

RESPONSE TO REQUEST 2

CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
606-528-0222

January 21, 2020

Commissioner's Meeting

The meeting was called to order by Mike Baird. At this time Mike stated that Chairman of the Board Jimmy Creekmore had resigned.

Those in attendance were:

Dayna Cain	-	CFHWD
Aaron Howard	-	Attorney
James Whitten	-	CPA
Jeff Wilder	-	Manager
Dean Prewitt	-	Commissioner
Ken Taylor	-	Kenvirons

A motion was made by Mike Baird and seconded by Dean Prewitt to approve the minutes of the December 16, 2019 meeting. Motion carried.

No visitors attended this meeting.

Jeff Wilder gave the manager's report. He stated that the dump truck was going to have to have some work done on it at Wayne Supply. A motion was made by Mike Baird and seconded by Dean Prewitt to approve the manager's report. Motion carried.

James Whitten gave the financial report. A motion was made by Mike Baird and seconded by Dean Prewitt to approve. Motion carried.

Ken Taylor of Kenvirons, Inc gave an updated report on the telemetry. He said that a special meeting was going to be called with Scadata because the project is behind. A motion was made by Mike Baird and seconded by Dean Prewitt to approve. Motion carried.

A motion was made by Mike Baird and seconded by Dean Prewitt for meeting to adjourn. Motion carried and meeting was adjourned.

CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222

February 17, 2020

Commissioner Meeting

As acting chairman, Mike Baird called the meeting order.

Those in attendance were:

Malea Moses	-	CFHWD
James Whitten	-	Accountant
R.L. McCullah	-	Commissioner
Johnny Colette	-	Commissioner
Aaron Howard	-	Attorney
Dean Prewitt	-	Commissioner
Marshall Lovitt	-	Commissioner
Mike Baird	-	Commissioner
Ken Taylor	-	Kenvirons, Inc
Jeff Wilder	-	CFHWD

A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the minutes from the January 21, 2020 meeting. Motion carried

No visitors attended this meeting.

Jeff Wilder gave the manager's report. In his report, he updated the Board on the repairs being made on the company dump truck by Whayne Supply. A motion was made by Marshall Lovitt and seconded by Dean Prewitt to approve the manager's report. Motion carried.

James Whitten gave the financial report. A motion was made by Mike Baird and seconded by Dean Prewitt to approve the financial report. Motion carried.

Ken Taylor gave the engineer's report. In his report, he stated the telemetry project is complete except for the issue with the Briar Creek tank. Ken also stated in his report the any remaining funds left after the telemetry project is completed will be used to install water lines on 4 roads depending on the amount of funds available. The following roads are being considered for this project: Jim Walker Road, Lanham Trace, Highway 90 and Highway 92. A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the engineer's report. Motion carried.

Under other items for discussion:

At this time, Jeff Wilder advised the Board he will be stepping down as manager of the district. Jeff stated he will continue to do the job until the board decides on a replacement.

A motion was made by Mike Baird and seconded by Dean Prewitt for the meeting to adjourn. Motion carried and the meeting adjourned.

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222**

March 16, 2020

Commissioner's Meeting

Meeting was called to order by manager, Jeff Wilder.

Those in attendance were:

Malea Moses	-	CFHWD
Aaron Howard	-	Attorney
James Whitten	-	Accountant
Marshall Lovitt	-	Commissioner
Johnny Collette	-	Commissioner
R.L. McCullah	-	Commissioner
Jeff Wilder	-	CFHWD
Dean Prewitt	-	Commissioner
Les Moses	-	CFHWD
Dayna Cain	-	CFHWD
Kelli Hampton	-	CFHWD

A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the February 17, 2020 minutes. Motion carried.

No visitors attended this meeting.

Jeff Wilder gave the manager's report. In his report, he updated the board on the status of the telemetry project stating they are still working on the Highway 92 telemetry. A motion was made by Johnny Collette and seconded by Dean Prewitt to approve the manager's report. Motion carried.

James Whitten gave the financial report. A motion was made by R.L. McCullah and seconded by Johnny Collette to approve the financial report. Motion carried.

Due to the absence of Ken Taylor, no engineer's report was given.

Other items for discussion:

*Bank signature cards: Our office will contact Cumberland Valley National Bank and see if we can bring the required paperwork from the bank to our office and have the new commissioner's sign them.

Appointment of board positions: This was not addressed due to the absence of commissioner, Mike Baird.

Les Moses approached the board about being reinstated as the District Manager. Johnny Collette suggested that no decision be made until he, R.L. McCullah and Marshall Lovitt attend commissioner training in April 2020 and all commissioners are available to attend the board meeting.

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CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
606-528-0222

June 15, 2020

Commissioner's Meeting

The meeting was called to order by Mike Baird. Those in attendance were:

Dayna Cain	-	CFHWD
Marshall Lovitt	-	Commissioner
Les Moses	-	CFHWD
R. L. McCullah	-	Commissioner
Ken Taylor	-	Kenvirons, Inc
Johnny Collette	-	Commissioner
James Whitten	-	CPA
Aaron Howard	-	Attorney
Dean Prewitt	-	Commissioner
Jeff Wilder	-	Manager
Jack K Taylor	-	CFHWD
Pat White	-	Judge Executive

No meetings were held in April or May of 2020 because of the Covid-19 restrictions.

This meeting was held in the shop of Cumberland Falls Highway Water District to provide enough space for social distancing because of Covid-19 regulations. Because of the location of this meeting there was no option to record this meeting to disc.

A motion was made by acting Chairman Mike Baird and seconded by Johnny Colette to approve the minutes of the March 16, 2020 meeting. Motion carried.

Jeff Wilder gave the manager's report. He stated Rick Hittle had contacted him about getting water on White Oak Road for property he owned and was selling lots on. Engineer Ken Taylor stated he would look at the location and report back. Jeff Wilder also stated that the District needed to replace the 2008 Chevrolet truck. A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve. Motion carried.

James Whitten gave the financial reports for the months of March, April, and May. A motion was made by Marshall Lovitt and seconded by R L McCullah to approve the financial reports for all three months. Motion carried.

Ken Taylor reported the telemetry is still not completed and suggested a letter be sent giving ScaData until the end of June 2020 to complete it so the District could then get started on completing the rest of the project. A motion was made by Marshall Lovitt and seconded by Johnny Collette to approve the Engineer's report. Motion carried.

Other Items for Discussion: Appointment of Board Member Positions

A motion was made by Mike Baird to appoint Johnny Collette as Chairman of the Board of Commissioner's of Cumberland Falls Highway Water District, Dean Prewitt as Vice Chairman, Marshall Lovitt and R L McCullah as secretary/treasurer. All voted yes and motion carried.

At this point in the meeting Johnny Collette took over the meeting as Chairman of the Board of Commissioner's of Cumberland Falls Highway Water District.

Johnny Collette made a motion that Mike Baird be hired as the District Manager at a salary of \$65,000.00 per year. The motion was seconded by Dean Prewitt and R L McCullah. Motion carried.

A motion was made by Johnny Collette and seconded by Dean Prewitt for meeting to adjourn. Motion carried and meeting was adjourned.

CUMBERLAND FALLS HIGHWAY WATER DISTRICT
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July 20, 2020
Commissioner's Meeting

Meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:

Malea Moses	-	CFHWD
James Whitten	-	Accountant
Marshall Lovitt	-	Commissioner
Ken Taylor	-	Kenvirons, Inc
Dean Prewitt	-	Commissioner
Johnny Collette	-	Commissioner
Everett Angel	-	Commissioner
R.L. McCullah	-	Commissioner
Jeff Wilder	-	CFHWD
Mike Baird	-	CFHWD

A motion was made by Dean Prewitt and seconded by Marhsall Lovitt to approve the minutes of the June 15, 2020 meeting. Motion carried

No visitors attended this meeting.

Mike Baird gave the manager's report. In his report, Mike Baird stated he had obtained a price in the amount of \$29,600 for a new truck. A motion was made by Dean Prewitt and seconded by Marshall Lovitt for the purchase of the new truck. Motion carried.

At this time, Johnny Collette mentioned hiring Jane Butcher to replace Aaron Howard who had previously resigned as the district's attorney. The board asked Mike Baird to speak with her to see if she would be interested in the position and to see if she needed a retainer. Mike Baird agreed to get in touch with her and report back to the board at the next meeting. A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the manager's report. Motion carried.

James Whitten gave the financial report. A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the financial report. Motion carried.

Ken Taylor gave the engineer's report. In his report, he updated the board on the telemetry, stating it was complete and working correctly. He also stated an amount will be calculated to deduct from the payment to Scadata for the project being delayed for so long. Ken Taylor

stated the remaining funds will be used to move a pump station and run water lines down Lanham Trace and Jim Walker Road. The issue of the district running a water line down White Oak Road for Rick Hittle was discussed at this time. Ken Taylor gave the district two options for running water to this property, stating one option would cost the district approximately \$90,000.00 and the other option would cost the district approximately \$45,000.00. He informed the board to keep in mind if they decide to do this project for Mr. Hittle, they will have to do the same for other people in the future. Chairman, Johnny Collette stated that it would be best to table this issue until next month when the commissioner's have had more time to think on what would be best for the district.

A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the engineer's report. Motion carried.

Other items for discussion:

Malea Moses informed the commissioners that once new commissioner, Everett Angel completed the bond insurance application and it was submitted and approved by the insurance company she would send all needed information to Cumberland Valley National Bank to get their names listed on all bank accounts. She explained once the bank receives their information, each commissioner will have to go to the bank to sign all documentation adding them to the accounts.

Chairman, Johnny Collette approached the board about getting water to approximately 120 lots on Rosetown Church Road. Ken Taylor said he and Mike Baird will go to the property in question and see what steps will need to be taken for this to be done by Public Service and Division of Water standards and will report back to him at the next board meeting.

A motion was made by Dean Prewitt and seconded by Johnny Collette for the meeting to adjourn. Meeting adjourned.

CUMBERLAND FALLS HIGHWAY WATER DISTRICT
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606-528-0222

September 21, 2020

Commissioner's Meeting

This meeting was not recorded because it was held in the equipment shop of Cumberland Falls Highway Water District in order to comply with the Covid-19 social distancing regulations.

The meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:

James Whitten	CPA
Dayna Cain	CFHWD
Marshall Lovitt	Commissioner
R L McCullah	Commissioner
Ken Taylor	Kenvirons, Engineer
Dean Prewitt	Commissioner
Everett Angel	Commissioner
Mike Baird	Manager
Donna Rapier	Visitor

A motion was made by Marshall Lovitt and seconded by Dean Prewitt to approve the minutes of the July, 2020 meeting. Motion carried.

No meeting was held in August 2020 because of Covid-19.

