

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING**

October 15, 2024

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on October 15, 2024 at 11:00 a.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 Beth Boone, Shaun Youravich, Mandy Isham, Forrest Pollock, Damon Talley, and Vaughn Williams. Also present for the last portion of the meeting were Paul Maron, Lauren Brown, and Mark Sneve with Strand Associates. Chairman Bell declared that a quorum was present and called the meeting to order.

VISITORS

There were no visitors present.

SPECIAL RECOGNITION

Chairman Bell recognized John Cruse, who is the District's Water Treatment Plant Manager, for having been appointed by Governor Beshear to the Kentucky Board of Certification of Water and Wastewater System Operators.

MINUTES & FINANCIAL REPORT

The Minutes of the September 17, 2024 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 September 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. Utility App.** Beth Boone reported that the Utility App recently authorized by the Board is now "live." District Staff will start promoting this App on social media. This App will enable the District's customers to access their usage history and manage their accounts.

NEW BUSINESS

- 1. Grant Resolution - 22CWW386.** Motion was made by Commissioner Davis and seconded by Commissioner Feeser to adopt the Resolution accepting the 22CWW386 Cleaner Water Grant and approving the Grant Assistance Agreement for this grant. Motion carried unanimously.

- 2. Grant Resolution - 22KFW012.** Motion was made by Commissioner Davis and seconded by Commissioner Feeser to adopt the Resolution accepting the 22KFW012 House Bill 1 Grant and approving the Grant Assistance Agreement for this grant. Motion carried unanimously.

- 3. Downtown Tank Project.** The Commissioners reviewed the Bid Tabulation prepared by Kenvirons for construction of the Downtown (Mulberry) Water Storage Tank Project ("Downtown Tank Project") and Kenvirons' Recommendation of Award Letter dated October 14, 2024. Based on the recommendation of Kenvirons and General Manager Youravich, motion was made

by Commissioner Tabb and seconded by Commissioner Woosley to take the following actions:

- a. To declare the bid submitted by Caldwell Tanks, Inc. in the amount of \$4,579,000 to be the lowest and best bid for the Downtown Tank Project;
- b. To award the contract for constructing the Downtown Tank Project to Caldwell Tanks, Inc.; and
- c. To authorize Chairman Bell to execute the Notice of Award, the Contract, the Notice to Proceed, and any and all other documents concerning the Downtown Tank Project.

Motion carried unanimously.

4. Hydration Tank Project. The Commissioners reviewed the Bid Tabulation prepared by Kenvirons for construction of the Hydration Water Storage Tank and Pump Station Project (“Hydration Tank Project”) and Kenvirons’ Recommendation of Award Letter dated October 14, 2024. Based on the recommendation of Kenvirons and General Manager Youravich, motion was made by Commissioner Davis and seconded by Commissioner Feeser to take the following actions:

- a. To declare the bid submitted by Caldwell Tanks, Inc. in the amount of \$8,239,000 to be the lowest and best bid for the Hydration Tank Project;
- b. To award the contract for constructing the Hydration Tank Project to Caldwell Tanks, Inc.; and
- c. To authorize Chairman Bell to execute the Notice of Award, the Contract, the Notice to Proceed, and any and all other documents concerning the Hydration Tank Project.

Motion carried unanimously.

5. Pump Station Improvement Project. The Commissioners reviewed the Bid Tabulation prepared by Kenvirons for installation of the improvements and modifications to the Case Loop and Colesburg Pump Stations (the “Pump Station Improvement Project”) and Kenvirons’ Recommendation of Award Letter dated October 14, 2024. Based on the recommendation of Kenvirons and General Manager Youravich, motion was made by Commissioner Tabb and seconded by Commissioner Feeser to take the following actions:

- a. To declare the bid submitted by Schroeder Construction, Inc. in the amount of \$1,300,000 to be the lowest and best bid for the Pump Station Improvement Project;
- b. To award the contract for installing the Pump Station Improvement Project to Schroeder Construction, Inc.; and
- c. To authorize Chairman Bell to execute the Notice of Award, the Contract, the Notice to Proceed, and any and all other documents concerning the Pump Station Improvement Project.

Motion carried unanimously.

6. Hwy. 313 Transmission Main – RFQ. Upon recommendation of General Manager Youravich, motion was made by Commissioner Feeser and seconded by Commissioner Tabb to take the following actions:

- a. To authorize District staff to prepare a Request for Qualifications (“RFQ”) soliciting Statements of Qualifications from engineering firms to perform design and other engineering services for the proposed Kentucky Highway 313 Water Transmission Main Project; and
- b. To publish the RFQ in accordance with the requirements of Rural Development, KIA, and other federal funding sources.

Motion carried unanimously.

7. Warehouse Materials Bid Authorization. Motion was made by Commissioner Davis and seconded by Commissioner Tabb to authorize District staff to advertise for Bids for materials to be used by the District during 2025. Motion carried unanimously.

8. Payment of Invoices via Automatic Bank Drafts & ACH. Upon recommendation of Finance Manager Isham, motion was made by Commissioner Woosley and seconded by Commissioner Davis to take the following actions:

- a. To approve the list of additional vendors with regularly occurring monthly invoices to be paid via automatic bank draft; and
- b. To add the City of Elizabethtown to the list of vendors to be paid via ACH.

Motion carried unanimously.

9. District Holiday Schedule. Upon recommendation of General Manager Youravich, motion was made by Commissioner Woosley and seconded by Commissioner Davis to add the following two (2) days to the list of holidays observed by the District: Martin Luther King Day and the day after Thanksgiving. This will make a total of ten (10) paid holidays for the District employees. Motion carried unanimously.

10. 2025 Health Plan. Upon recommendation of the Insurance Committee, motion was made by Commissioner Davis and seconded by Commissioner Feeser to renew the District's health insurance with the current provider and to maintain the current contribution amounts by the District's employees. Motion carried unanimously.

11. South Hardin County Wastewater Study. Paul Maron, Lauren Brown, and Mark Sneve of Strand Associates presented a draft version of the South Hardin County Wastewater Study and conducted Workshop No. 5. No action is needed by the Board at this time.

ADJOURNMENT

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

HARDIN COUNTY WATER DISTRICT NO. 2

BY: _____
Brian S. Woosley, Secretary

Date Approved: _____

BY: _____
Michael L. Bell, Chairman