

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING

January 27, 2020

The Board of Commissioners for the Bath County Water District met in regular session on January 27, 2020 at 7:00 p. m. at the District Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, L. W. Patton, Eddie Goodpaster and Rodney Donathan. Marvin Crouch was absent. Also present: Mark Crouch and Loria Barber, Employees, Jim Thompson, Engineer, Sherri Greene and Kenny Barber, Co-Managers and Linda Copher, Recording Secretary for the Board.

Acting Chairman Ginter called the meeting to order at 7:00 p. m.

Commissioner Patton made a motion to approve December 23, 2019 minutes. Goodpaster seconded. Motion carried.

Greene reported Morehead Utility Plant Board purchase water rates will not be going up in 2020.

Greene reported that the District received a letter from Morehead Utility Plant Board regarding the new treatment plant; the delay is due to a Water Allocation Study required by the Corps of Engineers to determine if Cave Run has sufficient water to meet demands, the study will take approximately 18 months and cost estimated at \$250,000. See letter attached and made part of the minutes.

Past due and inactive accounts were reviewed by the Board.

Greene reported the Monthly Management Report and Financial Statement.

The ACH & CCD sheets were signed by Commissioners Patton and Donathan.

The Payroll sheets were signed by Commissioners Ginter and Patton.

Barber and Greene reported on the water loss.

Commissioner Patton made a motion to approve the Monthly Management Report. Donathan seconded. Motion carried.

Greene reported Loria Barber's evaluation and acting Chairman Ginter presented her with a certificate and incentive check.

Other business:


Greene discussed a list of old accounts to write off. Goodpaster made a motion to write off the list of inactive customer accounts. Patton seconded. Motion carried.

Barber discussed purchasing material and supplies the Water District needs. Commissioner Donathan made a motion to split the purchase of material and supplies between Hays Pipe and Core and Main. Goodpaster seconded. Motion carried.

Barber reported that Thompson Brothers fixed the exposed 8" water main off Hardin Road.

There being no further business, Goodpaster made a motion to adjourn. Patton seconded. Motion carried.


CHAIRMAN


SECRETARY

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING

February 24, 2020

The Board of Commissioners for the Bath County Water District met in regular session on February 24, 2020 at 7:00 p. m. at the District Office in Salt Lick, Kentucky. The following Commissioners were present: Marvin Crouch, Mike Ginter, L. W. Patton, Eddie Goodpaster, and Rodney Donathan. Also present: Mark Crouch, Employee, Sherri Greene, Co-Manager, Sherman Sparks, Auditor and Linda Copher, Recording Secretary for the Board. Kenny Barber, Co-Manager was absent.

Chairman Crouch called the meeting to order at 7:00 p. m.

Commissioner Patton made a motion to approve January 27, 2020 minutes. Goodpaster seconded. Motion carried.

Chairman Crouch recognized Sherman Sparks, Auditor for the Water District; he went over the Audit and reported it was a good clean audit without issues. Commissioner Patton made a motion to approve the Audit. Donathan seconded. Motion carried.

Greene reported that Colton Armstrong gave notice his last day is February 28, 2020. There will be an Ad in the news paper for the next two weeks for a replacement for Maintenance Position.

Greene reported that Kenneth Barber and Loria Barber plan to retire June 30, 2021.

Past due and inactive accounts were reviewed by the Board.

Greene gave the Monthly Management Report and Financial Statement the District had a loss in January.

The ACH & CCD sheets were signed by Commissioners Goodpaster and Ginter.

The Payroll sheets were signed by Commissioners Patton and Crouch.

Greene reported water loss for January 2020 was 10.2%.

Commissioner Patton made a motion to approve Monthly Management Report. Ginter seconded. Motion carried.

In other Business:

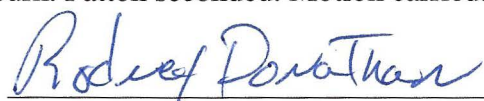
Commissioner Ginter discussed with the Board a water leak that Dana Keeton had in her automatic cattle water that resulted in a high water bill. The Water District gave a leak adjustment on her bill.

Greene discussed with the Board that the ACH payment agreement with the Bank needed to be updated. Commissioner Ginter made a motion for Barber and Greene to sign the ACH payments. Goodpaster seconded. Motion carried.

