

Gallatin County Water District
January 10, 2019

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell and Jimmy Wilson, Employees; Mike Garrett and Tammy Hendren, Engineer; Paul Reynolds, Attorney; Steve Huddleston, Badger Representative; Tina Odum, Resident; Nick Koebe and Judge Executive; Ryan Morris

Jimmy made a motion to approve the December Minutes, Vic seconds the motion. Motion carries 2-years, 0-nays.

Jimmy made a motion to approve the December Financial Reports, Vic seconds the motion. Motion carries 2-years, 0-nays.

Jimmy made a motion to approve the December Check Disbursements, Vic seconds the motion. Discussion was held on the electric bills for Well A and Well B. Mike commented that Well B was slightly higher due to the Ambrose Tank being down. The electric at Well A is broken down into two bills. Motion carries 2-years, 0-nays.

Tina Odum with Badger Meters brought the Board up-to-date on the new Beta test endpoints. We have replaced 97 of the endpoints that were not responding with the new Beta test endpoints. Before the change outs we were at 91% and now we are at about 94%. Their goal is to try and get us up to about 98%. Tina explained that once these endpoints have a chance to collect data then Badger will trade them out for new ones.

Resident Nick Koebe attended the Board meeting today to discuss the waterline easement that the District is seeking to extend the waterline through his property on Eagle Tunnel Road. In February 2016 the District at the request of Mr. Koebe and his father in law Tony Beach extended the water main 400 feet from where the water main stopped on Mr. Beaches property to his son-in-law's property. At that time Mr. Beach and Mr. Koebe agreed to dig the line if the District purchased the material and installed the line. The project was completed. Recent development in the area has resulted in the need to extend the waterline another 1,400 feet to pick up additional customers. This would require an easement through Mr. Koebe's property or running the line on the county rite-of-way. Mr. Koebe feels in exchange for the easement he should be compensated for approximately \$1,400 that he had to spend when renting equipment to install the 400 ft. extension. After further discussion Mr. Koebe was advised that the Board would consider the matter and get back with him. Mike and Paul will review the area and determine if we can proceed without any difficulty on the County right-of-way.

Jimmy made a motion to approve the December Deposit Refunds, Vic seconds the motion. Motion carries 2-years, 0-nays.

Jimmy made a motion to approve the December Account Adjustments, Vic seconds the motion. Discussion was held on the penalty adjustments. Tammy commented that the adjustment was higher because bank drafts were posted to the bank side but not to the billing side and had to be adjusted off. Motion carries 2-years, 0-nays.

Water Loss was reviewed at 32% down to 3% after accounting for leaks.

Mike informed the Board that the Ambrose tank is back in operation. Paul noted that Bluegrass wants to have an inline tank inspection done at no cost to the District. They just want to make sure with the heating issues that we had everything is ok. Paul presented the Board with a final pay estimate in the amount of \$10,855.25 for Currens and a final pay estimate from Bluegrass for \$200.00. Also presented were the Engineering Certificate and Affidavit from Currens for the one-year warranty. Jimmy made a motion to make the final payments, Vic seconds the motion. Motion carries 2-years, 0-nays.

Tammy presented to the Board an engagement letter from Raisor, Zapp and Woods for the 2018 audit. The cost is not to exceed \$11,140.00. Jimmy made a motion to hire Raisor, Zapp and Woods to do the audit, Vic seconds the motion. Motion carries 2-years, 0-nays.

Discussion was held on the purchase of a new truck. Vic suggested that Mike get some pricing on a 4-door extended cab.

Tammy informed the Board that the Rural Water Conference is scheduled for February 20th & 21st in Bowling Green. Vic, Jimmy, Theresa, Tammy and Mike will be attending. Willie will handle the office during their absence.

Tammy informed the Board that after Jerilyn reviewed our 2019 budget she pointed out a couple of errors. The calculations for Mikes salary pulled over his last year rates and also it did not pick up the miscellaneous expenses in the amount of \$5000. We need to make an amend to increase the amount by \$5,448.00. Jimmy made a motion to accept the amended budget, Vic seconds the motion. Motion carries 2-years, -0-nays.

Tammy commented that she received a response back from PSC on the eye on water app. They have extended the case out until May 31, 2019.

Tammy informed the Board that she spoke with a Don Kunkle who does the floors for the County. He comes highly recommend from Lisa Bullard at the Judges office. He is supposed to stop in on January 14th to give us an estimate.

Tammy informed the Board that both the Rural Development payment in the amount of \$65,071.42 and the KRWF loan payment in the amount of \$77,305 were paid on January 1st.

Jimmy suggested that we look into someone that can do some carpenter work. We have a few things that we need to get fixed.

Jimmy made a motion to adjourn, Vic seconds the motion. Motion carries 2-years, 0-nays.

Approved By:

Vic Satchwell
Dane Estes
Jimmy Wilson

Gallatin County Water District
February 14, 2019

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, Jimmy Wilson and David Easton, Employees; Willie Harmeling and Tammy Hendren, Attorney; Steve Huddleston

Jimmy made a motion to approve the January Minutes, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the January Financial Reports, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the January Check disbursements, David seconds the motion. Discussion was held on Al's time. Willie commented that they rotate weekends so there are some months that a person will have more overtime than others. Motion carries 3-years, 0-nays.

David made a motion to approve the January Deposit Refunds, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the January Account Adjustments, David seconds the motion. Motion carries 3-years, 0-nays.

Water Loss was reviewed at 25.4%, down to 17.8% after accounting for leaks.

Budget Tracking summary was reviewed.

Willie informed the Board that they got the impellers installed at the Speedway.

Discussion was held on the cellular endpoints. Willie informed the Board that after we installed the 100 new endpoints, we had some that were still not working. David Kocal with Badger came back down and they were able to move some around so that all the new ones are active and working.

Willie Presented the Board with two truck bids; 2018 F150 Ford \$30,925.68 and a 2019 Chevy for \$29,946.00. After discussion and reviewing the specs for each one Vic made a motion to purchase the Chevy, David seconds the motion. Motion carries 3-years, 0-nays.

Tammy presented the Board with a quote from Don Kunkle for \$550.00 to clean and wax the office floors. After discussion Jimmy made a motion to proceed with getting the floors cleaned. David seconds the motion. Motion carries 3-years, 0-nays.

Tammy informed the Board that PSC had requested more information about the Eye on Water Application. They had three questions; 1. Are there any other utilities using the Eye on Water App., 2. If so, what are they charging customers and 3. If a customer signs up directly through the Beacon website and not the utility will they still be charged the fee. Tina with Badger was able to assist in getting a response sent in to PSC.

Discussion was held on health insurance. Vic brought David up to date on the changes made during his absence. The District is no longer providing health insurance coverage to Commissioners on the employee group plan. Commissioner salaries were increased to assist them in purchasing a Medicare supplemental plan on their own. Both he and Jimmy have been removed from the group plan. After further discussion Steve suggested that Tammy set up a meeting with David and the District's insurance provider to discuss David's options for coverage.

Discussion was held on the Eagle Tunnel extensions. Vic suggested that Steve send Mr. Koebee a letter advising him that we are going to run the water line on County property.

Willie inquired about purchasing some side tool boxes for the line truck. After discussion Vic ask that he get some pricing.

Willie inquired about getting some hooded sweatshirts from Cintas. They all wear hoodies instead of the jackets. All Board members were in agreement for him to look into the cost.

Discussion was held on the mail situation. Tammy commented that the post office lost all of our bills this month. We started getting calls on February 4th from customers who had not received their bills and the phones have not stopped ringing since. She contacted Carrollton post office on February 5th and they assured her that they were sent out to Cincinnati. She Spoke with Cincinnati and they were trying to locate them. Warsaw post office had not seen them either. She finally received a call from the Warsaw Post Office on Friday February 8th letting her know they just received them that morning and would get them out ASAP. It wasn't just a few people this time around it was everyone. Jimmy happened to be here when one our customers, Mark Schllarmann came in and paid his bill. He has worked for the postal service for 30 years. He explained to us how the mail was processed and suggested that we try and go with a thicker card or an envelope. The cards are flimsy and they bend and get jammed up. We are not the only ones who have problems with the post cards. It was his opinion that this time was a personnel problem and not a machine problem. He will try and look in on us next month. After further discussion Tammy will look into a thicker card stock and also get some updated cost on mailing a letter style bill.

Willie inquired about purchasing a tarp for the dump truck. We cannot haul any rock out of Sterling without a tarp. He estimated the cost to be around \$160.00. Jimmy made motion to purchase the tarp, David seconds the motion. Motion carries 3-years, 0-nays.

Discussion was held on the office and repairs that needed to be made. Vis commented that we needed to get the ceiling fixed in the Board room and they are a lot of other minor things that need to be addressed. After further discussion on the matter the Board suggested that we make a list of the problem areas and contact some carpenters to get some quotes on making the repairs.

Jimmy made a motion to adjourn, David seconds the motion. Motion carries 3years, 0-nays.

Approved By:

Vic Satchwell
Dave Carter
Jimmy Wilson

Gallatin County Water District
March 14, 2019

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; David Easton, Jimmy Wilson and Vic Satchwell, Employees; Tammy Hendren and Mike Garrett and Attorney; Steve Huddleston

David made a motion to approve the February Minutes, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the February Financial Report, David seconds the motion. Discussion was held on two CD's that are only drawing 1.3%. David commented that the bank currently has some specials running at higher rates. Tammy will check into the matter. Tammy informed the Board that the beginning balance on the Regions bank account is different than last months ending balance. The reason is due to interest. The report was adjusted to reflect the actual bank balance as of February 28, 2019. Motion carries 3-years, 0-nays.

David made a motion to approve the February Check Disbursements, Jimmy seconds the motion. Discussion was held on checks issued to Ky. Motors-battery for the 2016 truck, Layne- impellers for the Speedway, Sam's- registration for Bowling Green classes, Josh Davis- refund for over- billing due to a 1" meter head instead of ¾" meter head. Motion carries 3-years, 0-nays.

David made a motion to approve the February Deposit Refunds, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the February Account Adjustments, David seconds the motion. Motion carries 3-years, 0-nays.

Water loss was discussed at 30.75%, down to 10.80 % after accounting for leaks. Mike commented that we have fixed about 9 leaks since last month. Mostly due to slippage. He thinks we still have active leaks on both ends of the county. They will continue to try and locate and get them repaired.

Budget summary was reviewed.

Vic discussed the classes at Bowling Green. Some of them were informative and others not so much. One of the classes that he found most interesting was about the different ways to embezzle from the company. The speaker was excellent and very informative. The water loss class was not at all what we expected. It pertained mainly to everyone using the new PSC form. Overall it was a pretty good conference.

Mike informed the Board that he is trying to get a cost from Global meters for the meter lids so we can get that mess cleaned up. We may want to look at just scrapping them. He is not sure if they will even buy anymore of the meters. He will continue working on it.

Mike informed the Board that he ordered the new truck right after the February meeting. It will take approximately 8-9 weeks before delivery.

Mike commented that is he his still checking into pricing for the tool box.

Mike informed the Board that he ordered the tarp for the dump truck.

Discussion was held on getting the employees hoodies. The matter was tabled until later in the fall.

Mike informed the Board that he contacted Eddie Bladen, Doug Fender and Ricky Peck about the office repairs. Both Eddie and Doug were not interested they both have a lot going on. He met with Ricky Peck and discussed some of the repairs and he is going to get us an estimate.

Tammy informed the Board that Mr. Kunkle contacted us and will try and get the floor done sometime this month.

Discussion was held on the Eagle tunnel Extension. Steve will send Mr. Koebee a letter advising him that we will be installing the water line extension on county right-of-way.

Discussion was held on health insurance. Coming off of the Group Health plan at this time would put a great hardship on David. Vic commented that we had discussed making the changes in coverage for the Commissioners before David's accident and since his absence have followed through with those changes. Both He and Jimmy feel that in David's situation we need to try and do what is best for him. Steve commented that he discussed the matter with Adam Cahill at Sherrill Morgan and at this time David would best be served by remaining on the group plan at least until the end of the year. After further discussion on the matter Steve suggested David forgo his monthly salary and it be applied to the cost of his group coverage. He will work on putting together some paper work for the Board to sign off on.

Discussion was held on the mail situation. Tammy commented that it is not getting any better and she does not have a solution. The postal service lost all of the bills in February. March was pretty good. It is hit and miss. After further discussion on the matter Vic ask that Tammy provide the Board with a cost breakdown to mail a letter style bill and look into the cost of thicker card stock.

Mike informed the Board that he received a quote from Barnett's Auto body to replace the cab corners on the 2012 truck that he currently drives. The cost is \$1,347.00. Jimmy made a motion to have them replaced, David seconds the motion. Motion carries 3-years, -0-nays.

Tammy suggested that Theresa attend the UMI Classes that are offered by Kentucky Rural Water. She plans on retiring in the next few years and feels that it would be very beneficial for the District if Theresa and maybe even Wille attended. The classes are college courses that focus on Utility Management. There are six courses and you have two years to complete the program. After further discussion Vic ask that Tammy look into the cost of the course.

Discussion was held on selling the 2008 truck. No action was taken at this time.

David made a motion to adjourn, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Approved By: *Vic Satchwell*
Jimmy Wils
Das Eads

Gallatin County Water District
April 11, 2019

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners Vic Satchwell, David Easton and Jimmy Wilson, Employees; Mike Garrett and Tammy Hendren, Attorney; Steve Huddleston

Jimmy made a motion to approve the March Minutes, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the March Financial Reports, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the March Check Disbursements, David seconds the motion. Discussion was held on checks issued to Sam's; rooms for the KRWA Conference, Brenntag; chemicals for the wells, Mills Flooring; office floors. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the March Account Adjustments, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the March Deposit Refunds, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Water Loss was reviewed at 40%; down to 13.25% after accounting for leaks. Vic commented that it seems like our water loss continues to remain high. Mike commented that they dedicate a lot of time searching and repairing leaks. Tammy commented that we are working with Badger to try and get the customer meters to call in a reading at the same time the wells call in a reading. This may help us to determine if the leak(s) are on the Well A side or the Well B side. After further discussion on the matter Mike is going to reach out to Kentucky Rural Water and our Engineers and see if they can come up and maybe try and help us with leak detection.

Mike informed the Board that Layne was able to get the New Bermad Valve installed at the Boone Road pump station.

Mike informed the Board that he is still waiting on Ricky Peck to get back with him on making repairs at the office and well sites.

Mike informed that Board that they got the tarp installed on the dump truck.

Mike informed the Board that the cost to replace the cab corners on the 2012 truck was a little bit higher than what was originally quoted. The cost was \$1,425.00. Barnett's done a really good job.

Discussion was held on the old meters and lids. Mike commented that he is having trouble finding anyone that is interested in purchasing the meters at a decent price. The highest quote he received was for \$2.00 per meter and nobody is interested in the lids. Scrapping them is probably going to be our best option. After further discussion Jimmy made a motion that we scrap the old meters and lids, David seconds the motion. Motion carries 3-years, 0-nays.

Mike informed the Board that the Eagle Tunnel line extension was completed. They will seed, straw and get it dressed up next week.

Discussion was held on purchasing a Bobcat. Mike commented that he has looked at a couple on-line and they are running between \$23,000 - \$28,000 with about 1,100 hours. He commented that Mike Haddix is having an auction on the 25th of April to sell all his equipment and he has a New Holland model listed in his auction. He will go take a look at it and do some comparison between the New Holland and Bobcat models.

Discussion was held on keeping David on the current group health plan. Steve will do some more research into the matter and get back with the Board at the May Meeting.

