

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING
January 15, 2019**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on January 15, 2019 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 General Manager James R. Jeffries, Amber Pike, Shaun Youravich, Mark Sneve, Mike Carroll, and Phil Schilffarth. Chairman Bell declared that a quorum was present and called the meeting to order.

VISITORS

Jim Holderman and Randy Magallon from LGE/KU addressed the Board to communicate their interest in the eventual purchase of the District's property at 360 Ring Road in the event that the property becomes available.

Matt Perkins, President of Axiom Solutions, presented a report on a vulnerability scan that Axiom performed on the District's IT System and other ongoing improvements that are proposed. Axiom personnel have scheduled a meeting with District Staff to enhance the IT System security.

MINUTES & FINANCIAL REPORT

The Minutes of the December 18, 2018 Regular 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 December was reviewed. Motion was made by Commissioner Miller and seconded by Commissioner Effinger 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 Reports.** Mark Sneve presented the engineering report for wastewater. Mike Carroll and Phil Schilffarth presented the Architectural Report.
 - A. Engineering Reports – Wastewater – Nolin River Watershed.** Mark Sneve presented a status report on the Nolin River Watershed Wastewater Project. All contractors have performed at least 55% of their work and Contract 4 is over 88% complete. Mark Sneve discussed the need to make certain change orders to some of the contracts. **(See New Business, Item 1 for Board Action)**
 - B. Architectural Report.** Mike Carroll and Phil Schilffarth with Brandstetter Carroll presented a status report on the 315 Ring Road Project. The plans were submitted to Frankfort for plan review before December 31, 2018. **(See New Business, Item 2 for Board Action)**
- 2. Departmental Reports.** General Manager Jeffries presented the Departmental Reports.

OLD BUSINESS

- 1. Engineering SOQ.** The Board reviewed the draft Request for Statements of Qualifications (SOQ) for Engineering Services for the proposed Rural Development Project. Motion was made by Commissioner Tabb and seconded by Commissioner Miller to approve the draft Request for Engineering SOQs and to advertise the Request in accordance with RD Engineering Services Procurement Guidance. Motion carried unanimously.

2. Employee Handbook Review. The Board reviewed four (4) bids for a professional review of the District's Employee Handbook. Because the low bidder did not have E & O Insurance coverage, motion was made by Tabb and seconded by Effinger to take the following actions: (a) to declare HR Affiliates to be the lowest and best evaluated firm; and (b) to award the Employee Handbook review contract to HR Affiliates. Motion carried unanimously.

NEW BUSINESS

1. Nolin Wastewater Project – Change Orders for Contracts 3 and 4. Upon recommendation of Strand Associates, motion was made by Commissioner Davis and seconded by Commissioner Effinger to approve the proposed change orders for both Contracts 3 and 4 of the Nolin Wastewater Project, which grant an extension to Contract 3 in the amount of 155 days and an extension to Contract 4 in the amount of 139 days. Motion carried unanimously.

2. 315 Ring Road Project. Upon recommendation of Brandstetter Carroll, motion was made by Commissioner Davis and seconded by Commissioner Miller to include the recommended design changes to the 315 Ring Road Project and adjust the Project Budget to account for the design changes. Motion carried unanimously.

3. WTP Chemical Bid Authorization. Motion was made by Commissioner Davis and seconded by Commissioner Tabb to authorize District Staff to advertise for bids for Water Treatment Plant chemicals to be used by the District during 2019. Motion carried unanimously.

4. Renewal of Yard Restoration Contracts. Upon recommendation of District Staff, motion was made by Commissioner Miller and seconded by Commissioner Effinger to extend the existing yard restoration contracts with James Routt and David Riggs for one (1) additional year at the existing price schedule. Motion carried unanimously.

5. Renewal of Mowing Contract. Upon recommendation of District Staff, motion was made by Commissioner Miller and seconded by Commissioner Tabb to extend the existing mowing contract with Central Kentucky Turf Management for one (1) additional year at a 6% price increase over its 2018 rates. Motion carried unanimously.

ADJOURNMENT

There being no further business to come before the meeting, motion was made by Commissioner Tabb and seconded by Commissioner Effinger 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