

**MINUTES OF THE  
HARDIN COUNTY WATER DISTRICT NO. 2  
BOARD OF COMMISSIONERS' MEETING  
December 20, 2022**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on December 20, 2022 at 4:00 p.m. at the New 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, and Vaughn Williams. Chairman Bell declared that a quorum was present and called the meeting to order.

**APPOINTMENT OF NEW COMMISSIONER**

Chairman Bell announced that the Hardin Fiscal Court recently appointed Steve Smith to fill the unexpired term of John Effinger, who died on November 28, 2022. Commissioner Smith's term expires on June 30, 2023.

**VISITORS**

There were no visitors present

**MINUTES & FINANCIAL REPORT**

The Minutes of the November 15, 2022 Board 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 November was reviewed. Motion was made by Commissioner Tabb 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. **Blue Oval Project.** Vaughn Williams presented a status report on the Blue Oval Project.
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. **Annual Warehouse Bid Award.** The Commissioners reviewed the Bid Tabulation for the materials to be used by the District in 2023. Based upon recommendation of District Staff, motion was made by Commissioner Davis and seconded by Commissioner Miller to take the following actions:

- a) To declare the lowest bid submitted on each of the bid items to be the lowest and best bid for that particular item of material;
- b) To award the bid for each particular item to the vendor submitting the lowest bid for that item; and
- c) To authorize General Manager Youravich or other appropriate personnel to execute the necessary documents with the vendors which submitted the winning bids.

Motion carried unanimously.

2. **Subaward Agreement.** General Manager Youravich explained that the Hardin Fiscal Court has prepared a Subaward Agreement between the Hardin Fiscal Court and the District for \$4.5 million from funds received by Hardin Fiscal Court from the American Rescue Plan Act. The Subaward Agreement is on the Fiscal Court Agenda for December 27, 2022. Motion was made by Commissioner Tabb and seconded by Commissioner Miller to approve the Subaward Agreement and to authorize Chairman Bell to execute this Agreement. Motion carried unanimously.

## NEW BUSINESS

**1. Meter Procurement.** Upon recommendation of District Staff, motion was made by Commissioner Miller and seconded by Commissioner Smith to authorize District Staff to advertise for bids for meters and MXUs to be used by the District in 2023. Motion carried unanimously.

**2. Employee Policy Revision.** Upon recommendation of General Manager Youravich, motion was made by Commissioner Davis and seconded by Commissioner Miller to approve the recommended revisions to the Personnel Policies affecting District employees. Motion carried unanimously.

**3. Wage Adjustments.** In an effort to retain and recruit qualified employees, General Manager Youravich presented a proposed Schedule of Grade and Hourly Wage Scales and Grade and Salary Scales (Wage & Salary Schedule) for 2023. Motion was made by Commissioner Davis and seconded by Commissioner Tabb to accept General Manager Youravich's recommendation and to adopt the proposed Wage & Salary Schedule, effective with the first pay period in 2023 (January 2, 2023). Motion carried unanimously.

**4. Rate Adjustment.** A lengthy discussion ensued concerning the need for the District to seek a rate adjustment from the PSC. Motion was made by Commissioner Davis and seconded by Commissioner Smith to proceed with the preparation and filing of an Application for a General Rate Adjustment using calendar year 2023 as the Test Year. Motion carried unanimously.

**5. Officer Election.** Motion was made by Commissioner Davis and seconded by Commissioner Smith to elect, for a term ending on December 31, 2023, the persons shown below to the office shown opposite each person's name:

Chairman	-	Michael L. Bell
Secretary	-	Cordell Tabb
Treasurer	-	Cordell Tabb

Motion carried unanimously.

**6. Judge Berry Resolution.** Upon Joint Motion duly made, seconded, and unanimously adopted, the Commissioners adopted the attached Resolution recognizing the outstanding leadership of County Judge/Executive Harry L. Berry during his two (2) decades of service to Hardin County.

**ADJOURNMENT**

There being no further business to come before the meeting, motion was made by Commissioner Smith 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**