

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING
March 20, 2018**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on March 20, 2018 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, Scott Clark, Kelli Lee, Shaun Youravich, Damon Talley, Mark Sneve, and Vaughn Williams. Chairman Bell declared that a quorum was present and called the meeting to order.

VISITORS

No visitors were present.

SPECIAL RECOGNITION

Chairman Bell and the other Commissioners praised the entire District Staff for its exemplary response to the water transmission main break that occurred near the I-65 Interchange on March 12, 2018.

MINUTES & FINANCIAL REPORT

The Minutes of the February 20, 2018 meeting were reviewed. Motion was made by Commissioner Tabb and seconded by Commissioner Davis to approve the Minutes as prepared. Motion carried unanimously.

The Financial Report for the month of February was reviewed. Motion was made by Commissioner Miller 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 Reports.** Vaughn Williams presented the engineering report for water. Mark Sneve presented the engineering report for wastewater.
 - A. **Engineering Reports – Water.** Vaughn Williams presented an update on the status of the White Mills WTP Rehab Project. The Project is now behind schedule because the contractors have encountered unforeseen structural issues. Both contractors have requested a 30-day extension on their contracts (**see Old Business, Item 1 for Board Action**).
 - B. **Engineering Reports – Wastewater – Nolin River Watershed.** Mark Sneve presented a status report on the Nolin River Watershed Wastewater Project. Because of the extremely wet weather that has occurred since the contractors have commenced construction on this Project, all the contractors have requested time extensions (**see Old Business, Item 2 for Board Action**).
2. **Departmental Reports.** General Manager Jeffries presented the Departmental Reports.

OLD BUSINESS

1. **White Mills WTP Rehab Project.** Upon recommendation of Vaughn Williams, motion was made by Commissioner Tabb and seconded by Commissioner Effinger to grant both the contractor performing the filter work at the White Mills WTP and the painting contractor at the White Mills WTP a 30-day extension of time. Motion carried unanimously.
2. **Nolin Wastewater Project.** Upon recommendation of Mark Sneve, motion was made by Commissioner Davis and seconded by Commissioner Tabb to grant a 30-day extension of time for Contract 1, a 30-day extension of time for Contract 2, and a 16-day extension of time for Contract 4 of the Nolin Wastewater Project. Motion carried unanimously.

3. Architectural Firm Contract Approval. General Manager Jeffries reviewed the terms of the proposed Agreement between Brandstetter Carroll, Inc. and the District for architectural services for the 315 Ring Road Project. Motion was made by Commissioner Effinger and seconded by Commissioner Tabb to approve the Proposed Agreement and to authorize Chairman Bell to execute the Agreement. Motion carried unanimously.

NEW BUSINESS

1. Draft Bill Format. Scott Clark presented a new draft bill format for review by the Commissioners. The bill format includes a new section for sewer service. The Commissioners were favorably impressed by the new format. It was not necessary to take action at this time.

2. Wholesale Inquiry. Chairman Bell and General Manager Jeffries presented an inquiry from District No. 1 to explore the feasibility of purchasing water on a wholesale basis from District No. 2. By consensus, the Commissioners authorized Chairman Bell and General Manager Jeffries to explore this opportunity with District No. 1.

3. Travel Requests. The Commissioners reviewed the Employee Travel Request Forms submitted by Scott Clark and Shaun Youravich to attend the AWWA Annual Conference from June 11 through June 14, 2018. Motion was made by Commissioner Effinger and seconded by Commissioner Davis to approval both travel requests. Motion carried unanimously.

4. Crop Lease Renewal. Upon recommendation of Shaun Youravich, motion was made by Commissioner Tabb and seconded by Commissioner Davis to renew the crop lease of the 315 Ring Road property for \$150.00 per acre for the 2018 crop season. The tenant is Kenneth Hayden. Motion carried unanimously.

5. Executive Session. Motion was made by Commissioner Tabb and seconded by Commissioner Effinger to go into Executive Session to discuss real property acquisitions, potential litigation, and personnel matters involving one or more specific employees. Motion carried unanimously.

***** EXECUTIVE SESSION DISCUSSION *****

Motion was made by Commissioner Miller 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 Tabb and seconded by Commissioner Miller 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