

Elkhorn Water District

Meeting Minutes

12/21/2021

Call to order 4:05

Those present Brad Gregory, Steve Mika, Nancy Sherrow, Dale Gatewood, Sandy Broughman=Phone call

Financials and Minutes approved

Nancy – no report. FCFD used 18,500 Water loss 12.9% 16.5% for the year.

Dale had nothing

Old Business

-Jones lane working on punch list. Hook up will be after new year.

-New meter project, still waiting on 100 meters, still working on reconciliation, Brad to call CITGO about not paying bill until all installed meters are working.

Georgetown water hook up. After repeatedly asking Sandy for 2 months, its still has not been accomplished.

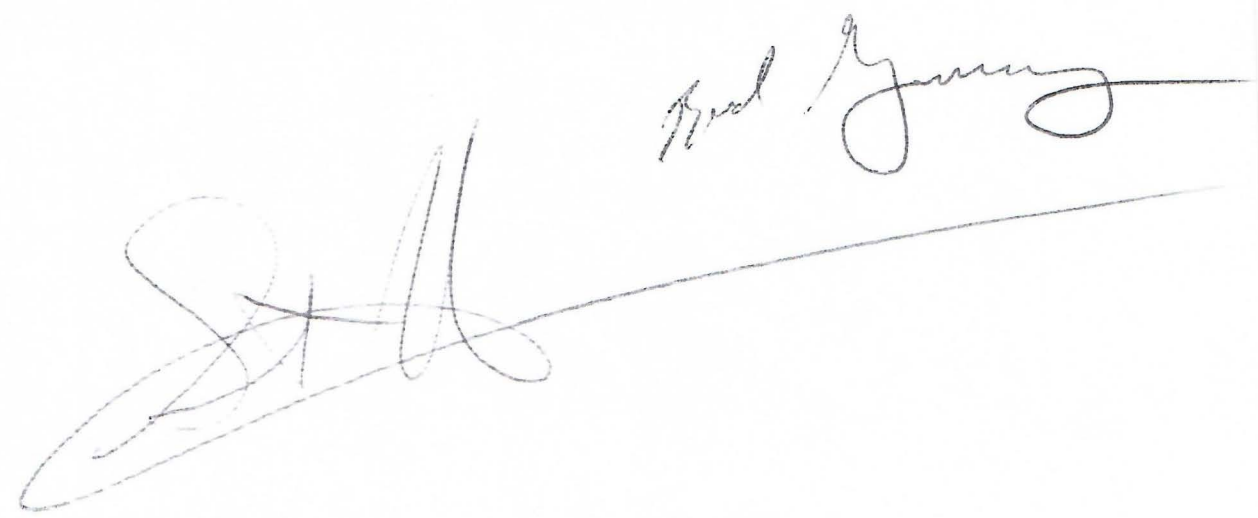
Pump house need to figure out where easements are

Rate Increases processing request and under way

New Business

2022 budget approval by Board. Brad made the motion to accept and 2nd by Steve

Adjourn



Two handwritten signatures are present at the bottom of the page. The signature on the right is clearly legible as 'Brad Gregory'. The signature on the left is more stylized and appears to be 'Steve Mika'. Both signatures are written in black ink and are positioned above a long horizontal line that spans across the bottom of the page.

11/9/2021

Elkhorn Water District

Meeting Minutes

CTO 4:00

Present are Brad Gregory, Steve Mika, Nancy Sherrow, Sandy Broughman, Dale Gatewood

Minutes and Financials approved

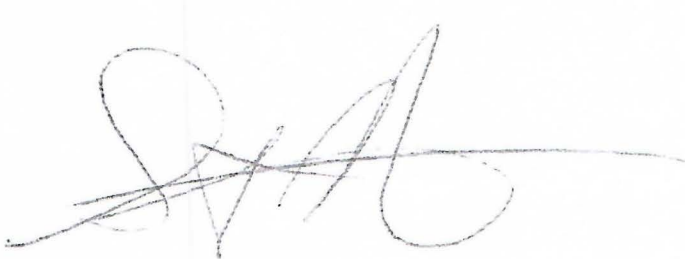
Nancy – No October report from Fire Dept

Dale – Buck Run old parking lot. Mueller has 72 spaces for Kayakers, EWD needs to make sure we keep access to pump house. Waiting approval for proposed development plan.

Meters – Brad contacted Mike Shipley with CITGO. AMRs to be read on the 17. No payment will be made until all meters are working.

