

MONTGOMERY COUNTY WATER DISTRICT #1

4412 Camargo Road
Mt. Sterling, KY 40353

Phone: 859-498-0521

Fax Phone 859-498-0872

Minutes
January 11, 2022

**MEETING
CANCELLED**

MONTGOMERY COUNTY WATER DISTRICT #1
4412 Camargo Road
Mt. Sterling, KY 40353

Phone: 859-498-0521

Fax Phone 859-498-0872

Minutes
February 08, 2022

The meeting of the Montgomery County Water District #1 was called to order at 5:00 P.M. at the water office by Chairman, Steve Hall.

Roll Call:

Staff members present at meeting were Steve Hall, DeWayne Williams, Kevin Shackelford, and Sandra Morton

Approval of December 14, 2021 Minutes:

Kevin Shackelford made a motion to approve the minutes for December 14, 2021. DeWayne Williams seconded the Motion. Motion carried.

Guests Present:

None

Comments:

Old Business:

A. **Rural Development Loan and Rate Increase**

Sandra let Commissioner's know that we are working on getting bids for meters.

New Business:

A. **Approve Managers Report, Financial Report, Adjustments, Billing summary, Account Write Offs, Budget Variances, Cash Receipt Report, and Pay Bills for December 2021 and January 2022**

DeWayne Williams made a Motion to Approve the Managers/Treasurers Report. Kevin Shackelford seconded the Motion. Motion carried.

B. Additional Comments

None

C. Adjourn

Steve Hall made a Motion to adjourn. DeWayne Willaims seconded the Motion. Motion carried. Time 5:25P.M.

MONTGOMERY COUNTY WATER DISTRICT #1
4412 Camargo Road
Mt. Sterling, KY 40353

Phone: 859-498-0521

Fax Phone 859-498-0872

Minutes
March 08, 2022

The meeting of the Montgomery County Water District #1 was called to order at 5:00 P.M. at the water office by Chairman, Steve Hall.

Roll Call:

Staff members present at meeting were Steve Hall, DeWayne Williams, and Sandra Morton

Approval of February 08, 2022 Minutes:

DeWayne Williams made a motion to approve the minutes for February 08, 2022. Steve Hall seconded the Motion. Motion carried.

Guests Present:

None

Comments:

Old Business:

A. **Rural Development Loan and Rate Increase**

Sandra let Commissioner's know that we are waiting to hear back from Teresa Shields with USDA, on advertising for bids.

New Business:

A. **Approve Managers Report, Financial Report, Adjustments, Billing summary, Account Write Offs, Budget Variances, Cash Receipt Report, and Pay Bills**

DeWayne Williams made a Motion to Approve the Managers/Treasurers Report. Steve Hall seconded the Motion. Motion carried.

B. Additional Comments

Sandra let Commissioner's know that we hauled rock for Stafford's on Lake Road.

C. Adjourn

Steve Hall made a Motion to adjourn. DeWayne Willaims seconded the Motion. Motion carried. Time 5:21 P.M.

MONTGOMERY COUNTY WATER DISTRICT #1
4412 Camargo Road
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Minutes
April 12 2022

The meeting of the Montgomery County Water District #1 was called to order at 5:00 P.M. at the water office by Secretary, Kevin Shackelford.

Roll Call:

Staff members present at meeting were DeWayne Williams, Kevin Shackelford, and Sandra Morton

Approval of March 08, 2022 Minutes:

DeWayne Williams made a motion to approve the minutes for March 08, 2022. Kevin Shackelford seconded the Motion. Motion carried.

Guests Present:

Jocelyn with Gateway Area Development District

Comments:

Jocelyn went over information on The Cleaner Water Project money with Commissioner's. DeWayne William's made a Motion for approval to execute Conditional Commitment Letter and enter into a contract with Gateway Area Development District. Kevin Shackelford seconded the Motion. Motion carried.

Old Business:

A. Rural Development Loan and Rate Increase

Sandra let Commissioner's know that we are waiting to hear back from Teresa Shields with USDA, on advertising for bids.

New Business:

A. Approve Managers Report, Financial Report, Adjustments, Billing summary, Account Write Offs, Budget Variances, Cash Receipt Report, and Pay Bills .

DeWayne Williams made a Motion to Approve the Managers/Treasurers Report. Kevin Shackelford seconded the Motion. Motion carried.

