

**HENRY COUNTY WATER DISTRICT NO. 2  
BOARD AGENDA**

January 11, 2022

Reading of Minutes & Approval of Income Statement & Balance Sheet  
Minutes from the December 14, 2021 Meeting  
Account Balances, Operation Expenses, Revenue Income

Guests:

Report from Engineers:

Report from Attorney:

Report from Accountant:

Report from Superintendent, Chief Operating Officer:

Report from any Commissioners:

New Business:

1. Pleasureville Tank Rehab Update
2. Updike Property Update/Executive Session
3. COVID Update
4. Filter # 3 Update

Old Business:

1. Pandemic Conditions
2. Tank Rehab
3. Filter Update

The minutes of the meeting of the Board of Water District Commissioners of Henry County Water District #2 held at the office of the District at 6:00 p.m. on December 14, 2021.

Those in attendance are shown by the attached attendance sheet.

The minutes of the November 9, 2021 meeting had been previously sent to the Commissioners for their review along with the monthly financial report. A motion was made by Commissioner Jones to approve the minutes, seconded by Commissioner Combs and passed after the Commissioners reviewed the Balance Sheet, the Income Statement and the check register for the previous month.

Lucy Pollitt of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated December 14, 2021, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting and Hydraulic Model Update 2021.

The District's accountant, Jeff Woods, was not present.

Jay Hoffman of Wet or Dry Tank Inspection was present and reported about the Pleasureville Tank. It is ready to be filled and the contractor should be able to complete soon but has some punchlist items to complete. They will not be paid until the work is complete.

The District's attorney, D. Berry Baxter, was present and advised concerning the Updike line issue in the industrial park. After discussion about the issue, he was empowered to consult with Updike's counsel regarding moving the line.

Lisa Coots was not present. The COO advised that she collected \$245.00 during the previous month.

The Plant Operator was not present. The COO presented his report. The chemical supplier raised prices without required notice. Once called to their attention they refunded the overcharge.

The Superintendent was not present. The COO presented his report:

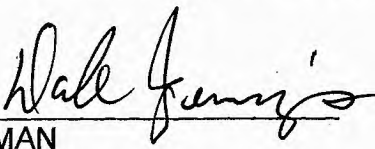
- Crews did the standard work in the previous month including repairing leaks, performing the line locates and setting meters. The crew notes are attached hereto.
- The Superintendent worked on the Lacie Booster.
- He further worked in the L'Esprit subdivision.

The COO presented his report:

- His notes are attached hereto.

- He reviewed the proposed budget for 2022 with the Board. A copy of the budget comparison and expenses is attached hereto. He commented that part of the salary overage in 2021 was due to overtime at the treatment plant. He is trying to get employees certified as operators. Two employees recently tried and failed to pass the test. He hoped to do additional filter repairs next year but the money is not available. He ordered a new truck for the distribution staff for approximately \$38,000.00. After review of the proposed budget, Commissioner Jones made a motion to adopt same, seconded by Commissioner Combs and passed.
- Well 7 has been repaired. It took awhile but insurance paid all but \$5000 of the repair which is the deductible.
- He ordered a new F-150 for distribution staff.
- He is working on consolidating some loans which could result in a \$200,000 savings over 15 years.
- He is working with community agencies to assist customers with unpaid water bills.
- He signed five plats in the prior month.
- He spoke with Trimble County Judge about an unserved in that county. The judge is trying to get aid from KIPDA on this project.
- The 140 lot subdivision in Eminence is apparently still going forward.
- Two employees quit last month. He does not think it will be difficult to fill the positions.
- He offered to assist with anything to help with regard the storm damage in Western Kentucky.
- A water main in Organ Creek Farms was struck by someone digging without prior approval.

There being no further business to come before the Board, a motion to adjourn was made by Commissioner St. Clair, seconded by Commissioner Combs and passed.

  
CHAIRMAN

Attest:

  
SECRETARY

**HENRY COUNTY WATER DISTRICT NO. 2  
BOARD AGENDA**

February 8, 2022

Reading of Minutes & Approval of Income Statement & Balance Sheet  
Minutes from the January 1, 2022 Meeting  
Account Balances, Operation Expenses, Revenue Income

Guests:

Report from Engineers:

Report from Attorney:

Report from Accountant:

Report from Superintendent, Chief Operating Officer:

Report from any Commissioners:

New Business:

1. Filter Update
2. Updike Property Update
3. COVID Update
4. Construction Update

Old Business:

1. Pandemic Conditions
2. Tank Rehab
3. Filter Update



The minutes of the meeting of the Board of Water District Commissioners of Henry County Water District #2 held at the office of the District at 6:00 p.m. on January 11, 2022.

Those in attendance are shown by the attached attendance sheet.

The minutes of the December 14, 2022 meeting had been previously sent to the Commissioners for their review along with the monthly financial report. A motion was made by Commissioner Combs to approve the minutes, seconded by Commissioner Crouch and passed after the Commissioners reviewed the Balance Sheet, the Income Statement and the check register for the previous month.

Lucy Pollitt of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated January 11, 2022, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting and Hydraulic Model Update 2021.

The District's accountant, Jeff Woods, was not present.

Jay Hoffman of Wet or Dry Tank Inspection was present and but had no report.

