

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING
February 15, 2022**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly Meeting on February 15, 2022 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 Shaun Youravich, Forrest Pollock, 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 18, 2022 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 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. Downtown Tank Project.** Vaughn Williams presented a status report on the Downtown Tank Project.

- 2. Customer Service & Operations Facility Project.** General Manager Youravich presented the status report. The Project is complete except for some “punch list” items. February 22, 2022 will be the first day the Customer Service and Operations Facility will be open for customers.
- 3. Departmental Reports.** General Manager Youravich 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. There was no Pay Request submitted by Jenkins-Essex.

2. Bond Sale. Damon Talley reported that the Closing took place on January 28, 2022 as scheduled.

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 Miller 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. Annual Mowing Bid Award. The Commissioners reviewed the Bid Tab summarizing the four (4) bids submitted in response to the advertisement for mowing services. Upon recommendation of District Staff, motion was made by Commissioner Tabb and seconded by Commissioner Miller to declare the bid submitted by Dylan Mattingly to be the lowest and best evaluated bid and to award the 2022 mowing contract to Dylan Mattingly. Motion carried unanimously.

NEW BUSINESS

1. ID Theft Prevention Program Review. The Commissioners reviewed Amber Pike's written report which states that there were no known identity theft incidents or sensitive data breaches during 2021. 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.

2. Meter Test Bench Bid Authorization. Upon recommendation of General Manager Youravich, motion was made by Commissioner Davis and seconded by Commissioner Effinger to authorize District Staff to advertise for bids for a Meter Test Bench to test 5/8 x 3/4 - inch and larger size meters. Motion carried unanimously.

3. White Mills Valve Actuator Bid Authorization. Upon recommendation of General Manager Youravich, motion was made by Commissioner Miller and seconded by Commissioner Tabb to advertise for bids for a valve actuator at the White Mills WTP. Motion carried unanimously.

4. Hydro Excavator Purchase. Upon recommendation of General Manager Youravich, motion was made by Commissioner Davis and seconded by Commissioner Miller to purchase a Ditch Witch Model HX50A hydro excavator with the heavy trailer for the total sum of \$96,070.51. This equipment will be purchased from the Ditch Witch Mid-States Dealership in Shepherdsville, Kentucky by utilizing the governmental pricing contract held by Sourcewell (Contract # 180414). Motion carried unanimously.

5. Trench Box Purchases. Upon recommendation of General Manager Youravich, motion was made by Commissioner Tabb and seconded by Commissioner Effinger to authorize the purchase of a 10 feet by 16 feet trench box

from Kundel for the sum of \$19,169.84; and to authorize the purchase of a 6 feet by 7 feet modular trench box from Kundel for the sum of \$20,304.87. Motion carried unanimously.

6. Sewer Jetter Purchase. Upon recommendation of General Manager Youravich, motion was made by Commissioner Tabb and seconded by Commissioner Davis to authorize the purchase of a Sewer Jetter from the Jetter Depot at a cost of \$19,070.00. Motion carried unanimously.

7. Janitorial Service Contract Award. Upon recommendation of General Manager Youravich, motion was made by Commissioner Miller and seconded by Commissioner Tabb to accept the contract price proposal submitted by Coverall Cleaning Service in the amount of \$2,199.00 per month for providing janitorial services for the New Customer Service and Operations Facility; and to authorize General Manager Youravich to execute a Janitorial Services Agreement with Coverall Cleaning Service. Motion carried unanimously.

8. Water Supply Report. Vaughn Williams presented a preliminary (draft) Water Supply Report with projections through 2040 for the anticipated water supply needs of the District based upon the needs of the Blue Oval Battery Park and the projected population growth of the area of Hardin County served by the District. The Report will be updated and refined as Ford provides additional information to the District.

9. Executive Session. Motion was made by Commissioner Davis 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 Davis and seconded by Commissioner Miller 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