit Unit shall not be transferred from one tract of land to another without the approval of the Board. The owner of land applying for more than one Benefit Unit to be assigned to one tract of land shall, at the time of said application, designate as nearly as practical the location on said tract where he intends to utilize said Benefit Units and no major change in location shall be made without the approval of the Board. Benefit Unit Certification shall be issued by the Board, signed by ~~the Chairman and Secretary~~ an Officer and *one other member of the Board*, showing name of owner, and tract of land to which the Benefit Unit is assigned, numbered consecutively in order in which issued.

The Board next proposes to amend Article 13 of the Bylaws to allow the Board flexibility in setting its Board Meetings. No language in Article 13 will be deleted, but language will be added. The language to be added is italicized, so as to provide:

## Article 13

### Board Meetings

**Section 1.** The Board of Directors shall meet immediately following the Annual Meeting of participating members, for the purpose of electing the Chairman, Vice-Chairman, Secretary, and Treasurer of the Board. The monthly meetings of the Board of Directors shall be the fourth Wednesday of each month at the business office of the District, except November and December each year, when the meetings shall be the third Wednesday, *or at such other, alternative times as the Board may direct.*

C. The Board next proposes to amend Article 7 of the Bylaws to allow Board members to serve more than two consecutive terms. Article 7 now consists of four sentences, with the fourth sentence reading, "No person shall serve as a Director for more than two consecutive terms without a minimum of one year's absence from the Board following the second consecutive term." The amendment would delete the fourth sentence so that Directors would not be limited to two consecutive terms. Instead, the proposed amended Article 7 would read as follows:

### Article 7

**Section 1.** The Board of this District shall consist of seven (7) members, all of whom shall be participating members of the District. The five (5) directors elected at the time of the incorporation of the District shall be elected for staggered terms of one, two and three years, and shall serve until the expiration of the term for which they were elected as shown by the minutes of the original meeting of the landowners, and until their successors are elected and have qualified at each annual meeting of the participating members, the participating members shall then elect for a term of three years the number of such directors whose terms of office have expired. The two (2) directors elected at the 2002 Annual Meeting of Participating Members shall be elected for staggered terms of one and two years, and shall serve until the expiration of the term for which they were elected as shown by the minutes of the 2002 Annual Meeting, and until their successors are elected and have qualified at each annual meeting of the participating members, the participating members shall then elect for a term of three years the number of such directors whose terms of office have expired.

If you have questions, or concerns about these proposed revisions, you are invited to express those questions and concerns to the District office in advance of the meeting.

## **BOARD MEMBERS BIOGRAPHIES**

Daniel Trent Stanley

Daniel has lived in the Vinland area for 10+ years, what he likes most about this area is that it is peaceful. He has an associate degree in Diesel Technology from Beloit, Kansas. He has a background in Agricultural, 15+ years in equipment repair and 10+ years in farming. He has also served on the Vinland Fair Board.

Trevor Leahy

Trevor and his wife have lived in this area since 2013. He grew up in De Soto but now he loves the small-town feel raising his three daughters.

He is currently a foreman at Freedom concert for the past 12 years. Prior to that he served in the United States Marine Corps for 4 years. After the military he attended Ottawa University.

He is a member of the De Soto Masonic Lodge No 40 and he was a coach for the Baldwin City Recreation. Trevor would like to be on the board because he feels it will get him more involved in the community.

## One Calls

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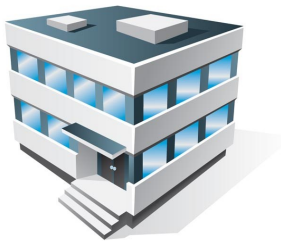
**811 or 800-344-7233**

Rural Water District No. 4  
Douglas County  
1768 N 700 Road  
Baldwin City, KS 66006

Phone: (785)594-3847  
Email: water4@rwd4.com

## BOARD OF DIRECTORS

John Ayler, Chairman  
Allen Rockhold, Vice Chairman  
Kenneth Filardo, Treasure  
Tamara Hagerman, Secretary  
Benjamin (Ben) Dennis, Member at Large  
Julie Craig, Member at Large  
Dennis Leslie, Member at Large



## OFFICE HOURS

Mondays—Fridays 8 am—4 pm  
After hours there is an answering  
Service to take your calls.

## UPDATE YOUR INFORMATION PLEASE

The district office continues to need your updated information so we can keep you informed of planned maintenance, emergencies and developments that concern you. If you would complete the information below on this or a separate sheet of paper and return it to us with your next water bill or e-mail it to water4@rwd4.com it would be appreciated.

_____	_____
Name	Home Phone
_____	_____
Address	Cell Phone
_____	_____
Mailing address	email address



Authorization Agreement  
Direct Payment (ACH Debits)

Name \_\_\_\_\_

Phone \_\_\_\_\_

\_\_\_\_\_  
Street                      City/State                      Zip

RWD#4 Acct. # \_\_\_\_\_

I (we) hereby authorize Rural Water District No. 4 to initiate monthly debits, beginning next month and continuing each month thereafter, to my (our) account indicated below and the financial institution named below, to debit the same to such account.

This authorization is for the purpose of payment of my (our) monthly water service and I understand that amounts may vary.

\_\_\_\_\_  
Name of Financial Institution

\_\_\_\_\_  
Branch

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Routing Number

\_\_\_\_\_  
Account Number

Type of account \_\_\_ checking \_\_\_ savings

I (we) understand that both Rural Water District No. 4 and my financial institution, reserve the right to terminate this payment plan or my participation therein. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

This authority is to remain in effect until Rural Water District No. 4 has received written notification from me (or either of us) of its termination in such time and manner as to afford Rural Water District No. 4 and my financial institution a reasonable opportunity to act on it.

Print Names on Account:

\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_

\_\_\_\_\_  
Date

**PLEASE ATTACH A COPY OF VOIDED CHECK TO THIS FORM  
MONIES WILL BE TAKEN OUT OF ACCOUNT BETWEEN THE 5<sup>TH</sup> & 10<sup>TH</sup> OF EACH MONTH**

Douglas County RWD 4  
1768 N 700 Road, Baldwin City, KS 66006

Recurring Credit Card Payments Sign-Up Form

CUSTOMER INFORMATION

Name: \_\_\_\_\_

Customer No: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone No: \_\_\_\_\_

CREDIT CARD INFORMATION

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ CVV Code: \_\_\_\_\_

Name on Account: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

I certify that the information above is correct, that I am an authorized signer or designate of the account provided for credit card transaction, and that I am authorized to provide this information.

I authorize Douglas County RWD 4 to deduct my utility payments from this account via Recurring Credit Card Payment transaction. I understand sending a written notification to Douglas County RWD 4 will revoke this authorization.

Douglas County RWD 4 reserves the right to cancel Recurring Credit Card Payments due to insufficient funds without notice.

\_\_\_\_\_  
Print Authorized Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**THIS WILL BE TAKEN OUT ON THE 20TH OF EVERY MONTH**