

ATTACHMENT Q.1.h

**Minutes of Commissioner Meetings
For 2019, 2020 and 2021**

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Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, January 8, 2019 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith and Roy Collett. (Ronnie Ball was absent.)

Guests present were Lee Mudd and Davis Bowles from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Lee Mudd gave a project update. He reported that Clay Pipeline has completed their project except for the final cleanup which will be completed when the weather permits. There is approximately \$40,000 in retainage to complete the cleanup. On the Fariston project the surveyor will survey the site for the tank. The Environmental Study has been completed and the public has 30 days to reply.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for December.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Moore and seconded by Commissioner Finley to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

A brief discussion was held concerning the special charges which are listed in the tariff. These will be discussed at the next meeting after additional information is available.

There being no further business before the Board, a motion was made by Commissioner Baker and seconded by Commissioner Finley to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 3:05 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, January 8, 2019

Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, February 12, 2019 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith and Roy Collett.

Guest present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for January.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Deposit Refund Report as presented. Motion carried

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd gave a project update. He reported that the plans have been completed and the deed has been prepared for the tank site for the Fariston Water Storage Tank Project. The Corps of Engineers is in the process of finalizing the PPA. The bids should be ready to be opened around the end of March. The next project that will be focused on is the South Laurel Tank Project. Also the second phase of the Hwy 25E line relocations which are being paid for by the Kentucky Highway Department should be completed by the end of this year.

A motion was made by Commissioner Moore and seconded by Commissioner Finley to purchase the Boil Water Advisory & Notification App from CDP Engineers at a cost of \$3,000.00 for the first year with an annual yearly cost of \$500.00 for subsequent years. Motion carried.

A discussion was held concerning the wording in the Employee Manual for the vacation policy. There had been some misunderstanding among some of the employees as to when they would earn their third week of vacation. The wording in the manual is as follows:

The established vacation year is the anniversary hire date for each employee. Vacations are granted based on the employee's length of service.

Full-time employees will be paid for vacation according to the following schedule.

After completion of 1 year	1 week per year
2 years to 10 years of service	2 weeks per year
11 years to 20 years of service	3 weeks per year
Over 20 years of service	4 weeks per year

A motion was made by Commissioner Finley and seconded by Commissioner Baker to amend the wording in the vacation policy to make it easier to understand. The words "After completion of" will be inserted before lines 2 and 3 in the schedule. The 4th line will be revised to read "After completion of 21 years plus" Motion carried.

A motion was made by Commissioner Ball and seconded by Commissioner to follow the vacation policy as is for 2018 forward with no exception being made for the misunderstanding by employees. Motion carried. (David Moore voted "no")

A motion was made by Commissioner Ball and seconded by Commissioner Finley to amend the Tariff to increase the tap fees from \$525.00 to \$600.00 and send to PSC for approval. Motion carried.

A motion was made by Commissioner Ball and seconded by Commissioner Baker to amend the Tariff to increase the meter test charge from \$25.00 to \$40.00 and send to PSC for approval. Motion carried.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to leave the other charges in the Tariff unchanged. Motion carried.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to purchase the 2019 F150 for the low bid of \$29,563.00 from Tim Short Auto Group and a 2018 F250 Ext Cab 4 x 4 if they will reduce the \$40,660.00 price by \$1,000.00 if the bid is really for a 2018 rather than a 2019. (Tim Short Auto Group was the only bids received for the trucks.) Motion carried.

Superintendent Fisher reported that we need 1,087 more meters to have all radio read meters in the system and that Lee Mudd is estimating that we will have approximately \$33,000.00 remaining from the Fariston project.

A motion was made by Commissioner Ball and seconded by Commissioner Finley to amend the budget to allocate the \$33,000.00 remaining from the Fariston project and \$17,000.00 originally budgeted for software upgrades to purchase radio read meters; reallocate \$3,000.00 originally budgeted for software upgrades to purchase the Boil Water Advisory & Notification App; budget an additional \$3,000.00 for radio read meters; and amend the budget to increase revenue \$3,000.00 from sale of the 2005 service truck. Motion carried.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to declare the 2008 service truck as surplus property and place an advertisement in the newspapers that bids will be accepted. Motion carried.

A motion was made by Commissioner Finley and seconded by Commissioner Moore to set up an Asset Management Reserve bank account at Cumberland Valley National Bank and make monthly deposits of \$2,500.00 beginning in March 2019. The funds in the account will be used for maintenance and repairs and purchase of fixed assets as needed. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Ball and seconded by Commissioner Finley to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 3:55 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, February 12, 2019

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

**Board Minutes
Special Called Meeting**

The Laurel County Water District #2 held a special called meeting on March 1, 2019 at 10:00 a.m. at the Water District Office to discuss personnel.

Those present were Roy Wayne Jenkins, Kenneth Finley, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith and Roy Collett. (Ronnie Ball was absent.)

Chairman Jenkins called the meeting to order at 10:00 a.m.

Discussion was held concerning the current Drug Policy. They discussed possible revisions to the Employee Manual and the adoption of a zero tolerance policy.

The Board entered into executive session at 10:50 a.m.

The meeting was called back to order at 11:27 a.m.

Commissioner Baker reported that they had decided that Superintendent Fisher would take Curtis Woods and John Collette to Select Lab in London, Ky. on Monday morning for another drug screen since they had both left before returning for their drug screens on 2/27/19. She also stated that both employees would be put on a 6 month probation during which time they will not be allowed to operate company vehicles or equipment. Since Curtis Woods will no longer be on call he will no longer receive a phone allowance. Both of these employees will be tested once per month for the next 6 months at various dates during each month. There will also be 3 employees selected at random each month for drug screens at various dates during each month.

No formal action was taken.

There being no further business before the Board, Chairman Jenkins adjourned the meeting at 12:00 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

Lisa Baker, Commissioner

David Moore, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, March 1, 2019

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, March 12, 2019 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith and Roy Collett. (Ronnie Ball was absent.)

Guests present were Lee Mudd and David Bowles from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for February.

A motion was made by Commissioner Finley and seconded by Commissioner Moore to accept the minutes and expenditures as presented. Motion carried.

Chairman Jenkins called for the reading of the minutes from the special called meeting on March 1, 2019.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the minutes for the special called meeting on March 1, 2019. Motion carried

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Deposit Refund Report as presented. Motion carried

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd gave a project update. He reported that we are waiting on the Corps of Engineers to send the PPA so that it can be completed and then we will advertise for bids for the Fariston Water Storage Tank. Lee is now working on estimating the cost to remove all of the old asbestos line from the system so they we can seek funding for the project in the future. Lee reported that Clay Pipeline hopes to come back in April to begin the project cleanup.

Discussion was held concerning the District's Drug Policy. The Commissioners will research the matter and discuss it further at the next meeting.

There were 2 bids received on the 2008 Ford F250 service truck which had been declared as surplus property and advertised in the Times Tribune and Sentinel Echo. The bids were as follows:

David Samples	\$ 2,500.00
Wayne Rush	\$ 1,700.00

A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the high bid from David Samples of \$2,500.00. Motion carried.

Curtis Woods came before the Board and apologized for his actions.

The Board went into executive session at 3:10 pm.

The meeting was called back to order at 3:25 pm.

Motion was made by Commissioner Finley and seconded by Commissioner Baker that Curtis Woods be given the opportunity to resign as of 3:35 pm today. Curtis is not allowed to go back to the plant. His belongings will be placed in a box for him to pick up. If Curtis chooses not to resign he will be terminated due to information filed in his personnel file. Motion carried. (Commissioner Moore voted "no.")

The Commissioners discussed obtaining training for the supervisors from the Ky. Department of Transportation, PSC, KCTC, KRWA or other available sources for training on procedures for drug testing and signs to watch for that indicate drug use.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Moore to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 3:50 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, March 12, 2019

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, April 9, 2019 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, Roy Collett and Linda Fisher.

