

January 6, 2021

The Board of Commissioners of the Jessamine South Elkhorn **Sewer** District met by zoom meeting, on **January 6, 2021**, with the following Commissioners present: Nick Strong, Jerry Haws, Clay Corman and Thomas Beall. Bruce Smith, Henry Smith, John Horne, Richard Decker and Kim Miller were also present.

Mr. John Horne reported that the **Ashgrove Joint Detention Basin & Pump Station** project was proceeding, with completion of the detention wier and with delivery of some of the pump station components scheduled for next week.

Motion made to establish the LOC warranty surety for the sanitary sewer system of **The Reserve at Tates Creek** at \$53,538.00 and the storm sewer at \$11,520.00, duly seconded and unanimously approved.

Motion to accept the Deed of Conveyance for sanitary system of **Drake's Landing Subdivision**, Unit 1 was made, duly seconded and unanimously approved.

Motion to establish the **Drake's Landing Subdivision**, Unit 1 storm warranty period as of December 29, 2020 to December 28, 2021 and sanitary warranty period as December 29, 2020 to December 28, 2023 was made, duly seconded and unanimously passed.

Motion to approve Bruce Smith to prepare an Amended Site Specific Agreement for the **Noland Property, Phase 4, Section 2B** and authorize Chairman to execute it (execution to be contingent upon Ball Homes posting letter of credit) was made, duly seconded and unanimously approved. Mr. Smith to check whether or not Interlocal Agreement with LFUCG requires letter of credit from Ball Homes for storm water improvements.

Ball Homes, LLC requested that the warranty amounts previously approved in totality for the Ashgrove Joint Detention & Pump Station and **Noland Property, Phase 4, Section 2B** be separated into the amounts for storm and sanitary systems. Motions to separate those total amounts as follows:

<u>Ashgrove Joint Detention & Pump Station</u>	
Storm System	\$ 479,179.00
Sanitary System	<u>\$ 718,206.25</u>
TOTAL	\$1,197,381.25
<u>Noland Property, Phase 4, Section 2B</u>	
Storm System	\$ 28,131.25
Sanitary System	<u>\$ 167,187.50</u>
TOTAL	\$ 195,318.75

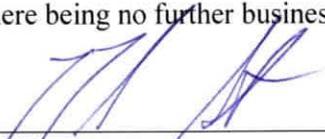
Was made, duly seconded and unanimously approved.

A motion to approve the **minutes** of the December meeting was made, duly seconded and unanimously approved.

A motion to approve the **January bills** and pre-approval for the contractual payables, was made, duly seconded and unanimously approved.

The Commissioners were given the following **reports for January** to review: Aged Receivables, Contractual payables for preapproval, check register, water loss and usage reports, the Monthly Operational Report, Comparative Income Statements, Balance Sheet, Trial Balance, Grease Interceptor Inspection Status and Pumping Station Inspection Report.

There being no further business to come before the Board, meeting was adjourned.


Chairman

ATTEST:


Secretary

February 3, 2021

The Board of Commissioners of the Jessamine South Elkhorn **Sewer** District met by zoom meeting, on **February 3, 2021**, with the following Commissioners present: Nick Strong, Jerry Haws, and Thomas Beall. Bruce Smith, Henry Smith, John Horne, Richard Decker and Kim Miller were also present.

Mr. John Horne reported the progress on **Ashgrove Joint Pump Station**.

Motion made for Mr. Bruce Smith to prepare an amended SSA for **Ball Homes, LLC / Grey Oak Lane, LLC.**, duly seconded and unanimously approved.

Motion made for Mr. Bruce Smith to prepare an amended SSA for **Grey Oak, LLC**, duly seconded and unanimously approved.

Motion made for Mr. Bruce Smith to prepare an amended SSA for **Ball Homes, LLC**, duly seconded and unanimously approved.

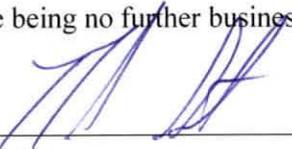
Mr. Nick Strong informed the Board about the **CDBG Grant Assist Bill Payment**. It will be around \$200,000.00 through Community Action. He will keep updates as they are available.

A motion to approve the **minutes** of the January meeting was made, duly seconded and unanimously approved.

A motion to approve the **February bills** and pre-approval for the contractual payables, was made, duly seconded and unanimously approved.

