

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

February 9, 2021

Reading of Minutes & Approval of Income Statement & Balance Sheet
Minutes from the January 12, 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. Pandemic Conditions
2. Military Leave
3. Line Extension Update
4. Operations

Old Business:

1. Line Extension Updates
2. Hwy 146
3. All Points Broadband
4. Alternate Broadband

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 12, 2021.

Those in attendance are shown by the attached attendance sheet.

The minutes of the November 10, 2020 meeting had been previously sent to the Commissioners for their review along with the monthly financial report. The COO noted that Commissioner Barrickman was not a member of the Budget Committee. With that correction, 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 January 12, 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 2020.

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

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

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

Lisa Coats present and reported that she collected \$3540.00 in delinquent accounts in the previous two months.

The Plant Operator was not present. The Superintendent presented his report which is contained in the Superintendent's notes attached hereto.

The Superintendent was present and reported as follows:

- Crews did the standard work in the previous two months including repairing leaks, performing the line locates and setting meters. The crew notes are attached hereto.
- His notes for the previous two months are also attached. The work he performed was pretty standard with no major issues. He noted that the new high service meter is installed and online. They can now check the outgoing flow from the plant to make sure there is no recirculating water that was causing increased flow issues.

The COO advised that he had done the following in the previous month:

- His notes are attached hereto.
- He attended two KIPDA meeting via zoom.

- The Zen Forest line is paid for and submitted to the DOW.
- He received an email from KYDOT advising the Hwy. 146 project may be back on. The money to pay for this project is federal money not state this go round.
- There have been some complaints about the delay in posting payments. He attributed that to Covid staffing issues and the post office. He responded to the complaints and has offered to discuss with any complaining customer.
- The PSC report has been turned in.
- Commissioner Jones was reappointed for another term.
- He discussed the 2021 budget prepared by the Budget Committee. A copy of the budget is attached hereto. He paid particular attention to the Capital Additions and the mechanism to pay for these improvements. The question was raised as to whether a short term loan should be taken out to keep some reserve in case of an emergency. He was directed to borrow \$150,000 from United Citizens Bank as part of the budget proposal. Commissioner Richardson made a motion to approve the budget, seconded by Commissioner Hawkins and passed.

At the request of the Chairman, officers need to be elected for 2021. Commissioner Richardson moved to reelect the same officers for the Board for 2021 which was ratified unanimously.

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



CHAIRMAN

Attest:



SECRETARY

HENRY COUNTY WATER DISTRICT NO. 2
BOARD AGENDA

March 9, 2021

Reading of Minutes & Approval of Income Statement & Balance Sheet
Minutes from the February 9, 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. Pandemic Conditions
2. Military Leave
3. Operations
4. Resolution for Loan

~~5. All Points Broadband~~

Old Business:

1. Line Extension Updates
2. ~~All Points Broadband~~
3. ~~Alternate Broadband~~

~~Military Leave~~

~~Loan w/ United Cit. Bank~~

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 9, 2021.

Those in attendance are shown by the attached attendance sheet.

The minutes of the January 12, 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 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 February 9, 2021, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting, Hydraulic Model Update 2020 and Miscellaneous Projects.

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

Jay Hoffman of Wet or Dry Tank Inspection was present and reported that the bids for filter #3 were opened and they underbid the budget with nozzles and media. A motion to approve the acceptance of the bid was made by Commissioner Richardson, seconded by Commissioner Hawkins and passed.

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

Lisa Coots was not present. The COO reported that she collected \$984.56 in delinquent accounts in 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. The crew notes are attached hereto.
- His notes for the previous month are also attached.
- He noted that one employee gave notice that he was leaving and they were able to hire a new employee to replace this employee who left

The COO advised that he had done the following in the previous month:

- His notes are attached hereto.
- He worked with Lisa getting ready for the audit.

- The water near Shelby was out or low due to someone hitting the line over the weekend.
- The United Citizens Loan should be funded this week.
- KWRA has new asset inventory software that he has been reviewing.
- The State has a new grant program to assist with delinquent accounts due to the pandemic. The month would be allocated to the County to assist those affected.
- The new employee is a National Guard Reservist. There was a discussion with counsel regarding the minimum requirements for any personnel policy regarding his leave.
- District employees are eligible for the Covid vaccine.