Discussion was held on the mail problems with customer bills. Tammy presented to the Board a cost breakdown of different mailing options. It currently cost us about \$8,800 yearly to mail our bills using the cards. If we go with a letter style bill the cost would increase to approximately \$11,450 yearly for automation and \$13,450 for non-automation. Automation would still go through Carrollton, non-automation could be mailed through Warsaw, either way they will still have to go through Cincinnati. Tammy commented that another option would be to hire an outside service to process and mail our bills. Vic commented that he realizes that it is more costly for the letter style bills but feels we need to move in that direction. Tammy suggested that we use up the card stock that we have before switching over. United Systems will need a least a months' notice to make the change and we still have about four months' worth of card stock. After further discussion all were in agreement to use up our current stock before switching over.

Tammy informed the Board that Northern Ky. Water District is having their annual training session on April 24th if anyone is interested in attending.

Vic inquired about the UMI classes for Theresa and Wille. Tammy commented that the cost is around \$600.00 each to attend. All were in agreement that they should attend. Tammy will get them signed up.

Tammy informed the Board that PSC requested more information regarding the Eye on Water application. The request was dated April 5th and we had to submit a response on or before April 12th. She read the questions and responses to the Board.

Vic inquired as to whether we had our CPR certification. Tammy commented that everyone's expired last year. She will try and get something scheduled to get everyone re-certified.

Jimmy commented that he would like to see us implement some type of an award program to reward employees for doing a good job. Maybe some type of safety or housekeeping program. Some discussion was held but no decisions were made at this time.

Mike informed the Board that he is still checking on tool boxes.

Jimmy made a motion to adjourn, David seconds the motion. Motion carries 3-years, 0-nays.

Approved By: *Via Satchwell*
 Jimmy Wilson
 Don Carter

Gallatin County Water District
May 9, 2019

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; David Easton, Jimmy Wilson and Vic Satchwell, Employees; Mike Garrett and Tammy Hendren, Attorney; Steve Huddleston, Jeff Lee with C & L Consulting and Jeff Merman with Automatic Controls Company

Jimmy made a motion to approve the April Minutes, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the April Financial Reports, Jimmy seconds the motion. Jimmy inquired as to what account was used to purchase the new truck. Tammy commented that we transferred money from the Revenue account to General fund to make the purchase. Motion carries 3-years, 0-nays.

David made a motion to approve the April Check Disbursements, Jimmy seconds the motion. Discussion was held on checks issued to Maines hardware- grease and paint for drag, Montel's Auto – coils and plugs for the 2008 truck, Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the April Account Adjustments, David seconds the motion. Discussion was held on leak adjustments. Motion carries 3-years, 0-nays.

David made a motion to approve the Deposit Refunds, Jimmy seconds the motion. Motion carries 3-years, 0-nays,

Water Loss was reviewed and discussed at 38%, down to 1.3% after accounting for water leaks.

Budget Summary was reviewed.

Mike informed the Board that the new truck was delivered on 4/15/19. He has an appointment on June 12th to have the safety lights installed.

Discussion was held on selling the 2008 truck. Jimmy made a motion to advertise for bids and open them at 10:30 a.m. on June 13th. David seconds the motion. Motion carries 3-years, 0-nays. Tammy will get the necessary advertisement in the paper and run the ad for 2weeks prior to the bid opening.

Mike informed the Board that they seeded and strawed the Eagle Tunnel extension and Grant County did a final inspection. Everything looks good.

Discussion was held on the old meters. Mike commented that Donnie Miller with ITE has made an offer of \$2.50 for the old meters. After further discussion Jimmy made a motion that we sell him the meters and scrap the lids. David seconds the motion. Motion carries 3-years, 0-nays,

Discussion was held on the purchase of a Bobcat. Mike commented that they stopped bidding at \$18,500 on the one Mike Haddix had at his auction and it went for \$19,500. He and Al are still looking and they are finding used ones with low hours for around \$28,000. After further discussion David made a motion to put a cap of \$30,00 on the purchase of a Bobcat. Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Steve presented to the Board a Resolution to adopt a policy on Commissioner Health Insurance coverage. Commissioners who are currently serving on the Board have the option to remain on the District's current group health insurance plan and sign over their monthly pay to help off set the cost of the plan or they can opt to purchase their own health care insurance at no cost to the District. Health insurance coverage will no longer be provided for newly appointed Commissioners. Jimmy made a motion to adopt the resolution, Vic seconds the motion, David abstained from voting. Motion carries 2-years, 0-nays.

Tammy informed the Board that Jerilyn still does not have the numbers from the Kentucky Retirement System for the audit and we have been granted an extension from PSC until June 30, 2019.

Jeff Lee and Jeff Merman discussed with the Board Water Loss and different ways to locate water leaks. There are several different options available for detecting water leaks. Most common are flow meters and listening devices. Jeff Lee commented that water loss seems high across the state. Jeff Merman with Automatic Controls Company demonstrated and discussed how the flow meters work. Jeff Lee commented that record keeping is key to having a good water loss prevention plan. Reading master meters daily, dividing the system into zones, reading customer meters within a 3-5day window, etc. Mike commented that he has been working with our engineers and discussing possible locations to install some flow meters in our system. Tammy commented that she feels we need to start with our record keeping; are we filling out the forms correctly, are we accounting for everything we are using, etc. Jeff Lee commented that he would be happy to come in and help us put together a leak detection program. He presented the Board with a copy of his rates. Some discussion was also held with Jeff Merman on an Asset Management Plan. Tammy commented that she met with CDP Engineers and looked at their Asset Management Program. It may be something that we need to look into. Jeff Merman commented that if we decide to pursue an Asset Management Plan then he would like an opportunity to present their program to the Board. No decisions were made at this time.

Mike presented to the Board a proposal from Blue Grass Engineers that Paul and Riley put together for flow meters. He and Paul looked at 7 different locations throughout our system. We can take a passive approach or an active approach to creating a water loss detection program. There are three different options that we can choose from. Option A; The District install 7 bypass meters in the specified locations for an approximate cost of \$19,614, Option B; Hire a contractor to do the installation for an approximate cost of \$35,000 – \$42,000 or Option C; Hire a contractor to install master meters, including meter vault, plumbing, meter, etc. for a cost of \$15,000-\$20,000 per installation. After discussion on the matter David made a motion to go with Option A and get the bypass meters installed, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Mike informed the Board that the Concord Booster station was repaired.

More discussion was held on Asset Management Programs. Tammy commented that CDP Engineers are going to try and get with Mike and Al at the KRWA Expo. It was her understanding from Lewis Dixon who did the presentation for her said that this is something that may become mandatory for utilities in

the future. Carroll County has been using their program for several years so she is going to try and set up a meeting with Obe so we can take a look at their system.

Tammy informed the Board that she transferred \$7,976.92 to a bad debt status. These accounts will remain on our books and in the system so that we can try and collect if they come back into our area. There were 3 accounts totaling \$119.99 that were written completely off due to death.

Tammy informed the Board that Waller's Meter and Badger Meters has asked us to participate in a panel discussion for a conference that they are having in Madison on June 5th and 6th, 2019. They would like us to discuss the advantages/disadvantages with the Beacon Cellular System. Mike is not able to attend so she and Al volunteered. If any of the Commissioners would like to attend that would be great as well. They have rooms locked at a discount so she and Al would like to go over on the 5th to attend the meet and greet dinner that they have scheduled. None of the Commissioners can attend but they have no problem with Al and Tammy attending.

Discussion was held on the maintenance needed for the office and pump houses. Jimmy made a motion to hire Ricky Peck to do the work, David seconds the motion. Motion carries 3-years, 0-nays.

Tammy brought to the Boards attention that she and Theresa sat in on a webinar with a company called Muni-Link. They offer a cellular billing and e-billing system. She will do a little more research and check with Untied-Systems on different billing software options that they have. It is pretty expensive but it may eliminate some of our mail issues.

Jimmy made a motion to adjourn, David seconds the motion. Motion carries 3-years, 0-nays,

Approved By:

Vic Satchwell
Jimmy Wild
David Carter

Gallatin County Water District
June 13, 2019

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, David Easton and Jimmy Wilson, Employees; Mike Garrett, Tammy Hendren and Willie Harmeling, Attorney; Steve Huddleston, Brad Stewart with Nelson Insurance and Paul Reynolds with Blue Grass Engineers.

Brad Stewart presented to the Board the renewal quote for the District's Liability and Workers Comp. Insurance. Mr. Stewart explained that Zurich American Insurance bought out Allied World Insurance. The quote for Property & Liability coverage is \$18,748.00 and includes the same coverage as last year. The cost increased about \$700.00 due to the new truck. The Workers Comp is \$4,753.33, up about \$200 from last year due to payroll increases. After discussion David made a motion to accept the quotes as presented, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the May Minutes, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the May Financial Reports, Jimmy seconds the motion. Discussion was held to make a one-time transfer of \$50,000 from the Revenue Account to the Excess Revenue Account and increase the monthly recurring transfer from \$5,000 per month to \$10,000 per month. This will allow for an increase in interest income. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the May Check Disbursements, David seconds the motion. Discussion was held on checks issued to Badger- for data coverage on the new meters and Waller's Meter for stock, line extension on Eagle Tunnel and new meters. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the May account Adjustments, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the May deposit Refunds, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Water Loss was reviewed at 37.7%, down to 10.7% after account for leaks.

Paul and Mike discussed with the Board the flow meters for water loss detection. Mike commented that he thinks we can eliminate one of the meters and will only need to install 6 instead of the 7 we discussed last month. Paul suggested that we get those meters installed and then see what we find. We may not find any leaks but it's a starting point. Mike commented that if we don't find anything then we can start looking at other areas, such as service lines. Discussion was held on having Jeff Lee come in after we get the meters installed to go over the paperwork and make sure that we are reporting everything correctly.

Mike informed the Board that Donnie Miller with ITE picked up the old meters. There was a total of 850 meters. He paid us \$2.50 for each meter for a total of \$2,125.00. After he went through them there were a total of 74 composite meters. He was only interested in the brass meters so we will probably need to reimburse him for those.

Mike informed the Board that the lights were installed on the new truck.

Mike informed the Board that we paid Ricky Peck \$2,750.00 for labor. He has most of the repairs and painting done at the office. He has some touch ups that need to be done so he will be sending someone back out to take care of that. He still has some work to do at the pump houses.

Mike informed the Board that the pumps were installed at the Concord booster station.

Vic inquired as to whether we were ready for the up-coming race. Mike commented that we need to get the cylinders installed at the Boone Road station. Donnie with DEQ will be coming down the end of the month to work on the programming.

Tammy informed the Board that we made our KIA loan payment in the amount of \$15,376.38 on June 1st and the RDA payment in the amount of \$33,329.98 will be coming due on July 1st.

Discussion was held on potential development on Hwy 1039. Vic commented that one farm has already been sold and he has heard that two other farms are being looked at. Do we still have the cost estimate to get water across Hwy. 1039? Paul commented that he thought that he and Riley gave us an estimate on that back last year. He will go back through their records and see what he can find.

Tammy informed the Board that PSC denied our Eye on Water case. Their opinion was that the customer was already paying for this service through the water rates. Vic ask if we could appeal it. Paul commented that it probably wouldn't do any good. Tammy commented that maybe it was the way she presented it. Paul said he didn't think so from what he saw everything looked good. Tammy inquired as to whether the Board still wanted to offer it to our customers. She feels we need to make people aware of the new meter. We have had some damages due to lawn mowers, bush-hogs etc. and it is costly to replace them. Vic inquired as to how we would notify them. Tammy commented that we had created a postcard with information about the meter and eye on water application to present to our customers if PSC approved our case. We could modify it and make them aware of the replacement cost if they damage it. Tammy will try and put something together to review at next month's meeting.

Some discussion was held on Asset Management software. No decisions were made.

Mike informed the Board that we are still looking for a Bobcat.

Bid opening for the truck was held at 10:30 a.m. Two sealed bids were received. Porter Perry bid \$3,550 dollars and David Duncan bid \$1,000. David made a motion to accept Porter Perry's bid of \$3,550, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Tammy informed the Board that Willie and Theresa will be going to KY. Dam Village for their first UMI class July 15-18th.

David made a motion to adjourn, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Approved By: Vic Satekwell
Jimmy L. S. Jr.
Dave East

Gallatin County Water District
July 11, 2019

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, David Easton and Jimmy Wilson, Employees; Mike Garrett and Tammy Hendren, Auditor; Jerilyn Zapp, Attorney; Steve Huddleston and Engineer; Riley Sumner

Jerilyn presented the 2018 Annual Audit. Everything was in order and she had no difficulties in preparing the audit. Staff was cooperative in providing any required information. She briefly discussed the highlights and explained the new GASB 75 OPEB reporting requirement that deals with the insurance portion of the Kentucky Retirement Systems. The 2017 audited financials had to be restated due to the adoption GASB 75. Revenues were up about \$6,000 due to the new meters and Expenses were up about \$28,000 mainly due to the new meters and tank repairs. Everything else was pretty much in line with last year. The overall change in net position increased by \$61,750. Mrs. Zapp did express some concerns with Commissioner Health Insurance. Steve commented that the Board adopted a resolution that allows for existing Commissioners to remain on the current group plan until January 1, 2020 or choose to purchase a plan on their own. After further discussion Mrs. Zapp thanked the Board for allowing her firm to prepare the audit and if anyone has any questions or would like to discuss the audit in more detail, she would be happy to do so.

Jimmy made a motion to approve the June Minutes, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the June Financial Reports, jimmy seconds the motion. Motion carries 3-years, 0-nays,

David made a motion to approve the June Check Disbursements, Jimmy seconds the motion. Discussion was held on checks issued to Gallatin County News- the CCR was published in the paper, Ready Mix- concrete blocks for the slippage on little Sugar, DEQ Electrical- for transducers and Ricky Peck- painting and general repairs at the office. Motion carries 3-years, 0-nays.

David made a motion to approve the June Account Adjustments, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the June Deposit Refunds, David seconds the motion. Motion carries 3-years, 0-nays.

Water Loss was reviewed at 23.9% down to 6.3% after accounting for leaks.

Budget summary was reviewed

Mike informed the Board that they have installed two of the six cross country flow meters.

Mike informed the Board that after contacting them and getting their approval he purchased the Bob-cat for \$33,000. It's a 2011 model with only 470 hours.

Riley informed the Board that he and Paul looked back through their records and they did find estimates that they had prepared for getting water across Hwy. 1039. The estimate at that time was between \$35,000 - \$40,000. After further discussion David made a motion to have them prepare the design and submit it for DOW approval, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Discussion was held on the new meters. Tammy commented that we are down to about 90% reporting on the meter reads. We were up to about 98%. Badger has it broken out now so that you can see the endpoint health and the read accuracy. Our endpoint health is 96-98%, but the read accuracy is down to about 90%. After we installed the new Beta Test End-points we only had around 100 that were not picking up. In June there were about 180. It may be weather related or possibly the signal being blocked by the trees or grass. Mike commented that they are going to try and weed eat around some of the meters to see if that helps any.

Mike discussed with the Board the hill slipping on Little Sugar. We installed some concrete barriers and riff raff rock and had it in pretty good shape. After the last rain the creek washed out all the barriers. He is not sure what else we can do to try and keep the bank from slipping and causing our water main to break. Tammy commented that the creek gets pretty wicked down through there. This last heavy rain really caused a mess. After further discussion Riley and/or Paul will come up and take a look at and see if they can offer any suggestions.

