

**CALDWELL COUNTY WATER DISTRICT**  
**Board Meeting Minutes**  
**January 8, 2019**

**THERE WAS NO JANUARY 8, 2019 MEETING DUE TO ILLNESS AND LACK OF QUARUM**

**CALDWELL COUNTY WATER DISTRICT**  
**Board Meeting Minutes**  
**February 12, 2019**

The February 12, 2019 meeting of the Caldwell County Water District was called to order by Board Chairperson Patricia Fralick. Other Commissioners present were Randall Long, Chris Noel, Allison Oliver, and Ty Harper. Also, in attendance were CEO Jimmy Littlefield and Attorney Dailey Wilson.

Visitors were Mr. Michael Guill, and Mr. Larry Mitchum.

Mr. Guill told the board that CCWD has run a water line on his property without an easement. He said that there has been spraying to kill undergrowth on his property and that there has been cutting done on his property. He wants a meter "for the damage" because he alleges the water district ran the line without an easement. He alleges he's not responsible for any damage to the water line because the water line was run without an easement. He doesn't know how long the water line has been on his property. Mrs. Fralick told him that the issue will need to be researched, and he can come back to a meeting, or a letter can be sent to him. Mr. Noel asked him if he wanted a letter, or if he wanted to come to a meeting. Mr. Guill wants to come to the next meeting. When asked what lead him to come to the meeting now, Mr. Guill implied he's had sight issues and recently noticed there had been spraying/cutting on his property. Mr. Littlefield addressed Mr. Guill's implication that he pushed him out the door of the district office. Mr. Littlefield says he was not the aggressor.

A motion was made by Chris Noel and seconded by Ty Harper to approve the December 11, 2018 minutes as printed. Motion Carried.

A motion was made by Randall Long and seconded by Allison Oliver to approve the December 2018 financial reports as printed. Motion Carried.

A motion was made by Ty Harper and seconded by Randall Long to approve the January 2019 financial reports as printed. Motion Carried.

Larry Mitchum – Curneal Hignite Insurance – presented insurance information to the board. He will send corrected information/figures to Mr. Littlefield.

A motion was made by Randall Long to approve the 2019 budget as presented. The motion was seconded by Chris Noel. Motion Carried.

The Board wishes to advertise for a part-time administrative position. Mr. Littlefield was asked to advertise for the position.

Mr. Littlefield recommended purchasing leak detection equipment at a price of \$10,342.00 (total for 2 items). A motion was made by Ty Harper and seconded by Chris Noel to accept the recommendation of Mr. Littlefield for purchasing the leak detection equipment at a price of \$10,342.00. Motion Carried.

  
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Jimmy Littlefield discussed items on the CEO's report:

- Leak detection is ongoing. There have been several service line leaks repaired.
- Water Quality – We are continuing to flush the distribution system. The water being flushed is being metered, and the amounts are documented.
- Facilities Maintenance. We continually work to maintain and improve all properties that are owned or leased by the Water District.
- Chandler Littlefield has left CCWD.
- Steel Poles – The metal poles for our system control upgrades have been delivered.
- Trailer Purchase – A small equipment trailer was purchased in December 2018 for \$5,500.00.
- Debt Service – USDA Payment was made January 1, 2019 in the amount of \$150,420.31
- Fire Safety – All CCWD vehicles, equipment and buildings now have approved fire extinguishers.
- Personnel – James Oliver has been hired as a part-time maintenance employee.
- Traffic Certification – All employees involved with maintenance have received temporary traffic control certification.


Allison Oliver made a motion to adjourn. Chris Noel seconded the motion. Motion Carried.

  
Secretary/Treasurer

#### APPROVAL OF MINUTES

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Caldwell County Water District at a meeting held on the date shown below:

CALDWELL COUNTY WATER DISTRICT

By:   
Patricia Fralick, Chairperson

Date Approved: 

**CALDWELL COUNTY WATER DISTRICT**  
**Board Meeting Minutes**  
**March 12, 2019**

The March 12, 2019 meeting of the Caldwell County Water District was called to order by Board Chairperson Patricia Fralick. Other Commissioners present were Randall Long and Chris Noel. Also, in attendance was Attorney Dailey Wilson. Jimmy Littlefield, CEO was absent due to illness.

The only visitor at the meeting was Mr. Michael Guill.