Guest present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for March.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept the Deposit Refund Report as presented. Motion carried

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd gave a project update. The Division of Water has given approval for the Fariston Water Storage Tank. The Army Corps of Engineers should approve the plans by the end of the week and then we will be able to advertise for bids. Lee also reported that Ricky, the inspector, has given a punch list to Clay Pipeline and they hope to begin the cleanup for the project in 2 or 3 weeks if weather permits. The second phase of the Cumberland Gap Parkway line relocation is expected to begin soon. The state will be paying to replace approximately 3,000 feet of 8" pipe from Brandeis to Auto Zone. Lee stated that this would be a good time to replace the line with 12" pipe rather than 8" and the water district would only have to pay for the difference in the cost of the pipe which would be an additional \$42,000.00.

A motions was made by Commissioner Moore and seconded by Commissioner Ball to approve replacing the 8" pipe with 12" pipe during the line relocation on Hwy 25E at a cost of \$42,000.00. Motion carried.

Discussion was held concerning the District's Drug Policy. Commissioner Finley stated that he thinks the District should adopt a zero tolerance policy since employees operate equipment and

treat water. Chairman Jenkins stated that he had discussed the Drug Policy with Judge Westerfield and he indicated that the current policy is good and it covers the District.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to leave the Drug Policy as is in the Employee Manual. Commissioners Ball and Moore voted "yes" and Commissioners Finley and Baker voted "no." Chairman Jenkins broke the tie and voted to leave the Drug Policy as is. Motion carried.

Discussion was held concerning the vacant position at the Plant. A motion was made by Commissioner Ball and seconded by Commissioner Moore to advertise the vacant position. Motion carried.

Chairman Jenkins appointed a hiring committee consisting of Commissioner Moore, Commissioner Baker, Commissioner Jenkins, Roy Collette, Kenneth Fisher and Wanda Smith.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 3:10 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, April 9, 2019

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, May 14, 2019 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, Roy Collett and Linda Fisher. (Ronnie Ball was absent.)

Guests present were David Bowles and Lee Mudd from Monarch Engineering and Hershel Blanton from Patton Chesnut Binder Insurance.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for April.

A motion was made by Commissioner Baker and seconded by Commissioner Moore to accept the minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Deposit Refund Report as presented. Motion carried

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd gave a project update. He reported that Clay Pipeline is almost finished with the clean up on the Water System Improvement Project. The majority of items on their punch list have already been completed and they hope to be finished by the end of the week. Lee reported that our funds are approximately \$300,000.00 short for the Fariston Water Storage Tank project. The bids came in approximately \$250,000.00 over the engineer's estimate which would require an additional \$50,000.00 in contingency funds for the project. Lee suggested that KIA might increase our loan \$300,000.00 to cover the additional funds needed.

Hershel Blanton presented a quote for the property insurance for the 7/1/19 to 6/30/20 plan year. No action was taken by the Board since another agent had asked for the opportunity to provide a quote.

A motion was made by Commissioner Finley and seconded by Commissioner Moore to renew the Anthem Health Insurance with Crabtree Wilson insurance for the 7/1/19 to 6/30/20 plan year.

Commissioner Moore reported that the hiring committee met on May 7, 2019 and interviewed 5 applicants for trainee position at the plant. Brandon Finley was the first choice and Scott Engle was the second choice. A motion was made by Commissioner Moore and seconded by Commissioner Baker to hire Brandon Finley for the position on a 90 day trial at a starting pay of \$12.00 per hour. Motion carried. (Commissioner Finley abstained from voting.)

Discussion was held concerning the open position in the Distribution department. It was determined that it was not necessary to fill that position at the present time.

Discussion was held concerning establishing a committee to set up guidelines for the drug policy.

There being no further business before the Board, a motion was made by Commissioner Baker and seconded by Commissioner Finley to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 3:15 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, May 14, 2019

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, June 11, 2019 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Ronnie Ball David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett. (Kenneth Finley was absent.)

Guests present were Daniel Tabb from Curneal Hignite Insurance and Hershel Blanton from Patton Chesnut Binder Insurance.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for May.

A motion was made by Commissioner Baker and seconded by Commissioner Ball to accept the minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Ball and seconded by Commissioner Baker to accept the Deposit Refund Report as presented. Motion carried

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Kenneth Fisher gave a project update. He reported that the PSC application for the Fariston Water Storage Tank Project had been submitted to PSC on Monday and it takes approximately 45 days for approval. Monarch Engineering is still working on the plans for the South Laurel Water Storage tank and removal of the 14" line from the railroad property. The project should be ready to bid in about a month and then will be submitted to PSC for approval. The engineers are trying to work around the gas lines and sewer lines in the area.

Daniel Tabb from Curneal Hignite Insurance presented the Board with a quote for the property insurance for the 7/1/19 to 6/30/20 plan year. He presented a quote for property insurance from Philadelphia Insurance of \$24,201.12 and a quote for workers comp insurance from Summit Insurance of \$9,734.56 for a total of \$33,935.68. Daniel pointed out that their quote provides flood insurance which also includes water backup. He also stated that there is no self-insurance retention on the \$5,000,000 umbrella policy which they are quoting and there is a \$25,000 retention that must be paid before the umbrella policy from Patton Chesnut goes into effect.

The quote which Patton Chesnut previously provided was \$32,684.69 for property insurance from Zurich Insurance and \$8,965.04 for workers comp insurance from KEMI for a total of \$41,649.73.

Discussion was held concerning the KRWA conference in Lexington on August 25 – 28. 2019. Roy Collett, Kenneth Fisher, Wanda Smith, Kenneth Finley and Roy Wayne Jenkins will be attending and reservations will be needed for Sunday, Monday and Tuesday nights.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to pay the \$174,820.62 interest due 7/1/19 on the USDA Bonds

There being no further business before the Board, a motion was made by Commissioner Ball and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:50 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, June 11, 2019

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, July 9, 2019 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guests present were David Bowles and Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for June.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to accept the minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Ball and seconded by Commissioner Finley to accept the Deposit Refund Report as presented. Motion carried

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd gave a project update. He reported that they are currently working on completing the checklist for Rural Development. He provided copies of a Loan Resolution which needs to be approved by the Board to approve the issuance of \$1,850,000.00 in bonds and accept a grant in the amount of \$500,000.00. A Resolution of Authorization to comply with any applicable environmental mitigation measures was also presented for adoption by the Board. Lee also reported that the South Laurel Water System Improvement project should be ready to bid in approximately 2 weeks.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to approve the Loan Resolution for the issuance of \$1,850,000.00 in bonds and acceptance of a grant in the amount of \$500,000.00. Motion carried.

A motion was made by Commissioner Moore and seconded by Commissioner Baker to approve the Resolution of Authorization to comply with any applicable environmental mitigation measures including the Best Management Practices Plan in accordance with the Letter of Conditions dated August 8, 2018. Motion carried.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to approve the Indemnification of Commissioners policy and the Resolution to adopt the policy which was prepared by Gerald Wuetcher of Stoll Keenon Ogden PLLC. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Ball to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:50 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, July 9, 2019

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, August 13, 2019 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guests present were David Bowles and Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for July.

A motion was made by Commissioner Finley and seconded by Commissioner Moore to accept the minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Baker and seconded by Commissioner Finley to accept the Deposit Refund Report as presented. Motion carried

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Reviewed and discussed engineers' report from Lee Mudd.

A motion was made by Commissioner Moore and seconded by Commissioner Ball to adopt the revised Policy & Resolution for Indemnification of Commissioners and Officers which was prepared by Gerald Wuetcher of Stoll Keenon Ogden, PLLC. Motion carried.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to appoint Kenneth Fisher as the voting delegate for the KRWA 40th Annual Business Meeting. Motion carried.

A motion was made by Commissioner Moore and seconded by Commissioner Finley to appoint Roy Collett as the alternate voting delegate for the KRWA 40th Annual Business Meeting. Motion carried.

Chairman Jenkins called for a 5 minute break and then went into executive session at 2:57 pm to discuss personnel and overtime hours.

Chairman Jenkins called the meeting to order from executive session at 3:40 pm.

