

Regular Meeting Allen County Water District
Board of Commissioners, January 3, 2019

The Allen County Water District Board of Commissioners met in regular session, January 3, 2019 at 5:00 p.m. in the district's office located at 330 New Gallatin Road Scottsville, Kentucky.

Commissioners present for the meeting were Wayne Jackson, Darace Tabor, Joe Young, Robin York and Jeff Powell.

Meeting called to order by Wayne Jackson, Chairman.

Following items were given to the board members for their review – January's agenda, December minutes. Pulled meters from December, Water loss, reconciliation, Billing Usage report, water bought/sold to Scottsville all from January. MM #21 History & MOR, Financial Statement for December & General Ledger, Regions #6758 stmt. & Hilliard Lyons stmt #4401. FNB report folio and Garry's December list.

Matt with Bluegrass Engineering here to go over the various projects that are in the works. He started off by going over the numbers for the Glasgow Water and the error they presented in billing. Matt states that the numbers "jive" with each other. However, Glasgow did change out a meter on August 1st and ACWD were billed on August 3rd for 7/5 million gallons of water, it's not possible for this amount of water to go through this meter in two days. August bill should be negotiable plus the cost for filing revised reports and charges from the CPA, Engineer and Attorney. He suggests that we think about using different master meters in the future moving forward. Camp for Courageous Kids – Matt has a lot of concerns with what they are requesting - 600 gallons per minute, ACWD cannot sustain this amount of water. Tank 231 – need an option signed by Mr. & Mrs. Sisco to be able to drill on their land. Motion made by Joe Young and seconded by Jeff Powell to have Wayne Jackson sign the option to purchase the property if the geotechnical drilling comes back good. Vote unanimous. Motion was made by Joe Young and seconded by Jeff Powell to purchase the 3.4 acres at agreed upon price if the geotechnical drilling results come back good. Vote Unanimous.

Guest Present – Ms. Sherry Penrod. Here to discuss her property located at 9759 New Glasgow Rd. Meter readers found an illegal hookup with two houses on one meter. This was found by Danny Wade and he was instructed to disconnect the straight pipe that was found. She is here to ask that we allow her to have two houses on one meter. Board has told her that she has to have a meter per each residence....period. Ms. Penrod stated she will come in tomorrow to take care of business.

Guest Present – Mr. Gary Petty. Here to finalize the business on the repeater that will be placed on the water tank. He signed the contract with Allen County Water District.

Josh reopened the discussion from last month on the subsurface instrument. This piece of equipment locates lines. This locates all materials and tracer wires. This cost is approximately \$8,000.00. Motion made by Jeff Powell and seconded by Robin York to purchase the new piece of equipment recommended by Josh. Vote Unanimous.

Discussed the email that was received from PSC in regards to the water loss. Legal counsel (Shawn) believes in 6 – 12 months' time PSC will change their guidelines in the water loss. Discussion had on putting together a "water loss team" to look at the numbers monthly or weekly. Board also discussed changing meter types to decrease water loss. Also discussed was the idea of having some ten-year meters sent out for testing along with 5-year meters, 3-year meters and so on to check on the accuracy of readings as time goes on. Water loss team members suggested are Keri Hill, Josh Reynolds and a third member to be named at the next meeting.

Motion made to move \$175,000.00 from the money market account to O&M by Joe Young and Darace Tabor to purchase the land from Mr. & Mrs. Sisco if the drilling from the geotechnical comes back good. Vote Unanimous.

Motion made by Joe Young and seconded by Jeff Powell to have Office Manager to figure up what is owed to Josh Reynolds and Adam Nunn for back pay for raises that weren't implement. Vote Unanimous.


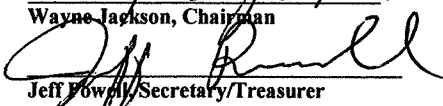
Discussion had about upgrading office computers through United Systems. Board asked that we come back with quotes for computer packages. Anything over \$20,000.00 must be bided out. Will have this ready for next meeting.

Motion made by Robin York, seconded by Joe Young to pay bills. Vote unanimous.

Motion made by Darace Tabor, seconded by Robin York to accept the minutes. Vote unanimous.

Motion made by Joe Young, seconded by Darace Tabor to go into closed session. Vote unanimous.

Motion made by Darace Tabor, seconded by Jeff Powell to adjourn the meeting. Vote unanimous.


Wayne Jackson, Chairman

Jeff Powell, Secretary/Treasurer

Regular Meeting Allen County Water District
Board of Commissioners, February 5, 2019

The Allen County Water District Board of Commissioners met in regular session, February 5, 2019 at 5:00 p.m. in the district's office located at 330 New Gallatin Road Scottsville, Kentucky.

Commissioners present for the meeting were Wayne Jackson, Darace Tabor, Joe Young, Robin York and Jeff Powell.

Meeting called to order by Wayne Jackson, Chairman.

Following items were given to the board members for their review – January's agenda, minutes and locked out meter list. Reconciliation for December and January. Financial Statement for December, General Ledger for December and January. Defined Benefit Actuarial Valuation Plan 2019, PSC filing receipt for water loss. Hilliard Lyons Stmt #4017 & #4401. Regions Statement, water loss, billing usage water bought, water sold reports for December & January. Quote from United Systems for updated office computers.

Guest present – Mike Montgomery with Montgomery Beck, CPA., was here to discuss his findings from the audit in regards to the water loss. He and the Engineer did some searching and have come to the conclusion that the master meters are off somewhere in our system. Our metered water is more than what we are being billed for by Glasgow. We need to make sure that Glasgow's meters have been tested and Matt's recommendations is to use the numbers that Glasgow has billed us for. Our master meter was tested as of January 1, 2019. Mr. Montgomery stated that the water loss isn't getting better and that this is causing the Water District to have a significant loss in 2018. Discussion was had about the spreadsheets that are currently being used in our office to figure the water loss. Changes will be implemented in the near future to the master meters and the numbers that are being used to figure the water loss.

