

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING
December 17, 2019**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on December 17, 2019 at 4:00 p.m. at the Reesor Customer Service Center, 360 Ring Road, Elizabethtown, Kentucky. Present were Commissioners Mike Bell, Tim Davis, John Effinger, Morris L. Miller, and Cordell Tabb. Also present were Amber Pike, Shaun Youravich, Damon Talley, Mark Sneve, and Vaughn Williams. Chairman Bell declared that a quorum was present and called the meeting to order.

VISITOR

Billy Pate representing Nolin RECC presented a check to the District in the amount of \$1,093.55. The check is a refund of the Capital Credits earned by the District during the years of 1990 and 2018.

SPECIAL RECOGNITION

Chairman Bell recognized Commissioner Effinger for his 15 years of dedicated service as a Commissioner of Hardin County Water District No. 2. Chairman Bell also recognized Commissioner Davis for his 10 years of dedicated service as a Commissioner of Hardin County Water District No. 2. Both Commissioners continue to provide valuable service to the District.

MINUTES & FINANCIAL REPORT

The Minutes of the November 19, 2019 Board meeting were reviewed. Motion was made by Commissioner Davis and seconded by Commissioner Tabb to approve the Minutes as prepared. Motion carried unanimously.

The Financial Report for the month of November was reviewed. Motion was made by Commissioner Davis and seconded by Commissioner Miller to accept the Financial Report as presented and to authorize payment of the bills that are due and payable at this time. Motion carried unanimously. The Commissioners also reviewed the status of the District's various investment accounts and the long-term debt payment requirements.

REPORTS

1. **Engineering Reports.** Vaughn Williams presented the engineering report for water. Mark Sneve presented the engineering report for wastewater.
 - A. **Engineering Report – Wastewater.** Mark Sneve presented a status report on the Nolin River Watershed Wastewater Project. The pump stations are fully operational. Contracts 1 and 2 are completed. The contractor for Contract 4 will mobilize in early January to connect Petro, Pilot, and the other commercial customers at the I-65 Interchange.
 - B. **Engineering Reports – Water.** Vaughn Williams with Kenvirons stated that the Plans for the proposed City Springs Raw Water Rehab Project are still under review by the DOW. He anticipates obtaining approval by the January Board meeting.
2. **Departmental Reports.** Shaun Youravich and Amber Pike presented the Departmental Reports.

OLD BUSINESS

1. **Design-Build Services.** District Staff and Commissioners Davis and Miller have had several meetings with the Jenkins-Essex Construction, Inc.'s Design-Build Team. Another meeting is scheduled for early January. Damon Talley reported that the formal Design-Build Contract with Jenkins-Essex is still a work in progress. It cannot be finalized until the scope of services is more fully defined and other terms have been negotiated.
2. **2020 Budget.** Amber Pike provided additional information concerning the proposed 2020 Operating and Capital Budgets. Motion was made by Commissioner Tabb and seconded by Commissioner Effinger to adopt the proposed 2020 Operating and Capital Budgets as presented. Motion carried unanimously.
3. **Warehouse Material Bid Award.** The Commissioners reviewed the Bid Tabulation for the materials to be used by the District in 2020. Based upon recommendation of District Staff, motion was made by Commissioner Davis and

seconded by Commissioner Tabb to take the following actions:

- a) To declare that the bid submitted by Ferguson Waterworks for 5/8 x 3/4 inch meters failed to meet the specifications and to reject Ferguson Waterworks bid for this item;
- b) To declare the lowest bid submitted on each bid item to be the lowest and best bid for that particular item of material;
- c) To award the bid for each particular item to the vendor submitting the lowest bid for that item; and
- d) To authorize Shaun Youravich or other appropriate personnel to execute the necessary documents with the vendors which submitted the winning bids.

Motion carried unanimously.

4. Sewer Customer Application Extension. Upon recommendation of Damon Talley and District Staff, motion was made by Commissioner Effinger and seconded by Commissioner Tabb to extend the deadline for executing an Application for sewer service until January 31, 2020. Motion carried unanimously. The March 31, 2020 deadline for connecting to the sewer system remains unchanged.

NEW BUSINESS

1. Edlin Lane Water Line Extension. Upon recommendation of District Staff, motion was made by Commissioner Miller and seconded by Commissioner Effinger to authorize the proposed Edlin Lane Water Line Extension Project with the understanding that nine (9) potential customers could be served by this Project. Motion carried unanimously.

2. 2019 Amended Budget. Amber Pike presented the proposed Amended 2019 Budget. Motion was made by Commissioner Davis and seconded by Commissioner Miller to adopt the proposed Amended 2019 Budget as presented. Motion carried unanimously.

3. Renewal of Promissory Notes. Amber Pike discussed the need to extend the maturity date of the two (2) Promissory Notes owed by the Sewer Division to the Water Division (Promissory Note No. 1 is for \$500,000 and

Promissory Note No. 2 is for \$1,500,000) until December 31, 2021. Motion was made by Commissioner Miller and seconded by Commissioner Tabb to take the following actions with respect to both Promissory Notes: (a) to renew both Promissory Notes; (b) to extend the maturity date of both Promissory Notes until December 31, 2021; (c) to authorize Chairman Bell to execute the Loan Extension and Renewal Agreement for each Promissory Note on behalf of the Sewer Division, which is the Borrower; and (d) to authorize Treasurer Miller to execute the Loan Extension and Renewal Agreement for each Promissory Note on behalf of the Water Division, which is the Lender. Motion carried unanimously.

4. Officer Election. Motion was made by Commissioner Davis and seconded by Commissioner Tabb to elect, for a term ending on December 31, 2020, the persons shown below to the office shown opposite each person's name:

Chairman	-	Michael L. Bell
Secretary	-	Morris L. Miller
Treasurer	-	Morris L. Miller

Motion carried unanimously.

5. Executive Session. Motion was made by Commissioner Miller and seconded by Commissioner Tabb to go into Executive Session to discuss real property acquisition and sale, potential litigation, and personnel matters involving one or more specific employees. Motion carried unanimously.

*** * * EXECUTIVE SESSION DISCUSSION * * ***

Motion was made by Commissioner Davis and seconded by Commissioner Tabb to return to open session. Motion carried unanimously. Chairman Bell announced that it would not be necessary to take action concerning any of the matters discussed in Executive Session.

ADJOURNMENT

There being no further business to come before the meeting, motion was made by Commissioner Miller and seconded by Commissioner Effinger to adjourn the meeting. Motion carried unanimously.

HARDIN COUNTY WATER DISTRICT NO. 2

BY: _____
Morris L. Miller, Secretary

Date Approved: _____

BY: _____
Michael L. Bell, Chairman