Greene suggested making a change to the personal policy regarding boots and outer wear purchased by the District for employees. Commissioner Donathen made a motion that boots or outer wear purchased within 6 months of employee quitting or terminated the District must be reimbursed by the employee. Patton second. Motion carried.

There being no further business, Goodpaster made a motion to adjourn. Patton seconded. Motion carried.


Chairperson


Secretary

BATH COUNTY WATER DISTRICT BOARD OF COMMISSIONERS MEETING

June 22, 2020

The Board of Commissioners for the Bath County Water District met in regular session on June 22, 2020 at 7:00 p. m. at the District Office in Salt Lick, Kentucky. This is the first meeting of the Board of Commissioners since February 22, 2020 due to the Covid 19 virus. The following Commissioners were present: Marvin Crouch, Mike Ginter, L. W. Patton, Eddie Goodpaster, and Rodney Donathan. Also present: Mark Crouch, Employee, Sherri Greene and Kenny Barber, Co-Managers, and Linda Copher, Recording Secretary for the Board.

Chairman Crouch called the meeting to order at 7:00 p. m.

Commissioner Patton made a motion to approve February 22, 2020 minutes. Ginter seconded. Motion carried.

Greene discussed with the Board a 9.49% increase in Employee Health Insurance for 2020-2021. Commissioner Goodpaster made a motion to keep the same insurance with Anthem for 2020-2021. Donathan seconded. Motion carried.

Greene went over the 2019 PSC annual report with the Board.

Barber discussed the maintenance position the District has available and said he would like to table it for now due to Covid 19.

Past due and inactive accounts were reviewed by the Board. Greene said she received in March an order from the PSC to stop all late fees and disconnections due to Covid 19.

Greene gave the Monthly Management Reports and Financial Statements for March, April, May and June.

The ACH & CCD sheets for March, April, May and June were signed by Commissioners Goodpaster and Donathan.

The Payroll sheets for March, April, May and June were signed by Commissioners Patton and Crouch.

Greene and Barber reported on the water loss for March, April, May and June.

Commissioner Donathan made a motion to approve the Monthly Management Reports for March, April, May and June. Goodpaster seconded. Motion carried.

In other Business:

Greene discussed with the Board a customer on Hwy 60 who owns a rental property and her daughter has a business at that location both places use water from the same meter and the customer wants the renter of the house to put the water bill in their name. Greene explained to the customer that according to the District's Tariff the bill is to stay in property owner's name if more than one house or business is using from the same meter. The Board agreed they cannot deviate from the Tariff.

Barber reported about an issue with a customer in Montgomery County whose meter was locked. The customer took the lock off the meter the District pulled the meter then the customer put a jumper in the box causing a leak. District employee Mark Crouch was called to property twice on a Sunday and Police were called. The Board decided for Barber to contact the County Attorney and to bill the customer for damages and water lost.

Barber reported a problem with a property owner in Owingsville who filled dirt over both Bath County Water District and Owingsville Water main lines. The City of Owingsville hired someone to remove the fill and is asking Bath County Water District to share in the cost. Commissioner Patton made a motion to pay \$500.00 toward the cost of removing the fill. Ginter seconded. Motion carried.

Barber made the Board aware of a property owner on Hwy 36 across from Save A Lot who wanted a meter on his property. Barber explained to them they would need an easement from Jerry Maze Estate or the Mormon Church.

Chairman Crouch asks if the District could stop and talk to his neighbor. He thinks his meter is set to deep in the ground.

There being no further business, Donathan made a motion to adjourn. Ginter seconded. Motion carried.



CHAIRMAN



SECRETARY

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING

July 27, 2020

The Board of Commissioners for the Bath County Water District met in regular session on July 27, 2020. The following Commissioners were present: Marvin Crouch, Mike Ginter, and Eddie Goodpaster. L. W. Patton and Rodney Donathan were absent. Also present: Mark Crouch, Employee, Sherri Greene and Kenny Barber, Co-Managers, and Linda Copher, Recording Secretary for the Board.

Chairman Crouch called the meeting to order at 7:00 p. m.

Chairman Crouch appointed Commissioner Goodpaster as Financial Officer and Commissioner Ginter as Secretary in the absent of Commissioners Patton and Donathan.

Commissioner Ginter made a motion to approve June 22, 2020 minutes. Commissioner Goodpaster seconded. Motion carried.

Barber and Greene discussed with the Board the condition of the District's trucks. (See attached list) Commissioner Goodpaster made a motion to advertise for bids for a new ½ ton truck and a new dump truck. Commissioner Ginter seconded. Motion carried.

