

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING
March 21, 2023**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on March 21, 2023 at 4:00 p.m. at the Customer Service Center, 1951 West Park Road, Elizabethtown, Kentucky. Present were Commissioners Mike Bell, Tim Davis, Morris L. Miller, Steve Smith, and Cordell Tabb. Also present were Shaun Youravich, Mandy Isham, Forrest Pollock, Damon Talley, Phil Meador, and Vaughn Williams. Chairman Bell declared that a quorum was present and called the meeting to order.

VISITORS

There were no visitors present.

MINUTES & FINANCIAL REPORT

The Minutes of the February 21, 2023 Board meeting were reviewed. Motion was made by Commissioner Tabb and seconded by Commissioner Miller to approve the Minutes as prepared. Motion carried unanimously.

The Financial Report for the month of February was reviewed. Motion was made by Commissioner Smith 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. **Engineering.** Vaughn Williams presented a status report on the Blue Oval Project and other projects.
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. **Rate Study.** Vaughn Williams presented a status report on the work that Kenvirons has done on the Rate Study to support the PSC Application for a General Adjustment of Rates. Since the Auditor plans to have the PSC Report completed before March 31, 2022, it was decided to use calendar year 2022 as the Test Year.

NEW BUSINESS

1. **ID Theft Prevention Program Review.** The Commissioners reviewed the District Staff’s written report dated March 8, 2023, which states that there were no known identity theft incidents or sensitive data breaches during 2022. 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. In addition, the District has scheduled an Identity Theft Prevention training course to be conducted by the District’s IT Department during 2023.

2. **Surplus Tractor.** Upon recommendation of General Manager Youravich, motion was made by Commissioner Davis and seconded by Commissioner Smith to declare the District’s 1987 Ford Tractor (Model 3910) and the attached Bush Hog Loader as “surplus” property and to authorize District Staff to sell it in a commercially prudent manner. Motion carried unanimously.

3. Hydro-Excavator Change Order. General Manager Youravich informed the Commissioners that the Hydro-Excavator, which the District ordered in February 2022, is finally ready to be delivered, but the manufacturer mistakenly installed two (2) additional features. The additional features are detailed on the February 21, 2023 Quotation from Ditch Witch. District Staff believes that these additional features will be beneficial to the District. The cost of these additional features total approximately \$20,500. Motion was made by Commissioner Tabb and seconded by Commissioner Davis to issue a Change Order for the cost of these additional features and accept delivery of the Hydro-Excavator. Motion carried unanimously.

4. Financial Investments. Motion was made by Commissioner Davis and seconded by Commissioner Smith to authorize Chairman Bell to redeem the District's investments in TD Ameritrade and reinvest these funds in Certificates of Deposit at local banks. Motion carried unanimously.

5. Sewer Line Extension. District Staff discussed the various requests for sewer service in the Glendale area. A Motion was made by Commissioner Smith and seconded by Commissioner Miller to allow Royal Oak RV Park to construct, at their expense, two sewer force mains from the Royal Oak RV Park property along U.S. Highway 31-W to the District's sewer manhole. Once construction has been completed and accepted by the District, the District will take ownership of the force mains. Motion carried unanimously. Motion was made by Commissioner Davis and seconded by Commissioner Miller to authorize the construction of Alternate Sewer Line R-1 along U.S. Highway 31-W. Motion carried unanimously. Phil Meador with Kenvirons led a broader discussion in the planning that needs to take place before the District undertakes additional sewer line extensions.

6. Mackey Road Water Line Extension. General Manager Youravich presented the request for extending a 4-inch water line a distance of approximately 2,880 feet along Mackey Road. Extending the water line will make water service available to six (6) potential customers. Motion was made by Commissioner Davis and seconded by Commissioner Miller to authorize the proposed extension by utilizing the District's standard Extension Policy. Motion carried unanimously.

7. Annual Fiscal Court Presentation. General Manager Youravich made a PowerPoint Presentation summarizing the accomplishments made by the District in 2022 and the major Capital Projects that the District has planned for 2023 and beyond. He plans to make a similar presentation at the next Hardin Fiscal Court meeting.

ADJOURNMENT

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

HARDIN COUNTY WATER DISTRICT NO. 2

BY: _____
Cordell Tabb, Secretary

Date Approved: _____

BY: _____
Michael L. Bell, Chairman