

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING
February 16, 2021**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on February 16, 2021 at 4:00 p.m. via video conference 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, Jarrod Benningfield, Vaughn Williams, and Damon Talley. Chairman Bell declared that a quorum was present and called the meeting to order.

VISITORS

There were no visitors.

MINUTES & FINANCIAL REPORT

The Minutes of the January 19, 2021 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 January was reviewed. Motion was made by Commissioner Tabb 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. City Springs Raw Water Intake Project.** Vaughn Williams presented a status report for the City Springs Raw Water Intake Project. The Project is approximately 88% complete. He still believes the contractor will complete the contract before the summer.

2. **Downtown Tank Project.** Vaughn Williams reported that the Transportation Cabinet has agreed to permit the District to install most of the proposed transmission main under U.S. Highway 31-W instead of on private property adjacent to the highway. A short distance of the transmission main must be installed under the adjacent sidewalk.
3. **Customer Service & Operations Facility Project.** Jarrod Benningfield reported that the contractors made only incremental progress on the Project during the past month because of inclement weather.
4. **Departmental Reports.** Shaun Youravich and Amber Pike presented the Departmental Reports.
5. **Project Reports.** Shaun Youravich presented a status report on various small projects which the District is constructing “in house.”

OLD BUSINESS

1. **Jenkins-Essex Pay Request.** Upon recommendation of General Manager Youravich, motion was made by Commissioner Davis and seconded by Commissioner Miller to approve and authorize payment of Pay Request No. 7 submitted by Jenkins-Essex in the amount of \$270,969.50 and direct pay vendors totaling \$59,359.01 as itemized on the Direct Pay Summary for the proposed Customer Service and Operations Facility Project. Motion carried unanimously.

2. **Investment of Funds.** Motion was made by Commissioner Miller and seconded by Commissioner Davis to authorize the Treasurer to invest \$5,000,000 in accordance with the District’s Investment Policy in the Dupree Municipal Bond Series. Motion carried unanimously.

3. **WTP Chemical Bid Award.** The Commissioners reviewed the Chemical Bid Tabulation prepared by District Staff. Motion was made by Commissioner Davis and seconded by Commissioner Tabb to take the following actions:

- a) To declare that the bids submitted by Shannon Chemical Corporation for bid items 1 and 2 failed to meet the specifications and to reject Shannon Chemical Corporation’s bids for bid items 1 and 2;

- b) To declare the lowest bid submitted on each bid item to be the lowest and best bid for that particular chemical;
- c) To award the bid for each particular chemical to the vendor submitting the lowest bid for that chemical; and
- d) To authorize General Manager Youravich or other appropriate personnel to execute the necessary documents with the vendors which submitted the winning bids.

Motion carried unanimously.

4. Generator Purchase. Upon recommendation of the Project electrical engineer and General Manager Youravich, motion was made by Commissioner Davis and seconded by Commissioner Tabb to purchase a fixed 500 kW diesel powered Caterpillar generator with switch gear rated at 1,200 amps for the new Customer Service and Operations Facility for the sum of \$88,034.00. The generator will be purchased from the Boyd Company utilizing the governmental pricing contract held by Sourcewell. Motion carried unanimously.

5. Freeman Lake Pump Station. The Commissioners reviewed the letter from the City of Elizabethtown Mayor Gregory to Chairman Bell dated February 8, 2021. The letter expresses the City's willingness to transfer ownership of the City's Freeman Lake Pump Station to the District as requested by the District. Motion was made by Commissioner Tabb and seconded by Commissioner Miller to accept the terms of the transfer set forth in the City's February 8, 2021 letter; to authorize Chairman Bell to execute the necessary documents; and to authorize Chairman Bell to execute and accept delivery of the Deed to the Freeman Lake Pump Station site. Motion carried unanimously.

NEW BUSINESS

1. Sewer Connection Extension of Time. Upon recommendation of Chairman Bell, motion was made by Commissioner Davis and seconded by Commissioner Miller to extend the deadline for prospective customers to connect to the sewer system until August 31, 2021 without having to pay the Capacity Fee. Motion carried unanimously.

2. ID Theft Prevention Program Review. Amber Pike reported that there were no known identity theft incidents or sensitive data breaches during 2020. District Staff has conducted its annual review of the District's Identity Theft

Prevention Program and recommends that no changes be made to the Program. District Staff also noted that having the Program in place has assisted the District in collecting debts owed from prior accounts and has deterred the use of falsified lease documents by applicants for service. By consensus, the Commissioners accepted Staff's recommendation and the Program will not be revised at this time.

3. Annual Fiscal Court Presentation. General Manager Youravich made a PowerPoint presentation concerning the District's 2020 challenges and accomplishments. He plans to make a similar presentation before the Hardin Fiscal Court on March 9, 2021.

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

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

Motion was made by Commissioner Tabb and seconded by Commissioner Davis 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 Tabb and seconded by Commissioner Davis 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