Guest present – Matt Curtis with Bluegrass Engineering. Here to give updates on the US 231 elevated tank site. Rock was hit between 27' – 37'. Site will be surveyed in the coming days to finalize plans and prepare for bidding. The Water District can go ahead and negotiate the cost of land with land owners pending the final draft of geo-tech report. Discussion had with Mike Montgomery in regards to the water loss, as stated prior, Matt believes that there could be a problem with our master meters or with Glasgow's master meters. ACWD could be losing water in the metering of residential water. Current meters being used are Zenner meters. Matt's recommendations on meters are Badger, Senus, Neptune and possibly Master Meter. These are the ones he's familiar with. Josh is getting quotes on new residential meters and he will have the master meters changed out. Matt explained to the board that he and the district's staff have mapped out several pressure zones and are working on a water loss plan to present to the board in the next several months. This will involve the installation of additional meters to help develop data and information which will identify pressure zones where water loss is occurring. Discussion had in regards to the price of meters being tested compared to the price of new meters. It was determined that it wouldn't be feasible to have a sampling of meters at various ages tested to determine if the meters are continuing to read accurately over a meter's ten-year life span. In regards to the Glasgow Water Bill discrepancy. Matt spoke with GWC in regards to the August bill that was in question. According to them, this was incorrect and it was supposed to read July 15th. However, they have no documentation supporting this installation date. Motion made by Darace Tabor and seconded by Robin York to have Attorney write up an offer to Glasgow Water Company for \$75,000.00 to settle the billing discrepancy in three monthly payments with Attorney, CPA and Engineering cost deducted year to date. Any other expenses to be deducted from future billing. Vote Unanimous.

Motion made by Darace Tabor and seconded by Robin York to appoint Josh Reynolds as District Manager. Vote Unanimous.

Josh brought up a topic that they had been discussing at the shop. The area of Long Creek, all of Holland would be without water (approx. 300 customers) if something catastrophic happened to that water line. Ideas of tying onto Fountain Run or Sumner County. Board stated to look into all options and this topic can be revisited in the future.

Motion made by Jeff Powell and seconded by Darace Tabor to accept the quote from United Systems for new office computers in the amount of \$19,652.00. Vote Unanimous.

Motion made by Jeff Powell and seconded by Robin York to give Wayne Jackson permission to sign Notary Public Bonds on behalf of the Allen County Water District, to be filed at the County Clerk's Office. Vote Unanimous.

Motion made by Darace Tabor and seconded by Robin York to transfer \$200,000.00 from the money market account into the revenue account for office expenses. Vote Unanimous.

Motion made by Robin York, seconded by Darace Tabor to pay bills. Vote unanimous.

Motion made by Darace Tabor, seconded by Jeff Powell to accept the minutes. Vote unanimous.

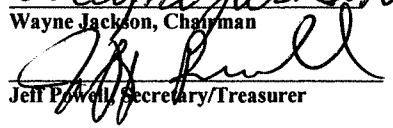
Motion made by Jeff Powell, seconded by Robin York to go into closed session. Vote unanimous.

Motion made by Darace Tabor, seconded by Jeff Powell to go into regular session. Vote unanimous.

Motion made by Robin York and seconded by Darace Tabor to offer Josh Reynolds an annual salary of \$51,500 (equivalent to \$25.75 an hour) for a period of 60 days while on a probationary period. Then to be discussed again after probationary period has ended. Vote unanimous.

Motion made by Jeff Powell, seconded by Darace Tabor to adjourn the meeting. Vote unanimous.


Wayne Jackson, Chairman


Jeff Powell, Secretary/Treasurer

Allen County Water District

330 New Gallatin Road

Scottsville, KY 42164

DeAnn Marquez, Office Manager

Phone: 270-622-3040

Fax: 270-622-3041

February 7, 2019

Allen County Clerk, Elaine Williams
201 West Main Street
Scottsville, KY 42164

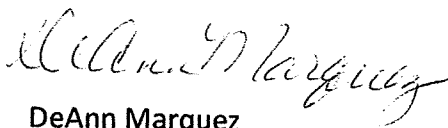
Re: Bond signing for Notary Public

Dear Mrs. Williams,

The Board of Commissioners, at our February 6, 2019 meeting authorized the Chairman of the Board to sign notary bonds for all necessary employees. The current Chairman is Wayne Jackson.

If you have any questions regarding this matter, please feel free to contact me at the above number.

Kindest Regards,



DeAnn Marquez
Office Manager
Allen County Water District

cc: file

**Regular Meeting Allen County Water District
Board of Commissioners, March 5, 2019**

The Allen County Water District Board of Commissioners met in regular session, March 5, 2019 at 5:00 p.m. in the district's office located at 330 New Gallatin Road Scottsville, Kentucky.

Commissioners present for the meeting were Wayne Jackson, Darace Tabor, Joe Young, Robin York and Jeff Powell.

Meeting called to order by Wayne Jackson, Chairman.

Following items were given to the board members for their review – February minutes, letter written by Glasgow Water Company, Water Loss Prevention & Leak Detection Plan from Josh Reynolds. Hilliard Lyons year end account summary #4401, Hilliard Lyons transfer confirmations & transaction notice. Regions statement for confirmation & transaction notice. Regions statement for account #6758. Statement on Hilliard Lyons account #4401 for period ending on 1/31/19. Reconciliation for February, Josh's list for the month of February, pulled meter list, billing usage, report for commissioners, water loss report, water bought/sold for Scottsville, monthly MOR spreadsheet and Defined Benefit Plan Valuation.

Guest present – Jeff Reed with Glasgow Water Company was present. He wanted to express his gratitude for our cooperation in regards to the billing error that was discovered last year. GWC is planning on putting cellular devices on all of their wholesale meters and they will provide a portal for ACWD to access at any given time to view our accounts. He also stated that GWC do not foresee any rate increases for the next several years. He states that the values our relationship and looks forward to our continued business.

Guest present – Daniel Brown & Scott Smith with United Systems/Itron were here to go over some options for new meters. For the parts that they offer they have a 10-year bumper to bumper warranty with optional acoustic leak censor. They also provide radio read, leak sensors are priced around \$90.00 apiece. Our current Itron handhelds are becoming obsolete at the end of 2021 but a third-party company has picked up the contract to troubleshoot problems for the handhelds at the end of 2021. Information was received by the Board and Josh and they will review it and get back to the them.