B. Additional Comments

Kevin Shackelford made a Motion for approval to open an account at Whitaker Bank, for the cleaner Water Project funding. DeWayne Williams seconded the Motion. Motion carried.

C. Adjourn

DeWayne Williams made a Motion to adjourn. Kevin Shackelford seconded the Motion. Motion carried. Time 5:32P.M.

MONTGOMERY COUNTY WATER DISTRICT #1
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Minutes
May 10 2022

The meeting of the Montgomery County Water District #1 was called to order at 5:00 P.M. at the water office by Chairman, Steve Hall.

Roll Call:

Staff members present at meeting were Steve Hall DeWayne Williams, Kevin Shackelford, and Jessica Williamson.

Approval of April 12, 2022 Minutes:

Steve Hall made a motion to approve the minutes for April 12, 2022. Kevin Shackelford seconded the Motion. Motion carried.

Guests Present:

None

Comments:

None

Old Business:

A. Rural Development Loan and Rate Increase

Jessica Williamson let Commissioner's know that we are waiting to hear back from Teresa Shields with USDA, on advertising for bids.

New Business:

A. Approve Managers Report, Financial Report, Adjustments, Billing summary, Account Write Offs, Budget Variances, Cash Receipt Report, and Pay Bills .

Kevin Shackelford made a Motion to Approve the Managers/Treasurers Report. Steve Hall seconded the Motion. Motion carried.

B. Additional Comments

None

C. Adjourn

Steve Hall made a Motion to adjourn. Kevin Shackelford seconded the Motion. Motion carried. Time 5:15P.M.

MONTGOMERY COUNTY WATER DISTRICT #1

**4412 Camargo Road
Mt. Sterling, KY 40353**

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**Minutes
June 14 2022**

The meeting of the Montgomery County Water District #1 was called to order at 5:00 P.M. at the water office by Chairman, Steve Hall.

Roll Call:

Staff members present at meeting were Steve Hall, DeWayne Williams, Kevin Shackelford, and Sandra Morton.

Approval of May 10, 2022 Minutes:

Kevin Shackelford made a motion to approve the minutes for May 10, 2022. DeWayne Williams seconded the Motion. Motion carried.

Guests Present:

Josh with Delta Gas

Comments:

Josh with Delta Gas asked for approval for an easement @ 4416 Camargo Road. Commissioner's agreed to the easement.(see attached)

Old Business:

A. Rural Development Loan and Rate Increase

Sandra let Commissioner's know that we are waiting to hear back from Teresa Shields with USDA, on advertising for bids.

New Business:

A. Approve Managers Report, Financial Report, Adjustments, Billing summary, Account Write Offs, Budget Variances, Cash Receipt Report, and Pay Bills .

DeWayne Williams made a Motion to Approve the Managers/Treasurers Report. Kevin Shackelford seconded the Motion. Motion carried.

B. Additional Comments

None

C. Adjourn

Steve Hall made a Motion to adjourn. DeWayne Williams seconded the Motion. Motion carried. Time 5:25 P.M.

This Easement and Right-of-way Agreement (hereinafter "Agreement") is made and entered into by and between Steve Hall, whose address is _____, and _____, situated in _____ County, Kentucky (hereinafter "Grantor") and DELTA NATURAL GAS COMPANY, INC., a Kentucky corporation, at 3617 Lexington Road, Winchester, Clark County, Kentucky 40391 (hereinafter "Grantee").

WITNESSETH:

in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration, Grantor does hereby bargain, grant, sell, and convey unto Grantee, its successors and assigns, a perpetual easement and permanent right-of-way under, over and across certain lands of Grantor situated in the County of _____, Commonwealth of Kentucky, said easement being a portion of the land acquired by Grantor by deed or document dated _____, of record in the _____ County Court Clerk's Office at _____ Book _____, Page _____. The easement and right-of-way shall be a strip of land a total of _____ feet in width, all or a portion of which may be on either side of a line described as follows:

- _____
- _____
- _____
- _____
- _____
- _____

Grantor warrants general title to the easement and right-of-way granted herein. Grantor conveys said easement and right-of-way unto Grantee for the purpose of laying, constructing, inspecting, maintaining, operating, altering, repairing, rebuilding, replacing, and removing natural gas gathering, distribution and transmission pipelines, including all fittings, valves, equipment, and appliances appurtenant thereto.