The Commissioners were given the following **reports for February** to review: Aged Receivables, Contractual payables for preapproval, check register, water loss and usage reports, the Monthly Operational Report, Comparative Income Statements, Balance Sheet, Trial Balance, Grease Interceptor Inspection Status and Pumping Station Inspection Report.

There being no further business to come before the Board, meeting was adjourned.



Chairman

ATTEST:



Secretary

March 2, 2021

The Board of Commissioners of the Jessamine South Elkhorn **Sewer** District met by zoom meeting, on **March 2, 2021**, with the following Commissioners present: Nick Strong, Jerry Haws, Clay Corman, and Thomas Beall. Bruce Smith, Henry Smith, John Horne, Richard Decker and Kim Miller were also present.

Mr. John Horne reported on status of the **Ashgrove Joint Pump Station project**. Onsite work has been delayed due to weather, but crew onsite this week, and began rock excavation of wet well.

Noland Property, Phase 4, Section 2B, amended SSA has been delivered to Ball Homes, LLC and is awaiting signatures.

Drake's Landing, Unit 2, Sewer System Evaluation Agreement (SSEA). Upon review of records, it was determined that the existing executed SSEA, encompasses all present and future units of Drakes' Landing.

Motion made to accept the Deed of Conveyance of the sanitary sewer system for **The Reserve at Tates Creek**, conditioned on recordation of the Final Plat, duly seconded and unanimously approved.

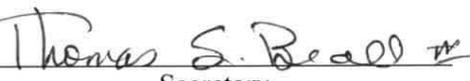
A motion to approve the **minutes** of the February meeting was made, duly seconded and unanimously approved.

A motion to approve the **March bills** and pre-approval for the contractual payables, was made, duly seconded and unanimously approved.

The Commissioners were given the following **reports for February** to review: Aged Receivables, Contractual payables for preapproval, check register, water loss and usage reports, the Monthly Operational Report, Comparative Income Statements, Balance Sheet, Trial Balance, Grease Interceptor Inspection Status and Pumping Station Inspection Report.

There being no further business to come before the Board, meeting was adjourned.


Chairman

ATTEST: 
Secretary

April 6, 2021

The Board of Commissioners of the Jessamine South Elkhorn **Sewer** District met, on **April 6, 2021**, with the following Commissioners present: Nick Strong, Jerry Haws, Clay Corman, JF Hall and Thomas Beall. Bruce Smith, John Horne, Richard Decker and Kim Miller were also present.

Mr. Randall Wright presented to the Board the renewal of the group health insurance plans. The board approved two options, either stay with United Health Care or Change to the Humana Plan. Mr. Richard Decker and Ms. Kim Miller will get with the other employees and decided which plan fits better.

Mr. John Horne reported on status of the **Ashgrove Joint Pump Station project**. Installation of onsite facilities 85% complete and force main installation is 75% complete.

Motion to approve the sanitary sewer warranty LOC in the amount of \$12,250.00 for the **Brannon Shoppes Project (N/R Enterprises, LLC)** was made, duly seconded and unanimously approved.

Motion to authorize the Chairman to execute the Deed of Conveyance from **Brannon Shoppes Project (N/R Enterprises, LLC)** for the sanitary sewer system conditioned on the receipt of the warranty surety Letter of Credit was made, duly seconded and unanimously approved.

Mr. John Horne reported that he had been informed by Mr. Tim Cross, Nicholasville City Engineer, that all storm sewer facilities inside the **Brannon Shoppes Project** are to be considered, as private.

The Board reviewed the **2020 audit** performed by Besten & Dieruf.

Ms. Kim Miller will check the website for enrollment of the Kentucky Rural Water Association Operator EXPO for the commissioners to receive their hours needed for certification. She will send an email to find out who will attend.

Motion to authorize the Chairman to execute the Certificate of Sewer Availability on **The Reserve at Tates Creek Final Plat**, was made, duly seconded and unanimously approved.

A motion to approve the **minutes** of the March meeting was made, duly seconded and unanimously approved.

A motion to approve the **April bills** and pre-approval for the contractual payables, was made, duly seconded and unanimously approved.