Discussion was held concerning the cost of overtime resulting from employees coming in early and leaving late when it is not necessary. The managers will prepare a memo and meet with the employees to limit the overtime hours due to budget constraints.

Kenneth Fisher recommended that Aaron Bargo be placed on salary of \$47,649.20 per year effective Thursday, August 15 since he is now a member of management.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to approve salary of \$47,649.20 per year for Aaron Bargo effective Thursday, August 15 since he has been promoted to Distribution Supervisor. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 3:50 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, August 13, 2019

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, September 10, 2019 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guests present were Lee Mudd from Monarch Engineering and Brad Parrett.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for August.

A motion was made by Commissioner Ball and seconded by Commissioner Finley to accept the minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Baker and seconded by Commissioner Ball to accept the Deposit Refund Report as presented. Motion carried

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Reviewed and discussed engineers' report from Lee Mudd. Lee stated that the PSC had approved the Fariston Tank project and the contracts have been signed. The new water rates should be in effect by the end of 2019 or the beginning of 2020.

Superintendent Fisher indicated that he will get the details from the Levi Park manager about the radio repeater that they are wanting to place on the Park tank and notify the commissioners when additional information is obtained.

A motion was made by Commissioner Ball and seconded by Commissioner Finley to accept the 2018 audit report which was prepared by Christian Sturgeon, PLLC. Motion carried.

Ronnie Ball left the meeting at 2:50 p.m.

The Board went into executive session at 2:50 p.m. to discuss personnel.

Chairman Jenkins called the meeting to order from executive session at 3:13 p.m.

A motion was made by Commissioner Moore and seconded by Commissioner Finley to approve a salary of \$47,507.00 for Aaron Bargo as Distribution Supervisor with no overtime based upon recommendation by Superintendent Fisher with the salary to go into effect the next pay period since the pay increase approved at the August meeting had been placed on hold until this meeting. Motion carried. (Commissioner Baker voted "no.") Superintendent Fisher indicated that Otis and Jacob will do the call outs for service line leaks and Aaron will only be called if needed to operate machinery.

Roy Collett indicated that the Employee Manual states that office personnel are to clock in 10 minutes before their scheduled time and plant personnel are to clock in 15 minutes before their scheduled arrival time and 15 minutes after their scheduled departure time.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to revise the Employee Manual to only allow employees to clock in a maximum of 5 minutes before their scheduled arrival times and clock out a maximum of 5 minutes after their scheduled departure times. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Moore to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 3:35 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, September 10, 2019

Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, October 8, 2019 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guests present were Lee Mudd from Monarch Engineering and Brad Parrett.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for September.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept the Deposit Refund Report as presented. Motion carried

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Reviewed and discussed engineers' report from Lee Mudd.

A motion was made by Commissioner Finley and seconded by Commissioner Moore to adopt the Resolution Approving and Authorizing an Assistance Agreement Between the Laurel County Water District #2 and the Kentucky Infrastructure Authority. Motion carried.

Discussion was held concerning the installation of central heat in the rental house by the treatment plant. Quotes were presented as follows:

Bartley's Heating & Air	\$ 4,900
Smith Heating & Cooling	\$ 5,990
Leo Jones & Son, Inc.	\$ 6,127

A motion was made Commissioner Ball and seconded by Commissioner Moore to accept the quote from Smith for \$5,990 to install the heat and air unit. Motion carried.

Superintendent Fisher indicated that he will get the details from the Levi Park manager about the radio repeater that they are wanting to place on the Park tank and notify the Commissioners when additional information is obtained.

Chairman Jenkins called for a 5 minute recess at 2:50 pm and then the Board went into executive session at 2:55 pm to complete supervisor evaluations.

Chairman Jenkins called the meeting back to order at 3:25 pm.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 3:27 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, October 8, 2019

Laurel County Water District #2
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Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, November 12, 2019 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guests present were David Bowles and Lee Mudd from Monarch Engineering and Brad Parrett.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for October.

A motion was made by Commissioner Moore and seconded by Commissioner Ball to accept the minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Ball and seconded by Commissioner Baker to accept the Deposit Refund Report as presented. Motion carried

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Reviewed and discussed engineers' report from Lee Mudd. Lee reported that they should be ready to start construction of the tank the first week of January.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to offer Thomas Brown \$2.50 per foot for an easement for a total of approximately \$500.00. Motion carried.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to pay \$4,000.00 for an easement of approximately 0.21 acres from Brianna Henderson and Martin & Kaleb Martin. Motion carried.

Discussion was held concerning the Annual Christmas Meeting. The meeting will be held either Tuesday, December 3 or Thursday, December 5 if a caterer is available. LaDonna's Catering, Sweet Peas, David's Steakhouse and Pastries & Pies were mentioned as possible caterers. Each Commissioner as well as Kenneth Fisher, Wanda Smith and Roy Collett will all contribute \$100.00 each to be distributed to employees at the Christmas Meeting as has been done in prior years.

Chairman Jenkins appointed Kenneth Fisher, Wanda Smith, Roy Collett, Kenneth Finley, David Moore and Lisa Baker to the Budget Committee which will meet Tuesday, November 19, at 2:00 pm.

A motion was made by Commissioner Ball and seconded by Commissioner Baker to pay the KIA loan payment due 12/1/19 in the amount of \$9,597.83. Motion carried.

A motion was made by Commissioner Baker and seconded by Commissioner Ball to go into executive session at 3:15 to discuss personnel. Chairman Jenkins called the meeting back to order at 3:40.

There being no further business before the Board, a motion was made by Commissioner Ball and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 3:41 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, November 12, 2019

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, December 10, 2019 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guests present were David Bowles and Lee Mudd from Monarch Engineering, Rusty Anderson from Terra Graphics and Brad Parrett.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for November.

A motion was made by Commissioner Ball and seconded by Commissioner Baker to accept the minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Rusty Anderson from Terra Graphics presented the program they offer which allows meter readers and distribution department to prepare and receive work orders in the field, GPS service, etc. They charge \$500 per year for the first license and \$350 per year for each additional license. There is a \$1,000 set-up fee to set up all of the iPads. There is also a \$400 per month fee for him to be on-site one day per month and provide up to 10 hours of assistance. The District would also need to purchase an iPad for everyone using the program in the field.

A motions was made by Commissioner Ball and seconded by Commissioner Fisher to table purchasing the program from Terra Graphics at this time. Motion carried.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to approve the 2020 Operating Budget and Capital Budget for 2020. Motion carried.

A motion was made by commissioner Finley and seconded by Commissioner Baker to approve budget amendments for 2019. Motion carried.

A motion was made by Commissioner Ball and seconded by Commissioner Finley to approve the principal and interest payments to Rural Development in the amount of \$328,320.62 which are due 1/1/2020.

A motion was made by Commissioner Ball and seconded by Commissioner Finley to transfer the balances in the dormant cash accounts at CVNB to the Asset Management Account at CVNB. Motion carried.

A motion was made by Commissioner Ball and seconded by Commissioner Baker to purchase each employee and commissioner their choice of a ham or turkey for Christmas. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 3:45 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, December 10, 2019

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, January 14, 2020 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guest present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for December.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Ball and seconded by Commissioner Moore to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the projects.

A motion was made by commissioner Finley and seconded by Commissioner Ball to award the bid for the Hwy 25E Water System Relocation project to low bidder, Stotts Construction Co., Inc. of Columbia, Ky. for \$745,825.00 on the recommendation of Lee Mudd. Motion carried.

Discussion was held concerning the KRWA Management Conference in Bowling Green on February 19-20. Commissioner Baker, Commissioner Ball and Kenneth Fisher are planning to attend.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:33 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, January 14, 2020

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, February 11, 2020 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guests present were David Bowles and Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for January.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept the minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Ball and seconded by Commissioner Baker to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the projects. Lee recommended that the Board approve a 30% rate increase since the bids for the tank which is part of the South Laurel Water System Improvement Project came in over the engineer's estimate. The additional rate increase will be necessary to pay the principal and interest payments to USDA Rural Development for the financing needed to complete the project.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to approve a 30% rate increase. (Commissioners Ball and Moore voted "yes"; Commissioners Finley and Baker voted "no"; Chairman Jenkins voted "yes" to break the tie and the motion carried.)