Barber discussed employee position changes he made with employees Randy Conn and Chris Crouch. Commissioner Goodpaster made a motion for Randy Conn to be in charge of Water Quality Control and Chris Crouch the new Field Supervisor and to give Barber the authority to increase Chris Crouch's pay \$1.00 per hour after September 1, 2020 if change is made permanent; also for Mark Crouch to start making decisions, under Barbers guidance, as the new Co-Manager, Barber is retiring June 30, 2021. Commissioner Ginter seconded. Motion carried.

Past due and inactive accounts were reviewed by the Board.

Greene discussed the Monthly Management Report and Financial Statement.

The ACH & CCD sheets were signed by Commissioners Goodpaster and Ginter.

The Payroll sheets were signed by Commissioners Goodpaster and Crouch.

Barber reported water loss for June was 7.4%.

Mark Crouch went over Randy Conn's employee evaluation. Chairman Crouch signed the evaluation.

Commissioner Goodpaster made a motion to approve the Monthly Management Report. Commissioner Ginter seconded. Motion carried.

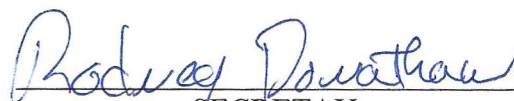
In other Business:

Barber discussed with the Board the re-sealing of the parking lot. Commissioner Goodpaster made a motion for C & H Asphalt Sealing & Repair to re-seal and stripe the parking lot for \$ 495.00. Ginter seconded. Motion carried.

There being no further business, Ginter made a motion to adjourn. Goodpaster seconded. Motion carried.



CHAIRMAN



SECRETARY

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING

August 24, 2020

The Board of Commissioners for the Bath County Water District met in regular session August 24, 2020. The following Commissioners were present: Marvin Crouch, L. W. Patton, Rodney Donathan and Eddie Goodpaster. Mike Ginter, Commissioner and Kenny Barber, Co-Manager was absent. Also present: Mark Crouch and Sherri Greene, Co-Managers, Jim Thompson, Engineer and Linda Copher, Recording Secretary for the Board.

Chairman Crouch called the meeting to order at 7:00 p. m.

Commissioner Goodpaster made a motion to approve July 27, 2020 minutes. Patton seconded. Motion carried.

Mark Crouch and Jim Thompson discussed a 50 year old 10 inch main water line broken in Licking River. The 10 inch main line lays on the bottom of Licking River and is broke in half; employees have tried to repair the line three times. This main line needs to be replaces as soon as possible. Commissioner Patton made a motion to declare a state of emergency to replace the 10 inch main water line, as soon as possible. Donathan seconded. Motion carried.

To replace the 10 inch main water line it will have to go under the river by directional bore, the estimated cost for the bore is \$125,000 without a casing and \$250,000 with a casing; Jim Thompson was told by contractors that the pipe used is just as good without a casing after discussion, Commissioner Goodpaster made a motion to replace the line without a casing. Commissioner Patton seconded. Motion carried.

Past due and inactive accounts were reviewed by the Board. No cutoffs have been done due to Covid-19.

Greene gave the Monthly Management and Financial Reports for July District had a profit of \$1,396.84.

The ACH & CCD sheets were signed by Commissioners Goodpaster and Patton.

The Payroll sheets were signed by Commissioners Patton and Crouch.

Greene reported water loss for July was 6.6%.

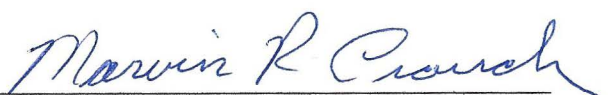
Commissioner Donathan made a motion to approve the Monthly Management Report. Patton seconded. Motion carried.

In other Business:

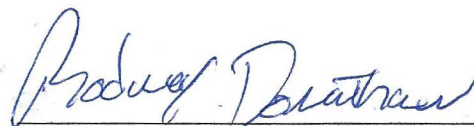
Greene gave all the Commissioners a revised copy of the Kentucky Open Records & Guide Acts that was sent from Bath County Judge Executive, Bobby Rogers.

Mark Crouch asked if the District could advertise for the Maintenance Position. The Board agreed to advertise the Maintenance position and review the applications at the September meeting.

There being no further business, Patton made a motion to adjourn. Goodpaster seconded. Motion carried.