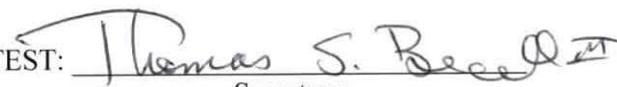
The Commissioners were given the following **reports for March** to review: Aged Receivables, Contractual payables for preapproval, check register, water loss and usage reports, the Monthly Operational Report, Comparative Income Statements, Balance Sheet, Trial Balance, Grease Interceptor Inspection Status and Pumping Station Inspection Report.

There being no further business to come before the Board, meeting was adjourned.

Motion to go into closed session to discuss employee reviews was made, duly seconded and unanimously approved. Motion to come out of closed session was made, duly seconded and unanimously approved. No action taken.



Chairman

ATTEST: 

Secretary

May 5, 2021

The Board of Commissioners of the Jessamine South Elkhorn **Sewer** District met, on **May 5, 2021**, with the following Commissioners present: Nick Strong, Jerry Haws, Clay Corman, JF Hall and Thomas Beall. Bruce Smith, John Horne, Judge David West, Richard Decker and Kim Miller were also present.

Mr. John Horne reported that retention area of the **Ashgrove Joint Detention and Pump Station** project has been completed and seeded, the pump station equipment installed and force main completed and tested.

Ms. Kim Miller will register Tom Beall, Nick Strong, Clay Corman, Jerry Haws, and John Horne for attendance at the **Operator EXPO, Hardin County Fairgrounds, June 22 to June 24.**

Motion to approve submission of Project Profile for sewer service to the **Office Condos on Windhaven Drive** was made, duly seconded and unanimously approved.

Motion for Chairman to execute the Deed of Conveyance for the **Brannon Shoppes sewer system** was made, duly seconded and unanimously approved.

Motion to establish the warranty period for the **Brannon Shoppes sanitary sewer** from April 27, 2021 to April 26, 2021 was made, duly seconded and unanimously approved.

Judge David West was present to inform the Board that Mayor Linda Gorton had responded to the request to expand the JSEWD/JSEWD North Jessamine Sewer area to incorporate the proposed **JCBOE Elementary School** and had requested a zoom meeting of interested parties.

Mr. Bruce Smith informed the Board that a party may purchase a **6.5 acre tract in the Northeast Corner of the Trinity Christian Academy property.**

The Board directed Ms. Kim Miller to cut the funding for Depreciation in half starting in May.

A motion to approve the **minutes** of the **April** meeting was made, duly seconded and unanimously approved.

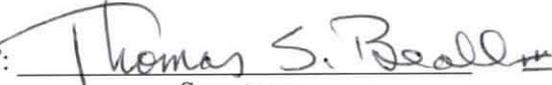
A motion to approve the **May bills** and pre-approval for the contractual payables, was made, duly seconded and unanimously approved.

The Commissioners were given the following **reports for April** to review: Aged Receivables, Contractual payables for preapproval, check register, water loss and usage reports, the Monthly Operational Report, Comparative Income Statements, Balance Sheet, Trial Balance, Grease Interceptor Inspection Status and Pumping Station Inspection Report.

There being no further business to come before the Board, meeting was adjourned.



Chairman

ATTEST: 

Secretary

June 9, 2021

The Board of Commissioners of the Jessamine South Elkhorn **Sewer** District met, on **June 9, 2021**, with the following Commissioners present: Nick Strong, Jerry Haws, JF Hall and Thomas Beall. Henry Smith, John Horne, Richard Decker and Kim Miller were also present.

Mr. John Horne reported that the **Ashgrove Joint Detention and Pump Station** project is progressing with the electrical wiring of the pump station complete with the exception of the telemetry installation.

Ms. Kim Miller distributed the **Operator EXPO** schedule to the members registered for the June 23, 2021 event.

Motion to approve the inclusion of the **TA White Farm, LLC** property as an expansion to the JSEWD/ LFUCG North Jessamine Sewer Area and forward to LFUCG for their approval, was made, duly seconded and unanimously approved.

Motion to approve the **LFUCG tap fee and sewer charge increase** and forward pass thru application to PSC was made, duly seconded and unanimously approved.

Mr. Richard Decker reported on the current status of **material availability and price increases** with the resultant increase in the District's cost.

Motion to approve the LOC Surety amounts for the sewer line extension of **Drakes Landing Subdivision, Unit 2** in the amounts of \$1875.00 for punch list and \$9609.25 for warranty was made, duly seconded and unanimously approved.