Donna Rapier attended the meeting to report she had a water leak, had received a water bill in the amount of \$1,920.67 and requested an adjustment be made to her bill. She also asked if the Board members would revise the District's leak adjustment policy. This District's policy is to allow only one leak adjustment per lifetime for residential customers and Mrs. Rapier had already received one adjustment. The board agreed to review the District's leak adjustment policy for possible changes such as allowing a leak adjustment once every four years provided the residential customer comes to a meeting with a request for an adjustment and proof the leak has been repaired. A motion was made by Johnny Collette and seconded by Dean Prewitt to write off all but \$550.00 of Mrs. Rapier's water bill. Motion carried.

Mike Baird gave the managers report. He asked the Board about putting an advertisement for bids in the newspaper to sell the 2008 Chevrolet pickup and the 16' utility trailer. Both items will be sold as is and bid opening date will be one week from the newspaper publication date. A

motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve selling the truck and trailer. Motion carried. A motion was made by Johnny Collette and seconded by Marshall Lovitt to approve the manager's report. Motion carried.

The financial report was given by James Whitten, CPA. A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the financial report. Motion carried.

Kenvirons engineer, Ken Taylor, presented the Board with a Contract for Main Line Extension between Paul Falin and Cumberland Falls Highway Water District. Mr. Falin is developing Deer Trace Subdivision on Laurel Lake Resort Road. A motion was made by Marshall Lovitt and seconded by Dean Prewitt to sign the Contract for Main Line Extension contract with Paul Falin. Motion carried. Ken Taylor reported that he had calculated the liquidated damages for Scadata to be \$8,175.00. He also mentioned that Jim Schumacher is planning to build condos with boat storage out past Grove Road with the possibility of installing a 2" meter to supply water for these units. A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the engineer's report.

A motion was made by Dean Prewitt and seconded by Marshall Lovitt for meeting to adjourn. Motion carried and meeting was adjourned.

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, Ky. 40701
606-528-0222**

November 16, 2020

Commissioner's Meeting

This meeting was not recorded because it was held in the equipment shop of the Cumberland Falls Highway Water District to comply with COVID-19 social distancing guidelines.

The meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:	Dean Prewitt	Commissioner
	Marshall Lovitt	Commissioner
	James Whitten	CPA
	Johnny Collette	Commissioner
	Kelli Hampton	CFHWD
	Mike Baird	District Manager

A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the minutes of the September 21, 2020 meeting. Motion carried.

There was no meeting held in October 2020 due to COVID-19.

No visitors attended this meeting.

Mike Baird gave the managers report. He stated the project on Deer Trace has been completed and the Muzzle Loader project will begin soon. A motion was made by Marshall Lovitt and seconded by Dean Prewitt to approve the managers report. Motion carried.

James Whitten gave the financial report. A motion was made by Johnny Collette and seconded by Marshall Lovitt to approve the financial report. Motion carried.

Due to the absence of Ken Taylor, there was no engineer's report.

Other items discussed included an upcoming project for Johnny Collette. He stated that he had plans ready for Mike Baird and Ken Taylor to see. He also stated he would be laying the line himself but wanted input from the district to ensure compliance of the district guidelines.

Johnny Collette also stated he would be setting up a meeting with the district lawyer to discuss the recent state audit. He feels a meeting is necessary to get a full understanding of the report presented by the auditors.

A motion was made by Johnny Collette and seconded by Dean Prewitt for meeting adjourn. Motion carried and meeting was adjourned.

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**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
606-528-0222**

**January 19, 2021
Commissioner's Meeting**

In order to comply with COVID-19 social distancing guidelines, this meeting was held in the equipment garage of the Cumberland Falls Highway Water District and was unable to be recorded.

The meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:	Malea Moses	-	CFHWD
	R.L. McCullah	-	Commissioner
	Paul Falin	-	Visitor
	Mike Bartley	-	Visitor
	Marshall Lovitt	-	Commissioner
	James Whitten	-	Accountant
	Everett Angel	-	Commissioner
	Ken Taylor	-	Kenvirons Inc.
	Dean Prewitt	-	Commissioner
	Mike Baird	-	CFHWD

A motion was made by Marshall Lovitt and seconded by R.L. McCullah to approve the minutes of the November 16, 2020 meeting. Motion Carried

No meeting was held in December 2020 due to COVID.

Acknowledgement of Visitors

Paul Falin approached the board with concerns about a bill he received from Kenvirons Inc for engineering fees for the Deer Trace WLE. Mr. Falin said the bill was too high and he felt as though he was being taken advantage of. At this point, Johnny Collette asked Ken Taylor to respond to these comments. Ken Taylor explained all charges were presented up front and Mr. Falin had to agree and sign off on the charges prior to the project beginning. Mr. Falin also stated he was unaware he was could use a different engineer and that he could have had the work done much cheaper by using Ken Wilson. Ken Taylor explained that a different engineer can be used for most of the work, but all hydraulics would need to be done by or reviewed by his office to keep the districts model up to date. Mr. Falin also asked the district if they would purchase a 4-inch gate valve and a 5 ¼ inch CI valve that he did not use on his project but could not return. The district agreed to purchase these valves for \$500.00. Mr. Falin is to supply the district with an invoice before payment will be made.

Mike Bartley from B&B Properties approached the board with the same concerns as Mr. Falin. Mr. Bartley had a water line extended on Muzzle Loader Road and as Mr. Falin, he felt the engineering fees were too expensive and that he was led to believe he had to use Kenvirons for the engineering work. Ken Taylor explained to Mr. Bartley the engineering fees were more expensive for this project due to Kenvirons having to keep an inspector on the job.

Johnny Collette stated that from this point, Mike Baird is to tell any potential project developer they can use the engineer of their choice, but all hydraulic work should be done by or reviewed by Kenvirons Inc in order to keep the district's model up to date.

Mike Baird gave the manager's report. He stated they had acquired all easements for the Lanham Trace Road except for the one and they are still in the process of trying to contact the owners of the property. Mike also acquired estimates from two companies for replacing the drive-thru window. The board agreed to go with the lowest estimate and awarded the job to Southeast Banking Systems. A motion was made by Marshall Lovitt and seconded by Dean Prewitt to approve the manager's report. Motion carried.

James Whitten gave the financial report. A motion was made by Dean Prewitt and seconded by R.L. McCullah to approve the financial report. Motion carried.

Ken Taylor gave the engineer's report. In his report he addressed the board with three items for discussion:

- 1. Approval for Diamond Acres/Jeff Sparks (approx. 130 lots) on Rosetown Church Road. A motion was made by Dean Prewitt and seconded by R.L. McCullah to approve the Diamond Acres project.**
- 2. Approval for The Meadows/Mike Sparks (approx. 36 lots) on Cumberland Falls Hwy (Gerald Hart property). A motion was made by Everett Angel and seconded by Marshall Lovitt to approve The Meadows project.**
- 3. Approval for Lakewood Phase 3/Mike Bartley (approx. 12 lots). A motion was made by Dean Prewitt and seconded by R.L. McCullah to approve the Lakewood Phase 3 project.**

A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the engineer's report. Motion carried.

A motion was made by Dean Prewitt and seconded by Everett Angel for the meeting to adjourn. Motion carried and meeting adjourned.

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222**

**March 15, 2021
Commissioner's Meeting**

In order to comply with COVID-19 social distancing guidelines, this meeting was held in the equipment garage of the Cumberland Falls Highway Water District and was unable to be recorded.

The meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:	Malea Moses	-	CFHWD
	Marshall Lovitt	-	Commissioner
	Everett Angel	-	Commissioner
	Dean Prewitt	-	Commissioner
	R.L. McCullah	-	Commissioner
	Johnny Collette	-	Commissioner
	Ken Taylor	-	Kenvirons, Inc.

No visitors attended this meeting.

A motion was made by Marshall Lovitt and seconded by Dean Prewitt to approve the minutes of the January 19, 2021 meeting. Motion carried.

No meeting was held in February.

Mike Baird gave the manager's report. Mike Baird gave the board an update on new services installed and the repairs made during the months of January and February. He also asked the board for the approval to upgrade the two cellphones used for after hour service calls because the current cellphones are approximately 10-12 years old.

A motion was made by Marhsall Lovitt and seconded by Everett Angel giving permission to have the cellphones upgraded. Motion carried.

A motion was made by Dean Prewitt and seconded by Everett Angel to approve the manager's report. Motion carried.

Due to the absence of James Whitten, no financial report was given. The board requested that all financial information from January, February and March be reviewed at the April 2021 meeting.

Ken Taylor gave the manager's report. In his report, he updated the board on the following projects:

Diamond Acre/Jeff Sparks

Ken Taylor reported this project is almost complete except for the tie-in to the water system. At this point in the project, the owner is considering the different options of metering the services for this project. Instead of having individual meters for the lots he is considering using three, two-inch meters and including water usage with the lots.

The Meadow/Mike Sparks

Ken Taylor reported the permit application has been sent to the Division of Water and suggested no waterline should be installed until all road work is complete.

Lakewood Phase 3/Mike Bartley

Ken Taylor reported he was given the approval to apply for the Division of Water permit.

Ryan Cemetery Bridge Relocation

Ken Taylor reported they are getting the permits and waiting on the final authorization from the state to continue.

Contract 3 KIA Project

Ken Taylor reported the property site for the pump station that was originally owned by Robert Brown has now been purchased by Tim Akins. Ken said they are currently working with Tim Akins on finalizing the exact location for the pump station. Once that is complete, they will begin the environmental studies.

A motion was made by Marshall Lovitt and seconded by Dean Prewitt to approve the engineer's report. Motion carried.

A motion was made by Dean Prewitt and seconded by Marshall Lovitt for the meeting to adjourn. Motion carried and meeting adjourned.

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
606-528-0222**

**April 19, 2021
Commissioner's Meeting**

To comply with COVID-19 social distancing guideline, this meeting was held in the equipment garage of the Cumberland Falls Highway Water District and was unable to be recorded.

The meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:	Malea Moses	-	CFHWD
	Marshall Lovitt	-	Commissioner
	Johnny Collette	-	Commissioner
	James Whitten	-	Accountant
	Ken Taylor	-	Kenvirons, Inc
	Dean Prewitt	-	Commissioner
	Mike Baird	-	CFHWD

A motion to approve the minutes of the March 15, 2021 meeting was made by Marshall Lovitt and seconded by Dean Prewitt. Motion carried.

No visitors attended this meeting.

Mike Baird gave the manager's report. In his report, he addressed the issue of the repairs needed on the Highway 90, Bee Creek and Old Corbin tanks and stated Complete Restoration has given the cost of \$7,230.00 to make these necessary repairs.