Guest present – Matt Curtis with Bluegrass Engineering was present to give updates on the US 231 elevated tank project. Tank site is awaiting to be surveyed for property purchase. The geotechnical report was delivered to BG Engineering on 2/5/19. The report is recommending a foundation for the tank to be set on H-Piles driven to bedrock with a pile cap. The cost of the foundation is an additional cost to the project as previously discussed. Leak Detection Program – BG Engineering has prepared a draft report for the board and staff's review. This report will establish how to track water as it flows through the distribution system. Currently, the only means to monitor the movement of water is via the telemetry system. The report recommends that a set number of meters be pulled at the 3-year, 6 year and 9 year to determine the loss in accuracy over time. Also recommended is installing master meters and telemetry at all points of water transfer between pressure zones. Engineer also recommend labeling each customer account based upon the pressure zone that serves that particular customer. This would allow for the water entering a pressure zone to be measure and compared against the water sold for a given month to determine water lost within a smaller section of the system. Existing master meters need to be examined and calibrated for accuracy prior to their data points being utilized. A spreadsheet is being developed that will require that data that is being collected on a daily basis be entered to establish normal usage within each zone. This will help the staff recognize usage that exceeds what would be anticipated and allow them to address any potential water loss on a daily basis. Motion made by Joe Young and seconded by Robin York to have Bluegrass Engineering design and get quotes to install no more than 6 master meters throughout the ACWD water system and for ACWD to help alleviate water loss. Vote unanimous.

Motion made by Darace Tabor and seconded by Jeff Powell for the Allen County Water District to purchase the Sisco property at 3.4 acres in the amount of \$132,500.00 and Wayne Jackson is given the authority to sign any documents needed to purchase said property located at 3500 Veterans Memorial Highway, Scottsville, KY 42164. This property is to be used for the US 231 elevated tank. Vote unanimous.

Motion made by Darace Tabor and seconded by Jeff Powell to start bookkeeping and payroll in house and have Keri Hill be in charge of the bookkeeping and DeAnn Marquez to process payroll. Keri Hill to receive \$1.00 raise along with a 60-day probationary period. Vote unanimous.

Motion made by Robin York, seconded by Jeff Powell to pay bills. Vote unanimous.

Motion made by Jeff Powell, seconded by Robin York to accept the minutes. Vote unanimous.

Motion made by Darace Tabor, seconded by Joe Young to adjourn the meeting. Vote unanimous.


Wayne Jackson, Chairman


Jeff Powell, Secretary/Treasurer

Regular Meeting Allen County Water District
Board of Commissioners, April 2, 2019

The Allen County Water District Board of Commissioners met in regular session, April 2, 2019 at 5:00 p.m. in the district's office located at 330 New Gallatin Road Scottsville, Kentucky.

Commissioners present for the meeting were Wayne Jackson, Darace Tabor, Joe Young, Robin York and Jeff Powell.

Meeting called to order by Wayne Jackson, Chairman.

Following items were given to the board members for their review – March minutes, Hilliard Lyons statement for acct. #4401, Regions statement for account #6758. Reconciliation for March, Josh's list for the month of March, pulled meter list, billing usage, report for commissioners, water loss report, water bought/sold for Scottsville, monthly MOR spreadsheet and copy of the 2018 Audit.

Guests present – Mr. Steve Townsend & Mr. Pat Haney with Core & Main. They are here to answer any questions from the Board regarding the meters that are on the market. Beacon Advanced Metering/Badger Meters have cellular service that can be read by anyone. The software is "cloud based" and reports can be reviewed for up to three years, such as history of a meter. Alerts can be set to notify you by email in the event of a high/low readings, with 15-minute increments of data. This product is being looked at for the master meters in the Allen County Water District system. Life expectancy is around 20 years. Projected cost per meter is less than \$200.00 per meter if the meter is compatible. Power source is a lithium battery, sealed & potted. Badger offers a start up package that just reads, qty. of 10 cellular, transmitted software and training (2-4 hours) for approximately \$3,000.00. Monthly fee is \$6.00 per month cellular transmitter plus an engagement fee. Once that fee is paid it drops to \$0.89. The Board will discuss the information given to them from Badger with our Engineer and District Manager and will get back with them.

Guests present – Mr. Mike Montgomery with Montgomery Webb and Mr. Kim Kirby of Kirby Moore. They are here to go over the 2018 Audit for the ACWD. Mr. Montgomery went over 2017's audit vs 2018's audit. Major areas of focus are the water loss, engineering and pension. Pension was due to the market being poor in 2018. Water loss is being worked on and that is where the increase of engineering costs comes from along with ongoing projects. Mr. Montgomery will continue to due the field work for the ACWD audits and the PSC reports. However, Mr. Kirby will be the individual to perform the financial statements for future audits.

Guest present – Mr. Matt Curtis with Bluegrass Engineering. Matt went over the US 231 Elevated Tank project - A bid that includes three Scottsville-Allen County logos for the tank contractor to provide during shop drawing review for board approval. As discussed in previous meetings, there are two miles of waterline added to the tank project to provide additional tank turnover. This was not included in the original contract; a breakdown of costs was discussed. A good portion of the added work was simply shifting a portion of the Bowling Green Rd. to this project and the addition of rework at Halfway for meter installation. The increase in cost does not and will not include the additional cost of the tank foundation. Leak Detection Program – Bluegrass Engineering has visited the proposed sites and are working with various vendors to get this project ready for a labor only bid. Once meters have been bid for installation costs, we will finalize the spreadsheet with meter names and Bluegrass Engineering will work with the ACWD staff to separate user accounts to the corresponding pressure zones and begin the process of monitoring water movement throughout the distribution system.

