

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING
January 17, 2017**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on January 17, 2017 at 4:00 p.m. at the Reesor Customer Service Center, 360 Ring Road, Elizabethtown, Kentucky. Present were Commissioners Mike Bell, Tim Davis, John Effinger, Morris L. Miller, and Cordell Tabb. Also present were General Manager James R. Jeffries, Scott Clark, Amber Pike, Shaun Youravich, Damon Talley, and Vaughn Williams. Chairman Bell declared that a quorum was present and called the meeting to order.

VISITORS

No visitors were present.

MINUTES & FINANCIAL REPORT

The Minutes of the December 20, 2016 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 December was reviewed. Motion was made by Commissioner Miller and seconded by Commissioner Tabb 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 Reports. Vaughn Williams presented the engineering report for water. Attorney Talley presented the wastewater report.

A. Engineering Reports – Water – LWC Connection. Vaughn Williams reported that the LWC Connection Project is progressing smoothly. The entire transmission main has been installed. Five (5) additional air release valves need to be installed. The Miller Pump Station is also nearing completion. The start-up date is still scheduled for February 21, 2017. He summarized the need to prioritize the additional capital improvements to be submitted to RD. **(See Old Business Item 4 for Board Action)**

B. Engineering Reports – Wastewater – Nolin River Watershed. Attorney Talley presented a status report on the Nolin River Watershed Wastewater Project.

2. Departmental Reports. General Manager Jeffries presented the Departmental Reports.

OLD BUSINESS

1. Warehouse Material Bid Award. Motion was made by Commissioner Davis and seconded by Commissioner Miller to take the following actions:

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

Motion carried unanimously.

2. LWC Contract Amendment. The Commissioners reviewed the proposed Second Amendment to the LWC Water Purchase Agreement (Second Amendment). The purpose of the Second Amendment is to amend the quantity of water required to be purchased by the District in 2017. Motion was made by Commissioner Tabb and seconded by Commissioner Effinger to approve the

Second Amendment and to authorize Chairman Bell to execute the Second Amendment for and on behalf of the District. Motion carried unanimously.

3. 315 Ring Road Property. General Manager Jeffries reported that GRW plans to submit a proposed Scope of Services and Cost Proposal for preparing the Needs Assessment and Deficiency Report for consideration by the Commissioners at the February Board Meeting.

4. Preliminary Engineering Report – RD Project. General Manager Jeffries and Vaughn Williams summarized the capital improvements which are likely to be viewed favorably by Rural Development (RD). Motion was made by Commissioner Miller and seconded by Commissioner Tabb to take the following actions: (a) to approve the list of capital improvements to be submitted for funding by RD; (b) to approve the revised Preliminary Engineering Report (PER) prepared by Kenvirons; and (c) to authorize Kenvirons to submit the PER to RD. Motion carried unanimously. Assuming that RD approves the proposed capital improvements for funding, the Commissioners will still determine the order of constructing the capital improvements.

NEW BUSINESS

1. 2017 Water Training Opportunities. Chairman Bell highlighted the training opportunities that are available for the Commissioners during 2017. He urged the Commissioners to review the list and make plans to attend one of the Water Commissioner Training Seminars.

2. WTP Chemical Bid Authorization. Motion was made by Commissioner Davis and seconded by Commissioner Tabb to authorize District Staff to advertise for bids for Water Treatment Plant chemicals to be used by the District during 2017. Motion carried unanimously.

3. Draft Easement Policy. General Manager Jeffries presented a draft Easement Acquisition Policy for consideration by the Board. He explained that this is a preliminary draft. Chairman Bell suggested that the Commissioners review the draft Policy so it can be discussed in more depth at a future Board Meeting.

4. 2016 Annual Review. General Manager Jeffries presented the 2016 Operations Review. He has been invited to present the 2016 Operations Review at the January 24, 2017 Hardin Fiscal Court meeting.

ADJOURNMENT

There being no further business to come before the meeting, motion was made by Commissioner Davis and seconded by Commissioner Effinger 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