The District's attorney, D. Berry Baxter, was present and advised concerning the Updike line issue in the industrial park. He reported that he communicated with Updike's attorney and they are trying to arrange a meeting between the COO and Mr. Updike. The lawyers agreed that their attendance was not necessary and he contacted the COO and asked him to proceed. Unfortunately, the COO does not have contact information for Mr. Updike. Counsel reached out to Updike's lawyer to obtain same and has not heard back due to COVID issues.

Lisa Coots was not present. The COO advised that she collected \$0 during the previous month.

The Plant Operator was present and reported about an issue on Well #8. Water was coming up from the ground and there is a concern about the check valve. Lane is coming to look at this well and Well #2 which is have an electrical issue.

The Superintendent was present and reported as follows:

- Crews did the standard work in the previous month including repairing leaks, performing the line locates and setting meters. The crew notes are attached hereto.
- The Superintendent presented his report which is attached hereto.
- The new Pleasureville Tank is in service and operating satisfactorily.

The COO presented his report:

- His notes are attached hereto.

- He reported that receipts are down and he is concerned about the mail.
- The individual who struck the water line in Organ Creek paid for the damage.
- He measured a line extension on Long Branch Road and it was several thousand feet. It is not likely to result in an extension.
- There have been some COVID issues with the staff. He chose to keep the lobby closed due to the increase in cases. The Board will review on a month to month basis. He noted that a lot of customers are paying online.
- The KIPDA meeting was moved from tomorrow to later in the month.
- He began working on the annual audit.
- The water loss has gone below 20% in recent months.
- US Trailer quoted a new trailer at \$21,000.00 which was significantly higher than the lost one purchased. He is trying to find a trailer from another location.

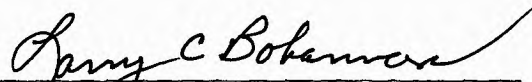
Commissioner Richardson asked about how they are going to handle late charges if there are issues about bills being received late. The COO advised that the staff is handling on a case by case basis.

The COO submitted a request to Judge Brent to reappoint Commissioner Hawkins for another term.

There being no further business to come before the Board, a motion to adjourn was made by Commissioner Combs, seconded by Commissioner St. Clair and passed.

  
CHAIRMAN

Attest:

  
SECRETARY

**HENRY COUNTY WATER DISTRICT NO. 2  
BOARD AGENDA**

March 8, 2022

Reading of Minutes & Approval of Income Statement & Balance Sheet  
Minutes from the February 8, 2022 Meeting  
Account Balances, Operation Expenses, Revenue Income

Guests:

Report from Engineers:

Report from Attorney:

Report from Accountant:

Report from Superintendent, Chief Operating Officer:

Report from any Commissioners:

New Business:

1. Updike Property Update/Executive Session
2. COVID Update
3. Old Sligo Road Development / Subdivision
4. Start of Audit
5. Irwin Lane

Old Business:

1. Pandemic Conditions
2. Tank Rehab
3. Filter Update
4. Updike

**\*\*\*FINANCIAL REPORTS WILL BE AVAILABLE AT BOARD MEETING**

The minutes of the meeting of the Board of Water District Commissioners of Henry County Water District #2 held at the office of the District at 6:00 p.m. on February 8, 2022.

Those in attendance are shown by the attached attendance sheet.

The minutes of the January 11, 2022 meeting had been previously sent to the Commissioners for their review along with the monthly financial report. A motion was made by Commissioner Jones to approve the minutes, seconded by Commissioner Hawkins and passed after the Commissioners reviewed the Balance Sheet, the Income Statement and the check register for the previous month.

Lucy Pollitt of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated February 8, 2022, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting and Hydraulic Model Update 2022.

The District's accountant, Jeff Woods, was not present.

Jay Hoffman of Wet or Dry Tank Inspection was present and but had no report.

The District's attorney, D. Berry Baxter, was present but had no report.

Lisa Coats was not present. The COO advised that she collected approximately \$5200 during the previous month.

The Plant Operator was not present.

The Superintendent was present and reported as follows:

- Crews did the standard work in the previous month including repairing leaks, performing the line locates and setting meters. He did not have crew reports due to the fact that the crews are currently fixing a leak on a twelve (12) inch line and their supervisors were unavailable.
- The Superintendent presented his report which is attached hereto.
- He advised that an elbow on Well #8 blew out but the fitting was repaired and is back online. It was a pretty major undertaking.
- Well #2 was not working properly. They replaced the motor with a spare and Layne is determining if the broken motor can be repaired or will need to be replaced.
- He addressed other issues at the well field due to the cold and recent storm issues.

The COO presented his report:

- His notes are attached hereto.
- He commented that while the cold caused problems throughout the system, they only had a handful of frozen meters.
- He worked updating the KIPDA annual data.

- Mr. Updike had COVID so they were unable to meet. They are scheduled to meet on February 9, 2022.
- He got a couple of calls about how nice the Pleasureville Tank looks since it was painted.
- Commissioner Hawkins was reappointed for an additional four (4) year term.
- He worked with the County concerning some planning issues in the previous month.
- Surrounding utilities helped out with supplies etc. during the recent rash of line breaks.
- He discussed the supply chain issues that are confronting the districts.
- He discussed an issue with a line extension down Irwin Lane. Two customers already have water and do not need the extension. He inquired about whether they need to contribute to the new line and whether they need to pay for new meters that will be moved from the main road.