Discussion was had regarding Josh pulling existing meters at the 3, 6- & 9-year age to test and establish where and what time frame the Water District is losing revenue due to meters not registering all the flow that enters the meter. Matt will call KIA to ask if they can put us back in the line up for funding, no sense at this point in bidding out the tank until funding is secure. Tank price is currently budgeted at \$2.3 million for overall tank price, previous estimated budget was \$1.7 million.

Motion made by Joe Young and seconded by Robin York to advertise for sealed bids to purchase the 2005 truck, to bring back to May's meeting. Vote Unanimous.

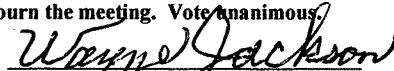

Motion made by Darace Tabor and seconded by Jeff Powell to add Joshua Reynolds, District Manager as a co-signer to all Allen County Water District bank accounts affiliated with Farmer's National Bank and to remove Garry Wade from all accounts with Farmers National Bank. Vote Unanimous.

Motion made by Darace Tabor and seconded by Jeff Powell to obtain a company credit card in the amount of \$5,000.00 for Joshua Reynolds, District Manager. Vote Unanimous.

Motion made by Darace Tabor, seconded by Joe Young to pay bills. Vote unanimous.

Motion made by Robin York, seconded by Jeff Powell to accept the minutes. Vote unanimous.

Motion made by Joe Young, seconded by Darace Tabor to adjourn the meeting. Vote unanimous.


Wayne Jackson, Chairman

Jeff Powell, Secretary/Treasurer

**Special Meeting - Allen County Water District
Board of Commissioners, April 29, 2019**

The Allen County Water District Board of Commissioners met in a special session, April 29, 2019 at 10:00 a.m. in the district's office located at 330 New Gallatin Road Scottsville, Kentucky.

Commissioners present for the meeting were Wayne Jackson, Darace Tabor, Joe Young and Robin York.

Meeting called to order by Wayne Jackson, Chairman.

Items to be discussed include the KIA funding for the Veterans Memorial Highway water tank and to give authorization to the Chairman of the Board, Wayne Jackson to sign any and all paperwork involving this project as well as receive report from the districts Engineer on the installation of pressure zone meters as part of the district's leak detection program.

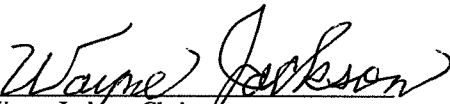
Matt Curtis with Bluegrass Engineering – here to discuss the KIA funding. Funding has been secured for \$2.45 million, application is due this Friday, May 3, 2019. Motion made by Joe Young and seconded by Darace Tabor to approve the resolution approving the funding from KIA and for Wayne Jackson, Chairman to sign all paperwork. Vote Unanimous.


Bluegrass Engineering obtained estimates for the purchase of materials for the pressure zone project. The estimates obtained by Bluegrass where for all materials needed for the project and did not consider that many of the materials needed are currently maintained by the district in its inventory and the only materials that need to be purchased are the vaults and meters. The vaults and meters that need to be purchased for this project will cost less than \$20,000 from Core & Main. Motion was made by Darace Tabor and seconded by Robin York to purchase the needed vaults and meters for the project (less than \$20,000) from Core & Main. Vote Unanimous.

Motion made by Robin York and seconded by Darace Tabor to approve the amendment to the original contract from Bluegrass Engineering to add additional funds to be paid, regarding the funding assistance for KIA SRF and Booster Station project.

Motion made by Darace Tabor and seconded by Joe Young to adopt the Engineering recommendations to contract with Southern Contractor of Kentucky. Vote Unanimous.

Motion made to adjourn by Joe Young and seconded by Darace Tabor. Vote Unanimous.


Wayne Jackson, Chairman


Jeff Powell, Secretary/Treasurer

**Regular Meeting Allen County Water District
Board of Commissioners, May 7, 2019**

The Allen County Water District Board of Commissioners met in regular session, May 7, 2019 at 5:00 p.m. in the district's office located at 330 New Gallatin Road Scottsville, Kentucky.

Commissioners present for the meeting were Wayne Jackson, Darace Tabor, Joe Young, Robin York and Jeff Powell.

Meeting called to order by Wayne Jackson, Chairman.

Following items were given to the board members for their review – April minutes, Hilliard Lyon statement #4401, Regions statement #6758. Reconciliation, pulled meter list, water bought & sold to Scottsville and water loss for the month of April.

Guests present – Mr. Johnny Hobdy with the Industrial Development Association (IDA). Mr. Hobdy wanted to stop in to introduce himself and to fill the board in on what's going on around the area. A new development called Allen Springs Industrial Park is being developed where they just built the Halton plant. He looks forward to a working relationship with the Allen County Water District.

Guests present – Mr. Chip Wilkins with Lawton Insurance out of Bowling Green, KY. He's presenting a quote for general liability, property & umbrella. His quote comes from the Cincinnati Insurance Companies. Information was given in the form of spreadsheets and packets. The Board will review all information given and they will let him know at the June meeting.

Guest present – Mr. Justin Marsh with Zurich Insurance. He's presenting a quote for general liability, property & umbrella. His quote comes from the Zurich Insurance. Information was given in the form of spreadsheets and packets. The Board will review all information given and they will let him know at the June meeting.

Guest present – Mr. Jordan Clarke with Charles Moore Insurance. He's presenting a quote for general liability, property & umbrella. His quote(s) comes from Grundy, KY League of Cities and Glatfelter. Information was given in the form of spreadsheets and packets. The Board will review all information given and they will let him know at the June meeting.

Guest present – Mr. Howard Rosewell. He's presenting a quote for health insurance. His quote comes from the Kentucky League of Cities. Our current insurance coverage has gone down 3.53% compared to last year. Information was given in the form of spreadsheets and packets. The Board will review all information given and they will let him know at the June meeting.

Guest present – Matt with Bluegrass Engineering. Here to update the board on the progress of the 231-water tank. The application has been submitted to KIA. Everything should go before the board on June 18th at 1:00p.m. in Frankfort. After the board meeting with KIA then Matt stated that everything should be ready to go to bid on the water tank. Matt requested that someone from the board be present at the KIA board meeting. Board members stated that someone would be there to help represent the ACWD.