ARPA – Connection to GMWS, Sandy has once again not started on this project after it has been talked about in previous meetings. Pump station is in design phase, working on easements

New Business – Contractor invoices-Brad to sign and send forward, rate increases have been requested, 2022 budget will get presented next meeting, and Clay Patrick has resigned from his post



Brad Gregory

Elkhorn Water District

Meeting minutes

~~11/12/2021~~

10/12/21

Financials and minutes approved

Nancy – Working on computer system for meter reads. 40 meters cannot be found after installation. 100 customers will still have to be read until we get more meters. Brad to call for update, no paying CITGO invoices until resolved.

Dale- Water usage report is skewed due to meter installations

Old Business – Jones Lane is mostly cleaned up, final connection to be made, Seed and straw purchased.

ARPA – Brad talked with them about proceeding.

GMWS – Connection using ARPA money. Sandy to set up project profile

KAHN – New meter connection

New business – New meter data, trying to get bills out on time. Pump station-working on survey and Mueller on access. Contractor invoices, only outstanding is CITGO for installation

Adjourn

The block contains two handwritten signatures in black ink. The top signature is a large, stylized cursive signature, possibly reading 'S.A.'. Below it is a smaller, more compact signature, possibly reading 'C.A.S.'. There are some faint, illegible marks to the right of the signatures.

Elkhorn Water District

Meeting Minutes

8/10/2021 9/14/21

Call to order 4:05

Those present Brad Gregory, Steve Mika, Abner Lipps, Nancy Sherrow, Dale Gatewood, Sandy Broughman, and Rick Waddle

Rick presented the Board with the completed audit. 2 year bid to continue audit is \$4500 per year. approved

Minutes and Financials accepted

Nancy, Waiting on a check from ATT for the main water line break at the forks. FCFD used 1100 gallons. No water loss report due to meter change outs.

Dale. Assisting with meter installs

Old Business

Jones Lane Update clean up under way. ¼ of the way thru. Tentative completion is end of the month

New Business

CITGO submitted a change order for \$33,000, Board agreed to sign

ARPA money cannot be used for direct debt, but can assist with materials with no payback

Forks Pump Station no double decker but build new building in front of old building. Possible land issue

Brad to call GMWS about connection and Sandy to put project together

No contractor invoices turned in.

Discussed future meeting attendance

Adjourn

Brad Gregory
Sandy Broughman

Elkhorn Water District

Meeting Minutes

8/10/2021

Call to order 4:05

Those present Brad Gregory, Steve Mika, Abner Lipps, Nancy Sherrow, Dale Gatewood. Sandy Broughman attempted a failed zoom call, and Clay Patrick was a no show.

Nancy reported FCFD used 650 gallons of water last month and that Rick Waddle will be at next meeting to present Audit.

Dale reported he's assisting meter contractor to aid in completion. Board asked him to separate those hours. Stated Jones Lane Project is almost complete.

New business. Sandy states drawing money on loan will be ready by the 15th.

County Judge to get all Districts together again, content of meeting is unknown

Adjourn

A handwritten signature in cursive script, appearing to read "Brad Gregory". The signature is written in dark ink and is positioned below the "Adjourn" text.

Elkhorn Water District

Meeting Minutes

7/13/21

Call to order was 4:00

Those in attendance were Steve Mika, Abner Lipps, Nancy Sherrow, Dale Gatewood. Zoom attendance were Brad Gregory and Sandy Broughman

Minutes and financials were approved for June

Nancy stated only one person left on payment plan from COVID. Rick Waddle to start audit for 2020, and 25,000 gallons for May flushing.

Dale reports water loss was 18%. Set a few meters and line locates. Start installing meter reads on Lucas Lane

Old Business

Jones Lane project almost finished and looking for the 8" main for the live tap

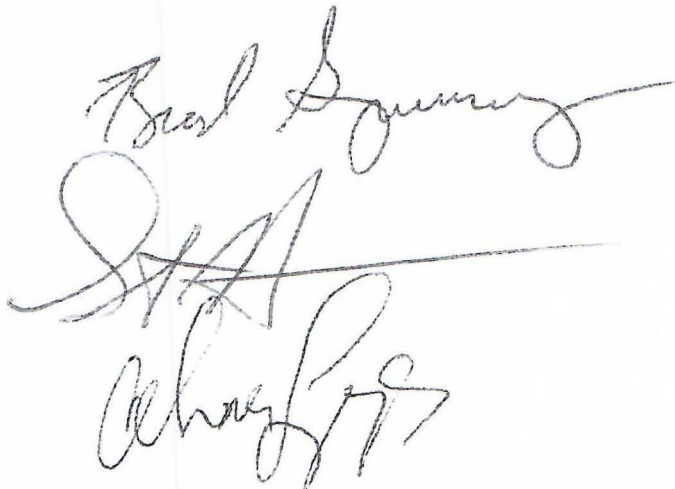
New meters have 500 on hand. Advertise on Facebook and notify customers who requested notification. And check on stand pipe to see if it was estimated or not.