The Chairman raised a question about whether a Commissioner should be paid if they do not attend the meeting. Commissioner Jones felt that a person should attend the meeting to be paid. Commissioner Bohannon commented that the Budget Committee is not compensated. The CPA commented that Commissioners still work during the month and they should be paid. Commissioner Richardson feels that the currently policy requiring attendance to be paid is appropriate. No further action was taken.

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



CHAIRMAN

Attest:



SECRETARY

HENRY COUNTY WATER DISTRICT NO. 2
BOARD AGENDA

April 13, 2021

Reading of Minutes & Approval of Income Statement & Balance Sheet
Minutes from the March 9, 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. Pandemic Conditions
2. Military Leave
3. All Points Broadband Update
4. Loan Update

Old Business:

1. Line Extension Updates
2. Military Leave
3. Pandemic Conditions
4. Loan with United Citizens Bank

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 March 9th, 2021

Those in attendance are shown by the attached attendance sheet

The minutes of the February 9th, 2021 meeting had been previously sent to the Commissioner for their review along with 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.

Lucy Pacholic of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated, March 9th, 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. Lucy also stated that she will be using some maternal leave in the upcoming months and that someone trained will be available during her absence.

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

The District's attorney, D. Berry Baxter, was not present.

The Plant Operator was not present and did not have a report.

The Superintendent was present and reported as follows:

- Met with engineers regarding HWY 146 Project
- Repaired #2 & #6 Well
- Replaced and repaired pump 2 and also fixed two leaks on ByPass Valve at Lacie Booster
- Worked with service specialties on pump 2 at Pleasureville Booster
- Talked with Micro-Com about old Pleasureville Tank telemetry rehab, and are waiting on us to order parts. Explained that these parts can be used again at another site
- Had Micro-Com change the pulse setting on Franklinton Booster
- Reported the foreman reports which are attached hereto

The COO advised that he had done the following in the previous month:

- Worked on some of the items for the Audit
- United Citizens asked for more information on the loan and it was submitted. The loan should be completed and funds available by next meeting
- Jaden Conrad, distribution staff, tested positive for Covid
- Zen Forest is being reviewed by KYDOW
- Took class on Risk and Resiliency Assessment & Emergency Response Plan
- Working with KIPTA on delinquent customers and possible funding
- The District will be doing disconnects this month
- Stage 2 Sampling was completed
- Going to work on gathering more information on Military Leave

Commissioner Richardson made a motion allowing all employees who inquire to receive the Covid-19 Vaccination shots and/or become ill from them, not be charged any time off and to report your issue to either the COO and/or Superintendent. The time off will be labeled as 'working hours' on the employees Time Sheet.

This motion was seconded by Commissioner Jones and passed by all Commissioners.

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

A handwritten signature in cursive script, reading "Dale Jennings", written over a horizontal line.

CHAIRMAN

Attest:

A handwritten signature in cursive script, reading "Harry C. Bohannon", written over a horizontal line.

SECRETARY

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

May 11, 2021

Reading of Minutes & Approval of Income Statement & Balance Sheet
Minutes from the April 13, 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. Pandemic Conditions
2. Executive Session
3. Filter Update
4. CD, Money Market, Loan Update

Old Business:

1. Line Extension Updates
2. Hwy 146
3. All Points Broadband
4. Alternate Broadband

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 13, 2021.

Those in attendance are shown by the attached attendance sheet.

The minutes of the March 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 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 April 13, 2021, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting, Hydraulic Model Update 2020, Miscellaneous Projects and Hwy 146 Relocation.

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

Jay Hoffman of Wet or Dry Tank Inspection was present and reported concerning the filter repairs at the plant.

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

Lisa Coots was not present. The COO reported that she collected \$273.00 in delinquent accounts in 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. The crew notes are attached hereto.
- His notes for the previous month are also attached.
- He noted that they installed a monitor to allow them to participate in Zoom meetings and trainings and they have already used it.
- He checked out on the Pleasureville tank and pit. Everything seems to be operating satisfactorily.
- They received a new backhoe trailer from US Trailer in Shelbyville rated to 30,000 pounds.
- He explained about work that was done to replace a line in Port Royal on Harry Perry's property. The line was a problem for many years and this was to fix this issue.