A motion was made by Randall Long and seconded by Chris Noel to approve the February 12, 2019 minutes as printed. Motion Carried.

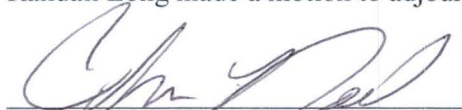
A motion was made by Chris Noel and seconded by Randall Long to approve the February 2019 financial reports as printed. Motion Carried.

The Board wishes to advertise for a part-time administrative position

Jimmy Littlefield provided the following items on the CEO's report:

- Leak detection is ongoing. There have been several service line leaks repaired.
- Water Quality – We are continuing to flush the distribution system. The water being flushed is being metered, and the amounts are documented.
- Facilities Maintenance. We continually work to maintain and improve all properties that are owned or leased by the Water District.
- Independent Contractor – Ron Green has been hired as an Independent Contractor for meter reading. He started reading 03/06/19.
- Leak Repair– February 15 – 17, 2019 a leak was repaired near Williams Road along Hwy. 62 E. This leak was in a creek under approximately 5' deep x 20' wide water. This repair took a full three days and cost approximately \$2,200.00. Seven Springs Farms provided a large excavator at no cost to the water district to assist in this repair.
- Inspections – We had two Division of Water inspections in March. There were no deficiencies or violations.

Randall Long made a motion to adjourn. Chris Noel seconded the motion. Motion Carried.

  
Secretary/Treasurer

**APPROVAL OF MINUTES**

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Caldwell County Water District at a meeting held on the date shown below:

CALDWELL COUNTY WATER DISTRICT

By:   
Patricia Fralick, Chairperson

Date Approved: 5/14/19

**CALDWELL COUNTY WATER DISTRICT**  
**Board Meeting Minutes**  
**April 9, 2019**

The April 9, 2019 meeting of the Caldwell County Water District was called to order by Board Chairperson Patricia Fralick. Other Commissioners present were Randall Long, Allison Oliver, and Ty Harper. Also, in attendance was Attorney Dailey Wilson. Jimmy Littlefield, CEO was absent due to a broken water main.

There were no visitors.

A motion was made by Randall Long and seconded by Ty Harper to accept the March 12, 2019 minutes as printed. Motion Carried.

A motion was made by Allison Oliver and seconded by Randall Long to approve the March 2019 financial reports with a correction being noted by Mr. Long to subtract \$13,740.00 (Capital Outlay Item) from the Profit and Loss Comparative Income Statement. Motion Carried.

Jimmy Littlefield provided the following items on the CEO's report:

- Leak detection is ongoing. There have been multiple service line leaks repaired.
- Water Quality – We are continuing to flush the distribution system. The water being flushed is being metered, and the amounts are documented.
- Facilities Maintenance. We continually work to maintain and improve all properties that are owned or leased by the Water District.
- Personnel – Daniel Goodaker has given his notice and will be leaving at the end of the month. Advertisements have been run for maintenance and part-time office positions.

Ty Harper made a motion to adjourn. Allison Oliver seconded the motion. Motion Carried.



Secretary/Treasurer

**APPROVAL OF MINUTES**

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Caldwell County Water District at a meeting held on the date shown below:

CALDWELL COUNTY WATER DISTRICT

By: Patricia Fralick  
Patricia Fralick, Chairperson

Date Approved: \_\_\_\_\_ 5/14/19

**CALDWELL COUNTY WATER DISTRICT**  
**Board Meeting Minutes**  
**May 14, 2019**

The May 14, 2019 meeting of the Caldwell County Water District was called to order by Board Chairperson Patricia Fralick. Other Commissioners present were Randall Long, Chris Noel, and Ty Harper. Also, in attendance were Jimmy Littlefield, CEO, and Attorney Dailey Wilson. There were no visitors.

A motion was made by Ty Harper and seconded by Randall Long to accept the April 9, 2019 minutes as printed. Motion Carried.

A motion was made by Chris Noel and seconded by Ty Harper to approve the April 2019 financial reports as printed. Motion Carried.

Mr. Littlefield will request that an agent from Curneal and Hignite be present at the June 11, 2019 meeting to answer questions for the 2019-2020 Liability Insurance Renewal.

July 1, 2019 will be 2 years of employment for Gunnar Cale. A motion was made by Randall Long and seconded by Ty Harper to increase the rate of pay for Mr. Cale by \$0.55 per hour. Motion Carried.