New Business

Motion to ratify the action taken during the special meeting on 6/21/21

KIA loan signed and approved for us to make draws. Current total \$405,000. If draw request is submitted by the 5th, check will be issued by the 15th

Adjourn



Three handwritten signatures are present at the bottom of the page. The top signature is 'Brad Gregory', the middle one is 'Steve Mika', and the bottom one is 'Abner Lipps'. A horizontal line is drawn across the middle signature.

Special Meeting Agenda

Elkhorn Water District

June 21, 2021

Brad Gregory, Chairman
Abner Lipps, Treasurer
Steve Mika, Secretary

Nancy Sherrow, Administrator
Dale Gatewood, Water Superintendent
Clay Patrick, Board Attorney
Sandy Broughman, Consulting Engineer

- I. Call to Order
- II. Explanation of need for a special meeting
- III. A RESOLUTION APPROVING AND AUTHORIZING AN ASSISTANCE AGREEMENT BETWEEN THE ELKHORN WATER DISTRICT AND THE KENTUCKY INFRASTRUCTURE AUTHORITY TO PROVIDE UP TO \$750,000 OF LOAN FUNDS FOR PROJECT NUMBER B18-003.
- IV. Execution of loan closing documents
- V. Adjourn

Elkhorn Water District

Special Meeting

6/21/2021

CTO 4:00pm

Present included Brad Gregory, Abner Lipps, Nancy Sherrow, Steve Mika

First Item of Business

Need for a meeting to approve a special Resolution for KIA loan to meet a deadline of June 30th for closing of loan

Second

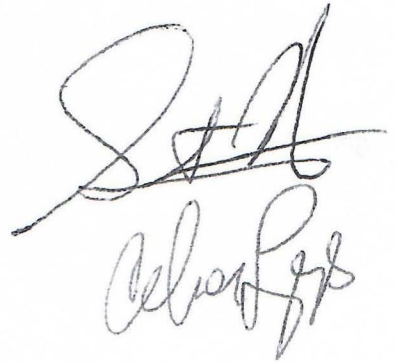
Motion to adopt resolution by Abner Lipps, second by Steve Mika

Third

Execute loan documents

Motion to adjourn

4:01

Handwritten signatures of Steve Mika and Abner Lipps. The signature of Steve Mika is written above the signature of Abner Lipps.

Elkhorn Water District

6/8/2021

Meeting Minutes

CTO 4:00 pm

Those present are Abner Lipps, Nancy Sherrow, Dale Gatewood, Sandy Broughman, and Steve Mika

Staff notes

Nancy – CITco Bill of \$25,000 submitted 3/4/2021 for the radio read units
Resubmit budget figure to KIA of \$750,000 instead of \$850,000.

FCFD 1500 gallons used

Dale – water loss 13.5%

WATER shut off on Jones lane for line installation and valves

Sandy – All meters in hand. 3 weeks from starting. Dale suggests starting on the 21st

6000' of pipe have been laid to date

A handwritten signature in black ink, appearing to read "Abner Lipps". The signature is written in a cursive style with a large initial "A" and "L".

Elkhorn Water District

5/11/2021

Meeting Minutes

Brad Gregory, Abner Lipps, Dale Gatewood, Clay Patrick, and Nancy Sherrow attended in person.

Called to order 4:00 PM.

Steve Mika was not in attendance therefore April minutes were not available to be reviewed or approved. The April minutes will be reviewed at the June board meeting.

Financials were discussed and Brad ask that a report to be sent to him and Abner that shows dollar amount of water purchased for all of 2020 and 2021 thru April. Financials were approved by Abner and Brad seconded.

Dale Gatewood updated board on the Jones Lane line break.

Thomas Booth, customer of the water district, had a large leak and even with his leak adjustment he still had a very large bill. The amount that he would have to pay on the normal three-month payment plan was more than he could pay. Thomas had requested a payment plan of 200.00 a month be approved by the board as that is the maximum amount he could pay. The 200.00 amount includes his monthly bill and the rest to be applied to the large amount due to the leak. Abner made a motion to approved his payment plan amount and Brad seconded.

Clay Patrick will send a letter to Central Bridge requesting reimbursement for a water line break in October 2020. The first letter was sent to them in November 2020 by Elkhorn Water District office but they have not responded to the letter as of May 11, 2021,

Clay Patrick updated the board concerning his discussion with the Mucci's and the Jones Lane project. All was fine after discussion between John Mucci, Sandy Broughman and Clay.

Brad Gregory updated the board concerning stimulus funds Franklin County Fiscal Court will receive, and his discussion with Judge Wells on how funds will be distributed to the water districts in Franklin County.