There being no further business to come before the Board, a motion to adjourn was made by Commissioner St. Clair, seconded by Commissioner Combs and passed.

  
CHAIRMAN

Attest:

  
SECRETARY



**HENRY COUNTY WATER DISTRICT NO. 2**  
**BOARD AGENDA**  
April 12, 2022

Reading of Minutes & Approval of Income Statement & Balance Sheet  
Minutes from the March 8, 2022 Meeting  
Account Balances, Operation Expenses, Revenue Income

Guests:

Report from Engineers:

Report from Attorney:

Report from Accountant:

Report from Superintendent, Chief Operating Officer:

Report from any Commissioners:

New Business:

1. Updike Property
2. New Subdivision
3. Carters Road Issue
4. Beasley Lane Extension
5. Overtime Issue (Plant)

Old Business:

1. Tank Rehab
2. Filter Update
3. Updike
4. New Subdivision



The minutes of the meeting of the Board of Water District Commissioners of Henry County Water District #2 held at the off of the District at 6:00 p.m. on November 9<sup>th</sup>, 2021

Those in attendance are shown by the attached attendance sheet.

The minutes of the March 8<sup>th</sup>, 2022 meeting had previously been sent to the Commissioners for their review along with the monthly financial report. A motion was made by Commissioner Jones to approve the minutes, seconded by Commissioner Combs and passed after the Commissioners reviewed the Balance Sheet, the Income Statement and the check register for the previous month.

Herb Lemaster and Lucy Pacholik of Tetra Tech, was present and reviewed the Monthly Engineering Report, and copy of which is attached hereto and made a part hereof. The report discussed General Consulting and Hydraulic Model Update 2022. They also spoke about new development on Sligo Road.

The District's accountant, Jeff Woods, was not present

Jay Hoffman of Wet or Dry Tank Inspection was present and spoke about Filter 2

Plant Manager, Justin Engstrand, was present and reported that daily procedures were being performed and that Filter #3 has been doing very well since some small changes were made with potassium permanganate

The District's attorney was not present

The Superintendent was present and advised the following:

- Crews did standard work in the previous month including repairing leaks, performing line locates and installing new meters. The crews notes are attached hereto
- Attended Management Conference
- Worked with Layne at the Well Field Well #2 had issue on wiring
- Well #8 had leak on solenoid on drain line, replaced piping and solenoid
- He and Dylan replaced 4" Ultrasonic Meter at Lacie Booster
- Called All Points BroadBand for update
- Sent a contract addendum for Vance Tank (All Points)

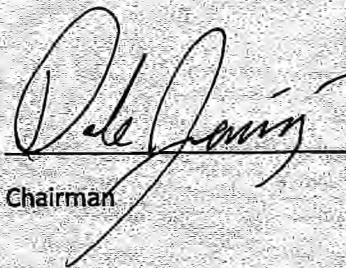
The COO presented his report:

- He advised the Board that employee, Jay Armstrong, had come to him and told him of his retirement on May 1st
- He advised the Board about a possible new subdivision coming in at the Oldham/Henry County line and that they were performing hydraulic test
- He advised that HWY 146 has been talked about and could possibly be funded



- He told the Board about a PSC inquiry from a customer regarding a fee which is approved and that the PSC stated their will be no further action taken
- Worked on Audit
- Reported on possibility of hiring new employees
- Will open office in the Month of April

There being no further business to come before the Board, a motion to adjourn was made by Commissioner Hawkins, seconded by Commissioner Richardson and passed.

  
Chairman

Attest:

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Secretary



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**HENRY COUNTY WATER DISTRICT NO. 2  
BOARD AGENDA**

May 10, 2022

Reading of Minutes & Approval of Income Statement & Balance Sheet  
Minutes from the April 12, 2022 Meeting  
Account Balances, Operation Expenses, Revenue Income

Guests:

Report from Engineers:

Report from Attorney:

Report from Accountant:

Report from Superintendent, Chief Operating Officer:

Report from any Commissioners:

New Business:

1. Office Reopen
2. Citation Lane/Update
3. Rate Adjustment
4. Line Extension Update

Old Business:

1. Pandemic Conditions
2. Tank Rehab
3. Filter Update

The minutes of the meeting of the Board of Water District Commissioners of Henry County Water District #2 held at the office of the District at 6:00 p.m. on April 12, 2022.

Those in attendance are shown by the attached attendance sheet.

The minutes of the March 8, 2022 meeting had been previously sent to the Commissioners for their review along with the monthly financial report. A motion was made by Commissioner Bohannon to approve the minutes, seconded by Commissioner Combs and passed after the Commissioners reviewed the Balance Sheet, the Income Statement and the check register for the previous month.

Lucy Pollitt of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated April 12, 2022, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting, KY 146 Relocation and Hydraulic Model Update 2022.

The District's accountant, Jeff Woods, was not present.

Jay Hoffman of Wet or Dry Tank Inspection was present and but had no report.

The District's attorney, D. Berry Baxter, was present but had no report.

Lisa Coots was not present. The COO advised that she collected approximately \$3730.00 during the previous month.

The Plant Operator was not present.

