

CALDWELL COUNTY WATER DISTRICT
Board Meeting Minutes
January 14, 2020

The January 14, 2020 meeting of 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 present.

A motion was made by Chris Noel and seconded by Ty Harper to accept the December 10, 2019 minutes as printed. Motion carried.

A motion was made by Ty Harper and seconded by Chris Noel to accept the December 2019 Financial Reports as printed. Motion carried.

A motion was made by Randall Long and seconded by Allison Oliver to renew the health insurance policy with Anthem for 2020. It is the same policy as 2019 with a 17% increase. Motion carried.

A motion was made by Allison Oliver and seconded by Ty Harper to pay \$33,599.41 to Bryant Construction for the Hwy 139 N Waterline Extension. Motion carried.

An employee is to be trained this month by Mr. Joey McCaslin on the Code Red Call System.

LaDonna Vinson is a new hire. Mrs. Vinson is doing an excellent job per Mr. Littlefield.

A motion was made by Ty Harper and seconded by Chris Noel to approve the Rick's Electric quote for the installation of a new 120/240 Volt Electric Distribution Panel at Pump Station #2 at a cost of \$4,004.00. Motion carried.

A motion was made by Allison Oliver and seconded by Ty Harper to approve the Rick's Electric quote for the SCADA system installation and control system at the Standpipe at a cost of \$7,046.00. Motion carried.

A motion was made by Chris Noel and seconded by Randall Long to approve the Rick's Electric quote for the SCADA system installation and control system at Pump Station #2 at a cost of \$7,046.00. Motion carried.

A motion was made by Ty Harper and seconded by Allison Oliver to approve the Rick's Electric quote for the SCADA system installation and control system at Pump Station #3 at a cost of \$7,852.00. Motion carried.

A motion was made by Allison Oliver and seconded by Randall Long to approve the Rick's Electric quote for the SCADA system installation and control system at the Water Tower at a cost of \$6,645.00. Motion carried.

A motion was made by Chris Noel and seconded by Ty Harper to approve the Rick's Electric quote for the SCADA system computer at the Water Office at a cost of \$5,991.00. Motion carried.

A motion was made by Ty Harper and seconded by Allison Oliver to approve the Rick's Electric quote for two Baldor EM2538T electric motors for Pump Station #2 & two Baldor EM3613T electric motors for Pump Station #3 at a cost of \$6,604.00. Motion carried.

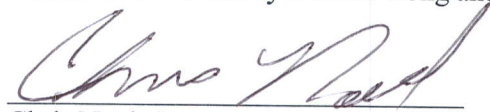

CN

A motion was made by Allison Oliver and seconded by Ty Harper to approve the revised dismissal section of the Employee Handbook. Motion carried.

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

- USDA Payments on 01/01/20 - \$49,019.99
- KACO Payment on 01/01/20 - \$107,171.47
- KRWA Compliance Check - \$1,620.00
- Computer Consultants – new computer and printer \$1,065.00
- A 2020 Budget is expected to be prepared in the next week to 10 days.

A motion was made by Randall Long and seconded by Chris Noel to adjourn. Motion carried.



Chris Noel, 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: 2-11-20

CALDWELL COUNTY WATER DISTRICT
Board Meeting Minutes
February 11, 2020

The February 11, 2020 meeting of 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 present.

A motion was made by Randall Long and seconded by Chris Noel to accept the January 14, 2020 minutes as printed. Motion carried.

A motion was made by Ty Harper and seconded by Chris Noel to accept the January 27, 2020 special called minutes as printed. Motion carried.

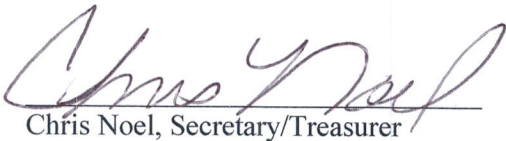
A motion was made by Chris Noel and seconded by Randall Long to accept the January 2020 Financial Reports as printed. Motion carried.

A motion was made by Randall Long and seconded by Ty Harper to approve proposal for 2019 – 2021 professional services by Jessica K. Daniel, CPA. Motion carried.