Jimmy Littlefield discussed the following items on the CEO's report:

- Leak detection is ongoing. There has been multiple service line leaks repaired.
- Water Quality – We are continuing to flush the distribution system. The water being flushed is being metered, and the amounts are documented, however, not as much flushing is being done since Princeton Water & Wastewater has a water storage tank out of service.
- Facilities Maintenance. We continually work to maintain and improve all properties that are owned or leased by the Water District. We are probably not going to use in-mate labor, but Mr. Littlefield is continuing to look into this.
- Division of Water – Violation. Mr. Littlefield provided an email dated 02/12/19 regarding the violation.
- Caldwell County Water District has been reimbursed for damages. Invoices were sent to Kentucky Department of Transportation \$2,752.19 and to Michael Brown \$1,197.98. Both invoices have been paid.
- New Hires – Wendy Melton has been offered the part-time clerical/customer service representative position at \$10.00per hour. She has accepted. She will be working as needed, but will also be working 40 hours per week.
- Jessica Daniel is working on the 2018 Audit.
- Bell Engineering has started working on the Hwy. 139 North water line extension project. Ashley Johnson is no longer with PADD. Kyle Cunningham will be the administrator for this grant.
- Caldwell County Water District currently has three part-time employees to work only in case of an emergency or as needed.
- Six new meter settings have been made in 2019. There are currently 2,072 active water customer accounts. Five years ago, there were less than 2,000 active accounts.
- Customers are being mailed something by a third party without involvement of the water district for insurance of their water lines.

  
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Randall Long made a motion to adjourn. Ty Harper seconded the motion. Motion Carried.



Secretary/Treasurer

**APPROVAL OF MINUTES**

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Caldwell County Water District at a meeting held on the date shown below:

CALDWELL COUNTY WATER DISTRICT

By:   
Patricia Fralick, Chairperson

Date Approved: 4/11/19

**CALDWELL COUNTY WATER DISTRICT**  
**Board Meeting Minutes**  
**June 11, 2019**

The June 11, 2019 meeting of the Caldwell County Water District was called to order by Board Chairperson Patricia Fralick. Other Commissioners present were Randall Long, Chris Noel, Allison Oliver, and Ty Harper. Also, in attendance were Jimmy Littlefield, CEO, and Attorney Dailey Wilson. The visitors present were Jessica Daniel, CPA and Larry Mitchum from Curneal & Hignite Insurance.

A motion was made by Chris Noel and seconded by Ty Harper to accept the May 14, 2019 minutes as printed. Motion Carried.

A motion was made by Randall Long and seconded by Chris Noel to approve the May 2019 financial reports as printed. Motion Carried.

A motion was made by Chris Noel and seconded by Randall Long to approve the 2018 Audit. Motion Carried.

A motion was made by Allison Oliver and seconded by Randall Long to accept the Curneal & Hignite 2019-2020 Liability Insurance quote with option 2 regarding cyber insurance at \$15,762.01. Motion Carried.

Chris Noel made a motion to hire Chandler Littlefield for the part-time office position at \$17.65 per hour. The motion was seconded by Randall Long. Motion Carried.

Randall Long made a motion to allow Chandler Littlefield to transition from the part-time office position to the full-time maintenance position at \$17.65 per hour on the condition he provides a medical release to fulfill the duties of the maintenance position by a medical doctor. The motion was seconded by Ty Harper. Motion Carried.

Jimmy Littlefield discussed the following items on the CEO's report:

- Leak detection is ongoing. There has been multiple service line leaks repaired.
- Water Quality – We are continuing to flush the distribution system. The water being flushed is being metered, and the amounts are documented.
- Facilities Maintenance. We continually work to maintain and improve all properties that are owned or leased by the Water District.
- Division of Water – Violation. Princeton Water & Wastewater will be adding an additional chemical at the request of the Division of Water which should benefit Caldwell County Water District.
- New Hire – Wendy Melton job offer was rescinded due to false statements during her interview.
- Master Meter Testing was done on 06/11/19. Four master meters were tested.
- Water Theft – A pressure washing contractor was caught stealing water from a water hydrant on 06/10/19. The Sheriff's department was called. The contractor received five citations for theft of services.

  
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Randall Long made a motion to adjourn. Ty Harper seconded the motion. Motion Carried.