\$24.32

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

June 8, 2021

Reading of Minutes & Approval of Income Statement & Balance Sheet
Minutes from the May 11, 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:

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New Business:

- 1. Filter Update
- 2. Water Line Relocate
- 3. Bid for Pleasureville Tank
- 4. Line Extension Update

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Old Business:

- 1. Pandemic Conditions
- 2. Executive Session
- 3. Filter Update
- 4. CD's, Money Market, Loan 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 11, 2021.

Those in attendance are shown by the attached attendance sheet.

The minutes of the April 13, 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 May 12, 2021, a copy of which is attached hereto and made a part hereof. The report discussed the line items of General Consulting, Hydraulic Model Update 2020 and Miscellaneous Projects.

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

Jay Hoffman of Wet or Dry Tank Inspection was present and reported that the filter work is complete and the filter is back online. The bidding process for painting the Pleasureville tank has begun.

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

Lisa Coots was not present.

The Plant Operator was not present.

The Chairman announced that next month's meeting will return to the indoor conference room as COVID restrictions continue to lessen.

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.
- His notes for the previous month are also attached.
- He assisted with line locates and other items typically done by Matthew Jackson who tested positive for COVID last month.
- He worked on the spring flushing.

The COO advised that he had done the following in the previous month:

- His notes are attached hereto.

- The Consumer Confidence Report was sent to the DOW. There are no issues in the report.
- He delivered information to KIPDA concerning the COVID relief fund in the hopes of getting some money.
- Received the PSC Inspection Report. The only deficiency was water loss which has been an ongoing problem.
- The Zen Forest Line was approved and work will commence tomorrow.
- He is working on health insurance renewal.
- He met with the Oldham County Judge Executive regarding potential federal grant money for the region.
- He sent sodium levels to the health department.
- The United Citizens loan finally closed and the District received the funds.
- He spoke with a customer who is purchasing property at Hwy 42 and Morton Ridge Road several times.
- He began reviewing the Risk and Resiliency Project information.
- Allpoints Broadband has not expanded their service despite promises to do so. They are only on three tanks presently.


Commissioner Bohannon asked how many employees had contracted COVID and how many have been vaccinated. The COO advised that four employees have had COVID and a number have been vaccinated. Commissioner Bohannon commented that he did not think the District should pay employees who get the disease if they chose not to be vaccinated.

A motion was made by Commissioner Combs, seconded by Commissioner Crouch and passed to move into executive session to discuss a real estate acquisition matter. Upon return from executive session, no action was taken.

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


CHAIRMAN

Attest:


SECRETARY

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

July 13, 2021

Reading of Minutes & Approval of Income Statement & Balance Sheet
Minutes from the June 8, 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. Filter Update
2. Audit Presentation with Jeff Woods
3. Bid for Pleasureville Tank
4. Line Extension Update
5. Pandemic Conditions
6. Resolution for Expired CD

Old Business:

1. Pandemic Conditions
2. Executive Session
3. Filter Update
4. CD's, Money Market, Loan 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 8, 2021.

Those in attendance are shown by the attached attendance sheet.

The minutes of the May 11, 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 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 June 8, 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 2020.

The District's accountant, Jeff Woods, was not present. He requested information from our attorney to complete the 2020 audit.

Jay Hoffman of Wet or Dry Tank Inspection was present and reported that the low bid on the Pleasureville Tank was \$116,296.00. He is comfortable with the bid and the contractor and recommended that it be accepted. The contractor is Sam Estes Painting out of Owensboro. A motion was made by Commissioner Jones to accept bid and seconded by Commissioner Combs and passed.

The District's attorney, D. Berry Baxter, was present and reported that he consulted with the COO regarding the Pleasureville tanks and Allpoints Broadband.

Lisa Coots was not present. The COO advised that she collected \$6281.33 during the recent month.

The Plant Operator was not present.

The Superintendent was present and reported concerning the following:

- 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.
- He presented the plant report which included concerns about high magnesium at the treatment plant after the installation of the new medium.
- He worked at the treatment plant one day to help out.
- He was present for the bid opening for the Pleasureville Tank.
- He is meeting with businesses and schools to upgrade the back flow prevention.