A motion was made by Marshall Lovitt and seconded by Dean Prewitt to allow Complete Restoration to make the repairs. Motion carried.

A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the manager's report. Motion carried.

James Whitten gave the financial report. In his report, he went over the financials for the months of January, February, and March 2021. James also addressed the issue of the petty cash fund in the state audit. James explained as long as all expenditures were listed out for the board to see and approve, there is no problem with the district continuing to use a petty cash fund.

A motion was made by Marshall Lovitt and seconded by Dean Prewitt to continue to use the petty cash fund. Motion carried.

A motion was made by Marshall Lovitt and seconded by Dean Prewitt to approve the financial report along with all monthly expenditures. Motion carried.

Ken Taylor gave the engineer's report. In his report, he updated the board on the following projects:

Relocation of pump station

Ken Taylor reported the pump station relocation is on hold due to property disputes and stated they are looking at putting it in a different location.

The Meadow/Mike Sparks

Ken Taylor stated they had received the permit for this project.

Lakewood Phase 3/Mike Bartley

Ken Taylor reported that as of this date, Mike Bartley has not signed the Contract for Extension of Water Main paperwork.

Diamond Acre/Jeff Sparks

During the engineer's report, Johnny Collette asked manager, Mike Baird if a 2-inch meter had been ordered for this project. Mike Baird stated the meter had been purchased and said they hope to set the tap this week.

Ken Taylor informed the board about a meeting he had with the transportation cabinet regarding a project the state will be doing on Highway 25 from 5th Street, Corbin, Ky to the bypass and stated the district will most likely have to relocate some waterline prior to the project beginning.

A motion was made by Marshall Lovitt and seconded by Dean Prewitt to approve the engineer's report. Motion carried.

A motion was made by Dean Prewitt and seconded by Marshall Lovitt for the meeting to adjourn. Motion carried.

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
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**June 21, 2021
Commissioner's Meeting**

To comply with COVID-19 social distancing guidelines, this meeting was held in the equipment garage of the Cumberland Falls Highway Water District and was unable to be recorded.

No meeting was held in May 2021 due to the passing of Commissioner, R.L. McCullah.

The meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:

Malea Moses	-	CFHWD
Ron Canada	-	Commissioner
Dan Hyravy	-	Visitor/Zetolink LP
Marshall Lovitt	-	Commissioner
James Whitten	-	Accountant
Dean Prewitt	-	Commissioner
Everett Angel	-	Commissioner
Mike Baird	-	CFHWD
Johnny Collette	-	Commissioner

A motion was made by Dean Prewitt and seconded by Everett Angel to approve the April 19, 2021, minutes. Motion carried.

Ron Canada was introduced as the district's new commissioner. The Whitley County Fiscal Court voted for his approval and placement to the district's board at the May 2021 fiscal court meeting.

Dan Hyravy with Zetalink attended this meeting. Mr. Hyravy stated he is a principal partner with Zetalink internet provider, and they are in the process of trying to provide internet access to the Bee Creek area. He explained that to be able to provide this area with service, a satellite receiver would need to be installed and they would like to be able to place the receiver on our water tank. If allowed to do this, Mr. Hyravy stated they would provide the district with free internet service as compensation. Malea Moses of CFHWD stated the district is very satisfied with their current service provider and felt it is too difficult to switch service because of the amount of equipment that is linked to the internet. She also stated there is security concerns when giving someone access to the tank area. Commissioner, Ron Canada, asked if there could be another way of compensating the district other than free internet if the district was to allow Zetolink access? Mr. Hyravy said they may be able to come to an agreement on other compensation. Chairman, Johnny Collette said they would speak with the district's engineer and attorney on this matter and will notify Mr. Hyravy of the district's decision.

Mike Baird gave the manager's report. In his report, he stated the district's yearly audit is complete and there were no deficiencies found. Mike Baird also said there is progress being made with The Meadow project. A motion was made by Marshall Lovitt and seconded by Dean Prewitt to approve the manager's report. Motion carried.

James Whitten gave the financial reports for April 2021 and May 2021. A motion was made by Marshall Lovitt and seconded by Everett Angel to approve the financial report. Motion carried.

No engineer's report was given due to the absence of Ken Taylor.

Dayna Cain gave the commissioners a copy of the 2020 audit and each commissioners acknowledged receipt.

A motion was made by Dean Prewitt and seconded by Marshall Lovitt for the meeting to adjourn. Motion carried and meeting adjourned.

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
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**August 16, 2021
Commissioner's Meeting**

To comply with COVID-19 social distancing guidelines, this meeting was held in the equipment garage of the Cumberland Falls Highway Water District and was unable to be recorded.

No meeting was held in July 2021 due to COVID.

The meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:

Malea Moses	-	CFHWD
Ken Taylor	-	Kenvirons, Inc
Marshall Lovitt	-	Commissioner
James Whitten	-	Accountant
Everett Angel	-	Commissioner
Ron Canada	-	Commissioner
Dean Prewitt	-	Commissioner
Johnny Collette	-	Commissioner
Mike Baird	-	CFHWD

A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the June 21, 2021, minutes. Motion carried.

No visitors attended this meeting.

During the June 2021 meeting Dan Hyravy with Zetalink addressed the board with the request of allowing his internet business to place a satellite on the district's Bee Creek tank. At that time, the board decided to table the request to give the commissioners sufficient time to research this matter before deciding if the placement would be a possibility. During this month's meeting, the commissioner's told the district manager, Mike Baird, to have Dan Hyravy attend the next board meeting to discuss what compensation, other than free internet for the district, that Zetalink could offer the district if they allowed the placement of the satellite. Mike Baird said he would let Dan Hyravy know to attend the next meeting.

Mike Baird gave the manager's report. During his report, he informed the board that attorney, Jane Butcher, had retired and the district would need to find another attorney. Chairman, Johnny Collette stated he had spoke to attorney, Amanda Hill about filling the position as the

district's attorney and she agreed to take the position upon the approval of the board. A motion was made by Marshall Lovitt and seconded by Dean Prewitt to hire Amanda Hill as the district attorney. Motion carried.

Also, during the manager's report, Mike Baird spoke on the progress of the current district projects regarding the relocation of the pump station, Lanham Road and Jim Walker Road and said that engineer, Ken Taylor would address this more in his report. A motion was made by Dean Prewitt and seconded by Everett Angel to approve the manager's report. Motion carried.

James Whitten gave the financial report for June 2021 and July 2021. Chairman, Johnny Collette stated that due to the excellent job James Whitten does for the district, the board will be considering a possible pay increase for him and will discuss it further at the next board meeting. A motion was made by Marshall Lovitt and seconded by Dean Prewitt to approve the financial report. Motion carried.

Ken Taylor gave the engineer's report. In his report, Ken Taylor stated the district has approximately \$400,000.00 remaining from the KIA project WX21235002 and the cost for the relocation of the pump station and laying waterlines on Lanham Road and Jim Walker Road with White Oak Road as an alternate, would be approximately \$650,000.00. He also stated, the state had awarded the county 1.3 million dollars to be disbursed among the 5 utilities (Cumberland Falls Hwy Water District, City of Williamsburg, City of Corbin, Whitley County Water and Knox County Water District) and depending how much the district receives, it could possibly pay for the completion of these projects. A motion was made by Dean Prewitt and seconded by Everett Angel to approve the engineer's report. Motion carried.

A motion was made by Dean Prewitt and seconded by Everett Angel for the meeting to adjourn. Motion carried and meeting adjourned.

CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222

October 18, 2021
Commissioner's Meeting

To comply with COVID-19 social distancing guidelines, this meeting was held in the equipment garage of the Cumberland Falls Highway Water District and was unable to be recorded.

No meeting was held in September 2021 due to COVID.

The meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:

Malea Moses	-	CFHWD
Marshall Lovitt	-	Commissioner
Johnny Collette	-	Commissioner
Dean Prewitt	-	Commissioner
Amanda Hill	-	Attorney
James Whitten	-	Accountant
Ronald Canada	-	Commissioner
Everett Angel	-	Commissioner
Mike Baird	-	CFHWD

A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the August 2021 minutes. Motion carried.

No visitors attended this meeting.

Mike Baird gave the manager's report. Mike addressed the board with the issue of needing a discipline policy in place. The board was given a policy to be reviewed and voted on. Attorney, Amanda Hill requested the issue be tabled until next month's meeting so she would have time to review the policy before the board voted on the policy. The commissioners agreed to table this issue until next month's meeting. A motion was made by Dean Prewitt and seconded by Everett Angel to approve the manager's report. Motion carried.

James Whitten gave the financial report which included the financials from August 2021 and September 2021. A motion was made by Marshall Lovitt and seconded by Ronald Canada to approve the financial report. Motion carried.

No engineer's report was given due to the absence of Ken Taylor.

During the August 2021 board meeting, Johnny Collette stated the board is going to consider a pay increase for James Whitten because of the excellent job he does for the district. At this meeting, a motion was made by Ronald Canada and seconded by Marshall Lovitt for a pay increase from the monthly rate of \$1,500.00 to \$1,650.00 for the accounting services provided by James Whitten. Motion carried.

A motion was made by Dean Prewitt and seconded by Everett Angel for the meeting to adjourn. Motion carried and meeting adjourned.

CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222

January 27, 2022
Commissioner's Meeting

- 1. **Call meeting to order**
- 2. **Review and approval of November 2021 minutes**
****No meeting held in December due to inclement weather**
- 3. **Acknowledgement of visitors**
- 4. **Manager's report**

Water purchased in November 2021

Corbin	-	13,586,000
<u>Williamsburg</u>	-	<u>5,052,700</u>
Total	-	18,638,700

Four new services installed, and five repairs were made

Water purchased in December 2021

Corbin	-	13,085,000
<u>Williamsburg</u>	-	<u>5,346,400</u>
Total	-	18,431,400

Six new services installed, and three repairs made

- 5. **Financial report**
- 6. **Engineer's report**
- 7. **Other items for discussion**

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222**

November 15, 2021

To comply with COVID-19 social distancing guidelines, this meeting was held in the equipment garage of the Cumberland Falls Highway Water District and was unable to be recorded.

The meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:

Malea Moses	-	CFHWD
Ken Taylor	-	Kenvirons, Inc
Johnny Collette	-	Commissioner
Everett Angel	-	Commissioner
Marshall Lovitt	-	Commissioner
Dean Prewitt	-	Commissioner
James Whitten	-	Accountant
Ron Canada	-	Commissioner
Jeff Sparks	-	Diamond Acre
Mike Sparks	-	The Meadows
Amanda Hill	-	Attorney

Acknowledgement of Visitors:

Mike Sparks introduced himself to the board and stated he is the owner of the subdivision located on the Falls Highway known as The Meadows. He explained there will be 30 to 40 lots in this subdivision each being approximately 1 ½ acres. He stated he has had the first service installed in this subdivision and requested a line extension reimbursement for this service. Ken Taylor, engineer with Kenvirons, explained he would need to submit supporting documentation to the district before any reimbursement can be made. Malea Moses told Mr. Sparks reimbursements are done once a year in December and at that point, Mr. Sparks stated that did not seem fair but that he would get the paperwork together and submit it to the district office. The contract for Water Line Extensions in the Cumberland Falls Highway Water District's tariff, states all reimbursements will be done once a year in the month of December.

Jeff Sparks introduced himself to the board and stated he is the owner of the RV park known as Diamond Acres. He said their end goal with this project is 150 sites. Jeff Sparks also requested a line extension reimbursement but stated that after listening to his father, Mike Sparks address the board, he knew that he would also have to submit the supporting documentation to receive the reimbursement and that he would get that information together and bring it to the district office.

A motion was made by Ron Canada and seconded by Dean Prewitt for the acknowledgement of visitors. Motion carried.

Mike Baird gave the manager's report. In his report, he addressed the board with the issue of the Discipline Policy that was tabled at the last board meeting. At this point, the district's attorney, Amanda Hill said there should be a few changes to the policy and that she would draft a policy and bring it to the next board meeting. Johnny Collette said the board will table this issue until the next meeting. A motion was made by Marshall Lovitt and seconded by Ron Canada to approve the manager's report. Motion carried.

James Whitten gave the financial report. In his report, he requested the board review and approve the budget for 2022. After review, a motion was made by Dean Prewitt and seconded by Everett Angel to approve the 2022 budget. A motion was made by Marshall Lovitt and seconded by Dean Prewitt to approve the financial report. Motions carried.

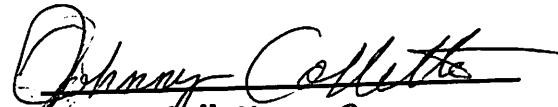
Ken Taylor gave the engineer's report. In his report, he stated they are waiting on a letter from Judge Executive, Pat White to KIA which will provide the information on the division of funds allocated for Whitley County from the Senate Bill 36 funds. Ken said he would contact the Judge to check on the status of this letter. Ken Taylor also updated the board regarding the vocational building the Whitley County School District is wanting to have built. The building will contain a woodworking classroom which will require more fire protection. For the district to be able to provide the water and pressure required for the fire protection, a 6-inch line would need to be installed. The school was given a cost estimate for the installation of this line and said they would get back with the district with their decision. A motion was made by Dean Prewitt and seconded by Marshall Lovitt to approve the engineer's report. Motion carried.

A motion was made by Dean Prewitt and seconded by Marshall Lovitt for the meeting to adjourn. Motion carried.


CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222

MINUTE APPROVAL

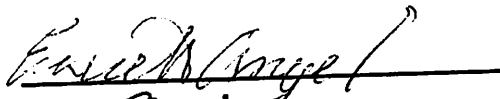
Date: 1-27-22



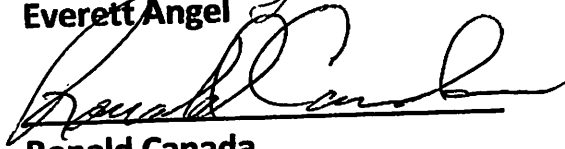
Johnny Collette



Dean Prewitt



Everett Angel



Ronald Canada



Brandon Creekmore

CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
606-528-0222

January 27, 2022

Commissioner's Meeting

To comply with COVID-19 social distancing guidelines, this meeting was held in the equipment garage of the Cumberland Falls Highway Water District and was unable to be recorded.

The meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:

Malea Moses	-	CFHWD
James Whitten	-	Accountant
Dean Prewitt	-	Commissioner
Brandon Creekmore	-	Commissioner
Johnny Collette	-	Commissioner
Everett Angel	-	Commissioner
Mike Sparks	-	Visitor-The Meadow
Amanda Hill	-	Attorney
Ronald Canada	-	Commissioner
Mike Baird	-	CFHWD
Ken Taylor	-	Kenvirons

A motion was made by Dean Prewitt and seconded by Everett Angel to approve the minutes from the November 2021 meeting. Motion carried

** No meeting was held in December 2021 due to inclement weather

Acknowledgement of Visitors

Mike Sparks addressed to board about receiving his reimbursement for the one service set on the line extension at The Meadow. Ken Taylor, district engineer, informed Mr. Sparks the required contract for a line extension had not been signed

in February 2021 as required and requested but was signed on December 28, 2021, this being after the completion of the project. Additionally, Mr. Sparks was informed the required original itemized bills with proof of their payment for the project had not been presented to the board for their review and determination of the amount of reimbursement allowed. Mr. Sparks said he would get this information together and get it to the district for the board to review. This matter is tabled until all supporting documentation is received, reviewed, and approved by the district's Board of Commissioners.

Mike Baird gave the manager's report. Mike informed the board the district is waiting to hear from John Siler on the Whitley County School project and will let them know as soon as Mr. Siler contacts him. Also, during the manager's report, Mike requested the board review and approve a Discipline Policy for the district employees. With all commissioners agreeing to and signing the effective date of January 27, 2022, a motion was made by Everett Angel and seconded by Brandon Creekmore to approve the district's Discipline Policy. Motion carried.

A motion was made by Ronald Canada and seconded by Dean Prewitt to approve the manager's report. Motion carried

James Whitten gave the financial reports for November 2021 and December 2021. A motion was made by Dean Prewitt and seconded by Everett Angel to approve the financial reports. Motion carried

Ken Taylor gave the engineer's report. In his report, Ken informed the board the state is considering purchasing the inactive pump station at 5th Street instead of paying to have it moved. He also stated the funding from Senate Bill 36 could be distributed soon. A motion was made by Dean Prewitt and seconded by Everett Angel to approve the engineer's report. Motion carried

A motion was made by Dean Prewitt and seconded by Ronald Canada for the meeting to adjourn. Motion carried

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222**

**February 21, 2022
Commissioner Meeting**

To comply with COVID-19 social distancing guidelines, this meeting was held in the equipment garage of the Cumberland Falls Highway Water District and was unable to be recorded.

The meeting was called to order by Chairman, Johnny Collette

Those in attendance were:

Malea Moses	-	CFHWD
Dean Prewitt	-	Commissioner
Johnny Collette	-	Commissioner
Brandon Creekmore	-	Commissioner
Ron Canada	-	Commissioner
Everett Angel	-	Commissioner
Mike Baird	-	CFHWD
Amanda Hill	-	Attorney
Jeff Sparks	-	Diamond Acres
Mike Sparks	-	Marmic Meadows

A motion was made by Everett Angel and seconded by Brandon Creekmore to approve the January 27, 2022, minutes. Motion carried

Acknowledgement of Visitors

Mike Sparks of Marmic Meadows and Jeff Sparks of Diamond Acres LLC attended the meeting with the request of being reimbursed for the first connection installed on the water line extensions at Marmic Meadows and Diamond Acres. Earlier in the day, Mike Sparks and Jeff Sparks dropped off the invoices for their cost of the water line extension. Mike Sparks provided copies of checks where some of the invoices had been paid but not for all invoices he submitted. Jeff Sparks provided invoices but no copies of checks showing those invoices had been paid. Jeff Sparks also stated he has sold 19 lots with the potential of having 49 sold by May 2022. Due to the fact the board of commissioners received the invoices at the meeting, it was requested the issue be tabled until the board meeting in March and that attorney, Amanda Hill research the issue further.

A motion was made by Everett Angel and seconded by Ron Canada giving Amanda Hill permission to research the reimbursement process for water line extensions. Motion carried

A motion was made by Dean Prewitt and seconded by Brandon Creekmore to table the issue of the reimbursement for the water line extensions until the March 2022 board meeting. Motion carried

Manager's Report

Mike Baird gave the manager's report. In his report, Mike updated the board on the following:

**** John Siler from the Whitley County School District had contacted him and said the school district has decided to go with having a water line installed instead of a firewall at the new vocational building.**

**** Ken Taylor had informed him of a grant that is being offered to water districts to help in replacing waterlines that contain asbestos in the pipe.**

Johnny Collette asked Mike where the project for getting lines on Jim Walker Road and Lanham Trace stood. Mike stated as soon as the funds are received by the district, the project will go out for bids.

A motion was made by Ron Canada and seconded by Dean Prewitt to accept the manager's report. Motion carried

Financial Report

No financial report was given due to the absence of accountant, James Whitten. The financials will be held and reviewed and approved at the March 2022 meeting.

Engineer's Report

No engineer's report was given due to the absence of engineer, Ken Taylor.

A motion was made by Dean Prewitt and seconded by Ron Canada for the meeting to adjourn. Motion carried

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222**

**March 21, 2022
Commissioner's Meeting**

The meeting was called to order by Chairman, Johnny Collette

Those in attendance were:

Malea Moses	-	CFHWD
Ken Taylor	-	Kenvirons
Everett Angel	-	Commissioner
James Whitten	-	Accountant
Mike Baird	-	CFHWD
Johnny Collette	-	Commissioner
Dean Prewitt	-	Commissioner
Mike Sparks	-	The Meadow
Jeff Sparks	-	Diamond Acre
Ronald Canada	-	Commissioner
Brandon Creekmore	-	Commissioner
Amanda Hill	-	Attorney

A motion was made by Dean Prewitt and seconded by Everett Angel to approve the February 21, 2022, minutes. Motion carried

Acknowledgement of Visitors

Mike Sparks addressed the board about payment for the one service installed on the line extension at The Meadow. Mr. Sparks brought in additional paperwork but after reviewing, the board concluded, and Mr. Sparks agreed more information was needed. Mr. Sparks said he would bring the additional paperwork needed to the next board meeting.

Jeff Sparks attended the meeting to discuss payment of the one service installed on the line extension at Diamond Acres but had to leave before the board was able to discuss his project. Mr. Sparks said he would attend the next board meeting.

A motion was made by Everett Angel and seconded by Ronald Canada to table the Mike Sparks and Jeff Sparks line extension projects until the next board meeting. Motion carried.

Manager's Report

Mike Baird gave the manager's report. In his report, he discussed the road projects the state will be doing during the summer and the water lines that will be relocated because of these projects.

Mike Baird and Ken Taylor discussed with the board the funding the district will be receiving from the Kentucky Cleaner Water Program and the required paperwork that is to be completed.

A motion was made by Everett Angel and seconded by Ronald Canada authorizing Johnny Collette to sign all necessary documents pertaining to the Kentucky Cleaner Water Program. Motion carried.