The Superintendent was present and reported as follows:

- Crews did the standard work in the previous month including repairing leaks, performing the line locates and setting meters. More details are contained in the individual crew chief's reports.
- The Superintendent presented his report which is attached hereto.
- Distribution staff got re-certified in Carrollton.
- Jerry Rankin has been training another employee in GPS.
- He met with Mark Gilkinson about a car wash proposed for Campbellsburg.
- He did some flow testing for a proposed two county subdivision in L'Esprit.
- He replace the radio at the Vance tank.
- AllPoints installed internet at the treatment plant. This is free and part of our contract. They are proceeding with installation on other tanks in the system.
- J.O. Johnson is going to replace the breaker box on the Franklinton Tank.
- He repaired some pumps at different locations in the system.
- There is no report from the Treatment Plant.

The COO presented his report:

- His notes are attached hereto.
- Jay Armstrong is retiring effective May, 1, 2022.
- He fired an individual that was working at the treatment plant.
- He hired a new 3b plant operator away from Oldham County Water District. This will save \$70,000 per year in overtime. He made some other personnel decisions to retain Eric Krebs and to hire the new employee. He also hired a distribution employee.
- The CCR is in and there are no deficiencies.
- He met with numerous customers about new meters.
- There are concerns from existing customers about pressure on Old Sligo concerning the proposed L'Esprit subdivision.
- He got a bid to move the line on the Updike property of \$8000. He sent an easement and Updike appears to be satisfied.
- He received another call from Judge Pollock about Carmon Creek Road line extension. He estimated the cost at \$18000.00 It has not yet been approved as of yet but it is on the drawing board. This does not include the meter cost.
- He received a call from a customer concerned about her husband having possibly iron poisoning. He took a sample and it was negative. The customer was appreciate of his efforts.
- There is a dispute between a family in Lockport over land ownership. The COO explained the full scope of the issues but eventually, a meter was set. The cost was about \$3000 and the customer will be billed for the cost of moving the line.
- On Beasley Lane, there is a stretch of line not tied together. It is about 1200 feet of line to tie together. Distribution Staff will take care of this installation.
- The state has allocated money and they need to turn in projects and get them scored.
- The office has not reopened to the public yet. There has been some illness in office staff and he delayed the reopening to May 1, 2022.

There being no further business to come before the Board, a motion to adjourn was made by Commissioner St. Clair, seconded by Commissioner Combs and passed.

  
CHAIRMAN

Attest:

  
SECRETARY

**HENRY COUNTY WATER DISTRICT NO. 2  
BOARD AGENDA**

June 14, 2022

Reading of Minutes & Approval of Income Statement & Balance Sheet  
Minutes from the May 10, 2022 Meeting  
Account Balances, Operation Expenses, Revenue Income

Guests:

Report from Engineers:

Report from Attorney:

Report from Accountant:

Report from Superintendent, Chief Operating Officer:

Report from any Commissioners:

New Business:

1. Job Description Change
2. Rate Adjustment
3. Military Leave
4. Henry County Sheriff Department/Repeater

Old Business:

1. Office Reopen
2. Citation Lane/Update
3. Rate Adjustment
4. Line Extension Update

The minutes of the meeting of the Board of Water District Commissioners of Henry County Water District #2 held at the office of the District at 6:00 p.m. on May 10, 2022.

Those in attendance are shown by the attached attendance sheet.

The minutes of the April 12, 2022 meeting had been previously sent to the Commissioners for their review along with the monthly financial report. A motion was made by Commissioner Richardson to approve the minutes, seconded by Commissioner Combs and passed after the Commissioners reviewed the Balance Sheet, the Income Statement and the check register for the previous month.

Lucy Pollitt of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated May 10, 2022, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting, Misc. Projects and Hydraulic Model Update 2022.

The District's accountant, Jeff Woods, was not present.

Jay Hoffman of Wet or Dry Tank Inspection was present and but had no report.

The District's attorney, D. Berry Baxter, was present but had no report.

Lisa Coats was present and reported that she collected \$1269.00 during the previous month.

The Plant Operator was not present. The Superintendent presented his report a copy of which is attached hereto. Wells are performing very well at present. The finish water pump #2 is having an issue and he is looking into repairing or replacing. Overtime has been drastically reduced due to the hiring of the new operator.

The Superintendent was present and reported as follows:

- Crews did the standard work in the previous month including repairing leaks, performing the line locates and setting meters. More details are contained in the individual crew chief's reports.
- The Superintendent presented his report which is attached hereto.
- Spring flushing is almost completed.
- Microcomm helped with renewal of the FCC license and it is already done.


The COO presented his report:

- His notes are attached hereto.
- He worked with KIPDA regarding the grant money.
- Met with about 15 prospective customers in LeCompte's Bottom. It is 2.2 miles from the end of the line to the first customer. This may cause an engineering problem due to the distance.

- He reported sodium levels as required to the Health Department.
- He sent a letter to Russell Whatley with the state that the District has been reimbursed.
- Counsel revised a letter that was then sent to Prism Engineering about the ability to serve the proposed subdivision in L'Esprit and that the District does not provide fire protection.
- He met with Brad Stewart about general insurance.
- He meets with KACO tomorrow about health insurance rates.
- He is working on the rate increase paperwork and is about 25% done. He explained that he is not sure but expects a substantial recommended increase due to increased expenses and salary. He will be much closer to a suggested increase next month.
- The office is open as of last Monday.

Commissioner Combs made a motion to move into executive session, seconded by Commissioner Hawkins and passed to discuss a personnel matter.

There being no further business to come before the Board, a motion to adjourn was made by Commissioner Combs, seconded by Commissioner St. Clair and passed.