  
Secretary/Treasurer

**APPROVAL OF MINUTES**

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Caldwell County Water District at a meeting held on the date shown below:

CALDWELL COUNTY WATER DISTRICT

By: Patricia Fralick  
Patricia Fralick, Chairperson

Date Approved: 7/9/19

**CALDWELL COUNTY WATER DISTRICT**  
**Board Meeting Minutes**  
**July 9, 2019**

The July 09, 2019 meeting of the Caldwell County Water District was called to order by Board Chairperson Patricia Fralick. Other Commissioners present were Randall Long, Chris Noel, and Ty Harper. Also, in attendance were Jimmy Littlefield, CEO, and Attorney Dailey Wilson.

There were no visitors.

A motion was made by Chris Noel and seconded by Ty Harper to accept the June 11, 2019 minutes as printed. Motion Carried.

A motion was made by Ty Harper and seconded by Randall Long to approve the June 2019 financial reports as printed. Motion Carried.


Mr. Littlefield presented information regarding refinancing of the USDA Debt. No action was taken.

Jimmy Littlefield discussed the following items on the CEO's report:

- Leak detection is ongoing. There has been multiple service line leaks repaired.
- Water Quality – We are continuing to flush the distribution system. The water being flushed is being metered, and the amounts are documented. Will need to start flushing more.
- Facilities Maintenance. We continually work to maintain and improve all properties that are owned or leased by the Water District.
- Division of Water – Violation. Not an additional violation. Will need to give public notice to those presented in the past few months.
- New Hire – Buddy Pool. He was at his previous employment for 23 years. He is doing an excellent job
- Maintenance Employee – Gunnar Cale left at the end of June 2019.
- Hopkinsville Road Tank Site – Harper Tree Service removed the trees around our tank site for \$1,500. The landowner will use the trees for firewood.

Mr. Littlefield discussed a construction issue on Longbreak Road with the board.


Randall Long made a motion to adjourn. Chris Noel seconded the motion. Motion Carried.

  
Secretary/Treasurer

**APPROVAL OF MINUTES**

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Caldwell County Water District at a meeting held on the date shown below:

CALDWELL COUNTY WATER DISTRICT

By:   
Patricia Fralick, Chairperson

Date Approved: 8/13/19

**CALDWELL COUNTY WATER DISTRICT**  
**Board Meeting Minutes**  
**Special Called Meeting**  
**July 17, 2019**

The July 17, 2019 special called meeting of the Caldwell County Water District was called to order by Board Chairperson Patricia Fralick. Other Commissioners present were Randall Long, Allison Oliver, and Ty Harper. Also, in attendance were Jimmy Littlefield, CEO, and Attorney Dailey Wilson.

There were no visitors.

A motion was made by Randall Long and seconded by Allison Oliver to approve Resolution 2019-A. Motion Carried.

A motion was made by Ty Harper and seconded by Randall Long to approve Resolution 2019-B. Motion Carried.

A motion was made by Randall Long and seconded by Allison Oliver to enter into the Revenue Lease. Motion Carried.

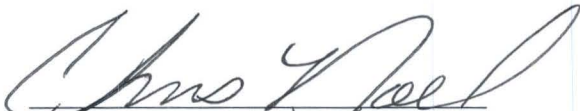
Allison Oliver made a motion to enter into the Interlocal Cooperation Agreement. The motion was seconded by Ty Harper. Motion Carried.

Allison Oliver made a motion to enter into the tax compliance agreement. The motion was seconded by Randall Long. Motion Carried.

A motion was made by Randall Long to approve the municipal advisory payment agreement. The motion was seconded by Allison Oliver. Motion Carried.

A motion was made by Ty Harper and seconded by Allison Oliver to enter into the agreement for municipal advisory services. Motion Carried.

Ty Harper made a motion to adjourn. Randall Long seconded the motion. Motion Carried.

  
Secretary/Treasurer

**APPROVAL OF MINUTES**

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Caldwell County Water District at a meeting held on the date shown below:

CALDWELL COUNTY WATER DISTRICT

By:   
Patricia Fralick, Chairperson

Date Approved: 8/13/19

**CALDWELL COUNTY WATER DISTRICT**  
**Board Meeting Minutes**  
**August 13, 2019**

The August 13, 2019 meeting of the Caldwell County Water District was called to order by Board Chairperson Patricia Fralick. Other Commissioners present were Randall Long, Chris Noel, Allison Oliver, and Ty Harper. Also in attendance were Jimmy Littlefield, CEO, and Attorney Dailey Wilson.

