

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

April 18, 2017

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on April 18, 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, Greg Phillips, Damon Talley, and Vaughn Williams. Chairman Bell declared that a quorum was present and called the meeting to order.

VISITORS

No visitors were present.

SPECIAL RECOGNITION

The Commissioners recognized the District's Operations Manager, Shaun Youravich, for having received the Eugene Nicholas Award presented by the Kentucky Water and Wastewater Operators Association (KWWOA). This award is a lifetime achievement award presented to an industry leader who has a career record of improving water quality. This is the highest honor that KWWOA bestows upon a water management professional.

MINUTES & FINANCIAL REPORT

The Minutes of the March 21, 2017 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 March was reviewed. Motion was made by Commissioner Tabb and seconded by Commissioner Effinger 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. Damon Talley presented the wastewater report.

A. Engineering Reports – Water – LWC Connection. Vaughn Williams reported that the LWC Connection Project is almost complete. The start-up date for the Miller Pump Station has been re-scheduled for the first week of May 2017.

B. Engineering Reports – Wastewater – Nolin River Watershed. Damon 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. Wellness Plan. Commissioner Davis summarized the proposed Wellness Plan that has been under review by the Commissioners since March 21, 2017. Motion was made by Commissioner Davis and seconded by Commissioner Tabb to adopt the proposed Wellness Plan, which will become effective on January 1, 2018. Motion carried unanimously.

2. Miller Pump Station Dedication. By consensus, the Commissioners scheduled the Dedication Ceremony for the Miller Pump Station for May 25, 2017 at 2:00 pm EDT.

3. Sample Meter Test Plan. Damon Talley reported on the status of the PSC's review of the District's proposed Sample Meter Test Plan. The PSC conducted an Informal Conference on April 13, 2017. He anticipates that the PSC will issue a Second Information Request to the District within the next 30 days.

NEW BUSINESS

1. Compass Municipal Advisors Presentation. Greg Phillips, Senior Vice President of Compass Municipal Advisors, LLC, presented an overview of his firm and a credit review of the District. He presented three (3) options for

financing the rehabilitation of the new Customer Service Center and the proposed improvements. He then analyzed the impact that each option would likely have on the District's Bond Rating.

2. HR Specialist Job Description. General Manager Jeffries presented the need for creating a new HR Specialist position and reviewed the proposed job description. Motion was made by Commissioner Tabb and seconded by Commissioner Davis to create the HR Specialist position and to adopt the proposed job description. Motion carried unanimously.

3. Bookkeeper Position. Upon recommendation of General Manager Jeffries, motion was made by Commissioner Tabb and seconded by Commissioner Miller to create an additional bookkeeper position within the Administration Department. Motion carried unanimously.

4. Bereavement Policy Revision. Upon recommendation of General Manager Jeffries, motion was made by Commissioner Davis and seconded by Commissioner Tabb to adopt the proposed revision to Policy 003E "Absence in Case of Death or Attendance at Funerals." Motion carried unanimously. A copy of the revised policy is attached.

5. Executive Session. Motion was made by Commissioner Miller and seconded by Commissioner Effinger to go into Executive Session to discuss real property acquisitions, pending litigation, potential litigation, and personnel matters involving one or more specific employees. Motion carried unanimously.

***** EXECUTIVE SESSION DISCUSSION *****

Motion was made by Commissioner Miller and seconded by Commissioner Davis to return to open session. Motion carried unanimously. Chairman Bell announced that it would not be necessary to take action at this time concerning the matters discussed during the Executive Session.

ADJOURNMENT

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