A motion was made by Ronald Canada and seconded by Everett Angel to approve the manager's report. Motion carried.

Financial Report

James Whitten gave the financial reports for February and March.

A motion was made by Everett Angel and seconded by Dean Prewitt to approve the financial report. Motion carried.

Engineer's Report

Ken Taylor gave the engineer's report. In his report he updated the board on the following projects:

Whitley County School District: The school is going forward with having the district run a water line for the new vocational building. Ken said the district will need attorney, Amanda Hill to draw up a contract for payment between the Whitley County School District and the water district for the installation of this line. Ken said he will go forward with obtaining permits for this line.

Pump station relocation: Ken said in the next month or so the district will be taking bids for the relocation of the pump station and the state will be sending a contract stating they will pay for the relocation.

Lakewood Development: Ken said he had spoke with Mike Bartley and stated Mr. Bartley will be beginning the next section to Lakewood Phase 3 and will be signing a contract for a line extension.

A motion was made by Ronald Canada and seconded by Brandon Creekmore to approve the engineer's report. Motion carried.

A motion was made by Ronald Canada and seconded by Everett Angel for the meeting to adjourn. Meeting adjourned.

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222**

**May 16, 2022
Commissioner's Meeting**

The meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:

Malea Moses	-	CFHWD
Everett Angel	-	Commissioner
James Whitten	-	Accountant
Jeff Sparks	-	Diamond Acre
Ken Taylor	-	Engineer
Dean Prewitt	-	Commissioner
Johnny Collette	-	Commissioner
Brandon Creekmore	-	Commissioner
Ronald Canada	-	Commissioner
Amanda Hill	-	Attorney
Mike Baird	-	CFHWD

A motion was made by Dean Prewitt and seconded by Everett Angel to approve the March 21, 2022 minutes. Motion carried.

***No meeting was held in April, 2022.**

Acknowledgement of Visitors

At this time, Chairman, Johnny Collette excused himself from the meeting due to his affiliation with Jeff Sparks of Diamond Acres LLC and requested Vice Chairman, Dean Prewitt preside over the meeting.

Jeff Sparks addressed the board with regards to the current line issue with Diamond Acre and then asked Ken Taylor to explain to the board the new plans and ask the board to approve the plans for submittal to the Division of Water.

All commissioner's agreed and a motion was made by Ronald Canada and seconded by Everett Angel giving permission for Ken Taylor to speak to the Division of Water with regards to Diamond Acre and when allowed, submit the new plans for their approval. Motion carried.

Johnny Collette re-entered the meeting and began presiding over the board meeting.

Manager's Report

Mike Baird addressed the board on the following issues in his report:

Tank Inspections: The board was informed of the cost estimate from Pittsburg Tank for the required inspection and cleaning of the district's 5 water tanks. A motion was made by Ronald Canada and seconded by Everett Angel giving permission for Mike Baird to sign the agreement between Pittsburg Tank and the District for the inspection and cleaning of the district's water tanks. Motion carried.

WCHS Vocational School Building: The board was informed the plans for the water line for the school had been submitted to the Division of Water and we are now waiting on the permit.

Lakewood Phase 3B and Shiner Hill Phase 2: During the manager's report Ken Taylor stated that upon the board's approval he will send out the required contract/paperwork for the next section of line extension for Lakewood and Shiner Hill. All commissioners agreed and gave approval for Ken Taylor to move forward with the paperwork for these line extensions. A motion was made by Everett Angel and seconded by Dean Prewitt for the approval of Lakewood Phase 3B and Shiner Hill Phase 2. Motion carried.

A motion made by Everett Angel and seconded by Ronald Canada to approve the manager's report. Motion carried.

James Whitten gave the financial report for the months of March and April 2022. A motion was made by Brandon Creekmore and seconded by Everett Angel to approve the financial report. Motion carried.

Engineer's Report

Ken Taylor addressed the board with the following issues in his report:

WCHS Vocational Building: As stated during the manager's report, Ken said the plans for the water line for this project has been submitted to the Division of Water and we are now waiting on the permit.

State Road Widening Project: Ken informed the board the plans have been submitted to the Division of Water for the relocation of the water lines in front of the Dollar General Store (Falls Hwy at Corinth), Drives & Conveyors, Highway 204 and Ballard Ford.

A motion was made by Dean Prewitt and seconded by Brandon Creekmore to approve the engineer's report. Motion carried.

A motion was made by Dean Prewitt and seconded by Everett Angel for the meeting to adjourn. Motion carried and meeting adjourned.

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222**

**June 20, 2022
Commissioner Meeting**

The meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:

Malea Moses	-	CFHWD
Johnny Collette	-	Commissioner
James Whitten	-	Accountant
Dean Prewitt	-	Commissioner
Mike Sparks	-	Visitor/The Meadow
Jeff Sparks	-	Visitor/Diamond Acre
Everett Angel	-	Commissioner
Brandon Creekmore	-	Commissioner
Jeff Hill	-	Attorney
Ron Canada	-	Commissioner
Ken Taylor	-	Kenvirons, Inc
Mike Baird	-	CFHWD
Les Moses	-	CFHWD

A motion was made by Everett Angel and seconded by Dean Prewitt to approve the May 16, 2022, minutes. Motion carried

Acknowledgement of Visitors

Mike Sparks addressed the board with receipts for reimbursement for the line extension at The Meadow subdivision. The board reviewed the paperwork and once again stated their concerns with the amount charged for the installation, the issue with there being no proof of actual payment for the amount charged and Mr. Sparks not adhering to the contract for line extension. This issue is tabled until the next board meeting.

Jeff Sparks addressed the board regarding the status of his project at Diamond Acres. The district engineer, Ken Taylor stated they are waiting on the Division of Water to review the paperwork and issue the new permit for this project but that he had received an email saying the state has an extremely high backlog right now and it will be weeks before the review is started. Ken also said he was going to contact Terry Humphries (DOW) and ask for the paperwork to be reassigned to someone with less backlog. At this point, Jeff Sparks said he would appreciate anything the district could do to speed up this process.

Manager's Report

Mike Baird gave the manager's report and updated the board on the following projects:

Lakewood 3A: The line for this project has been treated and pressure tested. Next step is to do the water sampling.

Shiner Hills Phase 2: John Siler was sent the paperwork for the line extension.

A motion was made by Everett Angel and seconded by Ron Canada to approve the manager's report. Motion carried

Financial Report

James Whitten gave the financial report. A motion was made by Dean Prewitt and seconded by Brandon Creekmore to approve the financial report. Motion carried

Engineer's Report

Ken Taylor gave the engineer's report and updated the board on the following projects:

Whitley County High School: They have received the permit for the waterline, a contract between the district and the school for payment has been drafted and approved by Mike Baird and the district's attorney, Amanda Hill. The school

district will pay one half of the payment up front and the remaining half at the completion of the job.

Shiner Hill Subdivision Phase 2: Ken Taylor emailed John Siler the contract for a line extension and advised him to sign and return the contract to the district and to adhere to the contract so there will be no issues when time for reimbursement.

Hwy 204 & Ballard Ford Line Relocations: The bids for these line relocations came back too high and the state is having them re-bid.

Line Relocation at 5th Street, Corbin: They have received the permit for the relocation but the district needs to make the decision whether they want to go under the road to service the customers at 3822 Cumberland Falls Highway, 3992 Cumberland Falls Highway and 4004 Cumberland Falls Highway, or let them become customers of the City Utilities Commission. A motion was made by Ron Canada and seconded by Dean Prewitt to turn the three services over to the City Utilities Commission. Motion carried

A motion was made by Ron Canada and seconded by Brandon Creekmore to approve the engineer's report. Motion carried

Other Items for Discussion

Malea Moses addressed the board regarding raises for office personnel. She stated that she understood that all employees deserved and wanted a raise but asked the board to consider giving a higher raise to the office staff because of the increased workload and unlike the servicemen, they provide their own transportation to and from work and for some errands that are necessary for the office. The board stated they would check with the accountant to see what the district could afford, and they would discuss the issue at the next board meeting.

A motion was made by Dean Prewitt and seconded by Ron Canada for the meeting to adjourn. Motion carried

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222**

**July 18, 2022
Commissioner Meeting**

Meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:

Malea Moses	-	CFHWD
Brandon Creekmore	-	Commissioner
Johnny Collette	-	Commissioner
Dean Prewitt	-	Commissioner
Everett Angel	-	Commissioner
Mike Baird	-	CFHWD
Ken Taylor	-	Kenvirons, Inc
Jeff Sparks	-	Diamond Acre
Amanda Hill	-	Attorney
Ron Canada	-	Commissioner

A motion was made by Dean Prewitt and seconded by Everett Angel to approve the June 20, 2022, minutes. Motion carried

Acknowledgement of Visitors

Jeff Sparks attended the meeting but when addressed by the board he stated he had nothing to say.

Manager's Report

Mike Baird gave the manager's report. In his report, he updated the board on the following projects:

**Whitley County High School: J & L came in with the lowest bid on this project at \$100,100.00.
Road Widening at 5th Street: Akins Excavating came in with the lowest bid on this project at \$73,960.00.**

A motion was made by Everett Angel and seconded by Dean Prewitt to award the contract for WCHS project and the Road Widening at 5th Street project to the lowest bidder. Motion carried

A motion was made by Ron Canada and seconded by Brandon Creekmore to approve the manager's report. Motion carried

Financial Report

Due to the absence of the accountant, James Whitten, there was no financial report given. The finances for June will be reviewed at next month's board meeting.

Engineer's report

Ken Taylor gave the engineer's report. In his report, he updated the board on the following projects:

Highway 204 & Ballard Ford: The state received bids for these two projects, but all bids came in too high. The state is now having these projects re-bid.

Shiner Hill Phase 2: John Siler has signed the contract for a Line Extension.

Lakewood: There is nothing new to report on this project.

Diamond Acre: Lines are in, and pressure tested. Samples are to be taken.

A motion was made by Everett Angel and seconded by Dean Prewitt to approve the engineer's report. Motion carried

At this point in the meeting, Johnny Collette said he felt like the district needed to hire an office manager so there would be someone in the office who could answer questions and phone calls. Malea Moses spoke up and requested he appoint someone in the office who has been doing the job for years. He said the office personnel could apply for the job. A motion was made by Everett Angel and seconded by Dean Prewitt for an office manager to be hired. Motion carried

The issue of the line extension reimbursement for The Meadow was addressed. Jeff Sparks spoke up and stated his father, Mike Sparks has covid and suggested this issue be tabled once again.