Discussion was held on the notification to customers regarding the new meters. Tammy presented a letter to the Board for their review. The letter included information about the new meter and the Beacon Software and explained the capabilities we have of being able to monitor for leaks, view their hourly consumption, etc. It also advised them of cost they would incur if they damaged the meter. Vic inquired about whether or not we should just go ahead and make the Eye-on-Water Application available to them. Everyone agreed that it would be beneficial to the customer. After further discussion. Tammy will modify the letter to introduce the Eye-On-Water application and we will review it at next month's meeting.

David made a motion to adjourn, Jimmy seconds the motion. Motion carriers 3-years, 0-nays.

Approved By:

Vic Satchwell
D. E. [Signature]
Jimmy [Signature]

Gallatin County Water District
August 8, 2019

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, David Easton and Jimmy Wilson, Employees; Mike Garrett and Tammy Hendren, Engineer; Paul Reynolds, Attorney; Steve Huddleston and Judge Executive; Ryan Morris

David made a motion to approve the July Minutes, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the July Financial Reports, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the July Check Disbursements, Jimmy seconds the motion. Discussion was held on checks issued to; Brentag- fluoride and chlorine chemicals, Maines Hardware – Charges made by Ricky Peck for Office Repairs, Wallers Meter- bypass meters for cross county lines, Badger-cellular endpoints, United Systems – TPM Security Monitoring and Employee Willie Harmeling -Race Week. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the July Deposit Refunds, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the July Account Adjustments, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Water loss was reviewed and discussed at 31.9% down to 8.8% after accounting for water leaks.

Budget summary was reviewed.

Discussion was held on the most cost- effective way to notify customers of the new Eye-on-Water feature. Tammy will see if there is a way to print some information about it on the back of the customers water bill and then anyone interested can contact the office for more information and instructions on setting up their account.

Vic inquired about the meters that are not picking up. Tammy commented that we are down to about 90% on communication health and 89% on bill reads. We had to manually read about 240 again last month. Approximately 31 of those are the new Beta Test endpoints. We were down to about 100 a couple months ago. Mike commented that it was taking only about a half day to do the manual reads, now it is taking the whole day. Tammy commented that they are spread out, its not just one area. Mike feels that if they could use multiple providers it would help. Tammy commented that the last time she spoke with Tina she mentioned something about AT&T boosting their signal strength. She feels that it is due to the foliage on trees. It seems like the number increased when the trees starting budding out. After a lengthy discussion the Board requested that we have a Badger representative attend next months' meeting to discuss and try and resolve some of these issues.

Paul presented to the Board some cost estimates to repair the hillside slippage on Little Sugar:

- Option A- relocate the water line further up the hill - estimated cost of \$5,000.
- Option B - directional bore a new water main across the creek(s) - estimated cost of \$20,000
- Option C - stabilize the creek bank for estimated cost of \$50,000- \$70,000.

There is a company called Guardian Restoration Systems that does bank stabilization. He and Mike were not able to meet with them prior to today's meeting. He is not real familiar with the process and would like to have them come up and take a look at it. After further discussion all Board Members were in agreement to have Paul and Mike meet with them and get their input.

Paul presented to the Board the engineering plans for the Hwy. 1039 extension. Discussion was held on potential development and whether or not the District would have to apply for a Certificate of Need through PSC. Steve commented that we won our Supreme Court case determining that Water District's do not have exclusive territorial boundaries. But the argument remains as to whether we need to apply for a Certificate of Need to do an extension. Paul does not feel that we need one. Vic inquired as to how long it would take to get DOW approval. Paul commented that it usually takes about 45 days and the plans are good for 2-years. The encroachment permit would be good for 1-year. After further discussion Jimmy make a motion that we go ahead and have the plans engineered and then wait and see what happens before we spend any money doing the installation. David seconds the motion. Motion carries 3-years, 0-nays.

Judge Morris discussed briefly the new airport. Have we talked with anyone about our water line? Mike commented that he had talked to one of the engineers and discussed it with one of the contractors who is bidding on the project. He advised them that we would still need to supply water to the O'Connor property.

Mike informed the Board that Larry Lawrence sold some property on Hwy. 35 and the new owner has approached him about water service. He advised him that he would have to pay to have it extended.

Paul informed the Board that the warranty for the tank paintings is coming up in December. They are going to do a follow up inspection sometime in October.

Judge Morris discussed the water service for Glencoe. He has gotten some complaints regarding high pressure. Is there anything that we can do about that? Mike informed him that we provide water service to the master meter and have a purchase agreement with American Water. Any problems that occur after the meter would be American Water's responsibility. Mike provided the Judge with some contact information.

David made a motion to adjourn, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Approved By: *Va Satchwell*
D. Easter
Jimmy Wild

Gallatin County Water District
September 12, 2019

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, Jimmy Wilson and David Easton, Employees; Tammy Hendren and Mike Garrett, Badger Representative; Kim Swinford, Waller's Meter Representatives; Teresa Waller and William Kirby, Engineer; Paul Reynolds and Gallatin County Judge Executive; Ryan Morris

Jimmy made a motion to approve the August Minutes, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the August Financial Reports, Jimmy seconds the motion. Discussion was held on the Excess Revenue account. Jimmy inquired about the \$10,000 deposit. Tammy commented that we set up the recurring deposit monthly from the Revenue Account in order to earn interest. It was originally \$5,000 and we increased it to \$10,000.00. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the August Check Disbursements, David seconds the motion. Discussion was held on checks issued to Maines Hardware- door to Speedway Pump House and Earl Floyds- brakes, rotors, caliper, etc. for the 2012 truck. Vic commented that he was reluctant to sign that check. Mike commented that he initially took it down to have the air charged and the tail gate strip replaced. They called and said the brakes were bad and he gave them permission to change the brakes. But did not give them permission to replace the rotors and calipers. That is something that we normally do ourselves inhouse. Motion carries 3-years,0-nays.


Jimmy made a motion to approve the August Account Adjustments, David seconds the motion. Discussion was held on the adjustments made due to wrong readings. Tammy commented that it has increased a little due to more endpoints not picking up. The numbers are smaller so it makes them harder to read. Mike commented that we catch a lot of them but there are a few that slip through. We hope to see a decrease in the manual reads once these new LTE-M's are installed. Motion carries 3-years, 0-nays.

David made a motion to approve the August Deposit Refunds, Jimmy seconds the motion. Motion carries 3-years, 0-0nays.

Water Loss was reviewed at 23.7%.


Budget Summary was reviewed.

Kim Swinford addressed the issues that we are having with our endpoints not picking up. After installing the LTE-M 's we were down to about 100 manual reads per month and were at about 95%. Over the last few months beginning around May our manual reads have increased to over 200 per month. The concerns that were brought to her attention were 1. Battery Life, 2. Paying the monthly fee for endpoints that are not working, and 3. The amount of time it takes to do the manual reads. Badger wants to do whatever they can to try and resolve some of these issues. We know we can't get to 100% but would like to get us up to around 98%. The batteries have a 20 -year warranty, with full




replacement cost for the first 10 years and then prorated thereafter. Badger will give us credit for manual reads. Tina and Tammy went back 6 months and prepared a list of manual reads. There were 1,263 reads so we will be getting a credit for \$1,124.07. Tammy will track manual reads monthly and submit a report quarterly for future credits. Badger will be shipping the District 200 LTE-M endpoints to replace the endpoints that are not responding. There will be no charge for these endpoints. Both Mike and Tammy commented that we have already received 100 and will work to get them in the ground as quickly as possible. In looking at the past six months of manual reads it appears that they started to increase in May when the foliage came on. Kim suggested that we try and get them changed out as quickly as possible so that we can see if the foliage is having an effect on it. We will need to decommission the endpoints that are removed so as to not get billed for them. She is not sure if we will need to ship those back or destroy them. To help with the manual reads there is a handheld unit that does quick reads. They are expensive but they may be able to loan us one. She will check into that. It may help with some of the mis-reads that were discussed earlier. Bill commented that there is also an LED encoder that is available and he can bring us one to try. The Board inquired about multiple providers. They feel having another carrier in addition to AT&T would help. Kim commented that Badger is currently working on that. She is not sure who the other provider will be but Badger plans to release a new endpoint sometime during the first quarter of 2020. Until then they will do whatever they can to try and help us resolve the issues that we are having.

Paul presented to the Board the DOW submittal and plan sheets for Hwy. 1039. He expects to receive approval in the next week. He does not think a Certificate of Need from PSC is necessary. The plans are good for two years so we have plenty of time to decide if we want to proceed.



Judge Executive Ryan Morris addressed the Board with concerns about the city of Glencoe's water service. He has been getting a lot of calls about pressure being too high and too low. Do we have any suggestions that may help? Mike commented that we have plenty of pressure at the meter but they need to regulate it coming out of the meter. Mike suggested changing the master meter from a 2" to a 6" inch and installing a pressure reducing station on their side of the vault. Installing a holding tank for fire protection. He doesn't know how they got approval for fire hydrants on a 4" main. Installing regulators on residential meters at the upper end so that they can increase pressure for the residents on the lower end. There is just a lot of issues due to the old lines. It would be very costly to replace the lines. Judge Morris commented that he has some meetings coming up with American Water and others to try and get some answers.



Paul presented the Board with some cost estimates to repair the slip on Little Sugar Creek Road. After meeting with Guardian Retention Systems out of Louisville they put together an estimate of \$79,066.90 cents. With Gallatin being tax exempt, we could get that cost down to about \$69,000 by purchasing the materials and using local sources. Guardian did not have a problem with us doing that. The other estimate is directional drilling and installing 6" HDPE Pipe. That estimate is \$36,000. Both options are costly. It's a tricky spot. The way the bridge was designed that crosses the driveway has caused a lot of the issues with the bank slipping. The culverts are directing the water up against the bank instead of into the creek. Mike commented that he has talked with property owner Rick Caudill a couple different times about the bridge and he knows he is going to have to make some repairs but was kind of waiting to see what we were going to do. After various other discussions the matter was tabled until we can explore other options.

Mike informed the Board that we need to replace the fluoride scale at well A.

Discussion was held on a trailer to haul the Bobcat. Mike will get some pricing.

Tammy informed the Board that she was able to get the "Eye on Water" information printed on the September bill. We have about 9 customers signed up and several others have inquired about it.

Vic inquired as to whether we had any kind of morning meetings. He feels that is something that we need to start doing. He does it with his crew and it keeps everybody up on what the plans are for the day. Both Mike and Tammy agreed that we could probably do a little better communicating between the office and the field.

Vic made a motion to enter into closed sessions, Jimmy seconds the motion. Motion carries 3-yeyes, 0-nays. Vic made a motion to exit closed session, Jimmy seconds the motion. Motion carries 3-yeyes, 0-nays.

Jimmy made a motion to adjourn, David seconds the motion. Motion carries 3-yeyes, 0-nays.

Approved By:

Vic Satchwell
D. Guston
Jimmy Wilson

Gallatin county Water District
October 10, 2019

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, Jimmy Wilson and David Easton, Employees; Mike Garrett and Tammy Hendren, Attorney; Steve Huddleston and Engineer; Riley Sumner

David made a motion to approve the September Minutes, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the September Financial Reports, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the September Check Disbursements, Jimmy seconds the motion. Discussion was held on checks issued to Badger Meters- Endpoints, Florence Winwater- Hwy. 42 regulator Station and materials, Maines Hardware- various supplies, Waller's Meter- Materials for the Speedway repair, Sam's- Office Supplies and Darian Mains- Tammy explained that a 1" meter register was installed at her residence when we installed the new cellular meters. She had complained of highwater bills several times and work orders indicated that the reading was always correct. However, when further investigated it was found that we had a 1" meter register installed instead of ¾" meter register. We were billing her for 3 times the amount of water that she was actually using. She paid a total of \$1,895.00 since June of 2018 and should have only paid based on her monthly average of \$50.91 per month prior to the change out \$712.74. After discussing the matter with Vic, we determined that she should be issued a refund for the overbilling of water, late fees and any fees assessed by PSN when making her payments. These fees would have been considerably lower had she been billed correctly. We determined that a refund should be issued in the amount of \$1,235.40. Ms. Mains was given the opportunity to review how the refund was calculated before making a decision to accept it. Meters that should have a 1" register installed were all verified to ensure that we were not under billing another customer. All were correct with the exception of Paint Lick Baptist Church which has since been corrected. A system has been implemented to tag all 1" inch registers to avoid future over/under billing. Motion carries 3-years, -0-nays.

Jimmy made a motion to approve the September Deposit Refunds, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the September Account Adjustments, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Water Loss was reviewed at 31.7% down to 14% after accounting for leaks.

Discussion was held on the Little Sugar Slip. Mike commented that he spoke with Rick Caudill and he advised him that the cell tower company is responsible for maintaining the road. He has set up a meeting with them and the County to discuss the matter. He suggested maybe pouring a footer along the bank and filling in with rip rap and concrete to try and secure it. Compared to the other quotes that we received we could make a repair several times and not exceed the cost of the other quotes. Riley feels with it being a blue line stream there may be some issues with that. After various other

discussions the matter was tabled until next month after Mike meets with the County and cell tower owners. He will also get some cost on concrete and rip rap.

Discussion was held on the new endpoints. All the endpoints have been installed and 79 out of the 100 were responding as of 10/03/19. Out of the 21 that are not responding 11 are located on Dry Creek. Tammy commented that Badger tech support advised her that there are some dead spots in that area. The other 18 are scattered throughout the system. They may eventually get service, if not we will need to wait and replace with the new multiple provider endpoints when they come out. Tina brought down the quick read device. It will allow us to read from the truck, start endpoints and also upgrade firmware on endpoints. Tina is also still working on trying to get the District Metering Zones (DMZ) working properly. This hopefully will help us track water loss more accurately. Tammy commented that Tina and Bill are working to get us some advanced training on the Beacon System. We had a short training session on how to send over changes and download meter readings but there are some other features, such as assigning vacant properties for monitoring inactive services and various other reports that may be beneficial to us.

Riley wanted to again inform the Board that they would be coming up within the next 2-4 weeks to take a look at our Ambrose Tank. We don't have to take it out of service they will use a robot.

Riley also wanted to make sure we were aware that DOW approved the plans for the HWY 1039 project. Mike commented that we did receive the approval paperwork. Some discussion was held on going ahead and doing the bore and casing and then stopping on the project until there was further development. That way we would be ready sooner if someone wanted water. No decisions were made at this time.

Discussion was held on the Airport, what are the plans for water. Mike commented that there hasn't been much contact with us regarding water service. They are aware that we have a 3" line in that area and can't supply fire protection. They may be planning on installing a holding tank. The best route for us if they want to increase the line size would be to come off Hwy 35 cross county through Schell's property. David asked how people were going to get to the airport. Vic commented that they purchased some property on Hwy 1039 right off the exit and plan on building an access road around that way. More discussion was held but no decisions were made.

Mike discussed with the Board a meeting that he had with Glencoe Officials, Judge Executive Ryan Morris and representatives with Kentucky American Water. As we are aware Glencoe residents are having problems with water pressure. All he could suggest was to maybe increase the meter size from the current 2" to a 6". We have a 6" line going into the meter pit and plenty of water. But he is not sure that it will help. Kentucky American Representatives are going to look into up sizing the meter. There are no other plans to replace any of the water lines.

Mike requested an increase in their yearly boot allowance from \$140.00 to \$200.00. Vic made a motion to increase the allowance, David seconds the motion. Motion carries 3-years, 0-nays.

Mike informed Board that we received the new fluoride scales for Well B. The cost was \$1,300.

Discussion was held on purchasing a new trailer to haul the Bobcat. Mike commented that he has looked at a couple. They are both 2019 models ranging from 10,000 lbs. – 16,000 lbs. weight capacities.