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 3:00 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, February 11, 2020

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, March 10, 2020 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guest present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for February.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the projects. USDA approved additional loan proceeds but no grant proceeds to cover the cost of the tank which is part of the South Laurel Water System Improvement Project since the bids exceeded the engineer's estimate.

Discussion was held concerning refinancing the RD Series 1998 (4.5%) and Series 2002 (4.125%) bond issues. Decision was made to request additional information from Kristen Millard with Raymond James and request that she discuss the information with the Board.

Discussion was held concerning the safest way to clean the filters at the plant. Andrew Cupp (Safety Officer) recommended that the District rent a power lift and use a stronger pressure washer with a longer wand to safely clean the filters. A safety harness would be attached to the lift to secure the safety of the employee in the lift using the pressure washer. The lift could also be used to change light bulbs and do other maintenance at the plant during the same week to maximize the benefit of renting the lift.

Discussion was held concerning safety measures for the COVID-19 pandemic. Nitrile gloves have been ordered and we have hand sanitizer as well as disinfecting wipes and Lysol spray to help keep everyone safe. If the Laurel County Schools close then the lobby will be closed and we will keep the drive-thru open.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:55 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, March 10, 2020

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, April 14, 2020 at 2:00 p.m. at the Water District Office. The meeting was held as an audio conference call through Go To Meeting as a result of the COVID-19 pandemic. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guest present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for March.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Moore to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the projects. He reported that the erection of the Fariston tank is complete and the paint crew moved in today. They hope to have the tank painted within approximately a month and the tank should be in service by the end of June. The line relocation crew has been split into 2 crews for safety reasons due to the COVID-19. The PSC has approved the certificate of necessity and the rate increase for the South Laurel Water System Improvement Project. The loan pre-closing will be held in approximately 3 weeks.

A motion was made by Commissioner Moore and seconded by Commissioner Finley to adopt the Bond Resolution. Motion carried.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to adopt the Amended Rate Resolution. Motion carried.

A motion was made by Commissioner Ball and seconded by Commissioner Baker to adopt the Floodplain Resolution. Motion carried.

A motion was made by Commissioner Moore and seconded by Commissioner Ball to adopt the Interim Financing Resolution. Motion carried.

Lee Mudd reported that CVADD is preparing a list of water and sewer infrastructure projects in case any stimulus money is approved in the future for infrastructure. Lee got together with Aaron Bargo and they have submitted 3 water line projects for replacing the asbestos concrete pipe in our system and 2 tank refurbishment projects for Aisin and Oak Ridge tanks.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Ball to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:35 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, April 14, 2020

Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, May 12, 2020 at 2:00 p.m. at the Water District Office. The meeting was held as an audio conference call through Go To Meeting as a result of the COVID-19 pandemic. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guests present were Lee Mudd from Monarch Engineering and Kristen Millard from Raymond James.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for April.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Ball and seconded by Commissioner Moore to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher. A motion was made by Commissioner Ball and seconded by Commissioner Baker to accept the operations summaries. Motion carried.

The Commissioners acknowledged that the District received the Gold Seal of Excellence Award from the Division of Water.

The only bid received for the sale of the bonds was from the USDA acting through Rural Development. The bid was a bid of par for all of the \$2,200,000.00 of Bonds at an interest rate not to exceed 3.125% per annum as to the Series A Bonds (\$1,850,000) and 2.25% per annum for the Series B Bonds (\$350,000) or at such lower interest rate as may be in effect for RD loans in the area of the District at the time of delivery of the Bonds. A motion was made by Commissioner Ball and seconded by Commissioner Moore to accept the bid. Motion carried.

Kristen Millard from Raymond James discussed refinancing of the 1997 and 2010 Series A Bond Issues. She said it would result in approximately \$30,000.00 in savings annually which would be approximately \$1,000,000.00 in savings over the life of the bonds. The Board can back out of the refinancing if it does not meet a certain amount of annual savings. She said the

application for the refinancing would need to be submitted to PSC and then there is a 45 day timeline. A motion was made by Commissioner Ball and seconded by Commissioner Moore to approve the Resolution approving and authorizing an assistance agreement with RD for the purpose of refinancing. Motion carried.

Lee Mudd presented an update on the projects. .

Discussion was held concerning renewal of the current health insurance plan with Anthem as of July 1, 2020. A motion was made by Commissioner Ball and seconded by Commissioner Moore to renew the current plan and increase the amount on the Febco card by \$100.00 for single and \$200.00 for families to cover the increase in the deductible. Motion carried. (Commissioner Finley voted "no")

The Board will look at the cost of the insurance for the future when preparing the 2021 Budget.

There being no further business before the Board, a motion was made by Commissioner Moore and seconded by Commissioner Ball to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:52 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, May 12, 2020

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, June 9, 2020 at 2:00 p.m. at the Water District Office. The meeting was held as an audio conference call through Go To Meeting as a result of the COVID-19 pandemic. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guests present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for May.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Discussion was held concerning the Worker Comp insurance for 7/1/20 to 6/30/21. The quote from BrickStreet was for a total policy premium of \$7,890.00 which was \$1,019.71 less than the premium for renewing the KEMI policy for the same coverage amounts.

A motion was made by Commissioner Moore and seconded by Commissioner Finley to Purchase the Worker Comp insurance from BrickStreet. Motion carried.

Lee Mudd presented an update on the projects. .

A motion was made by Commissioner Ball and seconded by Commissioner Moore to renew property insurance with Curneal Hignite. Motion carried

A motion was made by Commissioner Moore and seconded by Commissioner Ball to pay the USDA bond interest totaling \$171,979.99. Motion carried.

Discussion was held concerning the COVID-19 work schedule. A motion was made by Commissioner Ball and seconded by Commissioner Moore to leave the work schedule like it is until the next Board meeting and re-evaluate the situation at that time. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:38 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, June 9, 2020

Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, July 14, 2020 at 2:00 p.m. at the Water District Office. The meeting was held as an audio conference call through Go To Meeting as a result of the COVID-19 pandemic. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guests present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for June.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Moore and seconded by Commissioner Finley to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Superintendent Fisher reported that divers from Liquid Engineers were passing through from another job so they inspected the intake at the lake and prepared a video of the inspection for \$2,400.00. Most companies that we had contacted concerning the inspection had quoted a price of approximately \$10,000.00. PSC had requested that the intake be inspected.

A motion was made by Commissioner Moore and seconded by Commissioner Ball to approve the operations summaries as presented. Motion carried.

Lee Mudd presented an update on the projects.

Discussion was held concerning security cameras for the Aisin tank and the new tank. Superintendent Fisher reported that vandals had used a ladder and climbed over the fence on July 4th and painted graffiti on the tank at Aisin. Chairman Jenkins instructed Superintendent Fisher to use his own judgment in purchasing the cameras for the tanks.

A motion was made by Commissioner Moore and seconded by Commissioner Ball to accept the proposal from Nexbillpay to take the phone payments and bill the water customers the \$2.50 convenience fee to cover the cost of the service. Motion carried

Discussion was held concerning vacation time. A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept Option 1 for the vacations. (If employees have more than 1 week of vacation that they will be using this year, they will need to take 1 week off by 9/30 and the second week between 10/1 and 12/31/20.) Motion carried.

Discussion was held concerning the COVID-19 cases in Laurel County. The Board decided to continue the modified work schedule and re-evaluate the situation at the next Board meeting.

There being no further business before the Board, a motion was made by Commissioner Baker and seconded by Commissioner Ball to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:45 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, July 14, 2020

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, August 11, 2020 at 2:00 p.m. at the Water District Office. The meeting was held as an audio conference call through Go To Meeting as a result of the COVID-19 pandemic. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guests present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for July.

A motion was made by Commissioner Finley and seconded by Commissioner Moore to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Baker and seconded by Commissioner Finley to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

A motion was made by Commissioner Moore and seconded by Commissioner Baker to approve the operations summaries as presented. Motion carried.