There were no visitors.

A motion was made by Ty Harper and seconded by Randall Long to accept the July 09, 2019 minutes as printed. Motion Carried.

A motion was made by Allison Oliver and seconded by Ty Harper to accept the July 17, 2019 minutes of the Special Called Meeting as printed. Motion Carried.

A motion was made by Randall Long and seconded by Allison Oliver to approve the July 2019 financial reports as printed. Motion Carried.

A motion to approve a 15 year term purchase contract with Crittenden – Livingston Water District was made by Allison Oliver and seconded by Randall Long. Motion Carried.

A motion was made by Randall Long and seconded by Ty Harper to file suit regarding the easement encroachment on Longbreak Road. Motion Carried.

Jimmy Littlefield discussed the following items on the CEO's report:

- Leak detection is ongoing. There have been multiple service line leaks repaired.
- Water Quality – We are continuing to flush the distribution system. The water being flushed is being metered, and the amounts are documented. Flushing will continue during summer and fall.
- Facilities Maintenance. We continually work to maintain and improve all properties that are owned or leased by the Water District.
- Water Main Breaks. We have had two water main breaks. One on Silver Star School Road, the other on Hwy. 62 West. Boil Water Advisories were issued for those areas according to the state regulations. There will be a bill to C&C Fence who broke the line on Hwy. 62 West.
- USDA Interest Payment was made on July 1, 2019 \$ 60,514.04.
- Curnell-Hignite 2019-20 Liability and Cyber Insurance premium was paid on July 31, 2019 \$15,563.31.
- Hwy. 139 N – Water Line Extension – Bell Engineering has submitted their plans for this project to Division of Water for approval. It usually moves quickly 1 – 1 1/2 months .
- Refinancing – Paperwork is near completion for approval by Public Service Commission. Interest rates have dropped again.

  
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Caldwell County Water District  
August 13, 2019  
Page two


A motion was made by Chris Noel to adjourn. The motion was seconded by Allison Oliver. Motion Carried.

  
Secretary/Treasurer

**APPROVAL OF MINUTES**

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Caldwell County Water District at a meeting held on the date shown below:

CALDWELL COUNTY WATER DISTRICT

By:   
Patricia Fralick, Chairperson

Date Approved: 9/10/19

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**CALDWELL COUNTY WATER DISTRICT**  
**Board Meeting Minutes**  
**September 10, 2019**

The September 10, 2019 meeting of the Caldwell County Water District was called to order by Board Chairperson Patricia Fralick. Other Commissioners present were Randall Long, Chris Noel, Allison Oliver, and Ty Harper. Also in attendance were Jimmy Littlefield, CEO, and Attorney Dailey Wilson.

There were no visitors.

A motion was made by Chris Noel and seconded by Ty Harper to accept the August 13, 2019 minutes as printed. Motion Carried.

A motion was made by Randall Long and seconded by Allison Oliver to approve the August 2019 financial reports as printed. Motion Carried.

A motion to approve the lowest bid which was Bryant Construction totaling \$83,940.00 contingent upon final bid tabulations and approval by the Division of Water for the Hwy 139 N water line extension was made by Allison Oliver and seconded by Ty Harper. Motion Carried.

Jimmy Littlefield discussed the following items on the CEO's report:

- Leak detection is ongoing. There have been several service line leaks, however, no main line leaks other than those broken by contractors.
- Water Quality – We are continuing to flush the distribution system. The water being flushed is being metered, and the amounts are documented. Flushing almost 24/7.
- Facilities Maintenance. We continually work to maintain and improve all properties that are owned or leased by the Water District. Parking area will be sealed in the near future.
- All minimum requirements have been met for the refinancing. It will be approved in a timely manner. However, it is taking longer than anticipated.
- New-Hire Matthew Thurby worked from August 26-August 28, 2019. He previously worked for Crittenden Livingston water. He complained about tools, trucks, working conditions, etc. He has applied for unemployment benefits.

Dailey Wilson discussed the suit has been filed regarding the easement encroachment on Longbreak Road.


Pat Fralick discussed a recent customer concern about the boil water advisory notifications.



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Caldwell County Water District  
September 10, 2019  
Page two

A motion was made by Ty Harper to adjourn. The motion was seconded by Randall Long. Motion Carried.