Prices ranging between \$4,400 - \$6,800. After further discussion David made a motion that Mike purchase a trailer that best fit our needs, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Discussion was held on setting up the Bobcat to do road pushes and selling the trencher. Mike will get the necessary equipment for the Bobcat and see how it works before we advertise the sale of the trencher.

Tammy commented that we have enough bills for about two more billing cycles. Do we want to switch from the card style bills to the letter style bills? She is going to have to place an order within the next month. If we change United Systems needs a month's notice. Vic commented that he stopped in Carroll County Water and they have a sign up that reads something along the lines that they are not responsible for late payments. Tammy commented that complaints from customers not receiving a bill vary from month to month and its usually one area. As we discussed in the past the cost to prepare and mail the letter style bills increases quite a bit. Tammy commented that in prior meetings we have discussed extending the penalty posting a few days when we receive a high volume of calls and that is something that we are doing. After further discussion all were in agreement to continue with the card style bill.

Discussion was held on Commissioner and employee health insurance. Tammy will coordinate with David and Adam to set up a meeting time for them to discuss a supplemental plan for him and will get with Mike Williams and discuss employee coverage.

Tammy informed the Board that it is budget time and she will work on getting a draft copy ready for approval next month. We need to have it submitted to Rural Development by December 1st.

Tammy informed the Board that there is a webinar through AWWO on October 17th that discusses water loss prevention plans. The cost for members is \$75.00. It may be beneficial for us. If its ok with the Board she will check into it further and get us signed up for it. All were in agreement to look into it.

David made a motion to adjourn, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Approved By: Vic Satchwell
Dave Castro
Jimmy Wells

Gallatin County Water District
November 14, 2019

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, David Easton and Jimmy Wilson, Employees; Tammy Hendren and Mike Garrett, Sherrill Morgan Representative; Mike Williams, Engineer; Paul Reynolds and Attorney; Steve Huddleston

Mike Williams with Sherrill Morgan discussed with the Board renewal options for our group health plan. He presented several different plan options from various insurance providers, Humana, Anthem, United Health Care, etc. After various discussions Jimmy made a motion to accept Humana's recommended plan option and make it mandatory for employees to participate in the Go365 Wellness Program to help offset the 16% increase in cost. David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the October Minutes, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the October Financial Reports. David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the October Check Disbursements, Jimmy seconds the motion. Discussion was held on checks issued to Mains Hardware- lights for chlorine & fluoride rooms and misc. supplies, Bader Meters- cellular read endpoints, Wallers Meter- line repairs, lids, stock items, Big Tex Trailers- trailer for the Bobcat. Motion carries 3-years, 0-nays.


Jimmy made a motion to approve the October Deposit Refunds, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the October Account Adjustments, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Water Loss was reviewed and discussed at 24.5% down to 12% after accounting for leaks.

Discussion was held on new meters. We were down to only 89 manual reads for October.

Tammy commented that we discovered some errors going back to 2017. We had a customer that we had contacted about a water leak. She could not find a leak. Mike and the guys went out and checked it. They discovered that the meter number and endpoint number did not match what was in her meter pit. It belonged to the neighbor. After doing a little more investigation we found that there were four customers in row that were being billed incorrectly. We updated the system with the correct meter information so that they will be billed correctly going forward. Two of the customers have been over billed and two have been under billed. Mike commented that when they did the installation, he would fill out the paperwork, line the meter and endpoints up in sequence on the tailgate of the truck and work down the row to install. What probably happened was they pulled one out of sequence during the install. Tammy inquired as to how we want to handle the over and under billings? All four customers paid their bills on time and in full each month. After further discussion Steve suggested that we refund the customers who were overbilled and just write off the under billing as a loss. Tammy will notify the customers of the billing errors and Mike will start working to verify that the meter and endpoints in the customer meter pit match what we have in the billing system.




Mike met with Travis from American Tower and Brent Brown with the County to discuss the slippage on Little Sugar. They are going to repair the bridge where it is washed out but that is all that they are willing to do. After further discussion David made a motion to have Steve do some preliminary investigation into when the bridge and when the culvert were installed, Jimmy seconds the motion. Motion carries, 3-years, 0-nays.

Mike informed that Board that the bobcat trailer he purchased was 20' with a 14,000 lb. weight limit.

Discussion was held on whether the Bobcat was capable of doing road pushes. Mike commented that they picked up fittings and lines to run the pusher and it works well. Further discussion lead to Vic making a motion to declare the trencher as surplus property and to advertise for bids in January and have a bid opening in February. David seconds the motion. Motion carries 3-years, 0-nays.

Paul discussed with the Board the Ambrose Tank. After inspection of the tank on October 19th by Horizon Tank Inspectors they determined that it needed to be re-done. There is some blistering but It does not pose any health or property issues. He has spoken with Currens Construction and they will come back in the spring or early summer to make the repair. Mike will look into the cost of operating the SCADA during the shut down time.

Mike informed the Board that he ordered a hydraulic cylinder for the outrigger on the backhoe. The cost was \$1,076.00 and \$100 freight fee.




Mike informed the Board that we have been having some truck issues. The new truck is currently down at Marshall Chevrolet in Carrollton. They are waiting on parts to repair the engine module. They did not have any trucks but he did get a rental car. It is still under warranty so there will be no cost to make the repairs. The 2012 had a transmission line blow on Barry when making rounds on 11/9/19. They made the necessary repairs and got it back up and running.

Jimmy commented that they have started to install a road on the old Scott property on Hwy. 16

Discussion was held on refinancing the two outstanding RDA bonds with Kentucky Rural Water Finance. Tammy inquired as to whether the Board was able to review the proposal that was included in the Board packet. Based on the estimate that Kristen Millard with Raymond James prepared we have the potential to save about \$260,000 by refinancing. After further discussion Jimmy made a motion to proceed with refinancing, David seconds the motion. Motion carries 3-years, 0-nays.

The 2020 Annual Budget was reviewed and discussed. Tammy commented that she made a few changes to the draft copy that was included in the monthly packet after corresponding with Jerilyn. Those changes were related to payroll taxes and outside services. Jimmy made a motion to approve, David second the motion. Motion carries 3-years, 0-nays.

David commented that he met with Adam to discuss his health insurance and they will be meeting again to get things finalized after Adam reviews his medications.



Tammy asked if we could go back to the budget to discuss salary increases. In order to get the budget calculations for salary, retirement and payroll taxes she included salary increases on the budget work sheet. Where they OK or did the Board want to do something different? Vic asked if they wanted to enter into close session to discuss the matter or if they wanted to discuss it openly. Discussion was held openly. Vic made a motion to give Theresa a .75 cent per hour increase and all other employees a .50 cent per hour increase and to amend the budget to reflect these changes, David seconds the motion. Motion carries 3-years, 0-nays.

Vic made a motion to change the December meeting from 8:30 a.m. to 10:00 a.m., close the office at noon and have the Annual Christmas Dinner at Jewels, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Mike informed the Board that earlier in the year we had discussed and approved the purchase of hooded sweatshirts for the employees but had agreed to wait until winter before ordering. He wanted to make the Board aware that sweatshirts were ordered through Cintas. The guys ordered two (2) hooded sweatshirts with their name and company logo and Theresa and Tammy were order one (1) sweatshirt each.

David made a motion to adjourn, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Approved By:

Vic Satchwell
Dave East
Jimmy Wilson

Gallatin County Water District
December 12, 2019

The regular meeting of the Gallatin County Water District was called to order at 10:00 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Jimmy Wilson, David Easton and Vic Satchwell, Employees; Mike Garret, Tammy Hendren and Willie Harmeling, Engineer; Paul Reynolds, Raymond James Associate; Kristen Millard and Attorney; Steve Huddleston

Jimmy made a motion to approve the November Minutes, David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the November Financial Reports, Jimmy seconds the motion. Discussion was held on the ending balances for the KRWA Sinking fund- Regions Bank and the Non-Restricted CD balances. Tammy informed the Board that she made changes to those accounts after mailing the monthly packets. Normally the bank statement is not received until after the Board meeting for the Regions account. It was received prior to the meeting so the ending balance was updated to reflect the actual bank balance as of 11/30/19. Interest earned on CD's had not been carried forward correctly on the report so those balances were adjusted to reflect the actual bank balances as well. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the November Check disbursements, David seconds the motion. Discussion was held on checks issued to; Badger Meters -Endpoints, Ky Motors; Hub bearings, hydraulic fittings for bobcat, Wallers Meters; stock items, meter test, splice kits for endpoints, Red Wing; 2 pairs of boots, Sam's Club; office supplies, new drop box for payments, power inverter and assorted tools, Verizon; phone upgrades, Judith Henderson and Natasha Puckett; refunds for billing errors. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the November Account Adjustments, David seconds the motion. Motion carries 3-years, 0-nays,

David made a motion to approve the November Deposit refunds, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Water Loss was discussed and reviewed at 24.5% down to 9.7% after accounting for leaks. Mike commented that they found a pretty good size leak in Steels Bottom and we also had a line break in Willow Point Subdivision on Sunday November 23rd.

Budget Summary was reviewed.

Kristen Millard discussed with the Board refinancing the 2006A and 2006B RDA Bonds. The interest rates are at an all time low. As of 12/11/19 the District is looking at a savings of \$230,098.36 over the life of the loans. They will continue to monitor and review the savings though out the process and if something changes that's not favorable then we are not obligated to continue with refinancing. The only drawback is that we are locked in for 10 years. It was 8 years in 2017 when we refinanced the other RDA Bonds. So that has increased. Things move fairly quickly once we get PSC approval which usually takes about 60 days. After further discussion Jimmy made a motion to pass a resolution authorizing and approving to refinance the outstanding RDA Bonds with KRWF Corporation. David seconds the motion. Motion carries 3-years, 0-nays.

Vic presented to the Board an Audit Proposal received from Jerilyn Zapp with Raisor, Zapp and Woods. The estimated cost for the 2019 audit is not to exceed \$11,475.00. David made a motion to accept the proposal, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Discussion was held on the Little Sugar Slippage. Steve commented that American Tower headquarters is located in Boston. He sent them a letter dated November 25th advising them of the situation and that Mike had met with Travis Stephens. He asked in the letter that they make contact with him as soon as possible to discuss a solution to the problem. He has not received a response as of yet. After further discussion he will send them another letter giving them until the first of the year to make contact and he will investigate when the tower was installed.

Mike informed the Board that they have been working on verifying the meter and endpoints out in the field to ensure that they are correct in our billing system. At the same time, they are checking for service line leaks and verifying that inactive accounts are not being used.

Mike informed the Board that they met with Sam Schmitt with Ky. American Water about the Glencoe connection. He wanted to be here today but something came up and he was unable to attend. At a previous meeting they had discussed increasing the meter size from a 2" to a 4". This would give them more flow and meet their demand. Instead of increasing the meter size they want to install another 2" meter on the outside of the vault. This would increase the flow and also give them a backup. Mr. Schmitt wanted to know if the District would be willing to help with the cost? Mike advised him that he would need to discuss the matter with the Board. Mike did get some cost estimates; the cost of a 2" meter is \$958.46, the cost for the entire project would be approximately \$3,600.00. After further discussion the matter was tabled until January.

Mike and Tammy informed the Board that Tina with Badger meters is coming up tomorrow December 13th to share with us some things that she learned at a recent Non-Revenue Water Loss conference. There is no cost to us. She is hoping to gain some knowledge herself and also maybe help us in the process.

Tammy informed the Board that David Kocol with Badger is scheduled to come up January 23rd to do some advanced training on the Beacon System. If it is ok with the Board, we would like to close the office at noon so that we can all participate in the training without interruptions. The Board had no objections to closing the office.

Mike informed the Board that all of the employees have completed their health assessments and biometric screenings for the health savings program.

Paul informed the Board that when they come up to do the Ambrose tank repair, they are going to double check the other tanks as well.

Jimmy made a motion to adjourn, David seconds the motion. Motion carries 3-yeyes, 0-nays.

Approved By: *Vic Satchwell*
Paul Easton
Jimmy Wilson

Gallatin County Water District
January 14, 2021

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, Jimmy Wilson and David Easton (joined via Zoom), Employees; Mike Garrett (joined via Zoom), Willie Harmeling and Tammy Hendren, Attorney; Steve Huddleston, Resident; Nathan Fuson, Engineer; Paul Reynolds, Judge Executive; Ryan Morris and Magistrate; M.J. Haddix

Regular business was suspended to allow Mr. Fuson, a resident located on Tapering Point Road the opportunity to discuss with the Board an incident that occurred on January 4, 2020 when District Staff repaired a water main break on his property. He has spoken to both Mike and Vic on the matter and is requesting an incident report. Both the Ky. Hwy. Department and the Water District were working in the area and Mr. Fuson has some concerns about potential failure to his septic system in the future. After reviewing pictures taken by Water District staff and a lengthy discussion on the matter Steve asked that Willie write up an incident report for review at the February meeting. If the Board is in agreement with the report a copy will be sent to Mr. Fuson.

Discussion was held on the Little Sugar Creek slip. Mike commented that we have the parts to make a temporary repair should it break. The bid for the bore with Triple B Construction in the amount of \$26,000 is good for a year. David suggested that we go ahead and fix it. After more discussion on the matter Steve will send them one last request for \$10,000 to aid in the cost of the repair. No decision was made at this time.

Judge Morris informed the Board that Nugent Sand & Gravel is seeking to expand their mining operation in Steels Bottom. Would that cause any impact on the water supply? Both Tammy and Mike commented that we have Well Head Protection plans in place with the state. The plans were updated in 2017 and are updated every 5 years.

Jimmy made a motion to approve the December Minutes with the following corrections; Jimmy made the motion to approve the November Check Disbursements, David second. David made the motion to approve the November Financial Reports, Jimmy second. David seconds the motion. Motion carries 3-years, 0-nays.

David made a motion to approve the December Financial Report, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the December Check Disbursements, David seconds the motion. David inquired as to whether we have a warranty on the new Kubota. Mike commented that he thought it was one year but will check into it. Motion carries 3-years, 0-nays.

David made a motion to approve the December Deposit Refunds, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the December Account Adjustments, David seconds the motion. Discussion was held on the COVID Adjustments. Tammy commented that the adjustment was high due

to the payment plan/installment billings that were created per PSC Orders. Community Action helped a lot of customers with COVID relief funding they received. Adjustments were made to reverse the installment billing and post the payments we received. Motion carries 3-Years, 0-Nays.

Water Loss was reviewed and discussed at 34% down to 5.5% after accounting for leaks.

Paul informed the Board that he received a call from the Airport Engineers around Christmas wanting to get some cost estimates on a permanent water supply with fire protection to the Airport. They proposed an 8" line running about 12,000 feet from the corner of Hwy. 35, down Hwy 465 W. and across Park Ridge. He met with Mike, Willie and Al and they looked at a couple more options. 1. Extending the line down Hwy 35 and going cross county to the Airport Property and 2. Coming off the existing cross-country line, boring under Hwy 1039 and I-71 and following the new road up to the Airport. There are some advantages and disadvantages to all three routes. He has put together some cost estimates for each Option;

1. Via Park Ridge – cost estimated at \$377,740. Advantage is we can run parallel to existing lines and use existing easements, less flushing to maintain quality of water. – Disadvantage - disruption to current customers and their property.
2. Via Hwy. 35 Cross Country – cost estimated at \$333,960. Advantage is potentially a couple new customers. Disadvantage -cost could increase based on terrain, more flushing to maintain water quality, securing easements, creates another cross-county line to maintain and monitor.
3. Via Hwy 1039 – Cost estimated at \$400,125. Advantage in creating a looped system, gaining access to potential growth in that area, we already have DOW approval for Hwy. 1039 bore. Can run mostly on state and county property -minimal easements, no disruption to current customers or their properties. Disadvantages –more costly

Paul commented that he estimated things a little high not knowing for sure when they will want to proceed. All Commissioners were in agreement that option 3 via Hwy 1039 is the most advantageous to the District. Paul will reach out to Airport Engineers and discuss the various options placing emphasis on option 3.

