

**MINUTES OF THE  
HARDIN COUNTY WATER DISTRICT NO. 2  
BOARD OF COMMISSIONERS' MEETING  
December 19, 2023**

The Board of Commissioners of Hardin County Water District No. 2 held a Special Meeting on December 19, 2023 at 11:00 a.m. at the Customer Service Center, 1951 West Park Road, Elizabethtown, Kentucky. The Special Meeting took the place of the regular monthly meeting. Present were Commissioners Mike Bell, Tim Davis, Daniel Feeser, Cordell Tabb, and Brian S. Woosley. Also present were Shaun Youravich, Mandy Isham, Forrest Pollock, Damon Talley, Vaughn Williams with Kenvirons, and Gina Clear with *The News-Enterprise*. Chairman Bell declared that a quorum was present and called the meeting to order.

**VISITORS**

There were no visitors present.

**MINUTES & FINANCIAL REPORT**

The Minutes of the November 28, 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 November 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. **PSC Rate Case.** Damon Talley presented a status report on the General Rate Adjustment case pending before the PSC. The District has already answered three rounds of Requests for Information. The PSC has scheduled a formal Public Hearing on January 11, 2024 at the PSC office in Frankfurt.

2. **Annual Warehouse Material Bid Award.** The Commissioners reviewed the Bid Tabulation for the materials to be used by the District in 2024 Based upon recommendation of District Staff, motion was made by Commissioner Davis and seconded by Commissioner Tabb 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.

3. **Change Order for Downtown Project.** Vaughn Williams explained the need for the proposed Final Adjusting Change Order for Contract 2B of the Downtown Project. Motion was made by Commissioner Davis and seconded by Commissioner Tabb to approve the proposed Final Adjusting Change Order, which will reduce the original contract price by \$6,210.74 and will make the final contract price \$1,930,179.26. Motion carried unanimously.

## **NEW BUSINESS**

1. **Grant Resolution – 22CWW349.** General Manager Youravich highlighted certain provisions of the Grant Assistance Agreement in the amount of \$195,000 for the Crady Pump Station Project (22CWW349). This grant is part of the funds appropriated by House Bill 1 enacted by the 2022 General

Assembly. Motion was made by Commissioner Davis and seconded by Commissioner Feeser to adopt the proposed Resolution accepting the Grant, approving the Grant Assistance Agreement, and designating General Manager Youravich as the District’s “Authorized Official” for this Project. Motion carried unanimously.

**2. Grant Resolution – 22CWS162.** General Manager Youravich highlighted certain provisions of the Grant Assistance Agreement in the amount of \$555,000 for the BOSK-KCTCS Sewer Project (22CWS162). This grant is part of the funds appropriated by House Bill 1 enacted by the 2022 General Assembly. Motion was made by Commissioner Davis and seconded by Commissioner Feeser to adopt the proposed Resolution accepting the Grant, approving the Grant Assistance Agreement, and designating General Manager Youravich as the District’s “Authorized Official” for this Project. Motion carried unanimously.

**3. Budget Amendment.** Finance Manager Isham explained the need to amend the District’s Budget for 2023. Motion was made by Commissioner Woosley and seconded by Commissioner Tabb to approve the proposed 2023 Budget Amendment and to authorize the Finance Manager to file the amended Budget with DLG. Motion carries unanimously.

**4. Glendale Sewer Extension.** Upon recommendation of District Staff, motion was made By Commissioner Tabb and seconded by Commissioner Davis to construct the proposed Alternate Sewer Lines B and C in downtown Glendale. Motion carried unanimously.

**5. KYTC Temporary Power Request.** Upon recommendation of District Staff, motion was made by Commissioner Davis and seconded by Commissioner Tabb to grant the request from the Kentucky Transportation Cabinet (KYTC) set forth in its written request to the District to obtain temporary electric service to operate the new traffic signal on Kentucky 222 near the main entrance to the BOSK facility. KYTC will reimburse the District for the electric expense. Motion carried unanimously.

**6. Officer Election.** Motion was made by Commissioner Tabb and seconded by Commissioner Davis to elect, for a term ending on December 31, 2024, the persons shown below to the office shown opposite each person’s name:

Chairman	-	Michael L. Bell
Secretary	-	Brian Woosley
Treasurer	-	Brian Woosley

Motion carried unanimously.

7. **New Meeting Schedule.** Motion was made by Commissioner Woosley and seconded by Commissioner Feeser to adopt the following new meeting schedule commencing in January, 2024: the regular monthly Board meetings will be held on the third Tuesday of each month at 11:00 am Eastern Time at the Customer Service Center, 1951 West Park Road, Elizabethtown, Kentucky. Motion carried unanimously.

**ADJOURNMENT**

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

**HARDIN COUNTY WATER DISTRICT NO. 2**

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

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

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