  
CHAIRMAN

Attest:

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SECRETARY

**HENRY COUNTY WATER DISTRICT NO. 2  
BOARD AGENDA**

July 12, 2022

Reading of Minutes & Approval of Income Statement & Balance Sheet  
Minutes from the June 14, 2022 Meeting  
Account Balances, Operation Expenses, Revenue Income

Guests:

Report from Engineers:

Report from Attorney:

Report from Accountant:

Report from Superintendent, Chief Operating Officer:

Report from any Commissioners:

New Business

1. Old Sligo Subdivision
2. Oldham County Planning and Zoning
3. Revised Employee Description
4. Rate Adjustment

Old Business:

1. Office Reopen
2. Citation Lane/Update
3. Rate Adjustment
4. Line Extension Update



The minutes of the meeting of the Board of Water District Commissioners of Henry County Water District #2 held at the office of the District at 6:00 p.m. on June 14, 2022.

Those in attendance are shown by the attached attendance sheet.

The minutes of the May 10, 2022 meeting had been previously sent to the Commissioners for their review along with the monthly financial report. A motion was made by Commissioner Jones to approve the minutes, seconded by Commissioner Bohannon and passed after the Commissioners reviewed the Balance Sheet, the Income Statement and the check register for the previous month.

Sheriff Keith Perry was present wanting to put repeaters on a couple of the District's tanks. He is looking to have countywide coverage. The Sheriff's Office will pay for the equipment that is to be installed. They will be on the tank by the office and the old Pleasureville tank. It will not interfere with the internet service provider. A motion was made to allow these repeaters to be placed by Commissioner Jones, seconded by Commissioner Richardson and passed. It was noted that Jay Hoffman was consulted and had no issues.

Lucy Pollitt of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated June 14, 2022, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting, Misc. Projects and Hydraulic Model Update 2022.

The District's accountant, Jeff Woods, was not present.

Jay Hoffman of Wet or Dry Tank Inspection was present and requested that he be allowed to talk with the repeater installer.

The District's attorney, D. Berry Baxter, was present but had no report.

Lisa Coots was not present.

The Plant Operator was not present and had no report.

The Superintendent was present and reported as follows:

- Crews did the standard work in the previous month including repairing leaks, performing the line locates and setting meters. More details are contained in the individual crew chief's reports.
- The line on Citation Lane was relocated.
- He checked on mowing at the Well field. It looks good.
- Did some routine service as some tanks.
- Replaced a transducer for some MicroComm communications.

The COO presented his report:




- His notes are attached hereto.
- Stage two samples were taken and came back clean.
- He is still interviewing for office help.
- The Old Sligo subdivision is still moving forward. There is a bunch of false information being spread around. It will be presented to the Oldham County Planning Commission on June 23<sup>rd</sup>.
- He did an online training.
- An inspector showed up for a random inspection and there were no issues.
- Clean up needs to be done at the P-Ville tank and Mr. Hoffman will follow up.
- The COO discussed amending the Personnel Policy allow for paid military leave. A motion was made to amend same by Commissioner Hawkins, seconded by Commissioner Jones and passed.

There being no further business to come before the Board, a motion to adjourn was made by Commissioner St. Clair, seconded by Commissioner Crouch and passed.

  
CHAIRMAN

Attest:

  
SECRETARY

**HENRY COUNTY WATER DISTRICT NO. 2  
BOARD AGENDA**

August 9, 2022

Reading of Minutes & Approval of Income Statement & Balance Sheet  
Minutes from the July 12, 2022 Meeting  
Account Balances, Operation Expenses, Revenue Income

Guests:

Report from Engineers:

Report from Attorney:

Report from Accountant:

Report from Superintendent, Chief Operating Officer:

Report from any Commissioners:

**New Business**

1. Suna Subdivision
2. New Employee
3. All Points Termination
4. Rate Increase
5. Clean Water Act Funds

**Old Business:**

1. Office Reopen
2. Citation Lane/Update
3. Rate Adjustment
4. Line Extension Update

The minutes of the meeting of the Board of Water District Commissioners of Henry County Water District #2 held at the office of the District at 6:00 p.m. on July 12, 2022.

Those in attendance are shown by the attached attendance sheet.

The minutes of the June 14, 2022 meeting had been previously sent to the Commissioners for their review along with the monthly financial report. A motion was made by Commissioner Jones to approve the minutes, seconded by Commissioner Bohannon and passed after the Commissioners reviewed the Balance Sheet, the Income Statement and the check register for the previous month.

Lucy Pollitt of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated July 12, 2022, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting, Misc. Projects and Hydraulic Model Update 2022.

The District's accountant, Jeff Woods, was not present.

Jay Hoffman of Wet or Dry Tank Inspection was present and had no report.

The District's attorney, D. Berry Baxter, was present and reported about his contacts with the COO regarding the new subdivision straddling the Henry and Oldham County lines.

Lisa Coots was not present but she collected \$3598.00 in the previous month.

The Plant Operator was not present and had no report.

The Superintendent was present and reported as follows:

- Crews did the standard work in the previous month including repairing leaks, performing the line locates and setting meters. More details are contained in the individual crew chief's reports.
- The telemetry got knocked out between the plant and the well field. After some investigation, he located a breaker box at the well field that he did not even know existed. It was not labeled when he located it. He has labeled it all and made the plant operator aware of the the location.