The COO presented his report:

- His notes are attached hereto.
- He advised that Mr. Doll still wants to get on the tanks. Allpoints still has not gotten on the five promised tanks. They are only on three. They pay on time and have increased their advertising substantially.
- He worked on the Risk and Resiliency Plan and will have it complete by month's end.
- A customer on Martini Lane wants water. The property is landlocked. They are trying to figure out how to assist him.
- There is a new subdivision proposed by in L'Esprit for sixteen lots.
- He has been asked to attend a Planning and Zoning meeting tomorrow evening. There is a 181 home subdivision proposed in Eminence that needs water. There are hydraulic issues in trying to serve the subdivision. He discussed the particulars of the issue and potential upside. He requested our engineers perform a cost analysis. He will request the developer pay for the installation.
- He discussed an issue on Goodlett Circle and the six trailers located on the property with a residence. A number of homes do not have meters and are being served by garden hoses running from some of the houses. He is trying to resolve the issue and will discuss with counsel.
- He advised that there is a building constructed on Citation Lane on a twelve inch main. No one had requested a line locate. He explained the circumstances. There is 300 feet of twelve line that needs to be relocated at a cost of approximately \$20,000.00 that he will request the landowner pay for the cost of moving the line.

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


CHAIRMAN

Attest:


SECRETARY

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

August 10, 2021

Reading of Minutes & Approval of Income Statement & Balance Sheet
Minutes from the July 13, 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. Filter Update
2. Approve the Budget
3. Line Extension Update
4. Pandemic Conditions
5. Easement Update

Old Business:

1. Pandemic Conditions
2. Executive Session
3. Filter Update
4. CD's, Money Market, Loan 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 13, 2021.

Those in attendance are shown by the attached attendance sheet.

The minutes of the June 8, 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 Richardson 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 13, 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 2020.

The District's accountant, Jeff Woods, was present and reviewed the 2020 Audit, a copy of which is attached hereto and incorporated herein by reference. He reviewed the Letter of Governance and then went over the full audit report. He highlighted a number of items including the District's pension liability due the state. This resulted in a "paper" loss for the fiscal year which he commented is beyond the control of the District.

Jay Hoffman of Wet or Dry Tank Inspection was present.

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

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

The Plant Operator was not present.

The Superintendent was present and presented his report concerning the following:

- 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 COO presented his report:

- His notes are attached hereto.
-

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


CHAIRMAN

Attest:


SECRETARY

HENRY COUNTY WATER DISTRICT NO. 2
BOARD AGENDA

September 14, 2021

Reading of Minutes & Approval of Income Statement & Balance Sheet
Minutes from the August 10, 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. Board of Commissioners
2. Pleasureville Tank Rehab Update
3. Filter Update
4. Updike Property Update
5. Budget Committee
6. COVID Update

Old Business:

1. Pandemic Conditions
2. Executive Session
3. Filter Update
4. CD's, Money Market, Loan 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 August 10, 2021.

Those in attendance are shown by the attached attendance sheet.

The minutes of the July 13, 2021 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.

Herb Lemaster of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated August 10, 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. He further reported the Lucy had her baby and everyone is doing well. The Chief Operating Officer commented that he requested that the engineers put together standard specs for large meter vaults to avoid having these items having different designs each time.

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 had no report.

Lisa Coots was not present. The COO advised that she collected \$1232.19 during the recent month.

The Plant Operator was not present.

The Superintendent was not present. The COO presented his report concerning the following:

- 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.

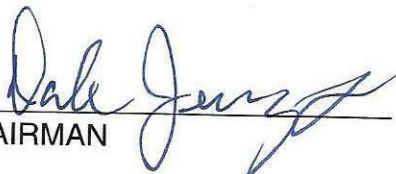
The COO presented his report:

- His notes are attached hereto.
- He sent a letter to Mr. Updike for relocating the line that off Citation Lane. He further has attempted to call Mr. Updike. The Commissioners were reminded that Mr. Updike construct a building in and on top of an easement granted to the District. This presents a hazard that needs to be resolved immediately. As of today's date,

no response had been received to his efforts to communicate. The line needs to be moved. Counsel was requested to communicate with him if the COO is unsuccessful.