Grantee shall have the right of ingress and egress upon the remaining lands of Grantor for the purpose of exercising the rights granted in this Agreement. Grantee shall use the most direct feasible route, including but not limited to existing driveways, gates, and other available access routes, in the exercise of its right of ingress and egress over said land of Grantor.

Grantor shall continue in use and enjoyment of the land which will not interfere with the rights of the Grantee under this Agreement. However, Grantor agrees that no excavation, change of grade, or water impoundment, will be made, and no structures, dwellings, or other obstructions will be erected or placed on the permanent right-of-way and easement granted herein without the prior written consent of Grantee. Grantee shall have the right to do all reasonably necessary trimming and removal of trees, brush, and obstructions within the right-of-way which might interfere with Grantee's exercise of its rights granted in the Agreement.

personal property directly resulting from the exercise of its rights under this Agreement.

This Agreement covers all of the agreements between the parties, no other representations have been made by the parties and there have been no modifications, additions to or changes in the terms of this Agreement.

In Witness Whereof, executed on this the 14 day of September, 2022.

[Signature]
GRANTOR

GRANTOR

GRANTOR

GRANTOR

AUTHORIZED REPRESENTATIVE OF GRANTEE

ACKNOWLEDGMENT

STATE OF KENTUCKY)
COUNTY OF _____)

_____, a Notary Public in and for the State of Kentucky, do hereby certify that the foregoing Agreement was produced before me and acknowledged before me by _____, who acknowledged the same to be _____ free and voluntary act and deed and that satisfactory evidence was produced that the persons acknowledging the Agreement were the persons described herein and

_____, a Notary Public in and for the State of Kentucky, do hereby certify that the foregoing Agreement was produced before me and acknowledged before me by _____, who acknowledged the same to be _____ free and voluntary act and deed and that satisfactory evidence was produced that the persons acknowledging the Agreement were the persons described herein and were the persons who executed this Agreement. Witness my hand and notary seal on this the _____ day of _____, 20____.

Notary Public

My Commission Expires: ____/____/____

STATE OF KENTUCKY
COUNTY OF _____

This foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____, an authorized representative of Delta Natural Gas Company, Inc.

Notary Public

My Commission Expires: ____/____/____

I hereby certify that the foregoing instrument was drafted by:

Darrell L. Saunders
Attorney at Law
700 Master St.
Post Office Box 1324
Corbin, Kentucky 40702
(606) 523-1370

Darrell L. Saunders

MONTGOMERY COUNTY WATER DISTRICT #1
4412 Camargo Road
Mt. Sterling, KY 40353

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Fax Phone 859-498-0872

Minutes
July 12 2022

The meeting of the Montgomery County Water District #1 was called to order at 5:00 P.M. at the water office by Chairman, Steve Hall.

Roll Call:

Staff members present at meeting were Steve Hall, Kevin Shackelford, and Sandra Morton.

Approval of June 14, 2022 Minutes:

Kevin Shackelford made a motion to approve the minutes for June 14, 2022. Steve Hall seconded the Motion. Motion carried.

Guests Present:

None

Comments:

Old Business:

A. Rural Development Loan and Rate Increase

Sandra let Commissioner's know that we are waiting to hear back from Teresa Shields with USDA, on advertising for bids.

New Business:

A. Approve Managers Report, Financial Report, Adjustments, Billing summary, Account Write Offs, Budget Variances, Cash Receipt Report, and Pay Bills .

Steve Hall made a Motion to Approve the Managers/Treasurers Report. Kevin Shackelford seconded the Motion. Motion carried.

B. Additional Comments

Sandra let Commissioner's that were present, Chairman Steve Hall and Secretary, Kevin Shackelford about a rate increase from Mt. Sterling Water and Sewer, Sandra asked Commissioner's for approval to file this pass thru with the Public Service Commission. Commissioner's agreed to file the pass thru .

C. Adjourn

Steve Hall made a Motion to adjourn. Kevin Shackelford seconded the Motion. Motion carried. Time 5:15 P.M.

MONTGOMERY COUNTY WATER DISTRICT #1
4412 Camargo Road
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Minutes
August 09, 2022

The meeting of the Montgomery County Water District #1 was called to order at 5:00 P.M. at the water office by Chairman, Steve Hall.