The COO presented his report:

- His notes are attached hereto.
- He advised about attending the Oldham County Planning Commission for the Old Sligo subdivision. He was asked if the District could provide 500 gallons per minute. The District does not have a meter to allow this test. He requested counsel to speak with Oldham County to determine exactly what was required. He noted that there is a bunch of complaints about pressure. He advised that pressure is

not an issue because there are regulators on the lines. There is still a request as to whether the District provides for fire protection and an effort to work around the lack of fire protection. The District's attorney was empowered to discuss the matter with Oldham County.

- DOW came and found no deficiencies.
- Turned in the CCR and posted throughout the District.
- Carmon Creek Road in Trimble County is being asked for approval before KIPDA.
- He is concerned about AllPoints Broadband. The lease is two years old. They have nine customers total. They are paying timely but really are not serving people in the community. He requested that counsel review the lease and determine if the lease can be terminated.

There being no further business to come before the Board, a motion to adjourn was made by Commissioner Combs, seconded by Commissioner Crouch and passed.

  
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CHAIRMAN

Attest:

  
\_\_\_\_\_  
SECRETARY

HENRY COUNTY WATER DISTRICT NO. 2  
BOARD AGENDA

September 13, 2022

Reading of Minutes & Approval of Income Statement & Balance Sheet Minutes from the  
August 9, 2022, Meeting  
Account Balances, Operation Expenses, Revenue Income

Guests:

Report from Engineers:

Report from Attorney:

Report from Accountant:

Report from Superintendent, Chief Operating Officer:

Report from any Commissioners:

New Business

1. Audit
2. Broadband/Johnny Doll
3. Clean Water Funds
4. Lightning issues

Old Business:

1. Suna Subdivision
2. New Employee
3. All Points Termination
4. Rate Increase
5. Clean Water Act Funds

*Public Service Report*  
*(Next month by Attorney)*

The minutes of the meeting of the Board of Water District Commissioners of Henry County Water District #2 held at the office of the District at 6:00 p.m. on August 9, 2022.

Those in attendance are shown by the attached attendance sheet.

The minutes of the July 12, 2022 meeting had been previously sent to the Commissioners for their review along with the monthly financial report. A motion was made by Commissioner Jones to approve the minutes, seconded by Commissioner Richardson and passed after the Commissioners reviewed the Balance Sheet, the Income Statement and the check register for the previous month.

Herb Lemaster of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated August 9, 2022, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting, Misc. Projects and Hydraulic Model Update 2022.

The District's accountant, Jeff Woods, was not present.

Jay Hoffman of Wet or Dry Tank Inspection was present and had no report.

The District's attorney, D. Berry Baxter, was present and updated the Commissioners about his contacts with the COO regarding the new subdivision straddling the Henry and Oldham County lines and his contacts with the developer's attorney and Oldham County Planning and Development Services staff. He further reviewed the AllPoints Broadband lease with the District and specifically the termination provisions.

Lisa Coats was not present but she collected over \$3500.00 in the previous month.

The Plant Operator was not present and had no report.

The Superintendent was not present and the COO presented the crew reports copies of which are attached hereto. This included setting meters and leak repairs.

The COO presented his report:

- His notes are attached hereto.
- He updated the Commissioners concerning his attendance of the July meeting of the Oldham County Planning Commission for the Old Sligo subdivision.
- He sent a letter terminating the lease with AllPoints Broadband. He was required to give them six (6) months notice and he sent notice last week.
- He ordered pipe for Beasley Lane and hopes to have it installed next week.
- He is working on Irwin Lane line extension.
- He hired a new employee for the office.
- The repeater shed for use by the Henry County Sheriff's office was delivered this morning.
- The employee who was on guard leave is back.

- \$952,000 has been allotted to Henry County pursuant to the Clean Water Act. There is a meeting next Friday to try to divide up the funds. He will be requesting \$400,000 from the funds for filter repairs and other capital improvements. The County will be requesting some of the funds as well as the City of New Castle. He discussed a project near Cemetery Hill that the County is interested in the District pursuing and how to address that issue.

There being no further business to come before the Board, a motion to adjourn was made by Commissioner Combs, seconded by Commissioner St. Clair and passed.

  
CHAIRMAN

Attest:

  
SECRETARY

**HENRY COUNTY WATER DISTRICT NO. 2  
BOARD AGENDA**

October 11, 2022

**Reading of Minutes & Approval of Income Statement & Balance Sheet Minutes from the  
September 13, 2022, Meeting  
Account Balances, Operation Expenses, Revenue Income**

**Guests:**

**Report from Engineers:**

**Report from Attorney:**

**Report from Accountant:**

**Report from Superintendent, Chief Operating Officer:**

**Report from any Commissioners:**

**New Business**

1. Audit
2. Broadband/Johnny Doll
3. Plant Issues
4. Chairman Retirement

**Old Business:**

1. Suna Subdivision
2. New Employee
3. All Points Termination
4. Rate Increase
5. Clean Water Act Funds



The minutes of the meeting of the Board of Water District Commissioners of Henry County Water District #2 held at the office of the District at 6:00 p.m. on September 13, 2022.

Those in attendance are shown by the attached attendance sheet.

The minutes of the August 9, 2022 meeting had been previously sent to the Commissioners for their review along with the monthly financial report. A motion was made by Commissioner Combs to approve the minutes, seconded by Commissioner Jones and passed after the Commissioners reviewed the Balance Sheet, the Income Statement and the check register for the previous month.