- Barry Woods exchanged words with employees about the easement to the Pleasureville tank which crosses his property and access to same. Mr. Woods is complaining that the employees are going outside the easement. It was discussed that the easement from Hwy 241 is 20 feet in width. He requested that our engineers mark the easement. He is going to reach out to Vic Harrod about an easement over his property possibly to the church lot. There is an issue with turning around equipment used to work on the tank.
- He met with customer about a small line extension in Sulphur.
- There were some SCADA issues in the past week. Staff worked with MicroComm to resolve the issues.
- They located a large leak between Campbellsburg and New Castle on a 12 inch line. He suspects this is the reason for a large water loss.
- There are 10 new meter requests this month. They cannot locate meter vaults but are cutting culvert pipe to use in its place.
- He presented a cost sheet about meter installation. He advised that our costs are significantly lower than surrounding districts. He requested that the tariff be amended to increase the amounts per the sheet provided. A motion was made by Commissioner Hawkins, seconded by Commissioner Bohannon and passed that the tariff be amended to increase the charge for meter installation.
- He presented the filter project to KIPDA for approval. He thinks the District will get about \$40,000.00.
- Allpoints is now on the US 42 tank and the office tank. They are currently on five tanks
- Commissioner Hawkins moved to approve the annual audit report, seconded by Commissioner Combs and passed.

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


CHAIRMAN

Attest:


SECRETARY

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

October 12, 2021

Reading of Minutes & Approval of Income Statement & Balance Sheet
Minutes from the September 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. NexBillPay
2. Pleasureville Tank Rehab Update
3. Filter Update
4. Updike Property Update
5. DOW Inspection
6. COVID Update
7. Executive Session

Old Business:

1. Pandemic Conditions
2. Executive Session
3. Filter Update
4. CD's, Money Market, Loan Update
5. Board of Commissioners

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 14, 2021.

Those in attendance are shown by the attached attendance sheet.

Before the meeting commenced, the Chairman asked for a moment of silence for Ronnie Barrickman, who passed away on August 23, 2021. Thereafter, he led those assembled in a prayer.

The minutes of the August 10, 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.

Herb Lemaster of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated September 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 Pleasureville Tank easement has been staked. They also worked with the Rabbit Hole Distillery on the required meter vault.

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 but had no report.

Lisa Coats advised that she collected \$450.00 during the recent month.

The Plant Operator was not present.

The Superintendent was present and advised about the following:

- 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.
- He discussed the work he performed in the previous month including several projects listed in his notes attached.

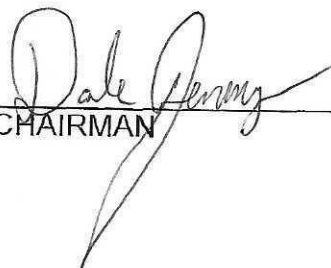
The COO presented his report:

- His notes are attached hereto.
- He discussed the Updike line issue.
- He meet with a potential customer about water and was advised the the cost was too high.

- On September 28, 2021, the DOW inspection via zoom will be conducted.
- He is still working on the tariff change for the meter input cost.
- The Rabbit Hole deal is finally done. The waterline stops at the butcher shop in the industrial park. They only want water for fire protection. This needs a 1000 feet of waterline and they laid there own line. It is in a utility easement.
- There is a new subdivision in L'Esprit. He expects that the District will receive calls from the residents and board.
- The crews made some blacktop repair in Campbellsburg.
- The billing service has a feature called next bill pay. Allows customers to pay bills only but also gives account history and other features. Hopefully it will cut down on employee time taking down credit card info.
- He met with Doug Harrod at the Pleasureville Tank Site who was reluctant to give an easement. Mr. Harrod offered to allow the District to use the area behind the church parking lot to turn around or stage if necessary. Commissioner Bohannon had a visit from Barry Woods about the easement and he acknowledged that there is a twenty (20) foot wide easement. He said he wanted to work it out and was willing to meet to discuss the easement. The COO said he would meet with Mr. Woods to discuss the situation.
- The COO asked that the Chairman appoint a budget committee. Commissioners Crouch and Commissioner Hawkins volunteered. The Chairman and Treasurer are standing members.

The Chairman asked for potential nominees to replace Commissioner Barrickman.