Roll Call:

Staff members present at meeting were Steve Hall, Kevin Shackelford, DeWayne Williams and Sandra Morton.

Approval of July 12, 2022 Minutes:

Kevin Shackelford made a motion to approve the minutes for July 12, 2022. DeWayne Williams seconded the Motion. Motion carried.

Guests Present:

None

Comments:

Old Business:

A. Rural Development Loan and Rate Increase

DeWayne Williams made a Motion to advertise for bids on the radio read meters. Kevin Shackelford seconded the Motion. Motion carried.

New Business:

A. Approve Managers Report, Financial Report, Adjustments, Billing summary, Account Write Offs, Budget Variances, Cash Receipt Report, and Pay Bills .

Kevin Shackelford made a Motion to Approve the Managers/Treasurers Report. DeWayne Williams seconded the Motion. Motion carried.

B. Additional Comments

None

C. Adjourn

Steve Hall made a Motion to adjourn. DeWayne Williams seconded the Motion. Motion carried. Time 5:20 P.M.

MONTGOMERY COUNTY WATER DISTRICT #1
4412 Camargo Road
Mt. Sterling, KY 40353

Phone: 859-498-0521

Fax Phone 859-498-0872

Minutes
September 13, 2022

The meeting of the Montgomery County Water District #1 was called to order at 5:20 P.M. at the water office by Chairman, Steve Hall.

Roll Call:

Staff members present at meeting were Steve Hall, Kevin Shackelford, DeWayne Williams and Jessica Williamson.

Approval of August 09, 2022 Minutes:

Kevin Shackelford made a motion to approve the minutes for August 09, 2022. DeWayne Williams seconded the Motion. Motion carried.

Guests Present:

None

Comments:

None

Old Business:

A. **Rural Development Loan and Rate Increase**

Jessica let Commissioner's know that we are waiting to open sealed bids for new meters.

New Business:

A. **Approve Managers Report, Financial Report, Adjustments, Billing summary, Account Write Offs, Budget Variances, Cash Receipt Report, and Pay Bills .**

DeWayne Williams made a Motion to Approve the Managers/Treasurers Report. Steve Hall seconded the Motion. Motion carried.

B. Open Sealed Bids

Jessica let Commissioner's know that only one sealed bid was dropped off. Chairman Steve Hall opened the sealed bid. The bid was from Neco Water and the amount was \$180,723.46. Kevin Shackelford made a Motion to approve the bid from Neco Water. Steve Hall seconded the Motion. Motion carried.

C. Comments:

Jessica told Commissioner's that Montgomery County Sanitation District # 2 will be doing a rate increase. The City of Camargo has agreed to pay \$7.00 per customer , that has city sewer, due to this increase.

D. Adjourn: Motion By:

DeWayne Williams made a Motion to adjourn. Steve Hall seconded the Motion. Motion carried. Time 5:45P.M.

MONTGOMERY COUNTY WATER DISTRICT #1
4412 Camargo Road
Mt. Sterling, KY 40353

Phone: 859-498-0521

Fax Phone 859-498-0872

Minutes
October 11, 2022

The meeting of the Montgomery County Water District #1 was called to order at 5:20 P.M. at the water office by Chairman, Steve Hall.

Roll Call:

Staff members present at meeting were Steve Hall, Kevin Shackelford, DeWayne Williams and Ryan Thomas and Sandra Morton.

Approval of September 13, 2022 Minutes:

Kevin Shackelford made a motion to approve the minutes for September 13, 2022. DeWayne Williams seconded the Motion. Motion carried.

Guests Present:

Clayton Neal / Camargo Mayor

Comments:

Mr. Neal let the Board know that the City of Camargo is going to have a Website and if Montgomery County Water District #1 would like to put helpful information on there, it would be available to use.

Old Business:

A. Rural Development Loan and Rate Increase

Sandra let Commissioner's know that we are still waiting to hear from Teresa Shield's with USDA for approval to purchase new radio read meters.

New Business:

A. Approve Managers Report, Financial Report, Adjustments, Billing summary, Account Write Offs, Budget Variances, Cash Receipt Report, and Pay Bills .

DeWayne Williams made a Motion to Approve the Managers/Treasurers Report. Steve Hall seconded the Motion. Motion carried.