Lee Mudd presented an update on the projects. He reported that the Fariston tank has been disinfected and was filled with water overnight. Once the samples come back the tank will be placed in service. Akins Excavating is currently working on replacing the 14" line by the railroad. The foundation for the new tank on America Greeting Card Road should be ready in a couple of weeks. The line relocation on Hwy 25E is expected to be completed in approximately a month.

Superintendent Fisher reported the Reolink security camera which was installed at the Aisin tank is working well. An alert was received on 8/7/20 and the Sheriff's department was called. They discovered 3 people at the tank and prevented any additional vandalism. The Sheriff's office copied their drivers' licenses and told them that charges would be filed if they discovered them at the tank again. A camera will also be installed at the new Greer tank soon.

Discussion was held concerning employees taking vacations to states with a positivity rate greater than 15%. The employees will be required to quarantine for 2 weeks and have a negative COVID test prior to returning to work. They will need to use personal time or vacation time for days that they are scheduled to working during the 2 week quarantine period. A memo will be prepared and given to each employee to sign indicating that they understand the policy.

Discussion was held concerning the Febco cards. Everyone that had used their cards recently reported that they were working fine now.

Discussion was held concerning the COVID-19 cases in Laurel County. The Board decided to continue the modified work schedule and re-evaluate the situation at the next Board meeting.

There being no further business before the Board, a motion was made by Commissioner Ball and seconded by Commissioner Finley to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:25 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, August 11, 2020

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, September 8, 2020 at 2:00 p.m. at the Water District Office. The meeting was held as an audio conference call through Go To Meeting as a result of the COVID-19 pandemic. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guest present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for August.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

A motion was made by Commissioner Moore and seconded by Commissioner Ball to approve the operations summaries as presented. Motion carried.

Lee Mudd presented an update on the projects.

Wanda Smith reported that the Bond sale was scheduled for September 10, 2020.

Superintendent Fisher recommended that the COVID 19 schedule that is in place continue for another month since the cases are continuing to increase. He reported that they have increased hours at the plant and in distribution since it is easier for them to social distance. The schedule will be re-evaluated at the October Board meeting.

Discussion was held concerning the Wooden Bucket Award which the District was recently awarded.

There being no further business before the Board, a motion was made by Commissioner Ball and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:30 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, September 8, 2020

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, October 13, 2020 at 2:00 p.m. at the Water District Office. The meeting was held as an audio conference call through Go To Meeting as a result of the COVID-19 pandemic. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guest present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for September.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

A motion was made by Commissioner Ball and seconded by Commissioner Finley to approve the operations summaries as presented. Motion carried.

Lee Mudd presented an update on the projects.

The Audit Report which was prepared by Christian Sturgeon for the years ended December 31, 2019 and 2018 was presented to the Board.

Commissioner Jenkins appointed Kenneth Finley, David Moore, Lisa Baker, Kenneth Fisher, Roy Collett, Wanda Smith, and himself to the Budget Committee.

Superintendent Fisher discussed upgrades for the drive-thru window. He plans to build a wall in front of the window with insulation so customers can hear better with the traffic noise. The wall will also block the sun that shines through the window and then the dark tint can be removed. He plans for employees to build the wall on weekends. Commissioner Baker also recommended putting a sign on the front side with a rock wall.

Superintendent Fisher recommended that the COVID 19 schedule that is in place continue for another month since the cases are continuing to increase. Laurel County has been averaging 16 cases per day since October 1. The schedule will be re-evaluated at the November Board meeting.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to declare the 1988 Chevy C70 as surplus property. A reserve may be placed on the vehicle or the Board may reserve the right to refuse any and all bids. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Ball to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:20 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, October 13, 2020

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, November 10, 2020 at 2:00 p.m. at the Water District Office. The meeting was held as an audio conference call through Go To Meeting as a result of the COVID-19 pandemic. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guest present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the minutes from the last regular meeting and a statement of expenditures for October.

A motion was made by Commissioner Finley and seconded by Commissioner Moore to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

A motion was made by Commissioner Moore and seconded by Commissioner Baker to approve the operations summaries as presented. Motion carried.

Lee Mudd presented an update on the projects. He reported that Akins has completed their project except for the punch list and clean-up. The 14" line along the railroad has now all been taken out of service. The Cumberland Gap Parkway project is complete. The tank crew will be back on site next week. They hope to have the tank erected by the end of the year and then it will be painted next year.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to approve the KIA loan payments in the amount of \$1,324.19 and \$9,580.82 by December 1, 2020. Motion carried.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to approve the RD bond payments in the amount of \$71,110.00 and \$38,239.37 by January 1, 2021. Motion carried.

A motion was made by Commissioner Moore and seconded by Commissioner Finley to postpone the approval of the budget until after the Special Called Board meeting on Tuesday November 17, 2020 at 3:00 pm. Motion carried.

Superintendent Fisher discussed that COVID cases are averaging about 30 new cases per day in Laurel County. He also reported that several London Utilities employees have COVID. He recommended continuing the COVID work schedule. The schedule will be re-evaluated at the December Board meeting.

Commissioner Finley suggested placing a \$9,000.00 reserve on the Chevy C70 which has been declared surplus property and everyone agreed.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:40 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, November 10, 2020

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

**Board Minutes
Special Called Meeting**

The Laurel County Water District #2 held a special called meeting to discuss employee raises and the 2021 Budget on Tuesday, November 17, 2020 at 3:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Lisa Baker, David Moore, Kenneth Fisher and Wanda Simons Smith. Ronnie Ball and Roy Collett attended by phone through Go To Meeting.

Chairman Jenkins called the meeting to order at 3:00 p.m.

Discussion was held concerning wage increases to midpoint for the 8 employees that are not at the midpoint according to the most recent KRWA Compensation and Benefit Survey for 2019. (Aaron Bargo, Roy Collett, Andrew Cupp, Kenneth Fisher, Lisa Henson, Tanner Jenkins, Jacob Miller, and Wanda Smith are the employees not at midpoint.) All employees will then receive an increase of 50 cents per hour. The Board will evaluate the financial condition of the District at the January 2021 Board meeting to determine the effective date of the wage increases.

Motion was made by Commissioner Moore and seconded by Commissioner Finley to accept the 2021 Operating Budget and Capital Budget as presented with the additional payroll cost added. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Moore and seconded by Commissioner Baker to adjourn the meeting. Motion carried. Chairman Jenkins adjourned the meeting at 4:15 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

Lisa Baker, Commissioner

David Moore, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, November 17, 2020

Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, December 8, 2020 at 2:00 p.m. at the Water District Office. The meeting was held as an audio conference call through Go To Meeting as a result of the COVID-19 pandemic. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guest present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the Minutes from the last regular meeting and a statement of expenditures for November.

A motion was made by Commissioner Finley and seconded by Commissioner Moore to accept the Minutes and expenditures as presented. Motion carried.

Chairman Jenkins called for the reading of the Minutes from the Special Called Meeting on November 17, 2020.

A motion was made by Commissioner Moore and seconded by Commissioner Finley to accept the Minutes from the Special Called Meeting in November. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the projects.

Superintendent Fisher discussed that COVID cases are averaging about 41 new cases per day in Laurel County. He recommended continuing the COVID work schedule until the number of cases improve. The schedule will be re-evaluated at the January Board meeting.

A motion was made by Commissioner Moore and seconded by Commissioner Ball to approve the purchase of a ham or turkey for each of the employees and Commissioners. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:20 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, December 8, 2020

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, January 12, 2021 at 2:00 p.m. at the Water District Office. The meeting was held as an audio conference call through Go To Meeting as a result of the COVID-19 pandemic. Those present were Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett. (Roy Wayne Jenkins was absent.)

Guest present was Lee Mudd from Monarch Engineering.

Vice-Chairman Finley called the meeting to order.

Vice-Chairman Finley called for the reading of the Minutes from the last regular meeting and a statement of expenditures for December.