  
Secretary/Treasurer

**APPROVAL OF MINUTES**

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Caldwell County Water District at a meeting held on the date shown below:

CALDWELL COUNTY WATER DISTRICT

By:   
Patricia Fralick, Chairperson

Date Approved: 10.8.19

**CALDWELL COUNTY WATER DISTRICT**  
**Board Meeting Minutes**  
**October 8, 2019**

The October 8, 2019 meeting of the Caldwell County Water District was called to order by Board Chairperson Patricia Fralick. Other Commissioners present were Randall Long and Ty Harper. Also in attendance were Jimmy Littlefield, CEO, and Attorney Dailey Wilson.

There were no visitors.

A motion was made by Ty Harper and seconded by Randall Long to accept the September 10, 2019 minutes as printed. Motion Carried.

A motion was made by Randall Long and seconded by Ty Harper to table the September 2019 financial reports to the November 2019 meeting. Motion Carried.

New Hire: Todd Gilbert will be starting next week.

Jimmy Littlefield discussed the following items on the CEO's report:

- Leak detection is ongoing. There have been multiple service line leaks repaired, some are not repaired yet.
- We are continuing to flush the distribution system. The water being flushed is being metered and amounts are documented. Flushing will continue in October.
- We continually work to maintain and improve all properties that are owned or leased by the Water District. Office windows and shutters will be replaced this fall. Uncovered external areas will be wrapped & ice stops installed.
- We are still waiting for PSC approval for refinancing. PSC has attached 2017 and 2018 sabotage amounts to our refinancing. A response has been drafted and signed by Mr. Littlefield.
- We are still waiting on approval from Division of Water for the Highway 139 N waterline extension. There have been multiple requests from the state for additional information. Mr. Littlefield called today and the state has all information needed. We are awaiting approval.
- Jillian Slaton has returned from maternity leave on September 16, 2019 and is doing well.
- The next project that I intend to do is install Master Meters throughout the system to be used for leak detection. These Master Meters will be on electronic read. Several dozen will be needed. Some grant money may be available.

Dailey Wilson reported the Circuit Clerks office does not have proof of service in the case styled Caldwell County Water District v. Melissa Dawn Byarly, Caldwell Circuit Court Case NO. 19-CI-14.

Dailey Wilson said the board may wish to consider approving the CEO Report.

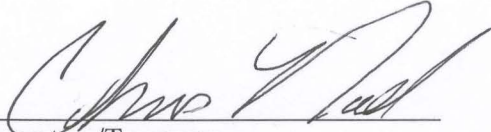
Pat Fralick reported Princeton Water wants to meet regarding water rates.

A motion was made by Ty Harper to adjourn. The motion was seconded by Randall Long. Motion carried.

  
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Caldwell County Water District  
October 8, 2019  
Page two



Secretary/Treasurer

**APPROVAL OF MINUTES**

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Caldwell County Water District at a meeting held on the date shown below:

CALDWELL COUNTY WATER DISTRICT

By: Patricia Fralick  
Patricia Fralick, Chairperson

Date Approved: 11.14.19

**CALDWELL COUNTY WATER DISTRICT**  
**Board Meeting Minutes**  
**Special Called Meeting**  
**November 14, 2019**

The November 14, 2019 special called meeting of the Caldwell County Water District was called to order by Board Chairperson Patricia Fralick. Other Commissioners present were Chris Noel, Allison Oliver and Ty Harper. Also in attendance were Jimmy Littlefield, CEO, and Attorney Dailey Wilson.

There were no visitors.

A motion was made by Ty Harper and seconded by Allison Oliver to accept the October 8, 2019 minutes as printed. Motion Carried.

A motion was made by Chris Noel and seconded by Allison Oliver to accept the October 2019 financial reports as printed. Motion Carried.

Personnel: As of October 14, 2019, Jillian Slaton is the new Office Manager. Dixie Butts resigned. A motion was made by Allison Oliver and seconded by Ty Harper to increase Jillian Slaton's pay to \$18.45 an hour while in the position of Office Manager. Motion Carried.

Refinancing: \$1.5 million will remain with USDA. The savings will be \$291,012.00.

Water Rate Increase: A motion to question Public Service Commission about the rate increase proposed by Princeton Water was made by Chris Noel and seconded by Ty Harper. Motion carried.