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 9, 2021

Reading of Minutes & Approval of Income Statement & Balance Sheet
Minutes from the October 12, 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. New Board Member
2. Pleasureville Tank Rehab Update
3. Updike Property Update
4. DOW Inspection
5. Budget Committee Date
6. NexBillPay

Old Business:

1. Pandemic Conditions
2. Executive Session
3. Filter Update
4. CD's, Money Market, Loan Update
5. Board of Commissioners

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 12, 2021.

Those in attendance are shown by the attached attendance sheet.

The minutes of the September 14, 2021 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.

Herb Lemaster of the District's engineering firm, Tetra Tech, was present and reviewed the Monthly Engineering Report dated October 12, 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 that the contractor was onsite in Pleasureville. They are moving equipment in and are going to move forward. Without any issues, the job could be done before our next meeting. The Chief Operating Officer advised that he spoke with an adjacent neighbor, Barry Woods, and he seemed to be willing to cooperate should the District need anything related to the project.

The District's attorney, D. Berry Baxter, was present and advised that he had contacted the Oldham County Judge's office regarding the board vacancy. The Deputy County Judge advised that anyone interested should submit their qualifications and contact information to the Judge's office and that they would normally interview anyone interested and make the appointment. He further advised that after the last meeting, he sent information to Tetrattech concerning the Updike line issue in the industrial park.

Lisa Coots was not present. The COO advised that she collected \$3,561.00 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 present and advised about the following:

- 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.
- He discussed the work he performed in the previous month including several projects listed in his notes attached. In particular, he related that he helped with

the DOW inspection both at the office and the plant. He attended a UMI public relations class in the prior month. He put the tank in service in Pleasureville to use during the tank repair and drained the new tank.

- The Chairman asked about the number of leak repairs in the prior month. There were over 45 repairs in the previous month.
- The Superintendent advised that Well 6 is out of service. A shaft in the well sheared off. They think it could be lightning related.

The COO presented his report:

- His notes are attached hereto.
- The Henry County Local will run an article about the new online bill payment system.
- Filter #3 has high manganese readings (still in compliance) but the Plant is working to resolve the issue.
- There were no deficiencies in the DOW survey.
- He discussed the need for an additional certified treatment plant operator but the DOW keeps pushing the testing dates.
- KIPDA emailed about potential grant money. The District is going to get an estimated \$40,000.00 from that program.
- He continues to get requests for new meters.
- He is preparing for the annual budget meeting.

A motion was made by Commissioner Bohannon, seconded by Commissioner Hawkins and passed to move into executive session to discuss a personnel matter. Upon return from executive session, no action was taken.

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


CHAIRMAN

Attest:


SECRETARY

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

December 14, 2021

Reading of Minutes & Approval of Income Statement & Balance Sheet
Minutes from the November 9, 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. Budget For 2022
2. Pleasureville Tank Rehab Update
3. Uplike Property Update/Executive Session
4. COVID Update

Old Business:

1. Pandemic Conditions
2. Executive Session
3. Filter Update
4. CD's, Money Market, Loan Update
5. Board of Commissioners

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 9th, 2021

Those in attendance are shown by the attached attendance sheet.

The minutes of the October 12th, 2021 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 2021. They also spoke about trying to locate an easement for the Updike Property on Citation Lane.

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

Jay Hoffman of Wet or Dry Tank Inspection was present and stated that the Pleasureville Tank should be completely finished by the next Board Meeting

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
- He discussed the work he performed in the previous month and his notes are attached hereto

The COO presented his report:

- He advised the Board that over 1000 customers have already signed up for NexBill Pay and that the front office has been very pleased with the new system
- He stated that new meters were coming in steadily and that the price of the setters were going up roughly %12 at the first of the year
- He advised that the new subdivision on L'esprit Parkway had been completed and that the same developer may be looking to install another subdivision with around 80 lots on Old Sligo Road.
- He spoke with the Commissioner Dedmon briefly about the upcoming meeting.
- He advised the Board that he was still working on finding an easement on the Updike Property
- He set a date for the Annual Budget Committee which will be on November 23rd at 6:30 p.m.
- He stated that Well 6 had been repaired and that he was working with the claims adjuster

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:


Secretary