A motion was made by Commissioner Baker and seconded by Commissioner Ball to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Moore and seconded by Commissioner Baker to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the projects.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to authorize Superintendent Kenneth Fisher to sign paperwork for the South Laurel Water System Improvements Construction Project. Motion carried.

There were two bids received for the 1988 Chevy C70 truck which was declared as surplus property:

Bill Smith Logging, LLC	\$10,400.00
Donnie Tabor	\$ 5,000.00

A motion was made by Commissioner Ball and seconded by Commissioner Moore to accept the \$10,400.00 bid from Bill Smith Logging, LLC. Motion carried.

Superintendent Fisher discussed the COVID cases in Laurel County and notified the Commissioners that two employees have had to be sent home for quarantine as a result of contact with individuals who tested positive for COVID. He recommended continuing the

COVID work schedule until the number of cases improve. The schedule will be re-evaluated at the February Board meeting. A motion was made by Commissioner Moore and seconded by Commissioner Baker to continue the COVID work schedule. Motion carried.

A motions was made by Commissioner Ball and seconded by Commissioner Moore to wait until March to implement the raises if the finances are still looking good at that time. Motion carried.

A motion was made by Commissioner Ball and seconded by Commissioner Baker to accept the resignation of John Smith and to consider him for a part-time position in the future if his health permits. Motion carried.

Commissioner Moore stated that Judge Westerfield was wanting to know our procedures to protect the intake and the treatment plant. Superintendent Fisher explained that there are security cameras and gates at the plant and there is also always someone on duty at the plant. There are no cameras at the intake, however there is a locked gate. There is also an alarm on the door at the intake which sends an alert to SCADA at the plant if the door is opened.

There being no further business before the Board, a motion was made by Commissioner Ball and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:45 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, January 12, 2021

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, February 9, 2021 at 2:00 p.m. at the Water District Office. The meeting was held as an audio conference call through Go To Meeting as a result of the COVID-19 pandemic. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guest present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the Minutes from the last regular meeting and a statement of expenditures for January.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Moore and seconded by Commissioner Finley to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the projects.

Superintendent Fisher reported that he had received 2 quotes from Kentuckiana Alarms, Inc. for cameras for the plant. The quote for 2 cameras with zoom that do not follow people was \$5,764.99. The quote for 2 cameras with zoom that has the capability to follow people was \$9,881.07. Superintendent Fisher recommended purchasing the \$5,764.99 system.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to purchase the \$5,764.99 system. Motion carried.

Discussion was held concerning the wall for the drive-thru window.

A motion was made by Commissioner Baker and seconded by Commissioner Moore to only do the wall with the sign on the building and the address on the overhang above it.

Discussion was held concerning the 10-year budget presented by Superintendent Fisher.

A motion was made by Commissioner Moore and seconded by Commissioner Finley to go back to work fully staffed beginning February 18, 2021. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Moore to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:48 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, February 9, 2021

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, March 9, 2021 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett. (Ronnie Ball was absent.)

Guest present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the Minutes from the last regular meeting and a statement of expenditures for February.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Moore to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the projects. Discussion was held concerning refurbishing or replacing the Oak Ridge Tank in the future, however no action was taken.

A motion was made by Commissioner Moore and seconded by Commissioner Baker to accept the quote of \$2,134.95 for new wiring in conduit for the security cameras at the plant. Motion carried.

Superintendent Fisher recommended increasing the monthly deposits to the Asset Management account from \$2,500.00 to \$5,000.00 per month. There was no discussion and no action was taken.

Discussion was held concerning the effective date of employee raises. It was noted that the District will save approximately \$94,000.00 per year in wages and employee benefits since John Smith and Matthew Hensley are no longer employees. Also the District will save approximately \$12,000.00 per year since the contract for uniforms and rug rentals was terminated.

The Board went into Executive Session at 3:00 pm.

Chairman Jenkins called the Board Meeting back to order at 3:55.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to implement the pay increase effective March 18, 2021 to raise the wages for the 8 employees (that were not at midpoint of the KRWA survey) to midpoint and then give 50 cents per hour raises to every employee as discussed at the November 17, 2020 Special Called Board Meeting. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Moore to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 4:10 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, March 9, 2021

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, April 13, 2021 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guests present were Lee Mudd from Monarch Engineering and Brad Parrett.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the Minutes from the last regular meeting and a statement of expenditures for March.

A motion was made by Commissioner Ball and seconded by Commissioner Finley to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the projects.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to increase the monthly deposits to the Asset Management account from \$2,500.00 to \$5,000.00. Motion carried.

Andrew Cupp, Safety Officer, discussed the safety measures for the plant. The SOP has been revised to state that an employee is not allowed to go in the chlorine room alone. If someone enters the chlorine room the security system sends alerts to Roy, Kenneth and Andrew. Life alert buttons are worn by employees if they are at the plant alone which will send alerts to Andrew, Roy, Kenneth, Aaron and Otis if an employee pushes the button. Life alert will also detect falls and send the alerts even if the employee does not push the button. Also Andrew is still conducting quarterly safety meetings.

Kenneth Fisher discussed an issue that they are having with the clearwell at the plant. It leaks when the water level reaches 10 feet. He plans to hire a company to determine what is causing the problem and get an estimate of the cost to repair it.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:50 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, April 13, 2021

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, May 11, 2021 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith (via phone), and Roy Collett.

Guests present were Lee Mudd and David Bowles from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the Minutes from the last regular meeting and a statement of expenditures for April.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Ball and seconded by Commissioner Baker to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher. A motion was made by Commissioner Moore and seconded by Commissioner Ball to accept the reports. Motion carried.

Lee Mudd presented an update on the projects.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to approve the KIA loan payments in the amount of \$8,443.16 and \$9,572.21 due 6/1/2021. Motion carried.

A motion was made by Commissioner Moore and seconded by Commissioner Ball to renew the Anthem Health Insurance for 7/1/2021 to 6/30/2022 with the District to continue to pay the premiums. (Commissioners Moore and Ball voted in favor. Commissioners Finley and Baker voted against. Chairman Jenkins broke the tie with a vote in favor.) Motion carried.

There being no further business before the Board, a motion was made by Commissioner Moore and seconded by Commissioner Ball to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:30 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, May 11, 2021

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, June 8, 2021 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Simons Smith, and Roy Collett.

Guests present were Lee Mudd and David Bowles from Monarch Engineering and Brad Parrett.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the Minutes from the last regular meeting and a statement of expenditures for May.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the projects.

Chairman Jenkins appointed Kenneth Finley, David Moore, Lisa Baker, Kenneth Fisher, Wanda Smith and Roy Collett to the hiring committee to interview for positions in the office, distribution and the plant.

A motion was made by Commissioner Finley and seconded by Commissioner Ball to approve quote of \$10,250.00 from Herrick Company, Inc. for repairs to the older clearwell at the plant. Motion carried.

A motion was made by Commissioner Moore and seconded by Commissioner Ball to approve a Resolution to authorize Kenneth Finley as acting Chair if needed to sign closing documents. Motion carried.

A motion was made by Commissioner Moore and seconded by Commissioner Ball to approve Rural Development loan payments in the amounts of \$30,510.00 and \$17,964.37 due 7/1/21. Motion carried.

A motion was made by Commissioner Ball and seconded by Commissioner Finley to renew the property insurance, liability insurance and workers' comp with Curneal Hignite Insurance Company as presented in their proposal dated July 1, 2021 and add terrorism coverage at a cost of \$383.00. Motion carried.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to accept the resignation of Matt Scarbrough. Motion carried.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to advertise open personnel positions in the Sentinel Echo and the Times Tribune. Motion carried.

Starting pay for advertised positions will be as follows:

Customer Service Rep.: \$14.00 per hour raised to \$15.30 after 90 days probationary period
Distribution: \$13.50 per hour with no license raised to \$14.68 after 90 days probationary period

\$17.00 per hour with Class III Distribution license raised to \$18.22 after 90 days probationary period

Plant Operator: \$13.50 per hour with no license raised to \$14.68 after 90 days probationary period

\$17.00 per hour with Class III Treatment Operator license raised to \$18.22 after 90 days probationary period

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 3:25 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, June 8, 2021

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, July 13, 2021 at 2:00 p.m. at the Water District Office. Those present were Roy Wayne Jenkins, Kenneth Finley, Lisa Baker, Kenneth Fisher, and Roy Collett.