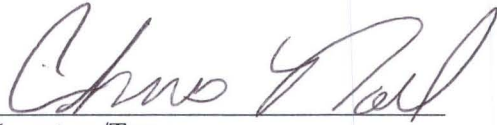
The Board did not enter into Executive Session.

Jimmy Littlefield discussed the following items on the CEO's report:

- Leak detection is ongoing. There have been multiple service line leaks repaired, some are not repaired yet.
- We are continuing to flush the distribution system. The water being flushed is being metered and amounts are documented. Flushing will slow down over the next few months.
- We continually work to maintain and improve all properties that are owned or leased by the Water District. Asphalt at the office has been sealed and striped.
- Division of Water has approved plans for our Highway 139 N waterline extension. Contracts will be signed in the near future and construction will follow.
- I am working on pricing for the master meters that will be used for leak detection and to help with water quality.

A motion was made by Allison Oliver to adjourn. The motion was seconded by Ty Harper. Motion carried.

  
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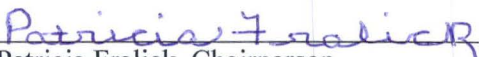


Secretary/Treasurer

**APPROVAL OF MINUTES**

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Caldwell County Water District at a meeting held on the date shown below:

CALDWELL COUNTY WATER DISTRICT

By:   
Patricia Fralick, Chairperson

Date Approved: 12.10.2019

**CALDWELL COUNTY WATER DISTRICT**  
**Board Meeting Minutes**  
**December 10, 2019**

The December 10, 2019 meeting of the Caldwell County Water District was called to order by Board Chairperson Patricia Fralick. Other Commissioners present were Randall Long, Chris Noel, Allison Oliver and Ty Harper. Also in attendance were Jimmy Littlefield, CEO, and Attorney Dailey Wilson.

The visitors present were Caldwell County Judge Executive Larry Curling and Princeton Mayor Kota Young.

A motion was made by Chris Noel and seconded by Allison Oliver to accept the November 14, 2019 minutes as printed. Motion carried.

A motion was made by Randall Long and seconded by Ty Harper to accept the November 2019 Financial Reports as printed. Motion carried.

A motion was made by Chris Noel and seconded by Allison Oliver to enter into Executive Session pursuant to KRS 61.810 (f). Motion carried.

A motion was made by Ty Harper and seconded by Chris Noel to conclude Executive Session. Motion carried.

A motion was made by Chris Noel and seconded by Ty Harper to dismiss Todd Gilbert effective immediately. Motion carried.

A motion was made by Allison Oliver and seconded by Randall Long to affirm the refinance action taken. The interest rate is 2.74%. Motion carried.

A motion was made by Ty Harper and seconded by Randall Long for our attorney to communicate with the attorney for Princeton Water and Wastewater Commission in an effort to reach an agreement concerning the rate modification. The proposed wholesale rate increase is 30%. Motion carried.

A motion was made by Randall Long and seconded by Ty Harper to communicate a protest to Public Service Commission on December 12, 2019 if no agreement is reached with Princeton Water and Wastewater Commission as to the rate modification. Motion carried.

Jimmy Littlefield discussed the following items on the CEO's report:

- Leak detection is ongoing. There have been multiple service line leaks repaired and no main line breaks.
- We are continuing to flush the distribution system. The water being flushed is being metered and amounts are documented. It is less now than in the hotter weather.
- We continually work to maintain and improve all properties that are owned or leased by the Water District. The parking lot was sealed and striped. Mr. Littlefield will check on window prices.
- Construction on the Highway 139 N waterline extension will begin in the immediate future. Contracts are signed and insurance is in place.

A motion was made by Allison Oliver and seconded by Chris Noel to enter into Executive Session pursuant to KRS 61.810 (f). Motion carried.

  
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A motion was made by Chris Noel and seconded by Ty Harper to conclude Executive Session. Motion carried.

A motion was made by Chris Noel and seconded by Allison Oliver to approve the proposed CEO Employment Contract. Motion carried.


A motion was made by Allison Oliver and seconded by Ty Harper to adjourn. Motion carried.

  
Secretary/Treasurer

**APPROVAL OF MINUTES**

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Caldwell County Water District at a meeting held on the date shown below:

CALDWELL COUNTY WATER DISTRICT

By:   
Patricia Fralick, Chairperson

Date Approved: 1-14-20