John Doll and Dillon Doll, of Codex Streaming Co. LLC, were present to discuss his company's desire to put antenna on six of the District's towers to provide internet service. After receiving notice of the District's intent to terminate the lease, Allpoints Broadband has indicated that October will be the last month of internet service to its 25 area customers. Mr. Doll would like to begin operating as soon as possible. Counsel has been reviewing the lease and requested that there be review of the proposed frequencies and the way the equipment will be affixed to the towers. A motion was made Commissioner Hawkins to allow the COO to execute a lease substantially similar to the terms offered to Allpoints after input from counsel and Jay Hoffman. In addition, the COO will request confirmation that the frequencies proposed will not interfere with the telemetry or the service provided to the County Sheriff.

Lucy Pollitt of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated September 13, 2022, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting and Hydraulic Model Update 2022.

The District's accountant, Jeff Woods, was present to provide the District with the annual audit report. A copy of same is attached hereto. In addition, he provided a Management letter which provided recommendations regarding operational improvements. He recommended that the Audit be approved after the Commissioners have an opportunity to review. Subsequently, a motion was made by Commissioner Hawkins, seconded by Commissioner Combs and passed unanimously to approve the audit.

Jay Hoffman of Wet or Dry Tank Inspection was present and had no report.

The District's attorney, D. Berry Baxter, was present and advised that he had consulted with the COO regarding the proposed lease in the previous month.

Lisa Coats was present and advised that she collected over \$2216.00 in the previous month.

The Plant Operator was not present and the COO presented his report. A copy of his report is attached hereto.


The Superintendent was present and the COO presented the crew reports copies of which are attached hereto. This included setting meters and leak repairs. In addition, the crews laid line on Beasley Lane to close a loop for the the District's benefit. In addition, the crews did clean, maintenance on equipment and other various maintenance. In addition, he worked on various matters including replacing some electrical components and pumps. He also addressed some telemetry issues. He attended an Operator's Conference and got his certification for the year. There are new water quality standards that are coming into effect.

The COO presented his report:

- He updated the Commissioners about allocation of the \$952,000 has been allotted to Henry County pursuant to the Clean Water Act. As a result of the meeting, he was able to secure \$400,000 for the filter replacement project. The County Judge was pushing for a line in an area of the county that has very few customers. Another proposed project is for sewer line from Lagrange to Pendleton. The COO got another \$70,000 for a line replacement on Cane Run. He made other requests that were not granted or denied but were tabled until the next meeting. He is hopeful that we get the rest of the money.
- Employee Christian Parks is enlisting in the military and severed his employment. He will be missed. The COO has already hired a replacement. He also let another employee go from the office staff.
- He received an open records request regarding the Old Sligo subdivision which was responded to.
- There was a major lightning strike that hit the office last weekend. It damaged computers and a printer as well as some electrical equipment. It is likely covered by insurance. The SCADA was also down.

The Chairman advised that he is retiring from the Board effective as soon as possible. He has been on the board since 1984 and feels that now is the time to retire.

There being no further business to come before the Board, a motion to adjourn was made by Commissioner St. Clair, seconded by Commissioner Combs and passed.

  
CHAIRMAN

Attest:

  
SECRETARY

HENRY COUNTY WATER DISTRICT NO. 2  
BOARD AGENDA

November 8, 2022

Reading of Minutes & Approval of Income Statement & Balance Sheet Minutes from the  
October 11, 2022, Meeting  
Account Balances, Operation Expenses, Revenue Income

Guests:

Report from Engineers:

\* Info needed from Ricky

Report from Attorney:

- 2 forms of ID ✓

- Address ✓

Report from Accountant:

- Social # ✓

Report from Superintendent, Chief Operating Officer:

- Phone number ✓

- Email

Report from any Commissioners:

New Business

\* Matt Nelson - New member

1. Audit
2. Broadband/Johnny Doll
3. Plant Issues
4. Chairman Retirement

Old Business:

1. Suna Subdivision
2. New Employee
3. All Points Termination
4. Rate Increase
5. Clean Water Act Funds

The minutes of the meeting of the Board of Water District Commissioners of Henry County Water District #2 held at the office of the District at 6:00 p.m. on October 11, 2022.

Those in attendance are shown by the attached attendance sheet.

The minutes of the September 13, 2022 meeting had been previously sent to the Commissioners for their review along with the monthly financial report. A motion was made by Commissioner Jones to approve the minutes, seconded by Commissioner Bohannon and passed after the Commissioners reviewed the Balance Sheet, the Income Statement and the check register for the previous month.

Lucy Pollitt of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated October 11, 2022, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting and Hydraulic Model Update 2022.

The District's accountant, Jeff Woods, was not present.

Jay Hoffman of Wet or Dry Tank Inspection was present and reported he reviewed the lease with the new wi-fi guys and he reported back to the COO as suggestions. The COO reported that he hope to have a new lease executed by next meeting.

The District's attorney, D. Berry Baxter, was present and had no report.

Lisa Coots was present and advised that she collected over \$4095.00 in the previous month.

The Plant Operator was not present and the COO presented his report. A copy of his report is attached hereto.