A motion was made by Dean Prewitt and seconded by Everett Angel for the meeting to adjourn. Meeting adjourned

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222**

**August 15, 2022
Commissioner's Meeting**

Meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:

Malea Moses	-	CFHWD
Mike Baird	-	CFHWD
James Whitten	-	Accountant
Dean Prewitt	-	Commissioner
Everett Angel	-	Commissioner
Johnny Collette	-	Commissioner
Brandon Creekmore	-	Commissioner
Ronald Canada	-	Commissioner
Jeff Sparks	-	Visitor/Diamond Acres
Mike Sparks	-	Visitor/The Meadow
Amanda Hill	-	Attorney
Dayna Cain	-	CFHWD
Kelli Hampton	-	CFHWD

A motion was made by Ronald Canada and seconded by Everett Angel to approve the July 18, 2022, minutes. All agreed and motion carried.

Mike Baird asked to go forth with all other district business before acknowledgment of visitors, Mike Sparks and Jeff Sparks, due to the amount of information that will need to be addressed with their projects.

Manager's Report

Mike Baird gave the manager's report and updated the board on the following:

**Whitley County School: J & L Contracting has started on this line installation
Road Widening at 5th St: Akins Excavating has not started on this project.
Shiner Hills Phase 2: They have completed the tie in to phase one and made the loop.**

A motion was made by Dean Prewitt and seconded by Brandon Creekmore to approve the manager's report. All agreed and motion carried.

Financial Report

James Whitten gave the financial report. A motion was by Brandon Creekmore and seconded by Everett Angel to approve the financial report. All agreed and motion carried.

Engineer's Report

No engineer's report was given due to the absence of Ken Taylor.

Acknowledgement of Visitors

Mike Sparks with The Meadow and Jeff Sparks with Diamond Acres addressed the board regarding reimbursement for taps installed on The Meadow line extension. Mike Sparks stated he is hoping to settle this matter and be done with it. He said he had turned in his paperwork and asked if the board had any questions and then started going over the invoices he had provided.

Commissioner, Ron Canada, stated that he had discussed his opinion at last month's meeting but would restate what he said because Mike Sparks was unable to attend. Ron Canada said that because the paperwork was not done properly or in the time required, the district could consider the line extension contract void and refuse to reimburse any amount. He then said the district does not want to operate in that manner and feels like Mike Sparks does deserve reimbursement but, only for the invoices and proof of payment provided. He said there was no proof as far as rock removal and hauling of dirt and the district cannot include that in the cost calculation of the project. Mike Sparks said he could get his contractor to write up an itemized invoice for the rock and dirt.

Commissioner, Brandon Creekmore, stated he still has concerns with the fact the following stipulations in the contract for line extension was not adhered to: A. The contract was not signed before the work began, B. The original itemized bills/invoices with proof of payment were not provided in the time specified. He stated the contract was not signed until December of 2021 and we are still 7 months later trying to get invoices and proof of payment. Mike Sparks stated that everyone knew the work was being done and the contract not being signed shouldn't be an issue. Mr. Sparks also said the district's attorney, Amanda Hill, stated we could just back date the contract. At this point, Amanda Hill corrected Mr. Sparks. She stated they could not back date the contract and she had spoken with the Public Service Commission and was told if the district approved an amount to be reimbursed, the district could then submit it to the PSC for their approval but since the contract was not adhered to, there was no guarantee it would be approved.

Jeff Sparks stated he and his father, Mike Sparks, both are educated men, and this is their first line extension project, but it was not made clear to them as to what the process for a line extension is and they felt the district has been difficult to deal with during this process. Brandon Creekmore said the contract is simple and self-explanatory with 4 steps. Jeff Sparks said they did not receive the contract until after the work was done and had never seen the contract until they signed it in December 2021. Brandon Creekmore voiced his concern as to the precedent the district would be setting for future developers who are interested in doing a line extension; saying if a future developer does not do his paperwork and we do not reimburse him, that developer could potentially say, "you did it for him, why not me?" and then at that point your tariff is useless.

Commissioner, Everett Angel, asked if we had received the paperwork for reimbursement on Diamond Acres. Jeff Sparks said he had dropped his off but decided to wait because he did not want to overwhelm the board. Malea Moses reminded Jeff Sparks he had requested his paperwork be returned to him and has never brought it back. Again, Jeff Sparks said he didn't want to overwhelm the board with his paperwork because of the issues with his dad's project.

Commissioner, Ronald Canada, spoke on behalf of the board and stated just like Jeff Sparks and Mike Sparks, the entire board is new to the process of line extensions, and he understood their frustration, but the commissioners must follow the rules for this to be done correctly because they are the ones who will be held responsible, and they must have the paperwork to back up what they approve. He said based on the information provided by Mike Sparks, he had determined the amount of reimbursement should be approximately \$775.00 and the board was ready to approve that amount if he would accept it. Mr. Canada explained the process he used for calculating the amount and stated there was no itemized bill for rock removal and the hauling of dirt so that could not be added into the equation. Mike Sparks did not agree to the offer of \$775 and stated he would get his contractor, Charlie Delph, to write up an itemized invoice for the rock and dirt and bring them back to the next meeting so they could be added into the calculation.

Commissioner, Everett Angel, asked Mike Baird if he had seen the rock area in question and if a hoe hammer was used and he stated he had seen the area and that no hammer was used in the area only a backhoe bucket.

Chairman, Johnny Collette, suggested this issue be tabled until next month. He also stated he felt the district did not present things clearly and there needs to be a better process and more communication to prevent this in the future. Malea Moses stated if the protocol had been followed there would have been no confusion and all paperwork would have been signed. She explained the first step in the line extension process is for the land developer to attend a board meeting, address the board with their idea/plans for the project. At which point, the board of commission would take a vote for the approval of the project and if the majority voted yes, then a contract for line extension, would be signed by the developer and a district representative at that meeting. She also stated if a commissioner or any representative of the district is contacted by someone who is considering doing a line extension, they do not need

to skip any steps in the process. They need to tell that person to come to a meeting prior to anything being done. Johnny Collette stated he felt like this was a good idea and wanted a motion made. Dayna Cain stated this is the way it has always been and that at no point had the office been contacted about these projects or the developer would have been told to come to a meeting.

A motion was made Ron Canada and seconded by Brandon Creekmore agreeing if a developer is interested in doing a line extension, the developer must attend a board meeting and if project is approved a contract must be signed at the meeting. All agreed and motion carried.

A motion was made by Dean Prewitt and seconded by Everett Angel for the meeting to adjourn. All agreed and motion carried.

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222**

**September 19, 2022
Commissioner Meeting**

Meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:

Malea Moses	-	CFHWD
Mike Baird	-	CFHWD
Johnny Collette	-	Commissioner
Dean Prewitt	-	Commissioner
Brandon Creekmore	-	Commissioner
Everett Angel	-	Commissioner
Amanda Hill	-	Attorney
Ronald Canada	-	Commissioner
Mike Sparks	-	Visitor/The Meadow
Jeff Sparks	-	Visitor/Diamond Acres
Kelli Hampton	-	CFHWD

A motion was made by Dean Prewitt and seconded by Everett Angel to approve the August 15, 2022, minutes. All agreed and motion carried.

Acknowledgement of Visitors

Mike Sparks addressed the board with new receipts and totals for the line extension at Marmic Meadows (The Meadow). He stated he removed the bill for the topsoil.

Commissioner, Everett Angel, stated he felt the rock clause should have been removed instead of the topsoil. Mike Sparks replied with saying Charlie Delph did have to dig rock but used a backhoe with a bucket to beat the rock out causing him to go through 2-3 sets of teeth, the time spent doing the job and the wear and tear on his equipment. Everett Angel replied, saying it would have been better to have used a hoe hammer and possibly cheaper.

Commissioner, Ron Canada, asked if Amanda Hill could do a break down on the new receipts provided by Mike Sparks because he felt like they have been given the same information as before. Johnny Collette said she could but that was more of the district accountant's job. Ron Canada said his question was, will the board (PSC) want it broken down further than just a statement for line installation and rock removal. Amanda Hill spoke up and said she wasn't sure what would be required because the tariff says proof of true and actual cost and that is

what is required for Mr. Sparks to provide, and the district board must be satisfied with what is provided.

Chairman, Johnny Collette, stated he spoke with the district accountant, James Whitten, several times about this and James has looked over this paperwork and James had said at the last meeting the district is "splitting hairs". Johnny continued to say that he felt all the paperwork is there and Mike Sparks has proved himself; he feels like we are at the end of the road with this. Johnny then went on and made the comparison of what it cost the Whitley County School District to install 1500 (6 inch) feet of line to the Mike Sparks' project (3 inch & 4 inch line) and said that it cost the school approximately \$52.00 per foot.

Attorney, Amanda Hill, went over everything that was required of Mike Sparks to receive reimbursement for a line extension. Those things being, all regulations required by the Division of Water and the district were to be followed, that the cost of the line installation is not included in the price of the lots, and proof of true and actual cost must be shown. She then stated the things that were not done correctly, which were the following: the contract for line extension was not signed prior to work beginning and the proof of true and actual cost was not submitted within the 10-day allowance. Amanda said, should the board decide to make an exemption they must have good reason. Chairman, Johnny Collette, stated we need to make the exemption. Amanda Hill explained the district must provide in writing to the Kentucky Public Service Commission (PSC) justifiable reason as to why the district is willing to deviate from the tariff and line extension contract to approve the reimbursement.

Chairman, Johnny Collette, suggested a motion be made to approve the payment of \$1,236.50 (\$24.73 per foot up to 50 feet) per tap that Mike Sparks is requesting. (No motion was made)

Commissioner, Brandon Creekmore, stated that according to his calculations, the numbers provided by Mike Sparks are not adding up. He asked that all totals be called out so he could once again calculate the amount. Brandon said his calculation came to \$20.41 per foot (up to 50 ft) with a total of \$1,020.50 per tap but still had concerns about the reimbursement.

Mike Sparks stated he was willing to accept the \$20.41 per foot, with the total being \$1,020.50 per tap.

Chairman, Johnny Collette, suggested a motion be made approving the amount of \$1,020.50 per tap for Mike Sparks. A motion was made by Everett Angel and seconded by Dean Prewitt to approve the amount of \$1,020.50 per tap for the line extension installed by Mike Sparks at Marmic Meadows (The Meadow). There were four (4) ayes and one (1) nay.

Chairman, Johnny Collette, said that attorney, Amanda Hill, said this is not official and the board is making a motion in order to move forward.

Commissioner, Brandon Creekmore, agreed to allow attorney, Amanda Hill, to send the information to the PSC for their review and approval of the reimbursement. All commissioners agreed.

Attorney, Amanda Hill, asked what the justification is for allowing the deviation away from the tariff? Again, Amanda stated the district must provide justifiable reason to PSC as to why the board is willing to deviate from the district's tariff and contract for line extension. The following reasons were stated; mercy for the developers, a new board of commission who had never dealt with a line extension project, new manager, and new developers.