B. Comments

Ryan explained to Commissioner's about a problem with Greenbrier Lake. Ryan asked Commissioner's about purchasing water from Jeffersonville Water if we need to. DeWayne Williams made a Motion to purchase water from Jeffersonville if needed, Kevin Shackelford seconded the Motion. Motion carried.

Sandra asked if Jessica could work 24 hours a week as a regular schedule. All Commissioner's agreed. Jessica will work more hours as needed to cover for vacation's and etc.

C. Adjourn: Motion By:

Steve Hall made a Motion to adjourn. DeWayne Williams seconded the Motion. Motion carried. Time 5:48 P.M.

MONTGOMERY COUNTY WATER DISTRICT #1
4412 Camargo Road
Mt. Sterling, KY 40353

Phone: 859-498-0521

Fax Phone 859-498-0872

Minutes
November 08, 2022

The meeting of the Montgomery County Water District #1 was called to order at 5:00 P.M. at the water office by Chairman, Steve Hall.

Roll Call:

Staff members present at meeting were Steve Hall, Kevin Shackelford, DeWayne Williams and Sandra Morton.

Approval of October 11, 2022 Minutes:

Kevin Shackelford made a motion to approve the minutes for October 11, 2022. DeWayne Williams seconded the Motion. Motion carried.

Guests Present:

None

Comments:

Old Business:

A. Rural Development Loan and Rate Increase

Sandra let Commissioner's know that we are still waiting to hear from Teresa Shield's with USDA for approval to purchase new radio read meters.

New Business:

A. Approve Managers Report, Financial Report, Adjustments, Billing summary, Account Write Offs, Budget Variances, Cash Receipt Report, and Pay Bills .

DeWayne Williams made a Motion to Approve the Managers/Treasurers Report. Kevin Shackelford seconded the Motion. Motion carried.

B. End of Year Bonus

Steve Hall made a Motion to approve the end of year bonus. Kevin Shackelford seconded the Motion. Motion carried.

C. Additional Comments:

DeWayne Williams made a Motion to approve the Resolution for Procurement. Kevin Shackelford seconded the Motion. Motion carried.

D. Adjourn: Motion By:

Steve Hall made a Motion to adjourn. DeWayne Williams seconded the Motion. Motion carried. Time 5:23 P.M.

**EXHIBIT I
ENGINEER'S QUALIFICATIONS**

I. Consulting Engineer's Minimum Qualifications

- A. The principal responsible for project coordination must have a minimum of three (3) years experience with one or more of the proposed federal/state programs.
- B. The engineering firm must have successfully provided engineering services for a minimum of three (3) similar type projects. The engineering firm will not be accepted if there have been any unresolved audit exceptions relative to engineering services.
- C. The engineering firm must submit references as to the firm's professional qualifications from a minimum of three (3) previous clients for which the engineering firm has performed work (include address, telephone number, and email).

II. Format for Professional Qualifications

Technical qualifications for the consulting engineer shall as a minimum include the following:

- A. The criteria and design approach to be used in the performance of required work.
- B. The personnel to be assigned to the project and resumes of qualifications and experience.
- C. The engineer's experience in the development, design, and construction of similar projects.

III. Final Selection

A proposal review committee comprised of representatives selected by Montgomery County Water District #1 will rank all received proposals within three weeks of the proposed deadline.

Final selection of the engineer will be based upon the maximum total points scored as set forth in the "Rating System" in Exhibit II.

The Montgomery County Water District #1 reserves the right to negotiate a contract with the engineer deemed the most qualified to perform the professional services required.