The Superintendent presented the crew reports copies of which are attached hereto. This included setting meters and leak repairs. In addition, the crews numerous line locates. Further, he presented his report which is also attached. He worked on some electrical issues with some of the booster pumps. Lane is replacing the seals on pump 2 at the well field.

The COO presented his report:

- He updated the Commissioners about allocation of the \$952,000 has been allotted to Henry County pursuant to the Clean Water Act. Attached hereto is the notice of allocation from KIPDA. The total amount approved is \$750,000.00 for District related projects.
- He updated the Commissioners about the lightning strike that hit the office last month. It looks like the total loss is about \$10,000 to \$12,000. This will replace equipment and reimburse employee overtime.
- Did lead and copper testing in the previous month.



- The vehicle ordered in November of last year was delivered this month.
- There is an issue with an air stripper tank at the plant. It is completely stopped up and will cost \$30K-\$40K to repair.

The floor was opened for nominations for a new Chairman. Commissioner Bohannon nominated Commissioner Hawkins, seconded by Commissioner Jones and passed unanimously. Commissioner Jones was elected Vice President.

Commissioner Crouch and Commissioner Richardson were appointed to the Budget Committee along with the Chairman and Treasurer.

The COO and Superintendent are attending a meeting regarding how to request a rate increase.

The COO recognized the outgoing Chair and Commissioner, Dale Jennings for his long service to the Board and the Community.

There being no further business to come before the Board, a motion to adjourn was made by Commissioner Combs, seconded by Commissioner St. Clair and passed.

  
CHAIRMAN

Attest:

\_\_\_\_\_  
SECRETARY

**HENRY COUNTY WATER DISTRICT NO. 2  
BOARD AGENDA**

December 13, 2022

Reading of Minutes & Approval of Income Statement & Balance Sheet Minutes from the  
November 8, 2022, Meeting  
Account Balances, Operation Expenses, Revenue Income

Guests:

Report from Engineers:

Report from Attorney:

Report from Accountant:

Report from Superintendent, Chief Operating Officer:

Report from any Commissioners:

**New Business**

1. Budget for 2023
2. Plant Projects
3. Certificate of Deposits
4. Hwy 146 Project

**Old Business:**

1. Budget Committee
2. Rate Increase
3. Clean Water Act Funds

The minutes of the meeting of the Board of Water District Commissioners of Henry County Water District #2 held at the office of the District at 6:00 p.m. on November 8, 2022.

Those in attendance are shown by the attached attendance sheet.

The minutes of the October 11, 2022 meeting had been previously sent to the Commissioners for their review along with the monthly financial report. A motion was made by Commissioner Bohannon to approve the minutes, seconded by Commissioner Crouch and passed after the Commissioners reviewed the Balance Sheet, the Income Statement and the check register for the previous month.

Lucy Pollitt of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated November 8, 2022, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting, KY 146 relocation and Hydraulic Model Update 2022.

The District's accountant, Jeff Woods, was not present.

Jay Hoffman of Wet or Dry Tank Inspection was present and reported regarding the stripper tank at the plant. It has been rebuilt and is ready to be placed back into service as soon as District personnel can obtain a clamp. The COO commented that a new SOP be in place that these tanks be checked annually. There is another tank that needs to be serviced once this one is put back online.

The District's attorney, D. Berry Baxter, was present and had no report.

Lisa Coots was not present and the COO advised that she collected \$4095.14 in the previous month.

The Plant Operator was not present and the COO had no report.

The Superintendent presented the crew reports copies of which are attached hereto. This included setting meters and leak repairs. In addition, the crews numerous line locates. Further, he presented his report which is also attached. Transitions Technologies did a computer install on the SCADA that was hit by lightning. He meet with Allpoints at the US 42 tank and all that is left is the equipment on the New Castle tank. He has been working at the plant a lot in the prior month.

The COO presented his report:

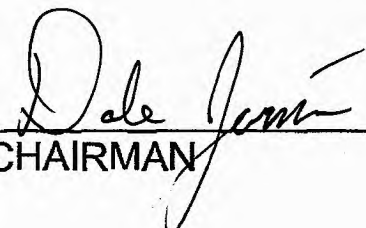
- Shelby Broadband has removed all its equipment from the tanks. The new lease holder has begun installing their equipment and should be up and running by January 1, 2023.
- Lead and copper samples came back with no issues.

- The EPA is requiring the District to report about all types of meters and service lines to determine if the lines contain lead or copper.
- Received a scam email asking for approximately \$39,000.00. He reported the scam to KRWA representatives.
- Home Depot is distributing free water sampling tests. It is a way for Home Depot to sell water filtration systems.
- He and the Superintendent attended a training about rate increases and how to complete the request. He will discuss with the budget committee.
- Budget Committee meeting set for November 28, 2022.
- He worked on getting KIPDA paperwork turned in.
- New subdivision being constructed on L'Esprit Parkway in Henry County only. No fire protection is required.
- He spoke with Jeff Woods about placing CDs at other financial institutions with better rates. Mr. Woods had no issue and recommended getting PSC permission.
- A new office staff member was hired and seems to be working out well.

The new Board member from Trimble is Matt Nelson who lives on Organ Creek Road.

The Chairman asked everyone to participate in the meetings to the betterment of the District.

There being no further business to come before the Board, a motion to adjourn was made by Commissioner Crouch, seconded by Commissioner St. Clair and passed.

  
CHAIRMAN

Attest:

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SECRETARY