Opening of sealed bids for the sell of the 2005 Chevrolet. One bid was received, and it was from Ernie Broady in the amount of \$2,510.00. Motion made by Joe Young and seconded by Darace Tabor to sell the 2005 truck to Mr. Broady. Vote unanimous. Josh will notify Mr. Broady regarding the selling of the truck.

Josh brought to the Board the prospect of turning over the customers off the Old Glasgow Rd. Some discussion was had trying to understand why Scottsville didn't have these customers to begin with. Legal counsel requested that we pull any and all information regarding the customers in question and forward it to her. This topic will be discussed again at a future meeting.

Josh requested to hire new employees, at least two people with the possibility of three. Motion made by Jeff Powell and seconded by Robin York to hire two people for the Laborer/Meter Read positions. Vote Unanimous.

Pay incentives were requested for the Allen County Water District employees, to take effect on July 1, 2019. Motion made by Joe Young and seconded by Darace Tabor to give the employees a 3% pay increase. Vote Unanimous.

Motion made by Robin York, seconded by Joe Young to pay bills. Vote unanimous.

Motion made by Darace Tabor, seconded by Joe Young to accept the minutes. Vote unanimous.

Motion made by Darace Tabor, seconded by Jeff Powell to adjourn the meeting. Vote unanimous.


Wayne Jackson, Chairman


Jeff Powell, Secretary/Treasurer

**Regular Meeting Allen County Water District
Board of Commissioners, June 4, 2019**

The Allen County Water District Board of Commissioners met in regular session, June 4, 2019 at 5:00 p.m. in the district's office located at 330 New Gallatin Road Scottsville, Kentucky.

Commissioners present for the meeting were Wayne Jackson, Darace Tabor, Joe Young, Robin York and Jeff Powell.

Meeting called to order by Wayne Jackson, Chairman.

Following items were given to the board members for their review – May minutes, Hilliard Lyon statement #4401, FNB statement, reconciliation, pulled meter list, water bought & sold from Scottsville for May and water loss for May.

Matt with Bluegrass Engineering present – He discussed the progress of the tank funding. Questions were raised regarding the Audit in 2018. Ratio needs to be 1.1 and after the 2018 audit were at .8, rate increase was mentioned. KIA was a quicker way to get a loan for the tank. Joe Young made a motion to offer \$500,000.00 towards the loan and Robin York seconded the motion. Vote Unanimous. All Board members agreed that they were not interested in a rate increase at this time.

Board members are planning to travel to Frankfort on June 18th, 2019 for the KIA board meeting to discuss the new water tank.

Motion made by Robin York to keep the current health insurance with Kentucky League of Cities for the next year. Jeff Powell seconded the motion. Vote Unanimous.

Motion made by Darace Tabor to go with Justin Marsh's quote with Zurich Insurance. Joe Young seconded the motion. Vote Unanimous.

Motion made by Jeff Powell to go with Justin Marsh's quote with KEMI Insurance for Worker's Comp coverage. Robin York seconded the motion. Vote Unanimous.

Motion made by Joe Young and seconded by Jeff Powell to transfer \$200,000.00 from the money market account into the revenue account to help with water tank expenses and meter expenses in the water loss detection. Vote Unanimous.

Motion made by Darace Tabor, seconded by Robin York to pay bills. Vote unanimous.

Motion made by Darace Tabor, seconded by Joe Young to accept the minutes. Vote unanimous.

Motion made by Joe Young, seconded by Darace Tabor to adjourn the meeting. Vote unanimous.


Wayne Jackson, Chairman


Jeff Powell, Secretary/Treasurer

**Regular Meeting Allen County Water District
Board of Commissioners, July 2, 2019**

The Allen County Water District Board of Commissioners met in regular session, July 2, 2019 at 5:00 p.m. in the district's office located at 330 New Gallatin Road Scottsville, Kentucky.

Commissioners present for the meeting were Wayne Jackson, Darace Tabor, Joe Young, Robin York and Jeff Powell.

Meeting called to order by Wayne Jackson, Chairman.

Following items were given to the board members for their review – Meeting minutes for June, water loss for May, Water bought & sold for the month of May. List of meters locked out in June. Farmer's National Bank security statement, Hilliard Lyons statement #4401 and the dates for the KRWA conference.

Paul with Bluegrass Engineering present – He discussed the progress of the tank funding. Since the Board declined the 7% increase for customers, the other choices besides KIA is RD or a private loan through a local bank. Per Paul, the only problem with RD is you will have to have PSC's approval but also looking at a rate increase. Overall time for RD paperwork is approximately a year. RD has a forty-year loan @ 3.875%, these are some of the disadvantages of using RD. Ultimately, its up to what the board wants to do as far as funding. Last rate increase was July 1, 2009 for ACWD. Joe Young stated that he'd go to FNB and talk to the president regarding a possible loan option. He will bring back the information to the next board meeting. Paul stated they will do whatever they need to do to help us move forward in the process.

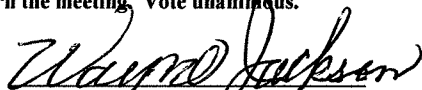
Discussion had as to whether to have a retirement function for Garry and Danny. Board's concern is if they would even show up if we had something for them. The majority feels that they probably wouldn't make an appearance. Office Manager has been instructed to look into having something made for them and present it at the company Christmas dinner.


Motion made by Joe Young and seconded by Darace Tabor to reverse the motion of moving \$500,000.00 for the KIA loan down payment. The money that was allotted for the 231-water tank in the sum of \$500,000.00 is to be left in its original account due to lack of KIA funding. Vote Unanimous.

Motion made by Darace Tabor, seconded by Robin York to pay bills. Vote unanimous.

Motion made by Jeff Powell, seconded by Darace Tabor to accept the minutes. Vote unanimous.

Motion made by Joe Young, seconded by Jeff Powell to adjourn the meeting. Vote unanimous.


