

**MINUTES OF THE  
HARDIN COUNTY WATER DISTRICT NO. 2  
BOARD OF COMMISSIONERS' MEETING**

**August 24, 2021**

The Board of Commissioners of Hardin County Water District No. 2 held a Special Meeting on August 24, 2021 at 4:00 p.m. at the Reesor Customer Service Center, 360 Ring Road, Elizabethtown, Kentucky, pursuant to proper notice. The Special Meeting took the place of the regular monthly meeting. A copy of the Notice of Special Meeting is attached. Present were Commissioners Mike Bell, Tim Davis, John Effinger, Morris L. Miller, and Cordell Tabb. Also present were Amber Pike, Shaun Youravich, Forrest Pollock, Jarrod Benningfield, Damon Talley, and Vaughn Williams. Chairman Bell declared that a quorum was present and called the meeting to order.

**VISITORS**

There were no visitors.

**SPECIAL RECOGNITION**

The Commissioners recognized Mandy Isham, Accounting Supervisor, for successfully passing all four (4) of the written examinations to become a Certified Public Accountant. She expects to receive her license from the Kentucky State Board of Accountancy by October 15, 2021.

The District and its employees also won several prestigious awards at the recent Water Professionals Conference conducted by the KY/TN Section of the American Water Works Association. These awards included the following:

- 2021 Operator Meritorious Award, presented to John Cruse, Chief Operator at the White Mills Water Treatment Plant
- 2021 Outstanding Water Treatment Plant of the Year in Kentucky
- 2021 Best Tasting Water Contest Winner

All the Commissioners heaped praise upon John Cruse and all the other District employees who helped achieve these recognitions and awards.

## **MINUTES & FINANCIAL REPORT**

The Minutes of the July 20, 2021 Board meeting were reviewed. Motion was made by Commissioner Miller and seconded by Commissioner Davis to approve the Minutes as prepared. Motion carried unanimously.

The Financial Report for the month of July was reviewed. Motion was made by Commissioner Davis and seconded by Commissioner Tabb 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. Downtown Tank Project.** Vaughn Williams reported that the Downtown Tank Project is almost ready to advertise for bids (**See New Business, Item 4 for Board Action**).
- 2. Customer Service & Operations Facility Project.** Jarrod Benningfield reported that the contractors have made significant progress on the Project and are still on schedule.
- 3. Departmental Reports.** General Manager Youravich and Amber Pike presented the Departmental Reports.
- 4. Project Reports.** Forrest Pollock 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. 13 submitted by Jenkins-Essex in the amount of \$730,605.28 and direct pay vendors totaling \$74,765.11 as itemized on the Direct Pay Summary for the proposed Customer Service and Operations Facility Project. Motion carried unanimously.

**2. Surplus Truck.** The Commissioners reviewed the Bid Tab for the sale of the surplus 2009 Ford F150 truck. Motion was made by Commissioner Tabb and seconded by Commissioner Effinger to take the following actions: (a) to declare the bid submitted by Collie Ray Kennedy in the amount of \$7,750.00 for the Ford F-150 truck to be the highest and best bid; (b) to accept the bid submitted by Collie Ray Kennedy; (c) to sell the Ford F-150 truck to Collie Ray Kennedy for his bid amount; and (d) to authorize District Staff to execute the Certificate of Title and any other necessary transfer documents. Motion carried unanimously.

**3. Rineyville Tank Rehab Project.** The Commissioners reviewed the Bid Tab for the Rineyville Water Storage Tank Painting Contract. Upon recommendation of Wet or Dry Tank Inspection Services and General Manager Youravich, motion was made by Commissioner Miller and seconded by Commissioner Tabb to take the following actions: (a) to declare the bid submitted by Sam Estes Painting, Inc. in the amount of \$150,260.00 for painting the exterior of the Rineyville Water Storage Tank to be the lowest and best bid; (b) to accept the bid submitted by Sam Estes Painting, Inc.; (c) to award the Painting Contract to Sam Estes Painting, Inc. for the amount of its bid; and (d) to authorize General Manager Youravich to execute the necessary contract documents. Motion carried unanimously.

## **NEW BUSINESS**

**1. Furniture for Customer Service & Operations Facility.** The Commissioners reviewed the proposal from Kerr Workplace Solutions (Kerr) for providing desks, tables, chairs, and other office furniture and furnishings (Office Furniture) for the new Customer Service and Operations Facility. Motion was made by Commissioner Davis and seconded by Commissioner Miller to take the following actions: (a) to accept the proposal from Kerr for providing the Hon Office Furniture by utilizing the State Master Bid Contract (MA-758-1700000768); (b) to accept the proposal from Kerr for providing the Tayco Office Furniture by utilizing the GSA Federal Acquisition Service pricing contract (No. 416-252-8000); (c) to authorize the purchase of the Hon and Tayco Office Furniture from Kerr for the amounts set forth in its proposals; and (d) to authorize General Manager Youravich to execute the necessary documents to purchase the Office Furniture. Motion carried unanimously.

**2. Life & Disability Insurance Renewal.** Commissioner Davis, as Chairman of the Insurance Committee, informed the Board that the premiums for the District's Life and Disability Insurance policies will remain the same. He recommended that the District renew these policies. Motion was made by Commissioner Davis and seconded by Commissioner Miller to accept the recommendation of the Insurance Committee and renew the District's Life and Disability Insurance policies. Motion carried unanimously.

**3. Lease with Elizabethtown Board of Education.** Attorney Talley reviewed the major provisions of the proposed Lease Agreement between the Elizabethtown Board of Education and the District for the site where the proposed Downtown Tank will be constructed. Motion was made by Commissioner Davis and seconded by Commissioner Tabb to approve the proposed Lease Agreement and to authorize Chairman Bell to execute the Lease Agreement once it has been approved by the Elizabethtown Board of Education. Motion carried unanimously.

**4. Authority to Advertise for Bids for Downtown Tank Project.** Upon recommendation of Kenvirons and General Manager Youravich, motion was made by Commissioner Miller and seconded by Commissioner Effinger to authorize District Staff to advertise for construction bids for the Downtown Tank Project (both the tank and the waterline contracts) once all the required permits have been obtained and the Lease Agreement has been executed. Motion carried unanimously.

**5. Executive Session.** Motion was made by Commissioner Tabb and seconded by Commissioner Davis 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 Effinger and seconded by Commissioner Tabb 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**