

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING
May 21, 2019**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on May 21, 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 Amber Pike, Shaun Youravich, Damon Talley, Mark Sneve, Vaughn Williams, and Phil Schilffarth. Chairman Bell declared that a quorum was present and called the meeting to order.

VISITORS

No visitors were present.

MINUTES & FINANCIAL REPORT

The Minutes of the April 16, 2019 Regular 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 April was reviewed. Motion was made by Commissioner Miller and seconded by Commissioner Davis 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. 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 67% of their contracts and Contract 4 is over 91% complete. Mark Sneve recommended that the District approve a change order to Contract 1. **(See New Business, Item 1 for Board Action)**
- B. Architectural Report.** Phil Schilffarth with Brandstetter Carroll presented the Bid Tabulation for the bids that were opened on May 2, 2019 for the 315 Ring Road Project. He recommended that all bids be rejected because they greatly exceeded the Project Budget. **(See New Business, Item 2 for Board Action)**
- 2. Departmental Reports.** Shaun Youravich and Amber Pike presented the Departmental Reports.

OLD BUSINESS

- 1. Downtown Water Storage Tank Site Update.** Chairman Bell and Operations Manager Youravich presented a status report on the discussions with the City of Elizabethtown concerning the recommended site for the proposed Downtown Water Storage Tank. District officials plan to meet with the Mayor and Ed Poppe and, perhaps, to attend a City Council Work Session.
- 2. North – South Connector Pipe Bid Award.** The Commissioners reviewed the Bid Tabulation for the materials for the North – South Connector Project. Upon recommendation of Shaun Youravich, motion was made by Commissioner Tabb and seconded by Commissioner Effinger to take the following actions: (a) to declare the bid submitted by Ferguson Waterworks in the amount of \$342,487.44 (\$31.09 per foot) for 16-inch diameter ductile iron pipe to be the lowest and best bid; (b) to award the contract for providing the ductile iron pipe to Ferguson Waterworks; and (c) to authorize Operations Manager Youravich to execute the necessary documents with Ferguson Waterworks. Motion carried unanimously.
- 3. Software Update.** Shaun Youravich and Amber Pike reported that all software agreements previously approved by the Board have been executed.
- 4. Revenue Forecast.** Amber Pike presented a revised revenue forecast based upon new developments and the postponement of some capital projects.

5. Handbook Review. Amber Pike reported that HR Affiliates has completed its review of the draft version of the District's revised Employee Handbook. A copy of the Employee handbook has been placed in Dropbox for the Commissioners to review.

NEW BUSINESS

1. Nolin Wastewater Project – Change Order for Contract 1. Upon recommendation of Strand Associates, motion was made by Commissioner Miller and seconded by Commissioner Effinger to approve the proposed Change Order for Contract 1 of the Nolin Wastewater Project. This Change Order adds \$1,050 to the contract amount because the contractor encountered buried concrete construction debris and had to excavate the debris. Motion carried unanimously.

2. 315 Ring Road Project. Upon recommendation of Brandstetter Carroll, motion was made by Commissioner Davis and seconded by Commissioner Tabb to reject all the bids that were received on May 2, 2019 for the 315 Ring Road Project because all the bids greatly exceeded the Project Budget. Motion carried unanimously.

3. City Springs Raw Water Rehab Project. Vaughn Williams and Shaun Youravich presented an overview of the City Springs Raw Water Rehab Project. This Project should eliminate the taste and odor problem that occurred during 2018. No action is necessary at this time.

4. Meter Bid Authorization. Upon recommendation of Shaun Youravich, motion was made by Commissioner Tabb and seconded by Commissioner Effinger to authorize District Staff to advertise for bids for water meters that will be needed during the next 12 months. Motion carried unanimously.

5. Surplus Vehicles. Upon recommendation of District Staff, motion was made by Commissioner Miller and seconded by Commissioner Davis to take the following actions: (a) to declare the two (2) vehicles listed in Shaun Youravich's memo dated May 16, 2019 as surplus vehicles; and (b) to solicit sealed bids for the purchase of the surplus vehicles. Motion carried unanimously.

6. RD Project. The Commissioners reviewed the proposed list of capital projects that are eligible for funding by Rural Development (RD). Motion was made by Commissioner Miller and seconded by Commissioner Davis to authorize District Staff to take the necessary preliminary steps to facilitate submitting an Application to RD for funding. Motion carried unanimously.

7. Engineering Agreement Amendment. Mark Sneve presented a written request for an amendment to the Engineering Agreement between the District and Strand Associates, Inc. (Strand). The reason for the request is the significant delays in completion of the Nolin Wastewater Project caused by the excessive wet weather, other construction delays, and the additional construction authorized by the District. Strand is requesting an increase of \$30,000 for General Observation Services and \$60,000 for Resident Project Representative Services (Resident Inspection). Motion was made by Commissioner Miller and seconded by Commissioner Tabb to approve Strand's request and to authorize Chairman Bell to execute the proposed amendment to the Engineering Agreement. Motion carried unanimously.

8. Langley Family Foundation Scholarships. Chairman Bell provided an update on the Langley Family Foundation Scholarship Program and presented the Scholarship Committee's Report. Motion was made by Commissioner Miller and seconded by Commissioner Davis to accept the Scholarship Committee's Report and to award 32 scholarships (31 for \$1,000 and one (1) for \$500) to the persons recommended by the Scholarship Committee. Motion carried unanimously.

ADJOURNMENT

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