The Drinking Water Survey was discussed. Elkhorn Water District had a non-significant deficiency because the O&M manual was not updated and signed to state the district did not have any changes to the manual. A written response needs to be sent to the Division of Water within 90 days concerning the deficiency. Dale Gatewood will send in the written response.

Abner made a motion to adjourn the meeting, Brad seconded.



Elkhorn Water District

3/9/2021

Meeting minutes

CTO 4:00 pm

Those present were Brad Gregory, Abner Lipps, Steve Mika, Nancy Sherrow, Dale Gatewood
Sandy Broughman and Clay Patrick attended by zoom.

Approval of minutes and financials were both approved with a motion by Abner and a Second
by Steve.

Staff Reports

Nancy - KIA loan account has been set up for automatic withdrawl and deposits

Clay Patrick invoice has been issued

McAllen recommends getting a new PC, waiting on quote

3 customers on payment plan

Dale - 26.4% Meters estimated due to ice storm

Pump station communication down from storm to tank, should be completely corrected when
new system goes in

Sending in the last information of the 3 year survey

Old Business - Sandy turned in the remaining paperwork for KIA and waiting on
agreement

Georgetown water connection will contact before next meeting

New Business - ADHOC committee has not been organized for a meeting

Adjourn

ERD



Elkhorn Water District

2/09/2021

Meeting Minutes

Handwritten signatures and initials in black ink, including a large signature that appears to be 'Sandy' and initials 'AB' and 'MS'.

Brad Gregory, Abner Lipps, Dale Gatewood, Nancy Sherrow attended in person. Sandy Broughman and Steve Mika attended via Zoom.

Called to order 4:05 PM.

Minutes were reviewed, Abner made a motion to approve and Brad seconded. Financials were approved by Abner and Brad seconded.

Nancy gave a status of January cutoffs. Nine people were cut off, four are still off. Five of the people cut off was due to lack of payments after November 1, 2020.

Dale stated EWD meters have been winterized.

Sandy updated the board on the KIA loan status and construction projects. Sandy stated we should have a contract with KIA by March meeting. The pump station is still in the design stage.

Brad requested facility maps so he can have a copy for his files and will get them digitalized. Dale stated he would bring them into the office and Nancy will call Brad when they are ready to be picked up.

Clay Patrick's bill in the amount of 5179.60 for legal services for PSC application for KIA loan was discussed. Brad made a motion to set up an account at Wesbanco for the KIA loan, Abner seconded. Sandy stated that the account had to be set up because when we receive the KIA loan, we must have an account established. Once the account is established money from our Operating account will be transferred into the account to pay Clay. When we receive the KIA loan the money will be transferred back to our Operating account. Nancy will contact Greg Miklavcic to make sure we are setting the new account up correctly.

Sandy has contacted Georgetown Water about a possible connection with them. He has not heard anything but will contact them again via email and cc Brad.

Brad discussed a meeting he with Judge Wells on 2/04/21 along with Farmdale and Peaks Mill Water District representatives. The meeting was basically about operational issues, and how to proceed when Dale Gatewood retires. A decision was made during the meeting to form an ad hoc committee with Farmdale and Peaks Mill representatives and Greg Heitzman (engineer) to formulate a scope of work to identify each district needs. Brad made a motion the he represent Elkhorn Water District, Abner seconded, motion approved.

Brad made a motion to adjourn, Abner seconded, motion approved.

Elkhorn Water District

1/12/2021

Meeting Minutes

Brad Gregory, Abner Lipps, Dale Gatewood, Nancy Sherrow attended in person. Sandy Broughman attended via Zoom.

Called to order 4:05 PM.

Minutes were discussed and Abner stated corrections needed to be made and Brad agreed. Revised minutes will be sent to board members and approved by email. Financials were approved by Abner and Brad seconded.

Nancy gave a status of customers with past due balances. 8 letters were sent, 6 have not responded. One customer has paid all the needed to be paid by January 26, and one customer has made payments but still owes 26.00 by January 26. Board discussed and decided not to have customer disconnected if balance of 26.00 is not paid by January 26.

A motion was made to authorized Dale Gatewood to sign paperwork for Sensus meters for FCC. Brad made a motion for Dale to sign that paperwork and Abner approved. Brad did state that any other paperwork for Telemetry should be signed by a board member.

Sandy updated the board on the KIA Loan status and Construction Projects. He is currently preparing the contracts for the Contractors, and is working on gathering all info needed for KIA except for the legal part.

The board authorized the Chairman to sign KIA agreement prior a board meeting. If the agreement is signed prior to a board meeting it will be presented to the board for their approval.

Brad requested facility maps so he can have a copy for his files and will get them digitalized.

The closed session was cancelled due to Steve Mika not being at the meeting.

Handwritten initials or signature, possibly "ETD" and "JP".