Jeff Sparks of Diamond Acre spoke up and said the line extension contracts emailed to them by the district's engineer had gone to junk mail and they are asking for grace. He also stated he felt both parties went against the contract. Mike Sparks added they all worked together on these projects and knew it wasn't signed.

Attorney, Amanda Hill, asked Mike Sparks when he executed his contract, and he stated it was sometime after he came to the meeting in November 2021 because that is when he was told it was not signed. Jeff Sparks stated they did not realize the contract needed to be signed until they began submitting paperwork for reimbursement. District Manager, Mike Baird, stated he had called Mike Sparks and Jeff Sparks 2-3 times and told him the contract needed to be signed. Malea Moses stated engineer, Ken Taylor, had emailed the contract at least two times. At this point, Amanda Hill stated she had all information needed to submit the paperwork to PSC.

Manager's Report

District manager, Mike Baird, gave the manager's report. He updated the board on the following issues:

New Services: The district installed 16 new services in the month August 2022.

Whitley County High School: This project is complete, and he is pleased with the work provided by J & L Contracting.

Road Widening at 5th St: Akins Excavating has finished this project and has removed the pump station and to prevent someone from damaging it, Tim Akins is keeping it at his property until it is installed on Hwy 90.

A motion was made by Everett Angel and seconded by Brandon Creekmore to approve the manager's report. All agreed and motion carried.

No financial report was given due to the absence of accountant, James Whitten.

No engineer's report was given due to the absence of engineer, Ken Taylor.

Other Items for Discussion

Jeff Sparks of Diamond Acres stated he appreciated the work the district has done at Diamond Acres. He said they have sold 45 out of 49 lots and have 10 more taps that need to be set. He said they have just recently completed his project and is getting close to the deadline on the 10-day period to submit receipts to follow the line extension contract. He said he had worked for 7 hours this day to get his bills and proof of payment together but still was not done and asked that he be able to have his project tabled until next month.

Attorney, Amanda Hill, explained tabling the issue until next month would make him out of compliance with the 10-day allowance. Jeff Sparks made the gesture of handing the paperwork to the commissioners and said, "I have submitted the paperwork but now I am taking it back and asking the issue be tabled until next month." Amanda Hill explained the commissioners must be able to look at the items submitted and then asked what the original bills submitted at the November 2021 meeting was for. Malea Moses explained that was the first meeting Jeff Sparks had attended asking for his reimbursement. At that point, Jeff Sparks stated his project is a little different because he originally had the district install a 2' inch tap to serve the campground but found out due to state regulations, he had to change the project plans and have individual meters set at each site.

Malea Moses was asked to make copies of all paperwork so that each commissioner would have their own copy. Due to the amount of paperwork to be copied, the commissioners agreed to have Mike Baird bring their copies to them so the meeting could continue.

A motion was made by Dean Prewitt and seconded by Everett Angel for the meeting to adjourn. All agreed and meeting adjourned.

*****After the meeting adjourned, copies were still being made of Jeff Sparks' paperwork. Jeff Sparks came into the front office and said there was no reason to continue making copies of his paperwork because a lot of it did not pertain to this project. Jeff Sparks once again took all bills he said he submitted and said he would bring them back later for us to make copies for the board of commission.**

**CUMBERLAND FALLS HIGHWAY WATER DISTRICT
6926 Cumberland Falls Highway
Corbin, KY 40701
Phone: 606-528-0222**

**October 17, 2022
Commissioner Meeting**

Meeting was called to order by Chairman, Johnny Collette.

Those in attendance were:

Malea Moses	-	CFHWD
Johnny Collette	-	Commissioner
Everett Angel	-	Commissioner
Dean Prewitt	-	Commissioner
Jeff Sparks	-	Diamond Acres
Mike Sparks	-	The Meadow
James Whitten	-	Accountant
Brandon Creekmore	-	Commissioner
Mike Baird	-	CFHWD
Ronald Canada	-	Commissioner
Amanda Hill	-	Attorney
Ken Taylor	-	Kenvirons, Inc

A motion was made by Ronald Canada and seconded by Everett Angel to approve the September 19, 2022, minutes. All in favor, motion carried.

Acknowledgement of Visitors

Jeff Sparks addressed the board with proof of cost and payment in order to proceed forward with the reimbursement for the line extension done at Diamond Acres. Mr. Sparks explained in detail each bill and the form of payment that was provided. Ending with the total footage laid being 7,166 feet of line for a total cost of \$64,850.14 equaling out to \$9.05 per foot and a reimbursement of \$452.50 per tap.

Chairman, Johnny Collette asked if anyone had any questions and stated that he wanted to compliment Jeff Sparks and Mike Sparks for trying to get their receipts together for the board and that he normally would have excused himself from the meeting during this time, but he did want to say that every project varies in cost, and we all know that. He said where this project is roughly \$9.05 per foot another project might be \$14.00-\$15.00 a foot. He continued to say the project at Whitley County School came out to approximately \$52.00 per foot. Malea Moses stated the line at the county school was a larger line and assumed that was the reason

for the higher cost. Johnny Collette agreed but stated there are always variables when laying water line.

Commissioner, Everett Angel, asked what the total cost of labor per foot was. Jeff Sparks said he did not have that calculated separately but would be glad to calculate it for them. Everett Angel said there was no need for him to do that.

Chairman, Johnny Collette stated the district needs to have a set rate for reimbursement so the board would not have to go through the receipts and paperwork. When someone came in with a line extension, they would know up front the amount that would be reimbursed per tap. Malea Moses said there would have to be a percentage of total cost set before that would work. Johnny Collette asked the district engineer, Ken Taylor, what he thought about it. Ken Taylor replied he is not sure the PSC would go along with it being done that way or allowing the tariff to be changed because they go off known and measurable expenses. He stated there are many variables that go into these projects. Ken Taylor also said that he will be submitting an invoice to Jeff Sparks for last part of re-permitting on his project. Jeff Sparks said he would like to have time to add that invoice into his paperwork for reimbursement.

Commissioner, Ron Canada, asked if the ¾ inch line was before the meter or after the meter. Jeff Sparks replied it is all before the meter and said they did not include in the cost of the project anything after the meter. He said it is the line going from the 4 in., 3 in., or 2 in. line to the meter. Ron Canada confirmed the total footage of line that will be turned over to the district is 7166 feet and Jeff Sparks agreed.

Chairman, Johnny Collette, asked if there were any more questions. Commissioner, Brandon Creekmore, asked if the DOW had approved the re-permitting. Ken Taylor said all permits had been approved.

Chairman, Johnny Collette, stated he felt this should be tabled until next meeting so that all board members have a chance to go over the paperwork (101 pages) unless the board is in total agreement with the amount asked for by Jeff Sparks. He also stated he would not say anything either way and would let Dean Prewitt speak for him. Brandon Creekmore said he would like the chance to do a breakdown of the numbers and double check the figures.

A motion was made by Everett Angel and seconded by Dean Prewitt to table the reimbursement proceeding for Diamond Acres until next meeting. All were in favor and motion carried.

Manager's Report

Mike Baird gave the manager's report. In his report, he stated due to illness he was unable to attend the meeting at the courthouse with CVADD on 10/11/22 but Ron Canada had attended on his behalf. Ron Canada stated there are 5 water utilities in line to receive funds from the second year of the Cleaner Water Project grant, with those being Whitley County Water, Knox

County Water (only for the area served in Whitley County on East 92), City of Williamsburg, City of Corbin and Cumberland Falls Highway Water District with the total amount to be divided being \$2,230,059.00. He went on to say the funds the district will receive will be between \$447,069.75 and \$557,514.00 depending on the amount Knox County receives. Ken Taylor stated the funds received by the district will be used to revamp the telemetry system and then the district will decide what to do with the remaining funds.

At this point, District Manager, Mike Baird, handed all commissioners paperwork showing the employee's rates of pay, years of employment and raise calculations.

Chairman, Johnny Collette asked visitor, Mike Sparks of The Meadow, if he had anything further. He [Mike Sparks] asked if there was anything else needed from him and if his project had been submitted to the PSC. Attorney, Amanda Hill, said she was waiting on approval from all commissioners before submitting it to the PSC. Commissioner, Brandon Creekmore, stated he was going over the paperwork because he had not been given a copy of what the attorney had prepared ahead of time like the other commissioners. The copy Amanda Hill gave Brandon Creekmore did not have the corrected letter attached to it. Malea Moses printed out a copy for him to read.

A motion was made by Dean Prewitt and seconded by Ronald Canada to approve the manager's report. All were in favor and motion carried.

Financial Report

James Whitten gave the financial report. Due to his absence at the September 2022 meeting, James gave the financials for the months of August 2022 and September 2022.

A motion was made by Dean Prewitt and seconded by Everett Angel to approve the financial reports for August and September 2022. All were in favor and motion carried.

Engineer's Report

Ken Taylor gave the engineer's report. In his report, he updated the board on the following issues:

WCHS: The line installed by J&L Contractors is complete and in service. A leak has been detected and if it is on the line installed by J&L, they will repair the line. If it is on the service line, the district will have to make the repair. Overall, this project went well.

5th Street Relocation: The phase one relocation work has all been completed as far as everything that could be moved up front. In the highway contract, it is stated the district's tie-in to Corbin's line will be done once Corbin's line is relocated. The highway department put

the roadwork up for bid and all bids came in way over budget. They refused the bids and are having the job rebid.

Hwy 204 & 25 near Shell Station: This project has been bid 3 times. The state has finally decided to award the bid the 3rd time and according to what he was told the bid came in \$140,000.00 more than the first time it was bid. He said originally the bids came in way over budget and so they kept raising the budget until they finally were able to settle on a bid that will be awarded. Ken stated the project may not start until spring, but we will be able to go ahead and move the district's waterlines. Ken said they are waiting to hear back from the state, the Division of Water permit, and the environmental part. He said they have easements together and they will be taken care of and now we are waiting on permits.

Commissioner, Ronald Canada, asked if this was the same type of permits that was done for Jeff Sparks when they had his re-permitted? Ken stated the part that is comparable to Jeff Sparks' has been looked at but the actual hold-up on this project is the environment study.

Lakewood & Shiner Hill Line Extensions: Ken Taylor stated they are continuing work at Lakewood and John Siler's project on Shiner Hill is complete.

Commissioner, Ronald Canada, asked where we stood on updating the telemetry system. Ken Taylor explained the CVADD meeting that he [Ron] attended on Tuesday 10/11/22 where it was explained how funds will be distributed from the second year Cleaner Water Project grant is where the funding will come from to pay for the telemetry updates.

A motion was made by Ronald Canada and seconded by Everett Angel to approve the engineer's report. All were in favor and motion carried.