Motion to accept the deed of conveyance of the sanitary sewer extension for **Drakes Landing Subdivision, Unit 2** conditional on the presentation of applicable LOC Surety was made, duly seconded and unanimously approved.

A motion to approve the **minutes** of the **May** meeting was made, duly seconded and unanimously approved.

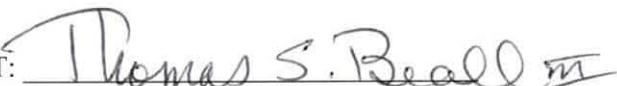
A motion to approve the **May bills** and pre-approval for the contractual payables, was made, duly seconded and unanimously approved.

The Commissioners were given the following **reports for May** to review: Aged Receivables, Contractual payables for preapproval, check register, water loss and usage reports, the Monthly Operational Report, Comparative Income Statements, Balance Sheet, Trial Balance, Grease Interceptor Inspection Status and Pumping Station Inspection Report.

There being no further business to come before the Board, meeting was adjourned.



Chairman

ATTEST: 
Secretary

July 7, 2021

The Board of Commissioners of the Jessamine South Elkhorn Sewer District met, on **June 7, 2021**, with the following Commissioners present: Nick Strong, Jerry Haws, and Thomas Beall. Henry Smith, John Horne, Bruce Smith, Richard Decker and Kim Miller were also present.

Mr. John Horne reported that significant progress has been made on the **Ashgrove Joint Detention and Pump Station** pump station in June. There was a problem with storm water which the contractor has been notified to correct.

Ashtree Unit 5/6 Phase 1, Allen Company has begun construction with several crews. Sanitary work expected to begin by mid August.

Mr. Bruce Smith that the **Service Area Expansion Agreement** is scheduled for approval at tomorrow's meeting of LFUCG.

Mr. John Horne reports that staff has inspected punch list corrections for **Drake's Landing Subdivision, Unit 2** and warranty Letter of Credit delivered to Ms. Kim Miller. A motion to release the punch list warranty (\$1875.00) and to establish the warranty period for Drake's Landing Subdivision, Unit 2 as June 29, 2021 to June 28, 2024 was made, duly seconded and unanimously approved.

Motion made to accept the Deed of Conveyance dated June 29, 2021 for the Sanitary Sewer System for **Drake's Landing Subdivision, Unit 2**, was made, duly seconded and unanimously approved.

A motion to approve the **minutes** of the **June** meeting was made, duly seconded and unanimously approved.

A motion to approve the **June bills** and pre-approval for the contractual payables, was made, duly seconded and unanimously approved.

The Commissioners were given the following **reports for June** to review: Aged Receivables, Contractual payables for preapproval, check register, water loss and usage reports, the Monthly Operational Report, Comparative Income Statements, Balance Sheet, Trial Balance, Grease Interceptor Inspection Status and Pumping Station Inspection Report.

There being no further business to come before the Board, meeting was adjourned.



Chairman

ATTEST: 

Secretary

August 4, 2021

The Board of Commissioners of the Jessamine South Elkhorn **Sewer** District met, on **August 4, 2021**, with the following Commissioners present: Nick Strong, Jerry Haws, Clay Corman and Thomas Beall. John Horne, Christopher Horne, Bruce Smith, Richard Decker and Kim Miller were also present.

Accounts Receivable – Ms. Kim Miller reports that all accounts are current.

Ashgrove Joint Detention Basin and Pump Station – The telemetry is expected to be installed and the punch list inspection to be completed this month.

Ashtree Unit 5/6 Phase 3 Subdivision – The Sanitary sewer manholes are beginning to come onsite and the sanitary sewer installation is expected to begin within the week.

Brannon Shoppes Sewer Extension, Phase 2 – Punch List Warranty - The staff has completed the punch list inspection and recorded the value of \$7,875.00 for the remaining work. Motion to establish the value of the punch list for Brannon Shoppes, N/R Enterprises, LLC at \$7,875.00 was made, duly seconded and unanimously approved. N/R Enterprises, LLC delivered to the District a Cashier's Check in the amount of \$7,875.00.

Sewer Availability Certificate - Discussion regarding the reoccurring problem of Developers requesting execution of the Certificate of Sewer Availability prior to completion of the District's application process. District's Attorney was directed to review this situation and draft changes in the process and tariff.

