

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING
January 16, 2018**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on January 16, 2018 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, and Damon Talley. Chairman Bell declared that a quorum was present and called the meeting to order.

VISITORS

No visitors were present.

SPECIAL RECOGNITION

Chairman Bell and the other Commissioners praised the District's Transmission and Distribution employees who brave extremely cold and inclement weather to make emergency repairs to minimize loss of water service for the District's customers. In particular, Chairman Bell noted the water main break that occurred on New Year's Day on West Poplar Street. It was repaired in single digit temperatures without any customers losing water service. The News-Enterprise published a very flattering article concerning this water main break and the District's prompt response.

MINUTES & FINANCIAL REPORT

The Minutes of the December 19, 2017 meeting were reviewed. Motion was made by Commissioner Miller and seconded by Commissioner Tabb 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 Davis 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.** General Manager Jeffries and Shaun Youravich presented the engineering report for water and wastewater.
 - A. Engineering Reports – Water.** Shaun Youravich presented an update on the status of the White Mills WTP Rehab Project. The Project is still proceeding according to schedule. Shaun Youravich also presented status reports on various other water projects, including the success District Staff has had locating leaks using the new Leak Detection Equipment recently purchased by the District.
 - B. Engineering Reports – Wastewater – Nolin River Watershed.** General Manager Jeffries presented a status report on the Nolin River Watershed Wastewater Project. He reminded the Commissioners of the Public Meeting that is scheduled on January 25, 2018 in Glendale to “kick-off” the construction phase of the Project.
- 2. Departmental Reports.** General Manager Jeffries presented the Departmental Reports.

OLD BUSINESS

- 1. Architectural Services.** General Manager Jeffries reported that the District's Management Team independently reviewed and evaluated the SOQs submitted by the 10 architectural firms and ranked the firms. Based upon the evaluation and recommendation of the District's Management Team, motion was made by Commissioner Tabb and seconded by Commissioner Davis to interview the top three (3) architectural firms, Brandstetter Carroll, Inc., Gresham Smith & Partners, and GRW. Motion carried unanimously. The interviews will be scheduled for January 31, 2018.

2. Purchase of Trucks. Upon recommendation of District Staff, motion was made by Commissioner Davis and seconded by Commissioner Miller to take the following actions: (a) to declare the Bid submitted by Glenn's Freedom Dodge to be the lowest and best bid for the four (4) 2018 Dodge 1500 pickup trucks (gas engines); (b) to accept the Bid submitted by Glenn's Freedom Dodge in the amount of \$26,174.00 for each truck (total of \$104,696.00); and (c) to authorize the purchase of these four (4) trucks. Motion carried unanimously.

3. Warehouse Material Bid Award. Motion was made by Commissioner Tabb and seconded by Commissioner Effinger 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.

NEW BUSINESS

1. Authorization to Bid Mowing. Upon recommendation of District Staff, motion was made by Commissioner Effinger and seconded by Commissioner Tabb to authorize District Staff to advertise for Bids for mowing services. Motion carried unanimously.

2. Renewal of Yard Restoration Contracts. Upon recommendation of District Staff, motion was made by Commissioner Effinger and seconded by Commissioner Tabb to extend the existing yard restoration contracts with James Routt and David Riggs for one (1) additional year at the existing price schedule. Motion carried unanimously.

3. Renewal of Uniform & Laundry Service. Upon recommendation of District Staff, motion was made by Commissioner Tabb and seconded by

Commissioner Effinger to extend the Uniform Services Contract with Elizabethtown Laundry for two (2) additional years. Motion carried unanimously.

4. WTP Chemical Bid Authorization. Motion was made by Commissioner Tabb and seconded by Commissioner Effinger to authorize District Staff to advertise for bids for Water Treatment Plant chemicals to be used by the District during 2018. Motion carried unanimously.

5. 2017 Annual Review. General Manager Jeffries presented the 2017 Operations Review. He has been invited to present the 2017 Operations Review at an upcoming Hardin Fiscal Court meeting.

6. Water Commissioner Training. Chairman Bell announced that the District will be hosting a Water Commissioner Training Seminar on April 23, 2018. The featured speakers will be Damon Talley and Gerald Wuetcher of Stoll Keenon Ogden PLLC. The Commissioners and General Managers of the neighboring water districts will be invited. Commissioners will be able to satisfy their annual PSC training requirements if they attend the entire day.

ADJOURNMENT

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