Other Items for Discussion

Ken Taylor stated a motion needed to be made accepting/passing the resolution and grant agreement for the Cleaner Water Project.

A motion was made by Dean Prewitt and seconded by Brandon Creekmore to accept/pass the Resolution and Grant Agreement for the Cleaner Water Project. All were in favor and motion carried.

James Whitten asked if these are state or federal funds and Ken Taylor stated they are federal funds coming to the district from the state.

A motion was made by Everett Angel and seconded by Dean Prewitt giving Amanda Hill permission to submit the paperwork to the Kentucky Public Service Commission for their approval on Mike Sparks Marmic Meadow line extension. All were in favor and motion carried.

Chairman, Johnny Collette, dismissed James Whitten and Ken Taylor from the meeting because of the distance they must travel. Commissioner, Brandon Creekmore, asked James Whitten to stay so that he would be present during the discussion of employee wages.

At this time, Jeff Sparks and Mike Sparks left the meeting.

Chairman, Johnny Collette, stated there was nothing on the agenda about giving the employees a raise and it should be tabled. Commissioner, Brandon Creekmore, spoke up and stated this issue was brought up several months ago but that it was tabled until it could be discussed with accountant, James Whitten. Johnny Collette disagreed. Malea Moses stated she was the one who addressed the board requesting a raise. Johnny Collette replied he should be made aware of these issues before getting to the meeting and that he felt Brandon Creekmore had discussed the issue in the front office before the meeting began. Brandon Creekmore said he was given the paperwork by Manager, Mike Baird, at the meeting along with all the other commissioners. Mike Baird was called to the table by Johnny Collette to verify if he had given the paperwork at the meeting and if he is the one who came up with the formula for raise calculations. Mike Baird verified he was the one who had come up with the formula and had handed it out during the meeting to all the commissioners.

Brandon Creekmore asked Johnny Collette if there was an issue. Johnny Collette stated there is an issue because he doesn't like being surprised, the board needs to be run equally and the issue of raises should be studied and tabled. He continued to say things are just presented and signed off on and everyone walks away, and he has a problem with that. Brandon Creekmore stated the manager is the one who handed out the paperwork to the board. Johnny Collette said that Mike Baird had not discussed it with him and that is why he is talking to him about it. Brandon Creekmore then stated he felt Johnny Collette was directing his issue at him instead of the manager. Mike Baird said he is the one who handed out the paperwork and the board can look at it and table it if that is what they want to do. Johnny Collette said that is fair enough.

Johnny Collette then asked Brandon Creekmore if he had a problem. Brandon Creekmore asked Johnny Collette if there was something he wanted to get off his chest. Johnny stated he had a lot to say but it would be done in private, and he will not table their issues in front of everyone.

Brandon Creekmore asked if there is a hiring policy. Malea Moses replied it was always just brought before the board. He then asked how it came to be the district needed an office manager. Johnny Collette stated it was a decision between him and Mike Baird. Everett Angel said it was brought up in the commissioner training that we needed an office manager.

Brandon Creekmore said hiring an office manager would cost the district extra money and asked if there was a need the board isn't aware of that would create a need for an extra person to be hired in the office or do we need more manpower in the field. Mike Baird said the audit stated the district needed a fourth person in the office. Ronald Canada stated Malea Moses had said they were overworked and maybe underpaid. Malea Moses said the office is underpaid but had no issue handling the work. Brandon Creekmore continued to say it had

been mentioned at a previous meeting about giving the employees raises and at the training they were speaking of it was also stated the district needed to take care of their existing employees. Johnny Collette said at the previous meeting Malea Moses requested a \$2.00 per hour raise and he felt that was out of order and that is not the way it is going to be handled. Malea Moses said years ago the board tried to always bring the lower paid employees up to what the older employees made. She also stated she had been here the same amount of time as another employee, and he made a lot more than her. She does understand the men are "in the ditch" but without the office, the servicemen's job is useless. Brandon Creekmore stated he wanted everyone taken care of and this had been tabled before and that is why he asked James Whitten to stay so it wouldn't have to be tabled again. He continued by saying instead of hiring another office employee that would cost the district more money, more insurance etc. could we split the salary that would be paid to that person among the current employees to better take care of them.

Everett Angel stated the district must have an office manager because someone has to be in charge of the office. Malea Moses spoke up and said she would take the position as office manager but was scoffed at. Everett Angel stated the PSC said the district must have an office manager to be responsible for the cash and paperwork and that way when something goes wrong that person would go to jail.

Mike Baird said the electric company issued raises based on a percentage and that the district employees haven't had raises in three years. Ronald Canada said he feels the employees deserve a raise and Brandon Creekmore again said he would rather take care of the current employees as to hire someone in the office. He stated they were told in the training with Kentucky Rural Water Association the office employees are a vital part of the job. Brandon continued to say that in his mind if you hire someone in as office manager, they will be hired in making more money than the people they are over. You have one who has 9 years, one who has 22 years, and one who has 28-29 years experience in that same office and yet the board is considering hiring someone to be the boss over them and make more money than them when the board could continue to let Mike Baird be the manager over everything and take care of everybody both laborers/operators and office clerks. Brandon continued to say the board has been going back and forth with Jeff and Mike Sparks since he came on the board in January, bending over backwards to work with people outside of the office but not taking care of people inside the office and that is his only issue. He stated it was a shock to him because no one had mentioned to him until Johnny Collette brought up about requesting an office manager and up to that point, he was unaware of the need of such a thing. Johnny Collette said it was brought up in training and then he brought it up at the next meeting. Malea Moses stated that at that meeting she suggested if the board wanted to hire a fourth person, let that person start out working the window and learn the job from the ground up like she, Kelli and Dayna have done. Johnny replied he did not hear that, but he did hear Malea ask for a \$2.00 raise. He continued to say that he has been in the office many times before he was on the board and asked who the manager was, and it was according to what day it was. Malea Moses addressed him by saying, the manager would have either been Marshall Lovitt, Les Moses or Jeff Wilder to which he replied, I would ask who the office manager is. Malea Moses stated the district has always

just had an overall manager and anything that pertained to the office directly was handled by the office staff.

Brandon Creekmore did a breakdown of what amount of raise could be given to each employee. He stated Mike Baird was not on the list of employees for raises and Johnny Collette stated he [Johnny] had hired Mike at a set salary for 3 years, so he is not to be included in raise calculations. Brandon based the salary of an office manager position at \$19.00 per hour at 40 hours per week which calculated out that each employee could potentially be given a \$3.16 per hour raise and overall, he feels like the employees are all doing a good job because the district is in the plus financially and as far as he knows, all water needs are being met.

Ronald Canada asked if a field worker was going to be hired. Mike Baird said one person and that he recommends for tonight's meeting the board should decide on giving a raise to the employee's whether it be based on a percentage or a set amount on the hour. Johnny Collette suggested it be tabled until next month because he needs to study it. He said they study everything else before it is voted on and this should be too. Ronald Canada said he agrees the employees need a raise and suggested maybe 10% over three years or maybe 5% each year. Johnny Collette said they need to look at the cost of living because there are several ways of doing these equations and James Whitten needs to be involved. Johnny also said if we give big raises, we will hear about it from PSC. Mike Baird said it's up to the board to vote on it, but he feels like 5% is a good raise and that he worked for the electric company, and it is a lot bigger than the water district and they gave 4% one year and then 3% the next two years. Malea Moses replied and said look at the pay differences between what the electric company makes per hour and what the water district employees make. She continued by saying she threw the \$2.00 raise out there because hiring an office manager was a kick in the gut. She stated the three office employees know their customers, go above and beyond to take care of their customers, know their jobs and are dedicated to the district.

Brandon Creekmore asked who does the interviewing for new employees. Mike Baird said he does, and Johnny Collette set in on a couple of them. Everett Angel asked if we were hiring a new employee and if that person was going to be a field worker. Mike Baird said they are not hiring at this time. Everett Angel suggested doing without a field worker and divide that pay among employees and Mike stated he has to have a field worker. Brandon Creekmore said they're interviewing for a field worker and taking applications for an office manager that is two more people they will be paying. He would rather hire a field worker and forget about an office manager and divide that money to take care of the current employees. He went on to say it doesn't have to be a \$3.00 an hour raise, maybe a \$2.00 per hour raise across the board for all employees and it would still be cheaper than hiring an office manager and in turn save the district money, take care of every employee and the district wouldn't be out as much money.

Johnny Collette stated Brandon Creekmore had clarified that twice now and that he has had up to twenty employees at a time work for him and he knows how it all works but continued to say he wants the issue tabled until the "next journey". Brandon explained the only reason he brought the issue up is because Mike Baird handed out the paperwork and he is not sure

why Johnny got so upset with him. Johnny replied to Brandon, they would discuss it later. Brandon said it could be discussed now while it is being recorded and there would be no private conversations. Johnny Collette said that is fine, they would have no private conversations and to just leave it alone and he has an answer for any question Brandon has. Brandon stated he had no questions but doesn't understand why he [Johnny] has to make it personal. He said he felt Johnny Collette was "biting his head off" for no reason. Johnny Collette said he doesn't want to stay in a meeting all evening because Brandon had a conversation. Brandon then said he would like to take care of the employees before Christmas and the only reason it was brought up is because the paperwork that was handed out and doesn't understand why this is being made into the "Johnny Collette show" because it is not. Johnny Collette replied, that is personal. Brandon said take it however you want it and here is another personal thing to do, "Don't ever have the Judge Executive call me and try to coerce me into voting for a project that you are tied in with. Johnny Collette replied, "Are you serious?" to which Brandon said, "I am dead serious." Johnny said to Brandon, "If I was going to have someone coerce you, it would be the Governor, you understand that?" Brandon said, "Threaten all you want." Johnny replied, "I am not threatening, I'm telling you." Brandon said, "If you want to put that on the table, go ahead." Johnny stated he had never called anyone, and he doesn't care what Brandon said. Brandon Creekmore stated that it is all a matter of public record that it happened to which Johnny replied it was a lie and he makes that a public record and he will swear to it with the Judge. Brandon stated that wouldn't surprise him.

Johnny Collette suggested the meeting adjourn.

Ronald Canada made a motion to table the issue of raises and Everett Angel said to adjourn. No one addressed the motion.

Brandon Creekmore spoke to Johnny Collette and said, "I am not going to let you push me around." Johnny replied, "I don't want to push you around." Brandon Creekmore said, "You started as soon as I brought up raises." Johnny said, "You can't force me into voting today," to which Brandon stated he wasn't forcing anyone.

A motion was made by Ronald Canada and seconded by Dean Prewitt for the meeting to adjourn. All were in favor and the meeting adjourned.