

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING
November 19, 2019**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on November 19, 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, and Vaughn Williams. Chairman Bell declared that a quorum was present and called the meeting to order.

VISITOR

John Scott, who lives adjacent to the District's Pear Orchard Water Storage Tank, was present and discussed his concerns about the access easement that crosses his property.

MINUTES & FINANCIAL REPORT

The Minutes of the October 15, 2019 Board meeting were reviewed. Motion was made by Commissioner Tabb and seconded by Commissioner Effinger to approve the Minutes as prepared. Motion carried unanimously.

The Financial Report for the month of October was reviewed. Motion was made by Commissioner Tabb and seconded by Commissioner Miller 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 Report – Wastewater.** Mark Sneve presented a status report on the Nolin River Watershed Wastewater Project. The pump stations have commenced “start-up” operations. There are numerous “punch” list items to be resolved. Contracts 1 and 2 were substantially completed on October 31, 2019. He recommended that the District approve a Change Order on Contract 3 and Contract 4 to extend the substantial and final completion dates. **(See New Business, Items 1, 2, and 3 for Board Action)**
- B. Engineering Reports – Water.** Vaughn Williams with Kenviron stated that the Plans for the proposed City Springs Raw Water Rehab Project are still under review by the DOW. He also discussed the proposed Downtown Water Storage Tank Project.
- 2. Departmental Reports.** Shaun Youravich and Amber Pike presented the Departmental Reports.

OLD BUSINESS

- 1. Design-Build Services.** District Staff and Commissioners Davis and Miller have met with the Jenkins-Essex Construction, Inc.’s Design-Build Team. Future meetings will be scheduled.
- 2. Surplus Excavator Sale.** The Commissioners reviewed the Bid Tabulation for the bid submitted for the Caterpillar Excavator which was declared surplus at the September 17, 2019 Board meeting. Upon recommendation of Shaun Youravich, motion was made by Commissioner Davis and seconded by Commissioner Tabb to take the following actions: (a) to declare the bid submitted by Durham Excavating, Inc. in the amount of \$33,579.00 for the 1999 Caterpillar 320B Excavator to be the highest and best bid for the excavator; (b) to sell the excavator to Durham Excavating, Inc. for its bid amount; and (c) to authorize Operations Manager Youravich, or his designee, to execute the necessary documents to transfer ownership of the excavator. Motion carried unanimously.
- 3. Sewer Customer Applications.** Amber Pike reported that 17 potential sewer customers have already executed Applications for Sewer Service and Sewer User Agreements (Applications). Numerous other persons are still planning to execute Applications for sewer service. Upon recommendation of District Staff, motion was made by Commissioner Tabb and seconded by

Commissioner Miller to extend the deadline for executing an Application for sewer service until December 31, 2019 and to extend the deadline for connecting to the sewer system until March 31, 2019. Motion carried unanimously.

NEW BUSINESS

1. Nolin Wastewater Project – Change Order Contract 3. Upon recommendation of Strand Associates, motion was made by Commissioner Miller and seconded by Commissioner Tabb to extend the substantial completion date on Contract 3 to January 1, 2020 and to extend the final completion date to January 29, 2020. Motion carried unanimously.

2. Nolin Wastewater Project – Change Order Contract 4. Upon recommendation of Strand Associates, motion was made by Commissioner Miller and seconded by Commissioner Tabb to extend the substantial completion date on Contract 4 to January 15, 2020 and to extend the final completion date to February 12, 2020. Motion carried unanimously.

3. Nolin Wastewater Project – Retainage Reduction. Upon recommendation of Strand Associates, motion was made by Commissioner Effinger and seconded by Commissioner Tabb to reduce the retainage on Contracts 3 and 4 of the Nolin Wastewater Project from 5% to 2%. Motion carried unanimously.

4. Warehouse Material Bid Authorization. Upon recommendation of Shaun Youravich, motion was made by Commissioner Davis and seconded by Commissioner Miller to authorize District Staff to advertise for Bids for materials to be used by the District in 2020. Motion carried unanimously.

5. 2020 Budget. Amber Pike presented the proposed 2020 Operating and Capital Budgets for consideration by the Commissioners. Chairman Bell stated that the Commissioners will review the Budgets and will need to take final action concerning the Budgets at the December Board meeting.

6. Property and Casualty Insurance. Upon recommendation of the Insurance Committee, motion was made by Commissioner Davis and seconded by Commissioner Miller to renew the District's General Liability, Automobile, Property, Casualty, Directors & Officers Liability, and miscellaneous coverages through the firm of Curneal & Hignite Insurance, Inc. Motion carried unanimously. The new policy will be for a one-year term commencing on January 1, 2020 and expiring on December 31, 2020.

7. 2020 Health Plan. Upon recommendation of the Insurance Committee, motion was made by Commissioner Davis and seconded by Commissioner Tabb to require the District employees to increase their weekly contributions to the District's Health Plan, effective January 1, 2020, to the amounts shown below:

Employee Only:	\$17.25 per week
Employee Spouse / Children:	\$34.50 per week
Family:	\$69.00 per week

The amounts shown above reflect the employee contributions before Wellness Credits are applied. Motion carried unanimously.

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

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

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