CHAIRMAN



SECRETARY

BATH COUNTY WATER DISTRICT BOARD OF COMMISSIONERS MEETING

September 28, 2020

The Board of Commissioners for the Bath County Water District met in regular session on September 28, 2020. The following Commissioners were present: Marvin Crouch, Rodney Donathan and Mike Ginter. Commissioners L. W. Patton and Eddie Goodpaster were absent. Also present: Mark Crouch, Sherri Greene and Kenny Barber, Co-Managers, Jim Thompson, Engineer and Linda Copher, Recording Secretary for the Board.

Chairman Crouch called the meeting to order at 7:00 p. m.

Chairman Crouch appointed Ginter as Financial Officer in the absence of Patton.

Commissioner Ginter made a motion to approve August 24, 2020 minutes. Donathan seconded. Motion carried.

Greene informed the Board that the replacement line at Licking River was complete. Chairman Crouch signed invoices to G & W Construction for \$ 121,470 and Kentucky Engineering for \$ 8,500.

Chairman Crouch opened bids on Trucks. Tim Short Ford, 2021 Ford Truck \$29,310 and 2021 Ford Dump Truck \$ 57,323. Dutch's Chevy, 2021 Truck \$28,790 and 2021 Chevy Dump Truck \$ 59,990. Dutch's Ford, 2021 Ford Truck \$30,490 and 2021 Ford Dump Truck \$ 58,990. After discussion, Commissioner Donathan made a motion for Barber and Crouch to purchase the trucks that they felt best served the District's needs. Ginter seconded. Motion carried.

The Board reviewed all applications for the Maintenance Position. Brandon Frazier, Richard McNabb and Trevor Haddix were picked for interviews to be held before next month's meeting.

Past due and inactive accounts were reviewed. Greene reported that the PSC would be lifting the ban on disconnects October 20, 2020.

Greene gave the Monthly Management Report and Financial Statement the District had a profit of \$448.89 FOR August 2020.

The ACH & CCD sheets were signed by Commissioners Donathan and Ginter.

The Payroll sheets were signed by Commissioners Ginter and Crouch.

Greene reported water loss was 9.7% for August 2020.

Mark Crouch presented Chris Crouch's evaluation. Mark Crouch said Chris was improving and Chairman Crouch signed his evaluation.

Commissioner Ginter made a motion to approve the Monthly Management Report. Donathan seconded. Motion carried.

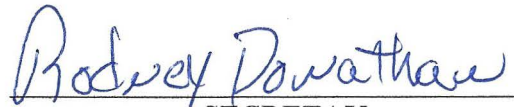
In other Business:

Mark Crouch reported the District was selected by the Gateway ADD to receive a Grant for a new GPS System and help completing the GPS coordinates of the District's system. The District was asked to purchase new equipment to work with the new GPS system at an estimated cost of \$5,000. After discussion, Commissioner Donathan made a motion to purchase the new GPS equipment at the estimated cost of \$5,000. Ginter seconded. Motion carried.

There being no further business, Donathan made a motion to adjourn. Ginter seconded. Motion carried.



CHAIRMAN



SECRETARY

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING

October 26, 2020

The Board of Commissioners for the Bath County Water District met in regular session on October 26, 2020. The following Commissioners were present: Marvin Crouch, Rodney Donathan, Mike Ginter, L.W. Patton and Eddie Goodpaster. Also present: Sherri Greene and Kenny Barber, Co-Managers, and Linda Copher, Recording Secretary for the Board.

Chairman Crouch called the meeting to order at 7:00 p.m.

Commissioner Donathan made a motion to approve September 28, 2020 minutes. Goodpaster seconded. Motion carried.

Interviews were held before the Board Meeting starting at 6:00 p.m. for a maintenance position with the Water District. Commissioner Donathan made a motion to hire Darrell Romans and Brandon Frazier to start November 1, 2020 starting pay \$12.00 an hour, after 90 days to receive health insurance and to increase another \$1.00 per hour after 6 months with approval by the Board. Also to increase Elijah Razor .50 cents per hour. Patton seconded. Motion carried.

Past due and inactive accounts were reviewed by the Board. Greene read a letter that will be sent to all customers who have not paid their water bills due to Covid-19. (See letter attached to minutes.)

Greene reported to the Board the Monthly Management Report and Financial Statement.

The ACH & CCD sheets were signed by Commissioners Goodpaster and Ginter.

