

**MINUTES OF THE  
HARDIN COUNTY WATER DISTRICT NO. 2  
BOARD OF COMMISSIONERS' MEETING  
August 15, 2023**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly Meeting on August 15, 2023 at 4:00 p.m. at the Customer Service Center, 1951 West Park Road, Elizabethtown, Kentucky. Present were Commissioners Mike Bell, Tim Davis, Daniel Feeser, Cordell Tabb, and Brian S. Woosley. Also present were Shaun Youravich, Mandy Isham, Cassidy Pendleton, Forrest Pollock, Damon Talley, and Vaughn Williams. Chairman Bell declared that a quorum was present and called the meeting to order.

**GUEST**

Russ Chapman, a customer who lives on Nolin Road, was present to discuss the status of an old, private easement to which the District was not a party. Chairman Bell instructed District Management Staff to investigate this matter in more depth and provide this information to Mr. Chapman.

**SPECIAL RECOGNITION**

Chairman Bell recognized Kelli Lee, Communications Coordinator for the District, for not only graduating as a member of the 2022-2023 Water Professionals Leadership Academy (“Leadership Academy”), but also for having been selected as a spokesman for the 2022-2023 Leadership Academy and having been a featured speaker at the recent Water Professionals Conference. In addition, Forrest Pollock, Projects and Systems Manager for the District, was recognized for having been selected to participate in the 2023-2024 Leadership Academy. The Commissioners congratulated both Kelli Lee and Forrest Pollock for these outstanding accomplishments.

## MINUTES & FINANCIAL REPORT

The Minutes of the July 18, 2023 Board 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 July was reviewed. Motion was made by Commissioner Woosley and seconded by Commissioner Feeser 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. **Sewer Manhole Rehab.** The Commissioners reviewed the Bid Tabulation for the Sanitary Sewer Manhole Rehabilitation & Lining Project (the "Manhole Rehab Project"). Upon recommendation of Management Staff, motion was made by Commissioner Woosley and seconded by Commissioner Tabb to take the following actions:

- a. To declare the bid submitted by Spectra Tech, LLC in the amount of \$54,742.50 to be the lowest and best bid for the Manhole Rehab Project;
- b. To award the contract for the Manhole Rehab Project to Spectra Tech, LLC (the "Contract"); and

- c. To authorize Management Staff to execute the Notice of Award, the Contract, the Notice to Proceed, and all other documents concerning the Contract.

Motion carried unanimously.

**2. BOSK/KCTCS Sanitary Sewer Improvements.** The Commissioners reviewed the Bid Tabulation for Contract 2 – BOSH-KCTCS Sanitary Sewer Improvements Project (“Contract 2”) prepared by Kenvirons. Upon recommendation of Kenvirons, motion was made by Davis and seconded by Feeser to take the following actions with respect to Contract 2:

- a. To declare the bid submitted by Schroeder Construction Company in the amount of \$1,047,550.00 to be the lowest and best bid for Contract 2;
- b. To award the contract for Contract 2 to Schroeder Construction Company; and
- c. To authorize Chairman Bell to execute the Notice of Award, Contract 2, the Notice to Proceed, and all other documents concerning Contract 2.

Motion carried unanimously.

**3. PSC Rate Application.** Damon Talley presented a status report on the preparation of the PSC Application for the General Rate Adjustment. The Commissioners then asked questions regarding various aspects of the Water Rate Analysis and Cost-of-Service-Study prepared by Kenvirons. Commissioner Feeser then inquired about the feasibility of keeping the minimum bill for a 5/8 inch x 3/4 inch meter at the current \$18.54 per month level, but increasing all the other rates. Vaughn Williams and Damon Talley discussed the amount of revenue that would be lost if the Board decided to take this action and expressed concern about how this would be viewed by the PSC. Commissioner Feeser then made a motion to keep the minimum bill for a 5/8 inch x 3/4 inch meter at the current \$18.54 per month level, but to increase all the other rates as recommended by Kenvirons in its Water Rate Analysis. Chairman Bell called for a second to the motion. Hearing no “second,” he then once again called for a second to the motion. There being no second to the motion, Chairman Bell announced that the motion died for lack of a second.

**NEW BUSINESS**

**1. Change Order on Downtown Transmission Main Project.** Vaughn Williams and General Manager Youravich explained the separate requests for a Change Order to Contract 2B of the Downtown Transmission Main Project being constructed by Schroeder Construction. The City of Elizabethtown wants to increase the width of the sidewalk and the Transportation Cabinet wants to increase the height of the curb along portions of West Dixie Avenue. The City and the Transportation Cabinet will reimburse the District for these additional costs. The District has negotiated proposed Change Order No. 1 with Schroeder Construction. Upon recommendation of General Manager Youravich, motion was made by Commissioner Tabb and seconded by Commissioner Davis to approve proposed Change Order No. 1 for Contract 2B of this Project. Motion carried unanimously.

**2. Southern Hardin County Wastewater Facilities Study.** Chairman Bell and General Manager Youravich conveyed the request of the Hardin Fiscal Court for the District to undertake a Southern Hardin County Wastewater Facilities Study. The Fiscal Court will reimburse the District for the cost of this Study. Motion was made by Commissioner Davis and seconded by Commissioner Tabb to authorize General Manager Youravich to prepare and issue a Request for Qualifications (RFQ) for the Hardin County Water District No. 2 – Southern Hardin County Wastewater Facilities Study.

**ADJOURNMENT**

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

**HARDIN COUNTY WATER DISTRICT NO. 2**

BY: \_\_\_\_\_  
**Cordell Tabb, Secretary**

Date Approved: \_\_\_\_\_

BY: \_\_\_\_\_  
**Michael L. Bell, Chairman**