Tammy presented to the Board a cost analysis on bill processing;

Current Yearly Cost – Card Mailers	\$11,616
In House Processing – Letter Style	\$16,716 – Purchase/lease equipment to stuff envelopes
In House Processing – Letter Style	\$21,729- No Equipment
Out Sourcing Letter Style	\$16,575 includes annual fees

The current cost and in-house processing are based on rates using the Carrolton Post Office as our bulk mailing station. In speaking with the post master in Warsaw there are some changes coming in the next several months. The Postal Service is eliminating some of the smaller bulk mailing stations and it is possible that our bulk mailing station could be moved to either Cincinnati, Louisville or Lexington. The cost is also going to increase on the post card mailings. Tammy commented that switching to letter style bills and out-sourcing through Blue-grass mailing is probably going to be the least costly in the future. After further discussion Jimmy made a motion to out source bills, David seconds the motion. Motion carries 3-years, 0-nays.

Tammy informed the Board that we have training scheduled for our Asset Management software on January 21st and 22nd.

Tammy informed the Board that Jerilyn is scheduled to come January 19th to work on the audit.

Mike informed the Board that we had trouble with communication failures at our Dry Creek Pump Station and he had DEQ come down and make some repairs.

Judge Morris inquired about fire hydrants in Blue Heron Subdivision. Magistrate Ethan Moore had inquired about it at the last Fiscal Court Meeting. Mike commented that we are not currently able to supply fire protection from the 4" line feeding the subdivision. We can look into the cost of running a 6" line from the well over to the subdivision. It will have to be engineered and approved by the Division of Water.

Judge Morris inquired about the water quality in Southfork. Does Sterling Materials have any effect on the water quality? He was contacted by a resident inquiring about their water. Mike advised him that the State requires us to take monthly samples and we have approved sites all over the county. If he will let us know who the resident is then we can probably take a special sample from their house.

Jimmy informed everyone that he is retiring. He has met with Judge Morris and asked him to find a replacement. He has enjoyed being on the Board but is ready to retire and feels we need some younger people on the Board. Everyone wished him well and he will be greatly missed.

Jimmy made a motion to adjourn, David seconds the motion. Motion carries 3-years,0-nays.

Approved By:

Vic Satchwell

Jimmy Wilson

Gallatin County Water
February 11, 2021

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell and Jimmy Wilson, Employees; Mike Garrett and Tammy Hendren, Attorney; Steve Huddleston, Engineer; Paul Reynolds (joined via phone), and Judge Executive; Ryan Morris.

Chairman Satchwell suspended regular business to reflect on Commissioner David Easton's passing. David was a Commissioner on the Board for a long time and he kept a close eye on things, especially our check disbursements. He will be greatly missed.

Jimmy made a motion to approve the January Minutes, Vic seconds the motion. Motion carries 2-years, 0-nays.

Jimmy made a motion to approve the January Financial Reports, Vic seconds the motion. Motion carries 2-years, 0-nays.

Jimmy made a motion to approve the January Check Disbursements, Vic seconds the motion. Discussion was held on checks issued to; Service Specialties-Scada System, Sam's-only charge was for Zoom, D.E.Q-Scada issues at Dry Creek Station, Waller's Meter-stock and tandem setters. Motion carries 2-years, 0-nays.

Jimmy made a motion to approve the January Account Adjustments, Vic seconds the motion. Discussion was held on Disconnections. Tammy commented that we started disconnections back up in January. Vic inquired as to what they have to pay if disconnected? Tammy commented the field collection or disconnection charge is \$35 and the reconnection charge is \$35. Due to COVID we are not making an attempt to collect in the field. We don't want to risk the safety of our employees or customers by knocking on doors. If the service is disconnected, they pay the disconnection charge and their past due bill to get it turned back on. They are billed the reconnection charge on their next bill. A total of \$70 dollars in fees. Motion carries 2-years, 0-nays.

Tammy commented that she did not prepare a Deposit Refund Report for January. She was exposed to COVID and had to be tested. Test was negative. She will apply January and February deposit for review at the March meeting.

Water Loss was reviewed and discussed at 34% down to 21.5% after accounting for leaks. Mike commented that we had two leaks on Baker Road, both in creek crossing. They had to be leaking for quite a while. Since the repair he has seen a big difference in the pumping on that end of the county.

Budget Summary was reviewed.

Vic presented a Thank You Card from Sue Easton.

Mike commented that David had ask last month about the warranty on the side by side. We have 24 months or 1,000 hours whichever comes first.

Mike informed the Board that we had some training on our new Asset Management System. Todd Williams with CDP did online training on January 21st and then brought our new GPS Trimble up on February 2nd. Tammy commented that we still have one more training session on how to create and generate reports. She will try and get that session set up in the next couple weeks.

Mike presented a cost estimate to install 2 fire hydrants in the Blue Heron Subdivision. The cost for materials will be approximately \$21,00 for two hydrants and \$17,444 for one hydrant. This does not include the wet taps or engineering fees. We will need 4 taps and he estimated those at \$1,000 each. Paul will get us a more accurate cost on the tap fees and the engineering cost. Vic commented that he thought there were some hydrants that the developer purchased and planned to install down there in one of the barns. Maybe we can look into purchasing them. Mike will reach out to Thomas O'Donnell. Judge Morris inquired as to how the County contributed to the cost in the past? Mike commented that the County paid for the Hydrants and we did the installation. It wasn't as costly because previously they were installed on existing lines. The cost of the hydrant is \$2,048. Most of the expense will be in the cost of the 6" line running from Well A to the subdivision. No decisions were made at this time.

Steve informed the Board that he has had some discussions with American Tower's attorney on the Little Sugar Creek Slip. Would it be alright if they contacted our engineers with questions? Paul was agreeable to speaking with them if necessary.

Vic inquired about our bills. When do we expect to switch over? Tammy commented that the completion time is approximately 45-90 days. We will mail out the cards for the March billing on February 26th and should be switched over to the letter style and outsourcing for the April billing on March 31st.

Steve reviewed the incident report that Willie prepared for the leak on Tapering Point. A copy will be mailed to Mr. Fuson.

Discussion was held on the Airport Project. Paul commented that he has been in contact with PDC Engineers and discussed with Troy Buttrey the options we discussed. He stressed to him that the Board was leaning toward the Hwy. 1039 route and he seemed receptive to it. If that is the route the Board wants to take then it will take a least 6 months to get an encroachment permit approved and we will also need to file with PSC a Certificate of Need and Public Necessity. Paul inquired as to whether we received reimbursement from the last project. Tammy commented that we have not. Judge Morris commented that the invoice will need to come from PDC before the FAA will release the funds and he will check into it. Judge Morris commented that they came in under budget on the first phase and its possible that they could use some of that money to pay for the engineering cost. He will check into that as well. After further discussion on the matter Jimmy made a motion to have Paul pursue the Hwy. 1039 route with the Airport Engineers, Vic seconds the motion. Motion carries 2-years, 0-nays.

Mike advised the Board that we probably need to look at getting the Kentucky Speedway Tank inspected. It has been close to 5 years since the last inspection. He will get some pricing together.

Discussion was held on purchasing a new truck and selling the 2010 truck. Mike feels that we need to look at maybe getting a 1 ton truck instead of a 3/4 ton. It would probably be better to pull equipment with. He will look at getting some cost together.

Mike informed the Board that he is going to look into some spotlighting equipment for working at night we sure could have used some when we had the leak on Baker road. He will also look at some light bars for the side by side. Vis suggested we get some decals for the doors.

Judge Morris informed the Board that Water District employees are considered essential workers so if anyone is interested in getting the COVID vaccine just email him their contact information and he will make sure they get on the list.

Judge Morris informed the Board that he is applying for funding in the amount of \$200,000 that can be used to help residents pay utility bills. if anyone is behind and needs help, they can apply for assistance through the CAC Office.

In light of David's passing Judge Morris asked Jimmy if he would consider remaining on the Board for a few more months. After further discussion Jimmy rescinded his resignation and will remain on the Board until a replacement can be appointed. Judge Morris will be nominating a replacement to fill David's vacancy at tonight's Fiscal Court Meeting.

Vic motioned to enter into closed session, Jimmy seconds the motion. Motion carries 2-yeas, 0-nays.

Upon exiting closed session Vic made a motion that the Office Manager's Position become a salaried position. Jimmy second the motion. Motion carries 2-yeas, 0-nays.

Approved BY:

Vic Satchwell

Jimmy Walsh

Ann Webster

Gallatin County Water District

March, 11, 2021

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, Jimmy Wilson and Ann Webster, Employees; Mike Garrett and Tammy Hendren, Auditor; Jerilyn Zapp, Attorney; Steve Huddleston, Engineer; Paul Reynolds and Judge Executive; Ryan Morris

Meeting opened with a welcome to new Commissioner Ann Webster.

Regular business was suspended to allow Jerilyn Zapp to present the 2020 Audit Report. She thanked the Board for allowing their firm to perform the audit and briefly discussed the audit. Operating revenues were up about \$36,000 in water sales but down about \$31,000 in service charges due to PSC COVID restrictions on service disconnections. Operating Expenses were down by about \$43,000 mainly due to Barry retiring, and health insurance. Non-operating expenses were up due to refinancing the RDA loans. Capital contributions for new meters installed was up about \$13,000 from last year. Overall, we had a net profit of \$47,118, up about \$10,000 from last year. Cash increased about \$66,000 due to refinancing. An increase of about \$48,000 in capital assets was reported which included the new Kubota, Asset Management Software, Scada upgrade and new printer. Considering the Covid pandemic things looked pretty good and everything was in order. Mrs. Zapp complemented both the staff and the Board. The District has some really good controls in place. Mrs. Zapp announced that this is probably her last year. Her plans are to retire or at least cut back. She will be turning us over to another partner in the firm, Susan Dukes. She had hoped to bring Susan up to introduce her today but she wasn't feeling well. It has been a pleasure working with the District over the years. If anyone has any questions regarding the audit don't hesitate to contact her.

Steve discussed with the Board the Little Sugar Creek slip. He thinks he has reached an agreement with American Tower on the \$10,000 settlement that we discussed.

Paul commented that he is still waiting to hear back from the Airport Engineers. He had sent over an updated cost estimate for the Hwy. 1039 option but has not received a reply.

Jimmy made a motion to approve the February Minutes, Ann seconded the motion. Motion carries 3-years, 0-nays,

Jimmy made a motion to approve the February Financial Reports, Ann seconds the motion, Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the February Check Disbursements, Ann seconds the motion. Discussion was held on check issued to Sam's – battery back-up for trucks, Layne Christensen- service call for pump down at Well B and Custom Designs-for HRA medical plan. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the February Account Adjustments, Ann seconds the motion. Discussion was held on disconnections. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the January & February Deposit Refunds, Ann seconds the motion. Motion carries 3-years, 0-nays.

Water loss was reviewed and discussed at 21.76% down to .4% after accounting for leaks. Mike commented that the two leaks that we repaired in the creek crossings on Baker Road has made a big difference in our daily pumping.

Budget Summary was reviewed.

After Judge Morris joined the meeting more discussion was held on the Airport Project. Paul informed the Judge that he is having a hard time getting a response back from the Engineers. The cost for engineering and getting plans submitted and approved is roughly \$50,000. It will take about 90 days to get the engineering and plans ready for submittal to DOW, PSC and the Department of Transportation. It will take anywhere from 6-9 months to get approval. We are looking at a year before any construction could begin. Without a commitment or project approval from the Airport Engineers or the FAA the District cannot afford to be out that expense. Tammy commented that we are still waiting on reimbursement from the last project. Judge Morris will check into that we should have already received payment. After further discussion Judges Morris will schedule a meeting with the District, Airport Board and Engineers so that these matters can be addressed.

Mike informed the Board the he was approached by a Mr. Brammer regarding water service for the property located on Hwy. 35 about 3,300 feet southwest of junction 465 W formally owned by Larry Lawrence. Our main line stops about 1,600 ft from the property line. Judge Morris commented that he had been approached by Mr. Brammer as well. Paul estimated the cost to extend a 3" line at roughly \$20,000 and a 6" line at roughly \$60,000. After further discussion on the matter there may^{be} some options for Mr. Brammer to secure an easement from a property owner in that area and run a cross country line line from the existing 4" main on Hwy. 465 W. Judge Morris will reach will reach out to Mr. Brammer and discuss this option.

Judge Morris advised that Board that there was significant interest in the Commissioner position. He thanked Jimmy again for remaining on the Board until he could find a replacement. He would like to send over a list of interested people and have us review it. It is his understanding that they have to be an active customer of the District in order to serve on the Board.

More discussion was held on installing fire hydrants in Blue Heron Subdivision. Mike commented that he was not able to reach Thomas O'Donnell about potentially purchasing the fire hydrants he may have. Judge Morris commented that he would reach out to Barry Alexander since the Fire Department is in close proximity to the subdivision, he may be aware of some potential cost savings on insurance for the residents.

Discussion was held on the tank inspection at the Speedway. Mike received a cost estimate from Pittsburg Tank for \$1,000 and one from Mike Topp for \$1,700. After further discussion Jimmy made a motion to have Pittsburg Tank do the inspection, Ann seconds the motion. Motion carries 3-yeas, 0-nays.

Mike discussed with the Board truck bids. He was able to get a state bid from the Chevrolet dealer; \$34,589 for a 2020 single cab 1 ton truck, \$41,000 for single cab utility bed 1-ton. Ford will not release any state bids until April or May. The matter was tabled until Ford releases their bids.

Mike informed the Board they spent about \$389.00 for lighting on the equipment.

Tammy and Mike discussed with the Board the EPA requirement to submit a "Risk & Resilience Assessment and Emergency Response Plan" by June 30, 2021. Ky. Rural Water is offering some software

at their cost to help prepare the plan. There is some free software out there through the EPA but it is not very user friendly. KRW will also come up free of charge and help us to ensure the plan is completed and submitted properly. The subscription cost of the software is \$375.00 for three years. Jimmy made a motion to purchase the subscription, Ann seconds the motion. Motion carries 3-years, 0-nays.

Tammy discussed with the Board closing the RDA Short Lived Asset account and moving the funds to the Excess Revenue account. Since all of our loans have be refinanced through KY Rural Water, we are not required to have restricted accounts. We would have less accounts to manage if we merged the two accounts, increased the monthly deposit to \$15,000 and changed the name to "Gallatin County Water District Reserve Fund". After further discussion Jimmy made a motion to merge the two accounts, change the name and increase the monthly deposit to \$15,000, Ann seconds the motion. Motion carries 3-years, 0-nays.

Some discussion was also held on setting aside one of our CD'S as a reserve fund for the shortfall in the Kentucky Pension Plan. We are at some point going to be required to pay additional money into the retirement system. Tammy commented it would not be restricted funds as far as reporting goes in our audits, but just reflected as a restricted CD in our internal reports. No decisions were made at this time.

Mike discussed with the Board Nugent Sand in Steeles Bottom. He contacted Matt Glass with Kentucky Rural Water to inquire as to whether an expansion of their mining operation would affect our Well Head Protection Plan. The depth of their operation could be an issue. Matt is going to reach out to the Division of Water and the Division of Mining.