Windhaven Drive Sewer - The Staff reports on contacts received from the property owners of the six (6) professional building on Windhaven Drive to obtain sewer service. The Staff was directed to respond to this request and to inform the owners that sewer service could be provided, but only at no cost to the District. Motion made for staff to meet with the owner's representative of professional buildings on Windhaven Drive regarding their request for sewer service, with the understanding of service being provided at no cost to District, was made, duly seconded and unanimously approved.

A motion to approve the **minutes** of the **July** meeting was made, duly seconded and unanimously approved.

A motion to approve the **July bills** and pre-approval for the contractual payables, was made, duly seconded and unanimously approved.

The Commissioners were given the following **reports for July** to review: Aged Receivables, Contractual payables for preapproval, check register, water loss and usage reports, the Monthly Operational Report, Comparative Income Statements, Balance Sheet, Trial Balance, Grease Interceptor Inspection Status and Pumping Station Inspection Report.

There being no further business to come before the Board, meeting was adjourned.



Chairman

ATTEST: 

Secretary

September 1, 2021

The Board of Commissioners of the Jessamine South Elkhorn **Sewer** District met by Zoom, on **September 1, 2021**, with the following Commissioners present: Nick Strong, Jerry Haws, J.F. Hall and Thomas Beall. Christopher Horne, Bruce Smith, Henry Smith, Richard Decker and Kim Miller were also present.

Accounts Receivable – Ms. Kim Miller reports that all accounts are current.

Sewer Availability Certificate – Mr. Bruce Smith is working on the Tariff changes concerning Sewer Availability Certificates.

Ashgrove Joint Detention Basin and Pump Station – Mr. Christopher Horne reported that staff had met onsite with the contractor and City of Nicholasville representatives to complete a punch list inspection.

Ashtree Joint Sanitary and Detention Easements – Mr. Christopher Horne reported that he has completed descriptions and exhibits for the required easements and he has forwarded these to engineers for City of Nicholasville and Owners and upon their concurrence will forward same to JSEWD's Attorney for document preparations and execution.

Noland Property Phase 4, Section 2B – Mr. Christopher Horne conveyed to the Board a request from Ball Homes, LLC for release of two (2) of the four (4) Letter of Credit issued for Noland Property Phase 4, Section 2B. Those Letter of Credits are LOC# 1224 (\$28,131.25) and LOC# 1227 (\$167,187.50), which are surety for completion of the punch list. Motion to release Ball Homes, LLC Letter of Credit numbers LOC# 1224 (\$28,131.25) and LOC# 1227 (\$167,187.50) contingent on staff acceptance of punch list completion and concurrence of City of Nicholasville was made, duly seconded and unanimously approved.

Turner Trace Subdivision – Mr. Christopher Horne presented for approval a Sewer System Evaluation Agreement (SSEA) for Turner Trace, a twenty (29) nine lot residential subdivision located on Clays Mill Road to be developed by Cassity Family, LLC. Motion to approve request and authorize the Chairman to execute the SSEA was made, duly seconded and unanimously approved.

A motion to approve the **minutes** of the **August** meeting was made, duly seconded and unanimously approved.

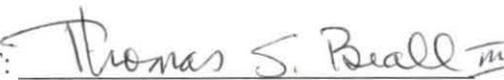
A motion to approve the **August bills** and pre-approval for the contractual payables, was made, duly seconded and unanimously approved.

The Commissioners were given the following **reports for August** to review: Aged Receivables, Contractual payables for preapproval, check register, water loss and usage reports, the Monthly Operational Report, Comparative Income Statements, Balance Sheet, Trial Balance, Grease Interceptor Inspection Status and Pumping Station Inspection Report.

There being no further business to come before the Board, meeting was adjourned.



Chairman

ATTEST: 

Secretary

October 6, 2021

The Board of Commissioners of the Jessamine South Elkhorn **Sewer** District met by Zoom, on **October 6, 2021**, with the following Commissioners present: Nick Strong, Jerry Haws, J.F. Hall and Clay Corman. John Horne, Christopher Horne, Bruce Smith, Henry Smith, Richard Decker and Kim Miller were also present.

Accounts Receivable – Ms. Kim Miller reports that all accounts are current.

Sewer Availability Certificate – Mr. Bruce Smith is working on the Tariff changes concerning Sewer Availability Certificates.

