

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING
January 17, 2023**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on January 17, 2023 at 4:00 p.m. at the Customer Service Center, 1951 West Park Road, Elizabethtown, Kentucky. Present were Commissioners Mike Bell, Tim Davis, Steve Smith, and Cordell Tabb. Also present were Shaun Youravich, Mandy Isham, Forrest Pollock, and Damon Talley. Chairman Bell declared that a quorum was present and called the meeting to order.

VISITORS

There were no visitors present.

SPECIAL RECOGNITION

Chairman Bell congratulated Forrest Pollock for passing the required exam and becoming a Certified Class II Wastewater Collection System Operator.

MINUTES & FINANCIAL REPORT

The Minutes of the December 20, 2022 Board meeting were reviewed. Motion was made by Commissioner Tabb and seconded by Commissioner Smith to approve the Minutes as prepared. Motion carried unanimously.

The Financial Report for the month of December 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. Blue Oval Project.** General Manager Youravich presented a status report

on the Blue Oval Project.

2. **Departmental Reports.** General Manager Youravich presented the Departmental Reports, including public outreach programs conducted by the District.
3. **Project Reports.** Forrest Pollock presented a written status report on various small projects which the District is constructing “in house.”

OLD BUSINESS

1. Waterline Materials for the BlueOval SK and KCTCS Waterline Extension Bid Award. The Commissioners reviewed the Bid Tabulation – Schedule C for the materials to be used by the District in installing the BlueOval SK (BOSK) and KCTCS Waterline Extension Project. Based upon recommendation of District Staff, motion was made by Commissioner Tabb and seconded by Commissioner Smith to take the following actions:

- a) To accept the recommendations of District Staff concerning the best evaluated bid for each item of materials as shown in the Base Bid portion of the Bid Tabulation – Schedule C;
- b) To award the bid for each particular item to the vendor submitting the best evaluated bid for that item as shown in the Base Bid portion of the Bid Tabulation – Schedule C;
- c) To declare the Alternate A Bid submitted by Core & Main to be the best evaluated bid and to award the Alternate A bid to Core & Main;
- d) To reject all Alternate B Bids because of the extremely long delivery time; and
- e) 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.

2. Sensus Meters. The Commissioners reviewed the Bid Tabulation for the Sensus meters to be used by the District in 2023. Based upon recommendation of District Staff, motion was made by Commissioner Davis and seconded by Commissioner Smith to take the following actions:

- a) To declare the bid submitted by CITCO Water to be the lowest and best bid submitted for each size meter and the Smartpoint 520M module;
- b) To award the Sensus meter bid to CITCO Water; and
- c) To authorize General Manager Youravich or other appropriate personnel to execute the necessary documents with the vendor which submitted the winning bid.

Motion carried unanimously.

NEW BUSINESS

1. WTP Chemical Bid Authorization. Upon recommendation of District Staff, motion was made by Commissioner Smith and seconded by Commissioner Tab to authorize District Staff to advertise for Bids for the chemicals to be used by the District at its water treatment plants during the next 12 months. Motion carried unanimously.

2. 2023 Mowing Bid Authorization. Upon recommendation of General Manager Youravich, motion was made by Commissioner Tabb and seconded by Commissioner Davis to authorize District Staff to advertise for Mowing Services during 2023. Motion carried unanimously.

3. Renewal of Yard Restoration Contract. General Manager Youravich informed the Board that the District's current yard restoration contractor, Cooper Excavating, is willing to renew the current yard and property restoration contract at the same rates as it charged in 2021 and 2022. Upon recommendation of District Staff, motion was made by Commissioner Davis and seconded by Commissioner Tabb to renew the current yard and property restoration contract held by Cooper Excavating for one additional year at the 2021 rates. Motion carried unanimously.

4. Water Meter Test Bench Bid Authorization. Motion was made by Commissioner Tabb and seconded by Commissioner Smith to authorize District Staff to advertise for bids for a Water Meter Test Bench. Motion carried unanimously.

5. IT Vulnerability Assessment. The Board reviewed the IT Vulnerability Assessment Report prepared by Axiom Solutions.

6. Server Bid Authorization. Upon recommendation of District Staff, motion was made by Commissioner Davis and seconded by Commissioner Tabb to authorize District Staff to advertise for bids for two (2) Hyper-V Host Servers and a Storage Area Network for high visibility failover clustering. Motion carried unanimously.

7. Fleet Purchase. General Manager Youravich reminded the Board of the District's need to purchase three (3) service trucks with crew cabs. Unfortunately, the manufacturers are not providing fleet trucks to local dealers nor to governmental entities via the State Bid Contract. He summarized his unsuccessful efforts to obtain these needed service trucks. The Board encouraged him to continue looking for any available trucks. Chairman Bell announced his willingness to declare an emergency and issue a Certificate of Emergency, if necessary, to facilitate the purchase of the needed trucks.

8. Investment Fund Account Access Authorization. It was noted that the Board Chairman, Mike Bell, is currently the only person who is an authorized agent with respect to the District's investments with TD Ameritrade. Motion was made by Commissioner Smith and seconded by Commissioner Tabb to add Shaun Youravich as an authorized agent for the District's investments with TD Ameritrade. Motion carried unanimously.

9. Tom Major Resolution. Upon joint Motion duly made, seconded, and unanimously approved, the Commissioners adopted the attached Resolution No. 2023-01-01, which recognizes the extraordinary service provided by the District's insurance agent Tom Major and expresses the District's sincere gratitude to Tom Major.

ADJOURNMENT

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

HARDIN COUNTY WATER DISTRICT NO. 2

BY: _____
Cordell Tabb, Secretary

Date Approved: _____

BY: _____
Michael L. Bell, Chairman