

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING
June 22, 2023**

The Board of Commissioners of Hardin County Water District No. 2 held a Special Meeting on June 22, 2023 at 4:00 p.m. at the Customer Service Center, 1951 West Park Road, Elizabethtown, Kentucky, pursuant to proper notice. The Special Meeting took the place of the regular monthly meeting. 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.

VISITORS

There were no visitors present.

SPECIAL RECOGNITION

Prior to the meeting, Commissioner Morris L. Miller had informed the Chairman that he would be resigning his position as a Commissioner of the District, effective July 11, 2023, because of health issues. Chairman Bell presented a Certificate recognizing Commissioner Miller's 16 years of dedicated service as a District Commissioner. All the other Commissioners expressed their appreciation to Commissioner Miller for his service.

MINUTES & FINANCIAL REPORT

The Minutes of the May 16, 2023 Board meeting were reviewed. Motion was made by Commissioner Tabb and seconded by Commissioner Smith to approve the Minutes as prepared. Motion carried unanimously.

The Financial Report for the month of May was reviewed. Motion was made by Commissioner Davis 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.** Vaughn Williams presented a status report on the Blue Oval Project and other projects.
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 projects which the District is constructing "in house."

OLD BUSINESS

1. **Downtown Tank Lease.** Damon Talley presented a status report on the long-term lease that he is preparing between the Board of Education of the Elizabethtown Independent School District and the District for the Mulberry (Downtown) Tank site. He listed the additional information that he needs to complete the Lease.

NEW BUSINESS

1. **Authorization to Bid Manhole Lining Services.** Upon recommendation of General Manager Youravich, motion was made by Commissioner Smith and seconded by Commissioner Davis to authorize District Staff to advertise for bids for providing manhole lining services to repair and extend the life of some of the sewer manholes in the Glendale area. Motion carried unanimously.

2. **Servers Declared Surplus.** Upon recommendation of District Staff, motion was made by Commissioner Smith and seconded by Commissioner Miller to declare the designated servers as "surplus" property and to authorize District Staff to sell them in a commercially prudent manner. Motion carried unanimously.

3. Audit RFP. General Manager Youravich announced that Brian Woosley and Heartland CPAs and Advisors will not be providing any Audit services for Calendar Year 2023 for any clients. Therefore, it will be necessary for the District to solicit proposals from qualified accounting firms for preparing the PSC Annual Report and performing the Audit for the District. Motion was made by Commissioner Tabb and seconded by Commissioner Miller to authorize District Staff to solicit Requests for Proposals for preparing the PSC Annual Report and performing the Audit for the District commencing with the 2023 Calendar Year. Motion carried unanimously.

4. Rate Study Update. Vaughn Williams presented a very comprehensive draft version of the Rate Study which will be used to support the Application for a General Adjustment of Rates. He solicited input and requested additional information from the Commissioners, District Staff, and the District's attorney to enable him to complete the Rate Study so it can be considered by the Board at the July Board meeting.

5. Wage Adjustments. Upon joint motion duly made, seconded and unanimously adopted, the Commissioners decided to take the following actions: (a) to make a COLA adjustment of \$1.35 per hour for all full-time employees; (b) to make a 3% merit matrix adjustment for full-time employees; and (c) to make all adjustments effective with the first pay period in July.

ADJOURNMENT

There being no further business to come before the meeting, motion was made by Commissioner Miller and seconded by Commissioner Smith to adjourn the meeting. Motion carried unanimously.

HARDIN COUNTY WATER DISTRICT NO. 2

BY: _____
Cordell Tabb, Secretary

Date Approved: _____

BY: _____
Michael L. Bell, Chairman