Wayne Jackson, Chairman


Jeff Powell, Secretary/Treasurer

**Regular Meeting Allen County Water District
Board of Commissioners, August 5, 2019**

The Allen County Water District Board of Commissioners met in regular session, August 5, 2019 at 5:00 p.m. in the district's office located at 330 New Gallatin Road Scottsville, Kentucky.

Commissioners present for the meeting were Wayne Jackson, Darace Tabor, Joe Young, Robin York and Jeff Powell.

Meeting called to order by Wayne Jackson, Chairman.

Following items were given to the board members for their review – July meeting minutes, copies of June's reconciliation, water bought/sold to Scottsville and water loss for the month of June. July's water bought/sold and water loss, reconciliation and pulled meter list for the month of July and confirmation for hotel and directions to the KRWA conference.

Matt with Blue Grass Engineering was present – discussed going before the KIA board for meeting on 8/6/19. Matt and most of the board members along with the District Manager will be attending the meeting. According to Matt, the KIA Board likes the borrower's to be included in the discussion. Matt spoke with the Southern Kentucky Contractors who will be installing the vaults/meters as part of the pressure zone project to address water loss, they will be here next Monday. After the meeting with KIA the next step is to go to bid. He will have to file with PSC an alternative rate filing. There are several people who do this. Matt is willing to make the contact and have them pull in a specialist on our behalf. Matt stated that he's looking at advertising for bids on August 21, 2019 with an opening of bids on September 11, 2019 at 1:30 here at the Allen County Water District's Office.

Motion made by Joe Young and seconded by Jeff Powell to give Matt with Bluegrass Engineering approval to advertise for bids for the 231 Elevated Tank and to be opened on September 11, 2019 at 1:30; at a special called meeting of the District. Vote Unanimous.

Motion made by Joe Young and seconded by Darace Tabor to pass a resolution accepting the special condition required by KIA to seek a rate increase that would yield a 7% increase in revenue or \$160,000, subject to PSC approval for the 500,000 gallon water tank-231 elevated tank and the aging infrastructure along the Old Bowling Green Road and to authorize Chairman Wayne Jackson to sign the resolution. Vote Unanimous.

Josh is requesting two trucks, these are needed for the water loss team so that they can be looking for leaks while the other crew members are reading meters, etc. The trucks don't have to be full size trucks or brand new. Currently Josh has a total of eight other employees besides himself and only six trucks. Water loss team members currently include – Wesley, Cody, Juan, Keri & Josh. The Board asked Josh to research some different truck options along with pricing and come back to the next meeting with the information.

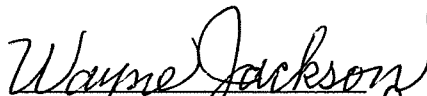

Motion made by Robin York and seconded by Jeff Powell to nominate Wayne Jackson as voting delegate and Darace Tabor as an alternate to the 40th Annual Business Meeting of the KRWA Conference. Vote Unanimous.

Question was asked if the return check fee could be increased from \$35.00 to \$50.00. Per our legal counsel that is set in our Tariff's and can only be changed by PSC. Return check fee will remain as is.

Motion made by Jeff Powell, seconded by Joe Young to accept the minutes. Vote unanimous.

Motion made by Robin York, seconded by Darace Tabor to pay bills. Vote unanimous.

Motion made by Darace Tabor, seconded by Joe Young to adjourn the meeting. Vote unanimous.


Wayne Jackson, Chairman

Jeff Powell, Secretary/Treasurer

**Regular Meeting Allen County Water District
Board of Commissioners, September 3, 2019**

The Allen County Water District Board of Commissioners met in regular session, September 3, 2019 at 5:00 p.m. in the district's office located at 330 New Gallatin Road Scottsville, Kentucky.

Commissioners present for the meeting were Wayne Jackson, Darace Tabor, Robin York and Jeff Powell.

Meeting called to order by Wayne Jackson, Chairman.

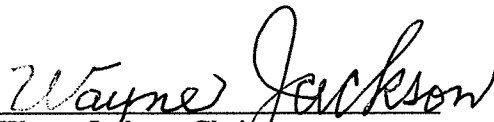
Matt with Blue Grass Engineering was present – Tank is out for bids. Several companies are out looking at the specs. Matt has met with Andy Lange and Joe Burns with Kentucky Rural Water Association about a rate analysis. We're looking at a six month turn around with alternative rate filing. Sealed bid opening will be at 1:30 on 9/11/19 here at the business office. Zone meters have been installed; next phase is the re-arranging of the routes in the office. Once bid is approved and company is selected an Authority to Award is sent out by Matt between the 60-90-day mark, then loan documents will be sent.

Motion made by Darace Tabor and seconded by Jeff Powell to open a new checking account at Farmer's National Bank to run all business having to due with the new US 231 Tank if accountant sees the need in doing so. Vote Unanimous.

Motion made by Jeff Powell, seconded by Darace Tabor to accept the minutes. Vote unanimous.

Motion made by Robin York, seconded by Jeff Powell to pay bills. Vote unanimous.

Motion made by Darace Tabor, seconded by Jeff Powell to adjourn the meeting. Vote unanimous.


Wayne Jackson, Chairman


Jeff Powell, Secretary/Treasurer

**Regular Meeting Allen County Water District
Board of Commissioners, October 1, 2019**

The Allen County Water District Board of Commissioners met in regular session, October 1, 2019 at 5:00 p.m. in the district's office located at 330 New Gallatin Road Scottsville, Kentucky.

Commissioners present for the meeting were Wayne Jackson, Darace Tabor, Robin York, Joe Young and Jeff Powell.

Meeting called to order by Wayne Jackson, Chairman.

The following items were given to the Board for their approval – Reconciliation for the month of September, water loss and water bought and sold to Scottsville for the month of September.

Matt with Blue Grass Engineering was present –The bid opening for the project was held on 9/11/19 at ACWD. Bluegrass Engineering, PLLC on behalf of ACWD, has reviewed the contractor's bid proposals and certified bid tabulations under previous correspondence. Eight (8) bids were received for Contract 01-Water Lines with bids ranging from \$281,980.00 to \$498,400.00. Bluegrass Engineering, PLLC and ACWD have previously worked with the low bidder, Southern Contractor of KY, LLC. Based upon this previous work history we recommend that Contract 01-Water Lines be awarded to Southern contractor of KY, LLC of London, KY in the amount of \$281,900.00. Notice of Award to be presented to Southern, at the board's direction.