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

- Proposed Rate Consultation Quote – Kentucky Rural Water Association
- Hwy 139 N Waterline Extension – nearly complete, weather has delayed
- Princeton Water Rate Increase – progress report

A motion was made by Ty Harper and seconded by Chris Noel to adjourn. Motion carried.


Chris Noel, 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: 3.10.20

CALDWELL COUNTY WATER DISTRICT
Board Meeting Minutes
Special Called Meeting
February 25, 2020

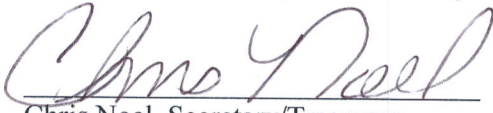
The February 25, 2020 special called meeting of Caldwell County Water District was called to order by Board Chairperson Patricia Fralick. Other Commissioners present were Randall Long and Ty Harper. Also in attendance was Jimmy Littlefield, CEO.

There were no visitors.

A motion was made by Randall Long and seconded by Ty Harper to approve the 2020 Budget. Motion carried.

A motion was made by Ty Harper and seconded by Randall Long to approve the Proposed Rate Consultation. Motion carried.

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

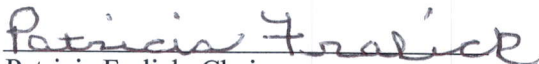


Chris Noel, Secretary/Treasurer

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: 3.10.20

CALDWELL COUNTY WATER DISTRICT
Board Meeting Minutes
March 10, 2020

The March 10, 2020 meeting of 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 present.

A motion was made by Ty Harper and seconded by Chris Noel to accept the February 11, 2020 minutes as printed. Motion carried.

A motion was made by Allison Oliver and seconded by Ty Harper to accept the February 25, 2020 special called minutes as printed. Motion carried.

A motion was made by Chris Noel and seconded by Allison Oliver to accept the February 2020 Financial Reports as printed. Motion carried.

A motion was made by Allison Oliver and seconded by Ty Harper to amend the 2020 Budget to reflect changes to lines 675.803 and 675.804. Motion carried.

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

- Pump Station Upgrades – Wayne Sledge working on electrical – no issues.
- Hwy 139 N Waterline Extension – connection has been made. Mr. Littlefield will write a newspaper article prior to water being turned on.
- Princeton Water Rate Increase – Phone conference Friday morning.
- Letter of Enforcement from EPA – for a violation that should have been a non-issue per Mr. Littlefield. Report was submitted and mistake appears to be at EPA.

A motion was made by Chris Noel and seconded by Allison Oliver to enter executive session pursuant to KRS 61.810 (c). Motion carried.

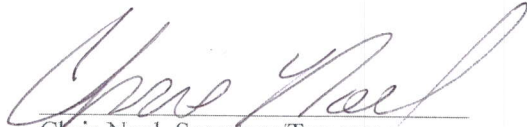
A motion was made by Ty Harper and seconded by Allison Oliver to end executive session. Motion carried.

A motion was made by Chris Noel and seconded by Ty Harper for the board to hire a surveyor in regards to the litigation involving Melissa Dawn Byarly and Mr. Littlefield to make contact with a surveyor. Motion carried.

A motion was made by Chris Noel and seconded by Allison Oliver to adjourn. Motion carried.


CN

Caldwell County Water District
March 10, 2020
Page two


Chris Noel, 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: 7-14-2020

Caldwell County Water District

118 West Market Street

Princeton, KY 42445

(270) 365-9381

Fax (270) 365-9591

April 13, 2020

NOTICE OF CANCELLATION OF BOARD MEETING

The April 14, 2020 meeting for Caldwell County Water District Board of Commissioners is cancelled due to the coronavirus.

Caldwell County Water District

118 West Market Street

Princeton, KY 42445

(270) 365-9381

Fax (270) 365-9591

May 12, 2020

NOTICE OF CANCELLATION OF BOARD MEETING

The May 12, 2020 meeting for Caldwell County Water District Board of Commissioners is cancelled due to the coronavirus.