Guests present were Lee Mudd and David Bowles from Monarch Engineering.

Chairman Jenkins called the meeting to order.

Chairman Jenkins called for the reading of the Minutes from the last regular meeting and a statement of expenditures for June.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Baker and seconded by Commissioner Finley to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the projects.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to approve a Resolution to open bank accounts for the Bond & Interest Sinking fund for 2021 RD-Series A and Bond & Interest Sinking fund for 2021 RD-Series B. Motion carried.

A motion was made by Commissioner Baker and seconded by Commissioner Finley to accept the resignation of Tammy Rush. Motion carried.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to approve the hiring of Deborah McHargue for the customer service position for a 90 day probationary period. Motion carried.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to approve hiring Dylan Dixon for the distribution position for a 90 day probationary period. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Finley and seconded by Commissioner Baker to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:46 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, July 13, 2021

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, August 10, 2021 at 2:00 p.m. The meeting was held as an audio conference call through Go To Meeting as a result of the COVID-19 pandemic. Those present were Roy Wayne Jenkins, Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Smith and Roy Collett.

Guest present was Lee Mudd from Monarch Engineering.

Chairman Jenkins called the meeting to order at 2:00 p.m.

Chairman Jenkins called for the reading of the Minutes from the last regular meeting and a statement of expenditures for July.

A motion was made by Commissioner Finley and seconded by Commissioner Baker to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Moore and seconded by Commissioner Finley to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the projects.

A motion was made by Commissioner Baker and seconded by Commissioner Moore to appoint Commissioner Finley as the voting delegate for the KRWA Annual Business Conference to be held on Tuesday, August 24, 2021. Motion carried.

Discussion was held concerning the applicants for the plant position. Kenneth Fisher will pick out the 15 best applicants and the Personnel Committee will pick 6 to interview.

Discussion was held concerning mandating that employees receive the COVID vaccine. Commissioner Moore suggested weekly COVID testing for unvaccinated employees and requiring the 1st vaccine shot within 30 days of FDA approval. Commissioner Baker indicated that she wanted to discuss the matter further once FDA approval is granted. Commissioner Ball said he did not know if they should be required. Commissioner Finley recommended requiring employees to take the vaccine once full FDA approval is granted. Chairman Jenkins agreed that vaccines should be mandatory once the FDA grants full approval because he has lost 3 of his neighbors to COVID and he wants to protect the employees.

A motion was made by Commissioner Moore and seconded by Commissioner Finley that unvaccinated employees take a weekly COVID test and present test results each week until they are vaccinated. (Commissioner Finley and Commissioner Moore voted "yes." Commissioner Baker and Commissioner Ball voted "no." Chairman Jenkins broke the tie with a vote of "yes.") Motion carried.

Discussion was held concerning employee wage increases. Eddie Hacker does all of the equipment maintenance in addition to being a Class IV Treatment Operator. Kim Blanton has taken on additional duties since Tammy Rush retired. A motion was made by Commissioner Finley and seconded by Commissioner Moore to approve a \$1.25 per hour raise for Eddie Hacker and \$1.54 per hour raise for Kim Blanton. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Moore and seconded by Commissioner Finley to adjourn the meeting. Motion carried.

Chairman Jenkins adjourned the meeting at 2:45 p.m.

Roy Wayne Jenkins, Chairman

Kenneth Finley, Vice Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, August 10, 2021

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, September 21, 2021 at 2:00 p.m. The meeting was held as an audio conference call through Go To Meeting as a result of the COVID-19 pandemic. Those present were Kenneth Finley, Ronnie Ball, David Moore, Lisa Baker, Kenneth Fisher, Wanda Smith and Roy Collett.

Guest present was Lee Mudd from Monarch Engineering.

Vice-Chairman Finley called the meeting to order at 2:00 p.m.

Vice-Chairman Finley called for the reading of the Minutes from the last regular meeting and a statement of expenditures for August.

A motion was made by Commissioner Moore and seconded by Commissioner Ball to accept the Minutes and expenditures as presented. Motion carried.

Deposit Refund Report – A motion was made by Commissioner Baker and seconded by Commissioner Moore to accept the Deposit Refund Report as presented. Motion carried.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the projects. He reported that work had resumed on the Tank Project after it had been delayed by rain and COVID. Several employees for the contractors were diagnosed with COVID. The new tank has been filled and disinfected. He said that once the SCADA system is installed and working the tank will be ready to place in service.

Discussion was held concerning the COVID policy. Employees will continue working the current COVID schedule and unvaccinated employees will continue to provide a copy of the results of weekly COVID testing.

A motion was made by Commissioner Moore to appoint Commissioner Finley to the position of Chairman as a result of the recent death of Chairman Jenkins. Commissioner Baker suggested waiting until we have a full Board to vote on officers. The motion died due to lack of a second.

A motion was made by Commissioner Ball and seconded by Commissioner Moore to appoint Commissioner Finley to serve as Chairman of the Board until officers are elected after we have a full Board. Motion carried.

There being no further business before the Board, a motion was made by Commissioner Baker and seconded by Commissioner Ball to adjourn the meeting. Motion carried.

Chairman Finley adjourned the meeting at 2:33 p.m.

Kenneth Finley, Chairman, Treasurer

Ronnie Ball, Secretary

David Moore, Commissioner

Lisa Baker, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, September 21, 2021

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, October 12, 2021 at 2:00 p.m. at the Water District Office. Those present were Kenneth Finley, David Moore, Lisa Baker, Theresa Brewer, Steven Cornn, Kenneth Fisher, and Wanda Smith. (Roy Collett was absent.).

Guests present were David Bowles and Lee Mudd from Monarch Engineering.

Chairman Finley called the meeting to order at 2:00 p.m.

Chairman Finley called for the reading of the Minutes from the last regular meeting and a statement of expenditures for September.

A motion was made by Commissioner Baker and seconded by Commissioner Moore to accept the Minutes and expenditures as presented. Motion carried. (Commissioner Brewer and Commissioner Cornn abstained since they were newly appointed Commissioners.)

Deposit Refund Report – A motion was made by Commissioner Baker and seconded by Commissioner Moore to accept the Deposit Refund Report as presented. Motion carried. (All voted in favor.)

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the Hopewell Tank project. He reported that the tank will be ready to place in service soon and they need to finish the clean-up at the tank site.

Discussion was held concerning the current COVID policy since an unvaccinated employee recently tested positive for COVID during the required weekly COVID tests for the unvaccinated. A motion was made by Commissioner Moore and seconded by Commissioner Baker to continue the COVID policies currently in effect and then the policies will be discussed again after the end of the year. Motion carried. (All voted in favor.) Vaccinated employees will continue to be paid during quarantine if they miss work due to COVID, however unvaccinated employees will be required to use their vacation or personal time during quarantine.

Commissioner Finley appointed the Budget Committee as follows: Kenneth Finley, Lisa Baker, Steve Cornn, Kenneth Fisher, Wanda Smith and Roy Collett.

Discussion was held concerning the Annual Christmas Meeting. The decision was made to not have the Christmas dinner this year since COVID is still an ongoing concern.

Commissioner Baker asked if the Board could give Christmas bonuses this year. The decision was made to contact Attorney Damon Talley or Attorney Gerald Wuetcher concerning the matter.

Superintendent Fisher informed the Board that the owners of the property that was leased next to the Hopewell tank site had contacted him and requested additional money since the construction of the tank had taken longer than originally expected. Lee Mudd stated that he would contact Phoenix Fabricators and request that they pay an additional \$1,000.00 for the lease.

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A motion was made by Commissioner Baker and seconded by Commissioner Moore to approve hiring Debbie McHargue full-time effective October 1, 2021. Motion carried. (All voted in favor.)