Mike informed the Board that we need to upgrade our security system. We did not realize it but when we switched to the Verizon phone system and did away with Cincinnati Bell's service the alarm is not calling into AAV security. The batteries also need to be replaced in the window and door alarms. John Loveless with AAV suggested we switch over to a wireless system and provided a quote for \$1,700. Jimmy made a motion to accept the quote, Ann seconds the motion. Motion carries 3-years, 0-nays.

Tammy provided update on the bills. We hope to go with live with the outsourcing next month.

Tammy commented that she did not have any update on the apprenticeship program. There were some staff changes at Norther Ky. Area Development District and she has not made contact with the person in charge of funding for the program.

Vic suggested that we encourage employees to take the COVID vaccine. Both Mike and Tammy have had their first shot and are scheduled to take the second shot on March 23rd.

Tammy informed the Board that the KRW Management Conference has been cancelled. She will keep an eye out for training opportunities for the Board.

Jimmy motioned to adjourn, Ann seconds the motion. Motion carries 3-years, 0-nays.

Approved BY:

Vic Sathwell
Jimmy W. L.
Ann Webster

Gallatin County Water District
April 8, 2021

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Jimmy Wilson, Ann Webster and Vic Satchwell, Employees; Mike Garret and Tammy Hendren, Engineer; Paul Reynolds, Attorney; Steve Huddleston and Judge Executive; Ryan Morris

Jimmy made a motion to approve the March Minutes, Ann second the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the March Financial Reports, Ann second the motion. Tammy commented that before the bank can change the name on the "Excess Revenue" account to the "Gallatin County Water District Reserve Fund" they will need a copy of the signed minutes from the March meeting. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the March Check Disbursements, Ann second the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the March Account Adjustments, Ann second the motion. Penalty adjustments were discussed. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the March Deposit Refunds, Ann second the motion. Motion carries 3-years, 0-nays.

Water Loss was reviewed and discussed at 19.2% down to 3% after accounting for leaks.

Budget Summary report was reviewed.

Mike informed the Board that the Speedway Tank inspection is scheduled for April 12th.

Mike informed the Board the Security System update was completed.

Mike informed the Board that Matt Glass with KRW doesn't think that Nugent Sand and Gravel's expansion will affect our Well Head protection Plan for Well B. Matt is still waiting to hear back from DOW and Division of Mining.

Vic discussed briefly with the Board the Zoom meeting that we had for the airport project. There was no local representation from the Airport Board at the meeting. The engineers are looking at water being available by fall of 2022. But they won't have any funding until around February of 2022. Vic contacted Judge Morris and ask if he could have someone at our meeting today.

Mike informed the Board that Jason Pennell with KRW is coming up Monday 4/12 to work on the Risk Assessment.

Mike informed the Board that he will be working with Dustin at White Cloud on the cameras at the well and tank sites sometime next week.

Tammy advised the Board that we will be going live with the new bills next month.

Discussion was held on the Apprenticeship Program through KRW. Tammy included information on the program in the Board packets for Commissioners to review. It is her understanding that we can hire anyone and enter them into the program. If we want to try and get some funding to help pay for the persons training then we would need to go through the Kentucky Career Center. After further discussion no decisions were made to hire a person at this time.

Mike informed the Board that Scotty Doolin inquired about mowing. He will do it for the same agreement as last year \$275.00 per week through the first week of October. After discussion Jimmy made a motion to hire Scotty Doolin, Ann second the motion. Motion carries 3-years, 0-nays.

Mike discussed with the Board replacement cost for the CDMA endpoints that we received with our Badger stater pack. We have 8 of the 10 endpoints left in our system. These operated on a 3G network which is being eliminated. Badger is offering all their clients the opportunity to replace them with the multi service provider endpoints for a cost difference of \$60.00 each. Tammy also commented that we need to get approval from the Board to pay the cost difference to upgrade to the multi service provider endpoints for LTE and LTE-M warranty replacements. Jimmy made a motion to pay the cost difference, Ann second the motion. Motion carries 3-years, 0-nays.

Mike presented two quotes for a bush-hog for the Bob-cat, \$6,200 and \$6,500. A previous motion back last year was made to purchase a bush hog. After further discussion the Board advised Mike to get the one that was most compatible with our machine. Mike will also purchase some hinges for the door.

Tammy informed the Board that she transferred \$5,950.16 to a bad debt status.

Discussion was held on the Little Sugar Creek Slip. Vic commented that he would like to honor David's last wish to make the repair. Mike commented that he thought the quote from Triple B was good for a year and we got that last fall. Paul commented that the price of pipe has gone up and they might not be able to honor that quote. They are running into situations where suppliers are only holding the cost for 24 hours so we might need to check with them.

More discussion was held on the Airport project after Judge Morris arrived. He advised the Board that Travis Simpson is the Chairman of the Airport Board and he could not attend the meeting today due to his work. Judge Morris commented that water is not included in phase two of the project it will be in phase three. Vic commented that if we could get some type of commitment from the FAA or the Airport Board the District would not be opposed to funding the engineering cost and getting reimbursed. But without that we can't move forward and our issue is timing. After further discussion Judge Morris will try and get some type of answer in the next 30 days.

Vic asked Judge Morris if he had made contact with Mr. Brammer about the water connection to his property on Hwy. 35. Judge Morris commented that he has spoken with both Sidney Gullion and Chad Dunavant and advised them of Mr. Brammer's options.

Steve informed the Board that American Tower has agreed to the settlement of \$10,000 on the Little Sugar Creek slip.

Judge Morris expressed interest in purchasing the 2010 truck for the county. Steve did not see a conflict in selling the truck to the county. Jimmy made a motion that we offer the truck to the county at a fair price based on previous vehicles that we have sold, Ann second the motion. Motion carries 3-years, 0-nays. Judge Morris will have one of the county boys come up and take a look at the truck.

Ann asked if we could reschedule the May meeting. She will be out of town the second week of May. Tammy commented that she will be out of town the 3rd week of May. After further discussion Vic made a motion that we rescheduled the meeting for May 6th, Jimmy second the motion. Motion carries 3-years, 0-nays.

Ann motioned to adjourn, Jimmy second the motion. Motion carries 3-years, 0-nays.

Approved By:

Vic Mitchell
Jimmy Wien
Ann Heister

Gallatin County Water District
May 6, 2021

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, Jimmy Wilson and Ann Webster, Employee; Tammy Hendren and Attorney; Steve Huddleston

Jimmy made a motion to approve the April Minutes, Ann second the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the April Financial Reports, Ann second the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the April Check Disbursements, Ann second the motion. Discussion was held on checks issued to; AE Door- service call for overhead garage door, David Hull- replacement cost for damaged tree on William Schmitt's property, Cartegraph- risk assessment software and Waller's Meter- stock. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the April Account Adjustments, Ann second the motion. Discussion was held on COVID19 adjustments. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the April Deposit Refunds, Ann second the motion. Motion carries 3-years, 0-nays.

Water Loss was discussed and reviewed at 8.3% down to 1.4% after accounting for leaks. The line repairs made in the creek crossing on Baker Road seemed to have made a huge difference in the water loss these last two months.

Budget Tracking Summary was reviewed.

Discussion was held on meter testing. Our goal is to test 300 meters this year. We have resumed testing in batches of 30 and will continue until meeting our goal.

Discussion was held on the Speedway Tank inspection. Pittsburgh tank has provided a video of inside the tank and also prepared a report listing their recommendations for repairs, maintenance and upgrades. Before proceeding we will have our Engineers review the report and advise us on how to proceed.

Tammy informed the Board that Jason Penel with Kentucky Rural Water came up on May 3rd and helped Mike prepare our "Risk and Resilience Assessment". The deadline for submittal to the EPA is June 30, 2021. Tammy commented that to ensure delivery she will mail them certified return receipt.

Discussion was held on the internet connection with White Cloud. We purchased the conduit and pull rope through Tool & Rose and Dustin has just about finished with the connections. We should have access to viewing sites in about a month.

Discussion was held on the Little Sugar Slip. Jimmy made a motion to proceed with the project as soon as funds are received from American Tower, Ann second the motion. Motion carries 3-years, 0-nays.

Quotes from AE Door were presented to the Board for the overhead garage doors. Total replacement cost for two doors was \$15,619.13 and repair cost for (2) chain hoist and sprocket kits \$1,612.74. After discussion on the matter Vic commented that he would like to get some other bids. No decisions were made at this time.

Tammy informed the Board that our first billing with the new paper bills went well. She will get an updated bill version sent over to PSC.

Discussion was held on truck bids. We are still waiting on a couple more bids from Chevy and Dodge dealers.

Discussion was held on endpoints and meters. Tammy commented that we may experience some delays in getting endpoints. We have about 12 endpoints out for warranty evaluation but it seems like it is taking longer to get replacements back and we are seeing a spike in new services. After further discussion all were in agreement that we need to order an additional 25 complete meter setups.

Discussion was held on the electric bill at the Kentucky Speedway. Since the installation that bill had always ran around \$50.00 or less. When setting up the internet connection with White Cloud a representative with Owen electric brought to our attention that there were two wires that were not connected properly to the electric meter. This is a three- phase service and how it was running properly he did not know. We expect to see a huge increase in the pumping cost at this location.

Tammy informed the Board that we need to purchase some office software for Mike's computer. We did not install any office software to allow him to generate and run reports from his desktop. He only has viewing capabilities. She will get with United Systems and see if they can get some office software installed.

Tammy informed the Board that she has been learning some things on the new Asset Management software. Its an ongoing process. Megan with CDP Map Sync is great to work with and very helpful.

Tammy informed the Board that she continues to look for training opportunities for Commissioners.

Tammy informed the Board that both her and Theresa's notary license expire this month. There are some changes in the renewal process that require a person to obtain a surety bond through an insurance company. Our bond through the Water District will not work. The cost is approximately \$70 each to renew our licenses. Would the Board consider paying the cost? Vic made a motion to pay the cost to renew their notary license, Jimmy second the motion. Motion carries 3-years, 0-nays.

There were no updates on the Airport water line.

Some discussion was held on the new construction across from Love's Truck Stop on Hwy 1039.

Tammy informed the Board that our property, liability and workers comp insurance renews on July 1st. We will have two companies presenting quotes at next month's meeting. She apologizes but due to scheduling conflicts neither company was able to attend today's meeting.

Vic made a motion to enter into closed session to discuss personnel issues, Ann second the motion. Motion carries 3-years, 0-nays.

Vic motioned to exit closed session, Ann second the motion. Motion carries 3-years, 0-nays.

Vic made a motion that June's meeting agenda include a review of all employee salaries with attention being paid to comparable pays scales available in our area. Ann second the motion. Motion carries 3-years, 0-nays.

Mike is currently out on medical leave and is expected to return the first of June. Willie will start interviewing current job applicants and make a recommendation to the Board at the June meeting.

Jimmy made a motion to adjourn, Ann second the motion. Motion carries 3-years, 0-nays.

Approved By:

Vic Satchwell
Jimmy Wilson
Ann Webster

Gallatin County Water District
June 10, 2021

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Jimmy Wilson, Ann Webster and Vic Satchwell, Employees; Mike Garrett, Willie Harmeling and Tammy Hendren, Attorney; Steve Huddleston, Judge Executive; Ryan Morris, Nelson Insurance Representative; Brad Stewart, Assured Partners Insurance Representatives; Steve Salmon and Jena Fritsch, Engineer; Paul Reynolds

Regular Business was suspended to allow Brad Stewart with Nelson Insurance Group to present to the Board a renewal quote for the District's property, liability and workers compensation insurance coverage. The cost to renew with our current provider Zurich is \$22,411.75 for Property & Liability and Workers Comp through KEMI is \$4,353.57. Our cover would remain the same at 3 million with a 2 million umbrella. Mr. Stewart discussed briefly the plan coverage. He commented that he reached out to four other carriers for quotes and they were considerably higher with less coverage. Vic thanked Mr. Stewart and advised him that Board would discuss the matter and get back with him.

Jimmy made a motion to approve the May Minutes, Ann second the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the May Financial Reports, Ann Seconds the motion. Discussion was held on the two 15-month CD's that mature on June 26th. Tammy commented that they will renew but will not draw any interest after the maturity date. In speaking with Ethan Moore at the bank the interest rates have not improved. They are offering the same no penalty CD'S 15-month at .15% and 24-months at .25%. Regular CDs are 60-month at .60%, 24-month at .40% and 12-month at .30% with penalties for cashing in early. Tammy commented that she spoke with Ethan about other options such as money market accounts and the interest rate for those types of accounts were lower. After further discussion Jimmy amended his motion to include renewing the two CDs with the 15-month no penalty option at .15%, Ann second the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the May Check Disbursements, Ann second the motion. Discussion was held on the Speedway Tank electric bill. Mike commented that it increased a little for the May billing but that was not a full month. He expects it to be quite a bit higher next month. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the May Account Adjustments, Ann second the motion. Discussion was held on the penalty adjustments. Tammy commented that we are still getting some mail that is postmarked the 10th or earlier. Those are the penalty adjustments that are being made. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the May Deposit Refunds, Ann second the motion. Discussion was held on refunds associated with COVID relief funds. Tammy commented that we have a couple of people who have moved that have large credits on their account after their final bills were issued. The credit is a result of a payment not made by the customer but by Community Action using COVID Relief Funds. She does not feel this money should be refunded to the customer. Can we refund it back to Community Action to assist with other customers? After further discussion all were in agreement that the refunds should not go to the customer and a procedure needs to be implemented on how to handle refunds. Judge Morris will check into the matter and see there is a procedure in place to handle these situations. Motion carries 3-years, 0-nays.

Water Loss was reviewed and discussed at 23.8% down to 9.3 % after accounting for leaks. Willie commented that Clarence Sullivan told them about the leak in his hay field and he and Al made the repair pretty quickly. Mike commented that our loss was down for a couple of months after fixing the leak on Baker Road and back up with this leak. It does not take much to put us over the 15% PSC limit. He feels that we should look again into installing the flow meters that we have discussed previously.

Employee salaries were reviewed. Tammy presented to the Board some salary comparisons that they had ask for at last months meeting. She received Kentucky Rural Waters 2019 Benefits Survey which is based on utility size and utility type and also a Public Works Survey from Northern Ky. Area Development District as well as their Economic Overview for Gallatin County. Vic ask if we needed to go into closed session to discuss the matter and Steve advised that it was not necessary. Steve commented that as they discussed last month Al was not happy with his pay. With this being public funds, we are limited on the amount of expenses we have monthly so that we can keep customer water rates down and salaries are a part of those expenses. After a lengthy discussion Jimmy made the following motion, Ann second the motion. Motion carries 3-years, 0-nays.

Al - .40 cent increase per hour effective 6/21/21
Willie - .23 cent increase per hour effective 6/21/21

On call pay in the amount of \$160.00 per week on a rotating basis beginning 6/21/21. Employee will receive overtime pay for working any hours while on call providing the employee works 40 hours per week during the on-call work week. Employee will be given the 5 hours pay (overtime if worked over 40 hours) for checking pumps on the weekend during their on-call week.

Judge Morris inquired about purchasing the 2010 Ford Truck. After discussion Jimmy made a motion to sell the truck to the county for \$4,000.00. Ann second the motion. Motion carries 3-years, 0-nays.