Caldwell County Water District

118 West Market Street

Princeton, KY 42445

(270) 365-9381

Fax (270) 365-9591

June 8, 2020

NOTICE OF CANCELLATION OF BOARD MEETING

The June 9, 2020 meeting for Caldwell County Water District Board of Commissioners is cancelled due to the coronavirus.

CALDWELL COUNTY WATER DISTRICT
Board Meeting Minutes
July 14, 2020

The July 14, 2020 meeting of 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.

The visitors present were Stacy Boone, Jessica Daniel and Ginger Devine. Ginger Devine requested a meter be set on Crisp Rd, however her address will be 372 Charity Rd.

A motion was made by Ty Harper and seconded by Chris Noel to accept the 2019 Audit. Motion carried.

A motion was made by Chris Noel and seconded by Randall Long to accept the March 10, 2020 minutes as printed. Motion carried.

A motion was made by Randall Long and seconded by Ty Harper to accept the March 2020, April 2020 and May 2020 Financial Reports as printed. Motion carried.

A motion was made by Ty Harper and seconded by Chris Noel to accept the June 2020 Financial Reports as printed. Motion carried.

A motion was made by Randall Long and seconded by Ty Harper to accept a resolution of Caldwell County Water District adjusting its water rates to offset the City of Princeton's and South Hopkins Water District's wholesale rate increases. Motion carried.

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

- Stage 2 Samples – June 2020 Stage 2 Samples were in compliance. These are quarterly water samples.
- Insurance Renewal – Liability Insurance through Curneal & Hignite was renewed on July 1, 2020 at a cost of \$16,097.06.
- Lead & Copper Samples – These samples are taken every 3 years and will be done in August. We haven't had issues in the past. The sites are predetermined.
- Vehicle Damage – The 2012 Ford Transit van was involved in an accident and appears to be a total loss. The wreck was last week. There was no injury to a person – it hit a deer.
- Unpaid Water Bills through the end of June – Total customers: 54 – Total Amount: \$7,503.37
- There have been multiple line breaks recently. We have a main line on rock which needs to be replaced.

A motion was made by Ty Harper and seconded by Chris Noel to adjourn. Motion carried.

Caldwell County Water District
July 14, 2020
Page two


Chris Noel, 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: 9.8.20

Caldwell County Water District

118 West Market Street

Princeton, KY 42445

(270) 365-9381

Fax (270) 365-9591

August 10, 2020

NOTICE OF CANCELLATION OF BOARD MEETING

The August 11, 2020 meeting for Caldwell County Water District Board of Commissioners is cancelled due to the coronavirus.

CALDWELL COUNTY WATER DISTRICT
Board Meeting Minutes
September 8, 2020

The September 8, 2020 meeting of 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.

There were no visitors present.

A motion was made by Ty Harper and seconded by Allison Oliver to accept the July 14, 2020 minutes as printed. Motion carried.

A motion was made by Allison Oliver and seconded by Randall Long to accept the July 2020 Financial Reports as printed. Motion carried.

A motion was made by Randall Long and seconded by Ty Harper to accept the August 2020 Financial Reports as printed. Motion carried.

A motion was made by Ty Harper and seconded by Allison Oliver to move regular meetings to the Caldwell Fiscal Courtroom. Motion carried.

Two applicants were discussed as new hires.

The following items were reviewed on the CEO's report:

- 3rd Quarter Stage 2 Samples – The level of contaminants was elevated in 3rd quarter testing for Trihalomethanes and Haloacetic Acids. We are in compliance and will not receive a violation. Jackie Logsdon with Division of Water is working with Mr. Littlefield and Princeton Water.
- Code Red – Jimmy and Jillian received training for the Code Red Call System.
- Water Line Replacement – There have been four breaks on a 10" water main in the last three months. This line runs from Hwy 139 South, cross-country to Wildwood Point, then continues on Pool Cemetery Rd, Hwy 128, and ends on Hwy 91 South at our pump station. This line is laying on solid rock and needs to be replaced.
- Unpaid Water Bills through the end of August – Total customers: 78 – Total Amount: \$13,491.87
- 2012 Ford Transit – This vehicle is totaled.
- Charity Ln – Ginger Devine's water meter that was installed at the intersection of Hwy 293 N and Charity Ln has been moved onto the county right of way of Charity Ln.