A motion was made by Commissioner Brewer and seconded by Commissioner Cornn to purchase a ham or turkey for each employee and Commissioner for Christmas. Motion carried. (All voted in favor.)

Chairman Finley called for the election of officers.

Commissioner Baker nominated Commissioner Finley to serve as Chairman and Commissioner Moore seconded the nomination. All voted in favor and Commissioner Finley will serve as Chairman.

Commissioner Brewer nominated Commissioner Baker to serve as Secretary and Commissioner Moore seconded the nomination. All voted in favor and Commissioner Baker will serve as Secretary.

Commissioner Moore nominated Commissioner Cornn to serve as Treasurer and Commissioner Baker seconded the nomination. All voted in favor and Commissioner Cornn will serve as Treasurer.

Commissioner Baker nominated Commissioner Moore to serve as Vice-Chairman and Commissioner Cornn seconded the nomination. All voted in favor and Commissioner Moore will serve as Vice-Chairman.

There being no further business before the Board, a motion was made by Commissioner Moore and seconded by Commissioner Baker to adjourn the meeting. Motion carried. (All voted in favor.)

Chairman Finley adjourned the meeting at 3:25 p.m.

Kenneth Finley, Chairman

Lisa Baker, Secretary

David Moore, Commissioner

Theresa Brewer, Commissioner

Steven Cornn, Commissioner

Minutes recorded and prepared by: Wanda Simons Smith, October 12, 2021

**Laurel County Water District #2
3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, November 9, 2021 at 2:00 p.m. at the Water District Office. Those present were Kenneth Finley, David Moore, Lisa Baker, Theresa Brewer, Steven Cornn, Kenneth Fisher, Wanda Smith and Roy Collett.

Guests present were David Bowles and Lee Mudd from Monarch Engineering and Robert Abner from Abner and Cox, PLLC.

Chairman Finley called the meeting to order at 2:00 p.m.

Chairman Finley called for the reading of the Minutes from the last regular meeting and a statement of expenditures for October.

A motion was made by Commissioner Moore and seconded by Commissioner Baker to accept the Minutes and expenditures as presented. Motion carried. (All voted in favor.)

Deposit Refund Report – A motion was made by Commissioner Moore and seconded by Commissioner Brewer to accept the Deposit Refund Report as presented. Motion carried. (All voted in favor.)

Robert Abner, CPA presented the Audit Report for the year ended December 31, 2020. The auditors issued an unmodified opinion.

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd presented an update on the Hopewell Tank project. He reported that the tank is 99.99% complete and the meeting to finalize the project is scheduled for Tuesday, November 16, 2021 at 11:00 a.m.

A motion was made by Commissioner Baker and seconded by Commissioner Brewer to approve KIA Loan payments in the amounts of \$8,434.19 and \$9,563.53. Motion carried. (All voted in favor.)

A motion was made by Commissioner Moore and seconded by Commissioner Cornn to approve Dylan Dixon as a full-time employee since he has successfully completed his 90 day probationary period. Motion carried. (All voted in favor.)

A motion was made by Commissioner Moore and seconded by Commissioner Brewer to approve the Capital Budget and Operating Budget for 2022. Motion carried. (All voted in favor.)

A motion was made by Commissioner Moore and seconded by Commissioner Cornn to approve wage increases effective January 1, 2022 as follows: Otis Hutchison \$2.00 per hour, Linda Fisher \$1.00 per hour, Lisa Henson 75 cents per hour, Eddie Hacker \$1.00 per hour, Andrew Cupp \$1.00 per hour and then the Cost of Living Adjustment of 5.9% for all employees after the hourly increases with the wage increases to be included in the 2022 Budget. Motion carried. (All voted in favor.)

A motion was made by Commissioner Baker and seconded by Commissioner Cornn to approve the \$6,849.27 payment to Whitley Fence Company from the Asset Management Account to cover the cost of the fence at the Hopewell Tank since there was not enough money in the project to cover the full cost. Motion carried. (All voted in favor.)

A motion was made by Commissioner Moore and seconded by Commissioner Baker to approve the quote of \$11,500.00 from 5 Star Paving for blacktopping at the Hopewell Tank. Motion carried. (All voted in favor.)

Discussion was held concerning the COVID schedule. Motion was made by Commissioner Cornn and seconded by Commissioner Moore to leave the schedule as is and discuss it again at the next Board meeting. Motion carried. (All voted in favor.)

There being no further business before the Board, a motion was made by Commissioner Brewer and seconded by Commissioner Moore to adjourn the meeting. Motion carried. (All voted in favor.)

Chairman Finley adjourned the meeting at 3:35 p.m.

Kenneth Finley, Chairman

Lisa Baker, Secretary

David Moore, Commissioner

Theresa Brewer, Commissioner

Steven Cornn, Commissioner

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3910 South Laurel Road
London, Kentucky 40744
606-878-2494**

Board Minutes

The Laurel County Water District #2 held its monthly meeting Tuesday, December 14, 2021 at 2:00 p.m. at the Water District Office. Those present were Kenneth Finley, David Moore, Lisa Baker, Theresa Brewer, Steven Cornn, Kenneth Fisher, Wanda Smith and Roy Collett.

Guests present were David Bowles and Lee Mudd from Monarch Engineering.

Chairman Finley called the meeting to order at 2:10 p.m.

Chairman Finley called for the reading of the Minutes from the last regular meeting and a statement of expenditures for November.

A motion was made by Commissioner Moore and seconded by Commissioner Baker to accept the Minutes and expenditures as presented. Motion carried. (All voted in favor.)

Deposit Refund Report – A motion was made by Commissioner Moore and seconded by Commissioner Brewer to accept the Deposit Refund Report as presented. Motion carried. (All voted in favor.)

Reviewed and discussed operations summaries from Roy Collett, Wanda Smith and Kenneth Fisher.

Lee Mudd reported that the estimated cost to refurbish the Aisin tank is approximately \$550,000.00. The District will be receiving approximately \$453,000.00 in funding under the Clean Water Act which will be used for that project.

Laurel County will be receiving funding under the American Rescue Plan Act, a portion of which can be allocated to water utility companies for infrastructure. Chairman Finley and Superintendent Fisher will meet with Judge Westerfield to follow up on previous discussions concerning obtaining funding for the Park Hill project and various other projects in the District.

Discussion was held concerning water service for the Lily Fire Department. The Fire Department has begun construction at a location which is in a FEMA designated flood zone. In accordance with the Flood Plain Resolutions that the District signs each time we receive federal funds, the District cannot set a water meter in a designated flood zone. Clay McKnight with Rural Development has confirmed this fact by email. It was reported that the cost to run a 6" line to the Fire Department building would be approximately \$200,000.00 if Rural Development does approve a tap for that location. Superintendent Fisher and Chairman Finley will meet with Judge Westerfield and Fire Chief Steve Walker to discuss the matter.

A motion was made by Commissioner Baker and seconded by Commissioner Moore to approve the bond and interest payments to Rural Development totaling \$168,224.37 which are due January 1, 2022. Motion carried. (All voted in favor.)

Superintendent Fisher discussed the annual testing requirements for backflow preventers for commercial customers and explained the importance of the backflow preventers.

Discussion was held concerning the recognition ceremony for Ronnie Ball in appreciation for his 20 years of service as a Commissioner for the District. The ceremony will be held the second Tuesday in January if Ronnie is available at that time. Judge Westerfield will be at the meeting to present the plaque.

Chairman Finley recommended continuing the Covid schedule as is since the cases are continuing to rise and everyone agreed. The situation will be discussed again at the next Board meeting.

There being no further business before the Board, a motion was made by Commissioner Moore and seconded by Commissioner Cornn to adjourn the meeting. Motion carried. (All voted in favor.)

Chairman Finley adjourned the meeting at 3:00 p.m.

Kenneth Finley, Chairman

David Moore, Vice-Chairman

Steven Cornn, Treasurer

Lisa Baker, Secretary

Theresa Brewer, Commissioner

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