

**MINUTES OF THE
HARDIN COUNTY WATER DISTRICT NO. 2
BOARD OF COMMISSIONERS' MEETING
December 19, 2017**

The Board of Commissioners of Hardin County Water District No. 2 held its regular monthly meeting on December 19, 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, Mark Sneve, 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 November 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 November 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. General Manager Jeffries noted the very favorable comments concerning the District's financial strength contained in the Annual Comment Report published by Moody's Investors Service.

REPORTS

- 1. Engineering Reports.** Vaughn Williams and Shaun Youravich presented the engineering report for water. Mark Sneve presented the engineering report for wastewater.

A. Engineering Reports – Water. Vaughn Williams presented an update on the status of the White Mills WTP Rehab Project. The Project is proceeding according to schedule. The first Progress Meeting was conducted on December 15, 2017. Shaun Youravich 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. Mark Sneve presented a status report on the Nolin River Watershed Wastewater Project. Mark Sneve announced that the Pre-construction meeting with all the contractors was conducted on December 11, 2017 as scheduled. All contracts have been executed.

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

OLD BUSINESS

1. Nolin Wastewater Project Alternates. The Commissioners once again reviewed the list of 11 Alternate Lines for the Nolin Wastewater Project and the additional information provided by District Staff. No action was taken. The Commissioners will consider this matter again at its January meeting.

2. Nolin Wastewater Interim Financing. District Staff explained the projected flow of funds needed to pay the contractors once work commences on the Nolin Wastewater Project. Because of the lag time between paying contractors and receiving reimbursement from the BRAC Grant, an additional \$1.5 million line of credit will be needed. Motion was made by Commissioner Miller and seconded by Commissioner Davis to authorize and approve a line of credit loan from the District's Water Division to the District's Sewer Division in an amount not to exceed \$1,500,000. The line of credit loan will be evidenced by Promissory Note No. 2018-1 to be executed by the Chairman. Motion carried unanimously.

3. Architectural Services. General Manager Jeffries reported that 10

different architectural firms submitted Statements of Qualifications (SOQ) in response to the District's Request for Qualifications (RFQ) for Architectural Services for renovation of the 315 Ring Road Property. Each Commissioner received a copy of each SOQ. District Staff and the Commissioners will independently review and evaluate the SOQs and rank the firms prior to the next Board meeting. At the January meeting, the Commissioners will decide which firms will be invited to make an oral presentation.

NEW BUSINESS

1. 2017 Amended Budget. Accounting Manager Amber Pike presented the proposed 2017 Amended Budget. Motion was made by Commissioner Miller and seconded by Commissioner Davis to adopt the proposed 2017 Amended Budget as presented. Motion carried unanimously.

2. Purchase of Fleet Vehicles. Upon recommendation of District Staff, motion was made by Commissioner Davis and seconded by Commissioner Tabb to authorize the purchase of the vehicles listed in Scott Clark's December 7, 2017 memo to the Board. The District will utilize the State Master Bid Contract to purchase these vehicles. Motion carried unanimously.

3. Authorization to Bid Vehicles Not on State List. Upon recommendation of District Staff, motion was made by Commissioner Tabb and seconded by Commissioner Davis to authorize District Staff to advertise for Bids for four (4) 2018 Dodge 1500 pickup trucks (gas engines), which are not on the State Master Bid Contract. Motion carried unanimously.

4. Authorization to Purchase Service Utility Truck. Upon recommendation of Operation's Manager Shaun Youravich, motion was made by Commissioner Tabb and seconded by Commissioner Davis to authorize District Staff to purchase a 2018 Dodge 4500 truck for \$46,954.75 and a service utility body for \$16,325.00. The District will utilize the State Master Bid Contract to purchase the truck. Motion carried unanimously.

5. Work Order Management System. Upon recommendation of District Staff, motion was made by Commissioner Davis and seconded by Commissioner Tabb to authorize the purchase of the FieldHawk Work Order Management System as described in the December 1, 2017 price quotation from

Harris for the sum of \$19,150.00. Motion carried unanimously. This Work Order Management System will enable District Staff to remotely receive and respond to Work Orders. District Staff can also remotely inform office personnel whether the Work Order has been completed.

6. KRWA Membership. The Commissioners reviewed proposed Resolution No. 2017-12-01 concerning withdrawing its membership from KRWA. Motion was made by Commissioner Davis and seconded by Commissioner Miller to adopt Resolution No. 2017-12-01 as prepared. Motion carried unanimously.

7. Officer Election. Motion was made by Commissioner Tabb and seconded by Commissioner Davis to elect, for a term ending on December 31, 2017, the persons shown below to the office shown opposite each person's name:

- Chairman - Michael L. Bell
- Secretary - Morris L. Miller
- Treasurer - Morris L. Miller

Motion carried unanimously.

ADJOURNMENT

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