Two (2) bids were received for Contract 02-Elevated Tank with bids ranging from \$1,674,000.00 to \$1,698,675.00. Bluegrass Engineering, PLLC has conducted several jobs with the low bidder, Caldwell Tanks, Inc. of Louisville, KY. Based upon our previous work history we recommend that Contract 02-Elevated Tank be awarded to Caldwell Tanks, Inc. in the amount of \$1,674,000.00. Notice of Award to be presented to Caldwell, at the board's direction.

We are within budget for this project, essentially KIA will give the water district a line of credit and it is up to the Water District as to how to use the funds. Once we have the Pre-Construction meeting then we will be able to move forward. The next move is to have the board accept the recommendations for Contract 01-Water Lines and Contract 02-Elevated Tank.

Motion made by Darace Tabor and seconded by Jeff Powell to accept Bluegrass Engineering, PLLC recommendation to award Southern Contractor of KY, LLC with Contract 01-Water Lines with the bid amount of \$281,900.00. Vote Unanimous.

Motion made by Joe Young and seconded by Robin York to accept Bluegrass Engineering, PLLC recommendation to award Caldwell Tanks, Inc. of Louisville, KY with Contract 02-Elevated Tank with the bid amount of \$1,674,000.00. Vote Unanimous.

Motion made by Robin York and Darace Tabor to authorize Wayne Jackson, Chairman of the Board to sign any and all paperwork associated with Contract 01-Water Lines and Contract 02-Elevated Tank. Vote Unanimous.

Motion made by Jeff Powell and seconded by Joe Young to obtain the services of Mr. Randy Jones with Reuben & Hayes to move forward in obtaining a Certificate of Necessity from the Public Service Commission. Vote Unanimous.

Matt with Bluegrass Engineering brought up Camp Courageous – Scott Ritter is wanting to replace the waterline from a 4" to an 8" on Burnley Road. Scott Ritter has asked Matt with Bluegrass Engineering to do the Engineering work on this project. Matt is bringing this up for the Boards ok before accepting the work. Bluegrass Engineering, PLLC made the Allen County Water Districts Board aware that his firm will be doing the engineering for Scott & Ritter on the Camp Courageous Project.

Pressure recorders were put out on 585/Red Hill Road, no pattern of change has been detected when the pump was running per Matt with Bluegrass Engineering. The last test run will be with the two pumps running, then the accounts on all routes will need to be recoded properly.

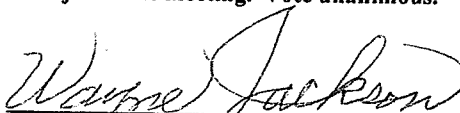
Time to advertise for new truck(s). Josh Reynolds, District Manager was asked by the board to report back at this meeting with pricing on trucks. He has some quotes coming in on the trucks, as of now the pricing is around \$27,000.00 to \$30,000.00 range. Josh states he can use two trucks. Joe Young made the statement that

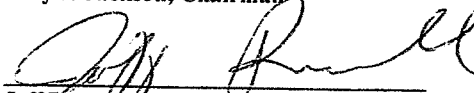
he feels the water district doesn't need to spend that kind of money at this point. Numbers need to improve, and we need to tighten down. Board's decision was to postpone purchasing a truck(s) for right now due to the expenses of the Water Tank Project and other expenses.

Motion made by Darace Tabor, seconded by Jeff Powell to accept the minutes. Vote unanimous.

Motion made by Robin York, seconded by Joe Young to pay bills. Vote unanimous.

Motion made by Jeff Powell, seconded by Darace Tabor to adjourn the meeting. Vote unanimous.


Wayne Jackson, Chairman


Jeff Powell, Secretary/Treasurer

**Regular Meeting Allen County Water District
Board of Commissioners, November 5, 2019**

The Allen County Water District Board of Commissioners met in regular session, November 5, 2019 at 5:00 p.m. in the district's office located at 330 New Gallatin Road Scottsville, Kentucky.

Commissioners present for the meeting were Wayne Jackson, Darace Tabor, Robin York, Joe Young and Jeff Powell.

Meeting called to order by Wayne Jackson, Chairman.

The following items were sent via email to the Board for their review – pulled meters list for the month of October. Investment portfolio summary for ACWD from Hilliard Lyons, October meeting minutes, October water loss and reconciliation. September water loss, water bought and sold to Scottsville, copy of a clear site certificate, Hilliard Lyon snapshot statement, Hilliard Lyon statement acct. #4017 and Regions statement on acct. #5161.

Matt with Blue Grass Engineering was present here to discuss the following: US 231 Elevated Tank. All documents have been reviewed and approved from KIA & DOW. PSC paperwork has been submitted with no deficiencies. Randy Jones of Rubin & Hayes submitted the paperwork on behalf of the district as previously approved. A pre-construction meeting is scheduled for 11-8-19 at 10:00am here at the Allen County Water District. We can execute all documents except for the Notice to Proceed, which will be issued once PSC has approved. Per Matt, PSC can take as long as they like in approving this step.

Leak Detection Program – Bluegrass Engineering has reviewed the meter test results as conducted by CI Thornburg. The results did not provide the clear timeline for replacement as hoped. The results are not consistent with the original thought that at some time the meters inaccuracy would warrant replacement prior to the end of the ten-year replacement time period. Below is a summary of the results.

Meter Age	# of Meters Tested	Low Flow (1/4 gpm) Slow/Accurate/Fast	Intermediate Flow (2 gpm) Slow/Accurate/Fast	Maximum Flow (15 gpm) Slow/Accurate/Fast
1-Year	20	50%/50%/0%	30%/70%/0%	0%/70%/30%
4-Year	24	79%/21%/0%	25%/71%/4%	4%/79%/17%
6-Year	26	39%/61%/0%	4%/88%/8%	4%/77%/19%

Based upon these results at low flows the meters tested to represent the entirety of 5/8" x 3/4" meters shows that they are slow to meter the majority of all meters within the system, which could account for some of the water loss. The concern is that it would be assumed that as a meter ages that the accuracy would decrease but that is not what the data is leading to. One theory could be that the current older meters are the best of the bunch and as the newer meters fail, they are removed from the system, which would skew the results as shown. In order to determine the extent that this can be contributed to water loss would need to be examined utilizing information from the pressure zone meters.