Ashgrove Joint Easements – Mr. John Horne reported that documents have been prepared by District's Attorney, Mr. Bruce Smith, and have been forwarded to the owners for execution.

Brannon Shoppes – Motion to release Brannon Shoppes' project No 4246, sanitary punch list cash bond in the amount of \$7,875.00 was made, duly seconded and unanimously approved.

Drake's Landing, Unit 1 – Motion to release Drake's Landing, Unit 1, project No. 4237 (1), sanitary punch list Letter of Credit #50003356 – 11030 in the amount of \$3,625.00 was made, duly seconded and unanimously approved.

Drake's Landing, Unit 1 – Motion to release Drake's Landing, Unit 1, project No. 4237 (1), storm warranty Letter of Credit #50003356-1025 in the amount of \$12,560.00 was made, duly seconded and unanimously approved.

Noland Property, Phase 4, Section 3 – Mr. John Horne conveyed to the Board, Ball Homes, LLC request to proceed to approval, the completion of development of Noland Property, Phase 4, Section 3 previously begun by Hughes Inc.

Noland Property, Phase 4, Section 3 – Motion to submit Sewer Capacity Application to LFUCG for Noland Property, Phase 4, Section 3 was made, duly seconded and unanimously approved.

A motion to approve the **minutes** of the **September** meeting was made, duly seconded and unanimously approved.

A motion to approve the **September bills** and pre-approval for the contractual payables, was made, duly seconded and unanimously approved.

The Commissioners were given the following **reports for September** to review: Aged Receivables, Contractual payables for preapproval, check register, water loss and usage reports, the Monthly Operational Report, Comparative Income Statements, Balance Sheet, Trial Balance, Grease Interceptor Inspection Status and Pumping Station Inspection Report.

There being no further business to come before the Board, meeting was adjourned.



Chairman

ATTEST:



Secretary

November 3, 2021

The Board of Commissioners of the Jessamine South Elkhorn Sewer District met by Zoom, on **November 3, 2021**, with the following Commissioners present: Nick Strong, Jerry Haws, J.F. Hall and Thomas Beall. John Horne, Bruce Smith, Henry Smith, Richard Decker and Kim Miller were also present.

Accounts Receivable – Ms. Kim Miller reported that Danny McQueen is in arrears. He is to be contacted with direction to become current.

Ashgrove Joint Retentions Easements – Mr. Bruce Smith reported all four (4) signed, two (2) recorded and two (2) at Clerk's office.

Sewer Acceptance Testing – Staff reported controversy from Contractor regarding interpretation of final grading as it pertains to sanitary sewer acceptance testing. Consensus of Board that final grading is deemed to be after completion of street and storm sewer construction.

Lateral Size Reduction – Staff reported that subsequent to a request from sewer tap applicant to reduce the size of their proposed 8" service lateral to meet the size of existing 6" installed main lateral, they contacted LFUCG who reported that this method was prohibited by LFUCG regulations. Board directed that if an applicant required a lateral connection larger than the existing main lateral, they shall bear the full cost of the District replacing the lateral to the larger size.

PSC Rate Adjustment Order – Motion to engage KRWA for the purpose of completing a-rate studies to be submitted to the Kentucky Public Service Commission, at no net cost to the District, or as modified by KRWA when updating estimate to include a study for sewer as well – this motion was made, duly seconded and unanimously approved.

A motion to approve the **minutes** of the **October** meeting was made, duly seconded and unanimously approved.

A motion to approve the **October bills** and pre-approval for the contractual payables, was made, duly seconded and unanimously approved.

The Commissioners were given the following **reports for October** to review: Aged Receivables, Contractual payables for preapproval, check register, water loss and usage reports, the Monthly Operational Report, Comparative Income Statements, Balance Sheet, Trial Balance, Grease Interceptor Inspection Status and Pumping Station Inspection Report.

There being no further business to come before the Board, meeting was adjourned.

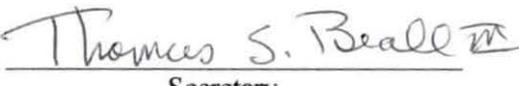

Chairman

ATTEST: 
Secretary

December 1, 2021

DECEMBER MEETING CANCELLED – NO MEETING THIS MONTH


Chairman

ATTEST: 
Secretary