Regular business was suspended to allow Steve Salmon and Jena Fritsch with Assured Partners to present to the Board their quote for the District' Property and Liability Insurance. Mr. Salmon briefly introduced their company and offered some references. They currently provide coverage to Northern Ky. Water and Bullock Pen Water Districts. The quote that they wanted to present today was through Kentucky League of Cities (KACO) in the amount of \$18,715.06. They did source some other companies but after reviewing them felt that KACO offered the best coverage. They do not have a worker's comp quote but expect the cost to be around \$4,300 and can handle that for us a s well. Tammy asked if KACO was a self-insured fund and how that worked. Mr. Salmon explained that in addition to the pooled funds used to pay claims KACO also has additional insurance to cover if pooled funds where exhausted. They offer a lot of other free services to help utilities such as legal and human resources questions. After further discussion Vic thank Mr. Salmon and Ms. Fritsch and advised them that the Board would discuss the matter and get back with them.

Tammy apologized for having both insurance providers present at the same meeting but felt that the Board should have some options to compare. She had hoped to have one present in May and the other in June but neither were able to get their quotes together in time for the for the May meeting. After discussion Jimmy made a motion to renew coverage with Nelson Insurance for the policy period July 1, 2021 through June 30, 2022, Ann second the motion. Motion carries 3-years, 0-nays. Vic ask that Tammy have Mr. Stewart look over the proposal from Assured Partners and offer his opinion on the coverage they presented.

Paul brought to the Boards attention that there is supposed to be some funding in the form of grant money through KIA for water and wastewater projects. It is his understanding that projects need to be submitted through the NKADD. Tammy commented that she included some information in the Board packets regarding the funding and a list of how much each county is expected to receive. Gallatin County is expected to receive about \$347,000. Paul commented that he went back through his notes over the last couple years and there were several things that we discussed that could be submitted. He discussed some of those with Tammy and Willie and asked them to think about other things that we may need. After further discuss Jimmy made a motion to have Paul proceed in working with us to get the project profiles submitted, Ann second the motion. Motion carries 3-years, 0-nays.

Tammy informed the Board that we received a response back from PSC regarding the rate case that we had to file last year due to refinancing the two RDA loans with KRWF. After eight months we received a response stating that the rate case study filed was not sufficient in the case to comply with their order dated February 28, 2020. Even though they found the report to be credible and well support to show that our rates are sufficient it failed to address our water loss and audit inconsistencies. A new order was issued giving us 6 months from May 17, 2021 to file for an adjustment in our base rates or file an alternative rate filling. Tammy commented that she has reached out to Alan Valines who prepared our rate case study and had has offered to help any way he can. She also spoke with Randall Jones the Bond Attorney who handled the refinancing he put her in contact with one of the PSC attorneys who worked on the case. She is waiting to hear back for her to find out exactly what we need to do in order to comply with the new order.


Tammy informed Ann that PSC has a virtual training session scheduled for July 13th & 14th for New Commissioners. She will need to attend that session to get her hours. We have the lap top and hot spot so that she can do the training at home or come into the office. Tammy will look for other training opportunities for Vic and Jimmy to get their 6 hours required training.

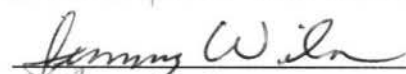
Mike informed the Board that our wells tested good. As per our agreement with Layne they performed the yearly test on May 14th.


Discussion was held on hiring a new employee. Vic inquired as to whether Willie was able to conduct any interviews. Willie commented that he interviewed 2 people; Tyler Riser and Jimmy Griffith. They both interviewed well and each have different qualifications that would make a good employee. His recommendation is Jimmy Griffith. Jimmy currently works for Boone County Water District and already has class II Distribution License and has a meter testing certification. He would not be able to take less that \$17.00 per hour to start. It would be two years before Tyler could get any type of license. After further discussion Jimmy made a motion to hire Jimmy Griffith to fill the position at a starting rate of \$17.00 per hour, Ann second the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to adjourn, Ann second the motion. Motion carries 3-years, 0-nays.

Approved By:







Gallatin County Water District
July 9, 2021

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, Ann Webster and Jimmy Wilson, Employees; Mike Garrett and Tammy Hendren and Judge Executive Ryan Morris

Jimmy made a motion to approve the June Minutes, Ann seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the June Financial Reports, Ann seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the June Check Disbursements, Ann seconds the motion. Discussion was held on check issued to Scotty Doolin in the amount of \$210.00. Tammy commented that was an error the check should have been for \$275.00 for the weekly mowing. We will issue him another check for the difference of \$65.00. The increase in the electric bill for the Ky. Speedway was also noted. Motion carries 3-years, 0-nays.

Ann made a motion to approve the June Account Adjustments, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the June Deposit Refunds, Ann seconds the motion. Vic inquired about the large balance left on Irene Zagorski's account. Tammy commented that she accumulated charges last year when we could not do disconnects and was put on the COVID payment plan. She left and that is the balance owed after the deposit was applied. Motion carries 3-years, 0-nays.

Water loss was reviewed at 13.4% down to 5.6% after accounting for water leaks. Mike will make sure they start recording addresses for leaks so that we can start inputting information into the Asset Management software.

Budget Tracking summary was reviewed.

Discussion was held on how to handle credits for customers who received COVID Relief funding when they move. Tammy commented that we have a couple customers who have moved with large credits on their accounts. The credit is a result of COVID Relief Funding and should not go back to the customer. Judge Morris commented that he did check into it and we can use the money to pay off debt when customers leave owing a balance resulting from the COVID Pandemic or use it to assist customers who are struggling with making their payments. He will try and get us something in writing from the NKADD. Tammy commented that she will transfer the credits off their accounts and put the money back in our revenue account. She will keep a record of where the money is used. We do have one customer Shawn Ryder who lost his house due to a fire. He is living with his mom who has water service with us. Can we transfer his credit to her account? All were in agreement to transfer his credit to her bill.

Discussion was held on endpoints. Vic inquired as to how they are picking up. Mike commented that we had about 120 last month that we had to read with the handheld unit. It had been running between 60-80. It fluctuates some maybe due to the foliage.

Mike commented that we were not able to get any other quotes on the garage doors. Do we want to proceed with the quote we received from AE Doors at \$1,600.00? After various discussion Vic made a motion to proceed with AE Doors quote, Ann seconds the motion. Motion carries 3-years, 0-nays.

Mike commented that he is still waiting on truck quotes. Vic suggested that we look into maybe a utility bed. Mike will look into pricing.

Tammy informed the Board that she received a call from Alan Valines and he spoke to the PSC Attorney about the Alternative Rate Filing Order and we can use the same data from the rate case that we filed last year. He can assist us with the filing in the next couple of months so that we will meet the 6-month deadline.

Mike informed the Board that the AC units went out at Well A and the Speedway. To replace the units using the same set up we were looking at 8-10 weeks. We couldn't wait that long. We needed air at those sites to keep the pumps from overheating. He advised Vic of the situation and we changed the set up to mini-splits for \$8,400 and was able to get them installed in two weeks. Tammy commented that she will check with Brad and see if they are covered under our insurance.

Discussion was held on the funding for projects being released to each county for water and wastewater improvements. Tammy commented that she sent over the six projects to Jeff Burt at NKADD that Paul and Mike had prepared. Included in the projects were; Speedway Tank Repairs, Little Sugar Slip, Hwy. 1039 bore, flow meters for water loss reduction, Hwy. 35 extension and misc. improvements for sampling stations and gate valves. Judge Morris asked that Tammy send a copy of them over to him and he will work on getting funding approved.

Mike informed the Board that he ordered some supplies from Ferguson Water Works. We used to purchase materials from them several years ago. They offered to let us test a 2" Ultra Sonic meter for three months. The meter is supposedly more accurate than the 2" turbo meters that we currently use because it will pick up more of the low flow usage. It may help to reduce our water loss. The cost of the meter is about \$1,100.00. If we see increased revenue and a decrease in water loss, we may want to consider replacing our turbo meters with ultra-sonic meters.

Discussion was held on the Employee Manual. Tammy commented that we have made some changes with salaried pay, on call pay, pay periods, insurance, etc. and we needed to get our manual updated with those changes. With the help of Mike and Theresa she updated the manual with the changes. A copy of the old manual and a draft copy of the updated manual were included in the Board packets. She circled the changes that were made and some of them were discussed. She asked the Board to take some time to review the changes and we can get it approved next month.

A lengthy discussion was held on the Airport Project and how to proceed. No decisions were made at this time.

Tammy provided Ann with a copy of her agenda for the virtual New Commissioner Training scheduled for the July 13th and 14th. She will come into the office for the training.

Vic inquired about the Board Room Bathroom. Tammy commented that we don't use that restroom so the hard water calcifies in toilet and it looks awful. Ann made a motion to replace the toilet and purchase a water softener for the office. Jimmy seconds the motion. Motion carries 3-years 0-nays.

Approved By:

Vic Satchwell
Jimmy W. J.
Ann Webster

Gallatin County Water District
August 12, 2021

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, Ann Webster and Jimmy Wilson, Employees; Mike Garrett and Tammy Hendren, Engineer; Paul Reynolds, Attorney; Steve Huddleston and Judge Executive; Ryan Morris

Jimmy made a motion to approve the July Minutes, Ann seconds the motion. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the July Financial Reports, Ann seconds the motion. Discussion was held on disbursements made from the KRWF Accounts and the Revenue Account. Tammy commented the disbursements from the KRWF accounts were the interest payments on our loans. The disbursements from the Revenue account are the monthly transfer to the General fund to pay bills and \$15,000 goes into the reserve fund. Vic asked how we determine the amount that needs to be transferred each month. Tammy commented that we normally start with \$80,000 at the beginning of the monthly to cover normal operating expenses and payroll. If we make large purchases for equipment, insurance, audits, etc. then more money is transferred as needed. Motion carries 3-years, 0-nays.

Ann made a motion to approve the July Check Disbursements, Jimmy seconds the motion. Discussion was held on checks issued to Sam's club- classes for Willie and Theresa, Harbor Freight -materials for check valves. Motion carries 3-years, 0-nays.

Jimmy made a motion to approve the July Account Adjustments, Ann seconds the motion. Motion carries 3-years, 0-nays,

Jimmy made a motion to approve the July Deposit Refunds, Ann seconds the motion. Motion carries 3-years, 0-nays.

Water Loss was reviewed and discussed at 9.2% down to 5.3% after accounting for leaks. Mike commented that we repaired several service-line leaks and a main line in Willow Pointe Subdivision. Most of the repairs that we have been making are due to rocks puncturing the line. We are going to start putting sand around the service line on new installs. Hopefully this will cut down on some of the service line repairs moving forward.

Vic inquired about the Dump Truck, is it in pretty good shape? Mike commented that it has low miles on it but is it not in the best of shape. It's a 1998 and we have had problems both electrical and mechanical since Terry and Barry hit a deer in it several years ago. Its really not very safe to drive. After various discussion the Board ask Mike to get some pricing on new dump truck.

Mike presented truck quotes; Chevy 1 ton utility bed \$48,000 and a Ford F350 1 ton utility bed for \$43,000. We are looking at 9 months on the Chevy and 9 weeks on the Ford. After various discussion Ann made a motion purchase the Ford truck, Jimmy seconds the motion. Motion carries 3-years, 0-nays.

Mike informed the Board that the quote for repairing the garage doors went up from \$1,600 to \$1,900. We were not able to get any additional quotes. They are still waiting on parts but should have it done in the next couple weeks.

Mike informed the Board that the air conditioning units were replaced at Well A and the Speedway. The cost was \$8,400 for labor and materials. They were considered normal wear and tear and not covered under our insurance.

Discussion was held on getting water service to two unserved areas. Mike commented that he received a request from Mark Rabe and Jerry Hendren on Baker Road and also residents on Hwy. 16 where the old Scott farm is located. He asked Paul to put together some estimates. On Baker Road our line stops about 1,700 feet from the property owners and Bullock Pen will not extend their line. Tri- State land had discussed installing a water line to the properties on the Scott Farm but later changed their minds. That extension would be approximately 1,900 feet. Paul presented cost estimates of \$59,730 for the Scott Farm on Hwy. 16 and \$51,810 for the extension on Baker Road. Both would be 3" lines. After various discussion Jimmy made a motion to have Paul proceed with getting the plans ready for Mikes review and getting them submitted to the Division of Water and also to have Mike proceed with ordering the pipe and securing any necessary easements, Ann seconds the motion. Motion carries 3-years, 0-nays.

Discussion was also held on the Little Sugar Creek Slip. Vic would like honor David's last motion to get this project done. Jimmy made a motion to proceed with the Little Sugar Creek Project, Ann seconds the motion. Motion carries 3-years, 0-nays.

Paul commented that he had no update on the Airport Project.

Mike brought the Board up to date on the catalytic converter that we discovered stolen after last months meeting. He contacted the State Police and they reviewed the security camera footage but we were not able to see anything. It was too dark and the camera did not pick up anything. They discovered where the fence had been cut and what appeared to be two paths leading up from the expressway. A claim was filed with our insurance to replace the catalytic converter and the cost was \$921.58 after our \$500 deductible. He contacted the electric company to get some pole lights installed and also got a quote for around \$4,000 to have electric installed in the new building so that we can have some security cameras installed. After discussion Jimmy made a motion to proceed with getting the electric installed, security cameras updated and pole lights installed, Ann seconds the motion. Motion carries 3-years, 0-nays.

Mike informed the Board that the tanks at Well A and Well B are due for inspection. He will get a bid from Pittsburgh Tank.

Tammy informed the Board the it was discovered during meter testing that Warren Sproul was overbilled for his water usage. He had a 1" register on his 3/4" meter. The meter tested at a rate of 425%. The error occurred during change outs in June of 2018. A new bill was calculated for each billing period and he over paid \$1,825.15. A refund will be issued.

Tammy brought to the Boards attention that there were some issues in reporting water usages to Carrollton Utilities which resulted in a customer getting a large sewer bill. She has made some changes in the way the usage is reported and worked with Carrollton Utilities to make sure that our customer list

matches their service connections. Moving forward it will be their responsibility to update us with new connections.

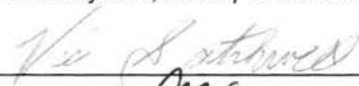
Judge Morris informed the Board that the Airport project funding was on hold until the FAA decides if they want to use concrete or black top. Once that decision is made then they can begin the paving. Utilities will be the last thing.

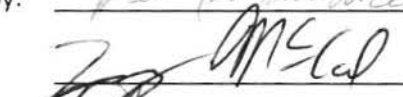
Judge Morris discussed his need for a fire hydrant in the Blue Heron Subdivision. The Board inquired about grant funding. We submitted 6 projects to NKADD and one of those projects included a fire hydrant in the Blue Heron Subdivision. Is it possible to get some assistance through that program? Judge Morris commented that the money would be divided between the District, Warsaw, Carroll County Water, Ky. American and Carrollton Utilities. The money is ready to be released and we just need to let him know what projects we are interested in completing and he will work on getting us some funding. Paul inquired about other funding available for un-served areas. Is there some additional funding for that? Jude Morris commented that he thought there may be and he will check into that. After further discussion Jimmy made a motion to send Judge Morris a letter requesting assistance with the Little Sugar Project and the Blue Heron Project and to also send in a letter requesting assistance for the two un-served areas on Hwy. 16 and Baker Road, Ann seconds the motion. Motion carries 3-years, 0-nays.

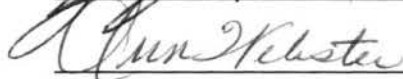
Judge Morris announced that he would be nominating Zack McCord to take Jimmy's place on the Board. Jimmy had asked about retiring before David's passing and he asked him to stay on for a little while to allow Ann time to get familiar with the process. Judge Morris thanked him for being patient while he found a replacement. Everyone let Jimmy know that it had been a pleasure working with him and that he would be greatly missed.