A motion was made by Randall Long and seconded by Allison Oliver to adjourn. Motion carried.

Caldwell County Water District
Board Meeting Minutes
September 8, 2020
Page two


Chris Noel, 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: 10.13.20

CALDWELL COUNTY WATER DISTRICT
Board Meeting Minutes
October 13, 2020

The October 13, 2020 meeting of 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 two visitors present.

A motion was made by Allison Oliver and seconded by Ty Harper to accept the September 8, 2020 minutes as printed. Motion carried.

A motion was made by Randall Long and seconded by Chris Noel to accept the September 2020 Financial Reports as printed. Motion carried.

Michael Cannon and Paul Birdsong are new hires in maintenance. They started October 12, 2020.

A motion was made by Chris Noel and seconded by Ty Harper for Jimmy Littlefield, CEO to solicit bids for a half-ton work truck. Motion carried.

Wilson Law Firm is to send a letter to Fastnet to inquire when the internet work will be completed.

A motion was made by Ty Harper and seconded by Allison Oliver to change on call time from 2 hours overtime per day to 1 hour per day. Motion carried. Mr. Littlefield to consult with wage and hour as to the on call pay.

Accrued vacation of Jimmy Littlefield, CEO was discussed with no action and was continued to the November Meeting.

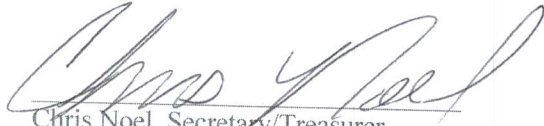
The following items were reviewed on the CEO's report:

- Equipment Purchase – Husqvarna Ring Saw was approximately \$4,000.00
- Lead & Copper Samples – All samples were below the detection point - will be tested again in about three years.
- Complaint – Bright Life Farms – This item was not addressed.
- Unpaid Water Bills through the end of September – Total Customers: 58 – Total Amount: \$13,701.61.
- Public Service Commission Disconnection Suspension – The Public Service Commission has lifted the suspension of disconnections due to nonpayment beginning October 20, 2020. They are requiring customers with arrears be given an option of a payment plan.

Also discussed were holiday pay and Judge Executive Curling's request to consider Ginger Devine's request to move her meter again with no action.

A motion was made by Randall Long and seconded by Chris Noel to adjourn. Motion carried.

Caldwell County Water District
Board Meeting Minutes
October 13, 2020
Page two


Chris Noel, 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: 11-10-20

CALDWELL COUNTY WATER DISTRICT
Board Meeting Minutes
November 10, 2020

The November 10, 2020 meeting of 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 was Attorney Dailey Wilson.

There were no visitors present.

A motion was made by Chris Noel and seconded by Randall Long to accept the October 13, 2020 minutes as printed. Motion carried.

A motion was made by Randall Long and seconded by Allison Oliver to accept the October 2020 Financial Reports as printed. Motion carried.

Accrued vacation/personal time of Jimmy Littlefield, CEO was discussed with no action.

Randall Long nominated Allison Oliver to be the next Chairperson. A motion was made by Ty Harper and seconded by Randall Long to accept Allison Oliver as the next Chairperson by acclamation. Motion carried.

Randall Long nominated Chris Noel to be the next Vice-Chairperson. Chris Noel nominated Ty Harper to be the next Vice-Chairperson. A motion was made by Allison Oliver and seconded by Randall Long that nominations cease. Motion carried.

Chris Noel elected as Vice-Chairperson.

A motion was made by Chris Noel and seconded by Randall Long to elect Ty Harper as Secretary/Treasurer. Motion carried.

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



Ty Harper, 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: 

Allison Oliver, Chairperson

Date Approved: 3-9-21

Caldwell County Water District

118 West Market Street

Princeton, KY 42445

(270) 365-9381

Fax (270) 365-9591

December 7, 2020

NOTICE OF CANCELLATION OF BOARD MEETING

The December 8, 2020 meeting for Caldwell County Water District Board of Commissioners is cancelled due to Covid-19.