The Payroll sheets were signed by Commissioners Patton and Crouch.

Barber reported on the water loss.

Greene reported Connie Skaggs evaluation and said there were improvements over last year with the employee conflicts. Chairman Crouch signed her evaluation

Commissioner Patton made a motion to approve monthly management report. Goodpaster seconded. Motion carried.

In other Business:

Greene reported that on September 8, 2020 the Division of Water did an inspection no violations reported.

Barber reported black top repair to driveways and County Roads where water leaks have been fixed. Two estimated were received, M & M Services was for \$9,433.96 and Crouch Paving was \$5,000. The work was done by Crouch paving for \$5,000.

Greene discussed with the Board an option on uniforms for the employees. Commissioner Goodpaster made a motion for employee to have an option to get uniforms from Cintas or having a \$200.00 yearly allowance to buy jeans themselves. Ginter seconded. Motion carried.

Greene also asked the Board if she could advertise for a Billing Clerk due to the retirement of Loria Barber, June 30, 2020. The Board agreed to advertise for a Billing Clerk.

There being no further business, Donathan made a motion to adjourn. Patton seconded. Motion carried.



CHAIRMAN



SECRETARY

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING

December 14, 2020

The Board of Commissioners for the Bath County Water District met in regular session on December 14, 2020. The following Commissioners were present: Marvin Crouch, Rodney Donathan, Mike Ginter, and L.W. Patton. Eddie Goodpaster was absent. Also present: Connie Scaggs and Kenny Barber, Employees, Sherri Greene and Mark Crouch, Co-Managers, and Linda Copher, Recording Secretary for the Board.

Chairman Crouch called the meeting to order at 6:00 p.m.

Commissioner Donathan made a motion to approve October 26, 2020 minutes. Patton seconded. Motion carried.

Greene reviewed with the Board 32 applications for Billing Clerk. After discussion the Board agreed on 4 people to interview: Kaylee Purvis, Leigh Megan McKenzie, Emily Benson and Shelby Bennett. Tiffany Vice as alternate if any of the four decided they were no longer interested in the position. Interviews will start at 6:00 p.m. on January 25, 2020 before the Board Meeting at 7:00 p.m.

Greene, Barber and Mark Crouch went over the 2021 Budget with the Board. At this time the Board went into executive session to discuss Incentive pay, Covid 19 pay and pay increases for employees.

Commissioner Crouch called the meeting back in session. Commissioner Donathan made a motion to approve the 2021 Budget. Ginter seconded. Motion carried.

Commissioner Patton made a motion to increase all employees .50 cent on the hour and to increase Mark Crouch to \$23.00 per hour starting January 1, 2021. Incentive Pay and Covid-19 Incentive as follows: Employees incentive \$400.00 plus Covid-19 \$300.00, Barber, Greene and Mark Crouch Incentive \$500.00 plus Covid-19 \$300.00, Doug Rogers Incentive \$200.00 plus Covid-19 \$100.00, Darrell Romans (new employee) Covid-19 \$100.00 and Linda Copher Incentive \$200.00 plus Covid-19 \$100.00. Ginter seconded. Motion carried.

Mark Crouch discussed with the Board Tank cleaning. Commissioner Ginter made a motion to receive bids for tank cleaning. Donathan seconded. Motion carried.

Greene went over the past due and inactive accounts with the Board for October and November 2020.

Greene reported the Monthly Management Report and Financial Statement for October and November 2020.

The ACH & CCD sheets were signed by Commissioners Donathan and Patton.

The Payroll sheets were signed by Commissioners Patton and Crouch.

Barber reported on the water loss.

Mark Crouch reported to the Board on Elijah Razors evaluation.

Commissioner Patton made a motion to approve monthly management report. Ginter seconded. Motion carried.

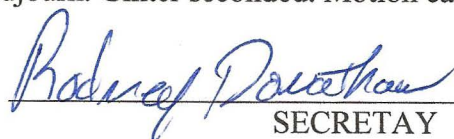
IN OTHER BUSINESS:

Mark Crouch and Barber discussed with the Board employee issues they were having. They discussed that some employees were missing a lot and not doing what they were told to do. They will be reprimanding them and that random drug test may need to be done. The Board agreed that these issues need to be take care of.

There being no further business, Donathan made a motion to adjourn. Ginter seconded. Motion carried.



CHAIRMAN



SECRETARY