Matt with Bluegrass Engineering was also asked to figure the cost of using a 10" pipe vs an 8" pipe on the Old Bowling Green Rd. line Extension, when the line gets ready to be replaced in order to help with leak detection out in that area.

Josh Reynolds, District Manager has requested permission to hire another employee for the shop to replace Dillion Busey. Dillion left his employment with ACWD with no notice, he had two no calls, no shows. Motion made by Joe Young and seconded by Robin York to have Josh hire a replacement. Vote Unanimous.

Christmas Incentive Pay for employees was discussed by the Board. The Boards discussion lead to giving the employees of the ACWD a Christmas incentive pay of \$350.00 straight across the board for each employee.


Motion made by Darace Tabor and seconded by Joe Young. Vote Unanimous.

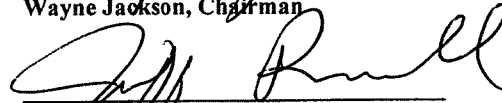
Motion made by Darace Tabor and seconded by Joe Young to amend the Christmas Incentive Pay to show each employee's pay to be \$350.00 net. Vote unanimous.

Motion made by Darace Tabor, seconded by Joe Young to accept the minutes. Vote unanimous.

Motion made by Robin York, seconded by Jeff Powell to pay bills. Vote unanimous.

Motion made by Jeff Powell, seconded by Robin York to adjourn the meeting. Vote unanimous.


Wayne Jackson, Chairman


Jeff Powell, Secretary/Treasurer

**Regular Meeting Allen County Water District
Board of Commissioners, December 3, 2019**

The Allen County Water District Board of Commissioners met in regular session, December 3, 2019 at 5:00 p.m. in the district's office located at 330 New Gallatin Road Scottsville, Kentucky.

Commissioners present for the meeting were Wayne Jackson, Darace Tabor, Robin York, Joe Young and Jeff Powell.

Meeting called to order by Wayne Jackson, Chairman.

The following items were sent via email to the Board for their review – pulled meters list for November, meeting minutes from November's meeting. Income & Expense graphs for the first quarter, second quarter and third quarter. Balance sheets for the month of October and Income and expense graph for October. Revised water loss reports to coincide with our billing dates.

Guest present – Mike Montgomery of Montgomery & Webb, CPA. He's here to go over the 2020 budget. Per Mr. Montgomery, a budget is a guide, you look for trends and where you are headed, not an exact number. The biggest loss area is the water revenue. You can't make people buy water. It's been an extremely wet spring and summer, and this is a factor to the revenue being like it is. Mr. Montgomery's opinion is to raise rates, ACWD hasn't raised rates in ten years. Expenses are fixed and revenue is a variant. Only area really, we can control the cost in is the water loss, this is where we could save money. Cutting cost in other areas really aren't going to amount to enough to worry about. Projected for 2020 is going to be about the same loss as 2019, which is around \$120,000.00. Water usage and rate increase are what will increase revenue.

Guest present – Matt with Bluegrass Engineering. Master meters are in, just started re-coding the routes. Keri has just started this project. Discussion was had about the 31-E master meter being off in the reading. Josh was asked to find an explanation as to why the meter readings are different. Matt was asked to check out the pump station. Check valve issue and what's going on with it, what it will take to fix it, etc. The US 231 project, PSC has less than 30 days to responds to the Certificate of Necessity & Public Convenience, once we get that we can proceed. Matt is already getting shop drawings from the contractors. Everyone is wanting to ship things before Christmas.

Discussion had about the re-coding of the routes and how long it would take for this project to get done. It was mentioned to have Keri work on re-coding full time until the project is completed and use Regina to come in and work the front as needed if all parties agree.

Present at the meeting were Juan, Jamey, Adam and Cody. They are here to discuss the cuts in the employee benefits, particularly the Christmas Bonus. Juan spoke for the group and he stated that the pension was changed in 2015 from a defined benefit to a 457B. Then in 2017, six hours for overtime hours were cut and it's impossible to predict the amount of overtime hours a person might have to work. Last years raises in July were cut back to 3% and then this years Christmas bonuses were reduced to \$350.00 across the board, without consideration to the long-term employees. Juan stated that the cost of living is constantly going up. He stated that the employees don't want anything extra, they just want what they've had in the past. They don't want to be scape goats. Adam then spoke up about the sick days, stating that two days just isn't enough. Everyone of us has kids and two days just isn't enough and that no one wants to use their vacation time for sick days. He asked the board to consider giving the employees a total of 5 sick days with no roll over. Joe Young spoke up stating that ACWD has given a lot of benefits to the employees, medical, dental, vision, bonus and raises. He stated that it's unheard of for this type of benefits to be given to employees. The Board expressed their appreciation to the gentlemen that showed up to express their concern and ensured them that they appreciated the work that they do and thanked them for coming.

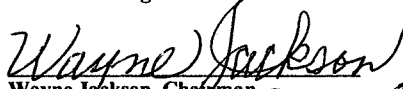

Motion was made by Robin York and seconded by Jeff Powell to give part time employees a Christmas Incentive Pay of \$175.00. Vote Unanimous.

Motion made by Joe Young and seconded by Darace Tabor to accept the yearly bad debt write off's in the amount of \$5,959.72. Vote Unanimous.

Motion made by Darace Tabor, seconded by Robin York to accept the minutes. Vote unanimous.

Motion made by Robin York, seconded by Joe Young to pay bills. Vote unanimous.

Motion made by Joe Young, seconded by Darace Tabor to adjourn the meeting. Vote unanimous.


Wayne Jackson, Chairman

Jeff Powell, Secretary/Treasurer