Ann made a motion to adjourn, Jimmy second the motion. Motion carries 3-years, 0-nays.

Approved By:







Gallatin County Water District
September 9, 2021

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, Ann Webster and Zachary McCord, Employees; Mike Garrett and Tammy Hendren, Engineer; Paul Reynolds, Attorney; Steve Huddleston and Judge Executive; Ryan Morris

Regular Business was suspended to allow Judge Morris to swear in new Commissioner Zachary McCord.

Vic opened the meeting by welcoming Zachary to the Board.

Ann made a motion to approve the August Minutes, Zachary second the motion. Motion carries 3-years, 0-nays.

Ann made a motion to approve the August Financial Reports, Zachary second the motion. Motion carries 3-years, 0-nays.

Ann made a motion to approve the August Check Disbursements, Zachary second the motion. Discussion was held on checks issued to Graue Heating & Air and Scotty Doolin. Mike commented that the check issued to Graue Heating & Air was for freon in the Board Room furnace. Zachary inquired as to how Scotty Doolin was paid? It looks like he didn't get paid for one week. Tammy commented that he did not mow one week and ask not to be paid. We have a contract with him to mow weekly through October 2nd. Mike commented that we may want to revisit the mowing next year now that we have hired another employee. Motion carries 3-years, 0-nays.

Ann made a motion to approve the August Account Adjustments, Zachary second the motion. Discussion was held on penalty adjustments. Tammy commented that penalties are adjusted off on mail that is postmarked on or before the 10th and received after the penalties are posted on the 11th. Motion carries 3-years, 0-nays.

Ann made a motion to approve the August Deposit Refunds, Zachary second the motion. Motion carries 3-years, 0-nays.

Water loss was reviewed at 18% and down to 13.4% after accounting for leaks. Mike commented that we fixed several leaks. We have the ultrasonic meters that we are testing installed at Ramada Inn and Sparta BP.

Budget Summary was reviewed. Tammy commented that she will get started on the Annual Budget for 2022 and try and have a draft ready for next month's meeting.

Discussion was held on the payment for AE Doors. Mike commented that they came in and installed a new gear system but it is worse now than before. The doors are very hard to close. The gear system is a lot smaller than the old system. Theresa and Tammy are not able to close them. They gave him a price of \$2,900 for automatic doors. After discussion Mike will discuss the matter with them and they need to fix the problem before we pay them.

Mike informed the Board that we sold the Ditch Witch to AI for \$2,500.00. He had another person interested in it but they never showed up to look at it.

Mike informed the board that he ordered the truck with the utility bed and it should be ready in about 9 weeks.

Mike presented pricing for a new dump truck. Single cab 1-ton 2022 Ford F350 with a 9-foot dump bed for \$40,689 and a 2022 Ford F550 2-ton with a 9-foot dump bed \$46,505. After discussion Ann made a motion to purchase the Ford F550, Zachary second the motion. Motion carries 3-years, 0-nays.

Paul discussed with the Board the Baker Road and the Hwy. 16 projects. They did a flow test on Hwy. 16 and still need to do the one on Baker Road. Once submitted to DOW it will take about 45 days for review. Mike commented that he ordered all the materials and everything is in except for 1,700 feet on pipe. He will get the information over to Steve for the easements and then they can get started.

Discussion was held on the Blue Heron project. The Jones brothers want to wait until Spring. Mike will get with Steve on the easement and discuss purchasing the fire hydrants with the Jones brothers.

Discussion was held on tank inspections for the two tanks at the well sites. Mike presented 2 quotes; Complete Restoration \$850.00 each and Pittsburgh Tanks \$1,990 for both tanks. After discussion Ann made a motion to have Pittsburgh Tanks do the inspections, Zachary second motion. Motion carries 3-years, 0-nays.

Mike informed the Board that Integrity Electric completed the wiring and lights for the new building. Owen Electric is scheduled to install the pole lights and then he will get the security cameras updated.

Mike informed the Board that he spoke with Triple B and they are about 3 weeks out on the Little Sugar project. There was an increase in the pipe, the total cost will be \$29,700.

Tammy informed the Board that she is waiting to hear back from Alan Valines on the Alternate Rate Filing case. We are getting close to the 6-month deadline with PSC.

Some discussion was held on the airport. Judge Morris commented that they are waiting on FAA to release the funding.

Mike informed the Board some one contacted him about water service on Hwy 42 between Little Sugar and the bridge. Our line stops at the end of Little Sugar and we have a service line that crosses Hwy 42 to pick up the house right across from Little Sugar. It would be a weekend place and probably costly to get water to it. He and Paul will check into it.

Ann made a motion to adjourn, Zachary second the motion. Motion carries 3-years, 0-nays.

Approved By: *Viv Satoh*

Zachary McCol
Ann Master

Gallatin County Water District
October 14, 2021

The regular meeting of the Gallatin County Water district was called to order at 8:30 a.m. by Chairman Vic Satchwell.

Present at the meeting were Commissioners; Vic Satchwell, Ann Webster and Zach McCord, Employees; Mike Garrett and Tammy Hendren, Engineer; Paul Reynolds and Judge Executive; Ryan Morris

Regular business was suspended to appoint a Secretary/Treasurer and Vice Chairman to the Board. Vic made a motion to appoint Zach as Secretary/Treasurer and Ann as Vice Chairman. Zach seconds the motion. Motion carries 3-years, 0-nays.

Tammy brought before the Board the necessary paperwork needed to file the "Alternative Rate Filing" case with PSC. Ann made a motion to adopt the resolution authorizing Vic as Chairman to file the application, Zach seconds the motion. Motion carries 3-years, 0-nays.

Ann motioned to approve the September minutes, Zach second the motion. Motion carries 3-years, 0-nays.

Zach motioned to approve the September Financial Reports, Ann second the motion. Discussion was held on the KIA Account. Vic explained that this account was set up when the Speedway was built and they pay a minimum bill of \$35,000 yearly to cover the payments. Tammy commented that it will be paid off in 2031. Motion carries 3-years, 0-nays.

Discussion was held on renewal of a 15 month no penalty CD. Tammy commented that it matures today 10/14/21. Interest is still low. Current Rates are as follows; 15 month no-penalty .15%, 21 month no-penalty .25%, regular CD- 's range from .25%-.40% for 12-24 month. After various discussion Zach made a motion to renew with the 21 month no-penalty at .25%, Ann second the motion. Motion carries 3-years, 0-nays.

Zach motioned to approve the September Check Disbursements, Ann second the motion. Discussion was held on checks issued to; Waller's Meter- material for Baker Road and Hwy 16 projects, Maines Hardware – materials for shelf in safe room. Motion carries 3-years, 0-nays.

Zach motioned to approve the September Account Adjustments, Ann second the motion. Motion carries 3-years, 0-nays.

Ann motioned to approve the September Deposit Refunds, Zach seconds the motion. Motion carries 3-years, 0-nays.

Water Loss was reviewed at 1.7%. Mike commented that DTS will be testing our well meters next week. We will review the usage on the test meters that were installed at Speedway Inn and Sparta BP next month to see if their usage increased with the low flow on the ultrasonic meter.

Mike informed the Board that he spoke with AE Doors and they are going to make it right with the new gear system on the garage doors at no additional cost.

Mike informed the Board the new truck was sent over to have the utility bed installed. We should have it around the end of the month or the first of November.

Mike informed the Board that he spoke with the Jones Brothers and they will sell the hydrants to us for \$500.00 each. Ann made a motion to purchase the fire hydrants, Zach second the motion. Motion carries 3-years, 0-nays.

Mike informed the Board that the tank inspections are scheduled for November 30th with Pittsburgh tanks.

Mike informed the Board that he spoke with Tribble B Construction and they are still waiting on materials.

Mike informed the Board that we are going to install two cameras to the new building and upgrade the other two outside cameras to long range cameras and we will also need to upgrade the DVR system in order to be able to view the cameras.

Mike brought to the Boards attention that Mike Hornsby who owns the big white house behind Paint Lick Church contacted him about water service. We had spoke with him once before and advised him that we could put a meter at his gate off of Jackson Landing. There may be a few more property owners back in that area that may be interested. He will look into some cost.

Tammy informed the Board that she has been looking for some classes for Vic and Zach to get their hours. Ann should be ok she had the New Commissioner training in July. Ky Rural Water has a law seminar scheduled for October 27th. You can go in person to Bowling Green or attend virtually. The cost is \$225.00 per person. PSC is offering a training session on December 8th and 9th for New Commissioners for \$75.00. They are not sure yet if it will be in person or virtual. The Board meeting is on the 9th Tammy will check to see if they can attend on the 8th and get their 6 hours for this year. Zach has one year to complete the 12-hour New Commissioner Training so he will have time to get that completed next year.

Tammy presented the Board with a draft copy of the budget for their review. It will need to be approved at next months meeting.

Discussion was held on the Baker Road and Hwy. 16 projects. Mike commented that he added about 200 feet to the Baker Road Project in order to pick up another customer and Steve is working on the easements. Paul presented the plans for the projects and they are ready to submit to the DOW.

Discussion was held on funding for the projects submitted to NKADD. Judge Morris commented that they have not released anything as of yet but possibly by the end of the year. He did receive a project request from the City of Warsaw.

Discussion was held on installing a fire hydrant on Cemetery Road. Judge Morris commented that he has had someone inquire about it. Mike commented that we will check into it. He did not see a problem.

Zach made a motion to adjourn, Ann second the motion. Motion carries 3-years, 0-nays

Approved By: *Viv Satchwell*
Zach McCall
Ann Webster

**Gallatin County Water District
November 11, 2021**

The regular meeting of the Gallatin County Water District was called to order at 8:30 a.m. by Chairman Vic Satchwell

Present at the meeting were Commissioners; Vic Satchwell, Ann Webster and Zach McCord, Employees; Mike Garrett and Tammy Hendren, Engineer; Paul Reynolds

Ann made a motion to approve the October Minutes, Zach seconds the motion. Motion carries 3-years, 0-nays.

Zach made a motion to approve the October Financial Reports, Ann seconds the motion. Motion carries 3-years, 0-nays.

Ann made a motion to approve the October Check Disbursements, Zach seconds the motion. Ann inquired about the payment to Tina's BBQ for Jimmy's Retirement lunch. She did not see a payment for that. Tammy commented that Tina has not yet sent an invoice. Motion carries 3-years, 0-nays.

Ann made a motion to approve the October Account Adjustments. Zach seconds the motion. Vic inquired about the return check fee and the disconnect fee. The totals did not equal the count. Tammy commented that a return payment was posted as a fee and not a return check. Some disconnect fees were applied in error and adjusted off. Motion carries 3-years, 0-nays.

Zach made a motion to approve the October Deposit Refunds, Ann seconds the motion. Motion carries 3-years, 0-nays.

Water Loss was reviewed and discussed at 21.47% down to 10% after accounting for leaks. Tammy commented that our running average for the year is 17.54% down to 7.72% after accounting for leaks.

Mike informed the Board that we are still waiting on the truck. It may be mid-December or later before we get it. They have no time frame as of yet on the dump truck. He continues to check weekly.

Mike informed the Board that we are still waiting on 1,700 feet of pipe and driveway spacers for the Baker Road and Hwy 16 projects.

Mike informed the Board that the estimated cost to use the fire hydrants that we purchased from the Jones brothers is about \$9,300.

Mike informed the Board that Triple B Started the Little Sugar Creek project on Monday November 8th. They ran into a lot of rock so it is taking a little longer. We should be able to do the tie in around 9:00 a.m. this morning.

Mike informed the Board that the cost to upgrade the security cameras was \$3,695. We are looking at next week to do the upgrade.

Mike discussed the Ahlers property of Hwy. 42. He and Paul looked at getting them water service. The cost estimate is about \$30,000 and it would be very difficult to get it there. It is a summer camp and the

usage would be minimal. It would require a lot of flushing to maintain chlorine residuals. All were in agreement that it was just not feasible.

Mike Williams with Sherrill Morgan presented several different options for health insurance. There is an 18.13% increase in the cost to keep the current plan. When comparing the other Humana plans the cost is relatively the same but copays, deductibles and out of pocket increase. Most of the Anthem and United plans have deductibles plus a 20-30% cost over the deductibles. Anthem offers some chamber plans with lower copays and deductibles but there are some disadvantages in the cost and the in-network doctors and hospitals. Humana has the market on in network doctors and hospitals. Mike commented that encouraging employees to participate in the GO-365 program through Human can help reduce the cost of the monthly premium. Mike commented that the life and short-term disability premiums will remain the same. After discussion Ann made a motion to re-new with the current plans and to keep the HRA allowing for two hospital copays per employee per year, Zach seconds the motion. Motion carries 3-years, 0-nays. Employees are encouraged to participate in the GO-365 program.

Vic inquired about Mike Hornsby. Mike commented that he has not heard anything back from him.

Paul presented to the Board an invoice in the amount of \$3,960.00 for various services that he has provided throughout the year. It's negotiable. He went back through his emails and notes for the year and tried to come up with a figure that he felt would be fair to both the Water District and to Bluegrass Engineering. Vic commented that we rely on Paul a great deal and we appreciate his opinions and input. Ann made a motion to pay the invoice for consulting fees, Zach seconds the motion. Motion carries 3-years, 0-nays.

Some discussion was held on the funding from the Cares Act. Paul asked if we had heard anything from our County Judge? Some of their other clients are starting to get word on the amount they are going to receive and have had their pictures taken with county officials presenting the big check. But they haven't actually received any money yet. Vic commented that we have not heard anything yet.

Discussion was held on training for Commissioners. Tammy commented that the PSC training on December 8th & 9th will be a hybrid session. Vic can attend the virtual session on December 8th to get his 6 hours needed for the year. Zach will be ok on hours this year and can get his New Commissioner training next year.

Vic presented the audit proposal received from Raisor, Zapp and Woods. The estimated cost will be \$12,480 for the audit and \$800 for the PSC report. After various discussion Zach made a motion to hire Raisor, Zapp & Woods to perform the audit, Ann seconds the motion. Motion carries 3-years, 0-nays.

Tammy informed the Board that the KIA loan payment in the amount of \$15,311.63 will be auto debited on December 1st.

Tammy inquired about paid holidays. We have not reviewed our holiday pay schedule in a long time. The county employees have two additional paid days. Would the Board consider adding Martin Luther King Day and Veterans Day as paid holidays? Zach made a motion to add the two paid holidays, Ann seconds the motion. Motion carries 3-years, 0-nays.

The 2022 proposed budget was reviewed. Tammy briefly went through the budget work sheet and explained how she arrived at the budgeted amounts. Salary increases were discussed. Tammy

commented that the .50 cents and yearly bonuses shown on the budget work sheet are not her decision to make. She has to have a number in order to reconcile the totals so she plugs in a figure. After discussion Zach made a motion to approve the 2022 proposed budget with the following changes; All employees will receive a .75 cent per hour increase effective January 1st, Christmas and yearly bonuses will be given as noted on the budget worksheet and paid to employees on the Wednesday prior to the Thanksgiving holiday, Ann seconds the motion. Motion carries 3-years, 0-nays. Tammy will get budget figures updated.

Ann made a motion to change the December meeting time from 8:30 a.m. to 10:00 a.m. and to close the office at 12:00 p.m. for the annual Christmas Dinner, Zach seconds the motion. Motion carries 3-years, 0-nays.

Zach made a motion to adjourn, Ann seconds the motion. Motion carries 3-years, 0-nays.

Approved By: *Viv Sabidwell*
Zach McCal
Ann Kuster