EXHIBIT II
SELECTION RATING SYSTEM

- | | |
|---|---|
| 1. <u>Project Engineer's Experience & Qualifications</u> | <u>Maximum 20 Points</u>
20 Points
15 Points
10 Points
0 Points |
| A. >5 years experience with federal/state programs | |
| B. >3 years experience with federal/state programs | |
| C. <3 years experience with federal/state programs | |
| D. No experience with federal/state programs | |
| 2. <u>Project Personnel & Workload</u> | <u>Maximum 10 Points</u>
10 Points
5 Points
0 Points |
| A. Thoroughly sufficient personnel and workload capacities | |
| B. Somewhat sufficient personnel and workload capacities | |
| C. Firm has insufficient personnel and workload capacities | |
| 3. <u>Firm's Project Completion & Performance</u> | <u>Maximum 20 Points</u>
20 Points
10 Points
0 Points |
| A. >5 completed similar projects, on time/within budget | |
| B. >3 completed similar projects , on time/within budget | |
| C. 0 completed similar projects, on time/within budget | |
| 4. <u>References from Similar Projects</u> | <u>Maximum 20 Points</u>
20 Points
15 Points
10 Points
0 Points |
| A. 3+ previous clients with similar projects and positive reference | |
| B. 2 previous clients with similar projects and positive reference | |
| C. 1 previous client with similar projects and positive reference | |
| D. No previous references | |
| 5. <u>Firm's Familiarity with Community & Project Needs</u> | <u>Maximum 20 Points</u>
20 Points
10 Points
0 Points |
| A. Thoroughly familiar with community and project needs | |
| B. Somewhat familiar with community and project needs | |
| C. Firm is unfamiliar with community and project needs | |
| 6. <u>Minority, Female-Owned, & Small Business Firms</u> | <u>Maximum 10 Points</u>
+ 5 Points
+ 5 Points |
| A. Firm is minority or female-owned | |
| B. Firms is a small business | |

MAXIMUM TOTAL POINTS

100 POINTS

Statement of Qualifications submittals should be organized to address each evaluation criteria as listed above and provide references where appropriate

WX21173182 RFQ

Montgomery County Water District #1
Water Source Feasibility Study Project (WX21173182)
Request for Qualifications – Engineering Services

The Montgomery County Water District #1 is applying for federal funding for the Water Source Feasibility Study Project. Engineering services may include, but are not limited to: feasibility study, preliminary engineering/architectural report, cost estimate preparation, planning, design, construction administration, inspection, other required engineering services, and administration.

All engineers interested in being considered for this project must submit a proposal detailing qualifications, technical expertise, management and staff capabilities, and related prior experience related to water distribution, water transmission, water storage, sewer collection, sewer interceptors, and/or water and sewer treatment.

The objective of the competitive process is to objectively select the firm that will provide the highest quality of service. Selected respondents may be interviewed and the firm(s) judged most qualified will be asked to prepare a final proposal which would include fees for said services.

Montgomery County Water District #1 reserves the right to reject any and all responses, to waive any technicalities, and to negotiate with the respondent who most nearly meets the project requirements.

Montgomery County Water District #1 is not responsible or liable for any costs incurred by the consultants replying to this request.

Montgomery County Water District #1 is an equal opportunity employer and encourages responses from all qualified firms.

Kentucky Relay Service for the hearing and speech impaired: 1.800.648.6056.

Anticipated funding sources for this project include, but are not limited to: CWP, KIA DWSRF/CWSRF, USDA, CDBG, ARC, EDA, and any other local, state, and federal funding. All work to be undertaken as part of this proposed program must be undertaken in accordance with 24 CFR, Part 570; 24 CFR, Part 58; and other applicable State and Federal requirements.

Engineers wishing to be considered must submit a PDF file of their statement of qualification, not exceeding 15 pages, to requests@gwadd.org with an email subject line of "RFQ: Water Source Feasibility Study Project (WX21173182)". Submittals must be received by 3:30 PM local time on Wednesday, November 16, 2022. Contact Benjamin Hamm at 606.780.0090, ext. 2209 or email benjamin.hamm@ky.gov for additional information and/or questions.

Exhibit I, attached to this Request for Qualifications, outlines the minimum qualifications for the consulting engineer. Minimum qualifications have been established to assure the Community of professional expertise with adequate experience to assure successful completion of the proposed project within the allocated time constraints. Any response not meeting the minimum requirements for consulting engineer's prior experience as outlined in this request will be rejected.

Exhibit II, attached hereto, is a rating system that will be utilized for selection of the consulting engineer. This rating system will be employed by the community in determining which proposal best meets the needs as outlined in this "Request for Qualifications".

Attention is particularly called to the requirements as to conditions of employment to be observed under the contract, Section 3, Segregated Facility, Section 109, Title VI, and EO 11246.

audit

From: JR Butcher (jr@vickierichardson.com)

To: mcwd1@att.net

Date: Thursday, May 4, 2023 at 03:34 PM EDT

Here is a list recapping what I need:

1. Sign and return the audit contract.
2. Minutes 1/1/2023 to date.
3. Complete and return the questionnaires sent in a previous email.
4. Details of the procurement resolution approved at the November 2022 board meeting.
5. January 2023 transaction rate summary.
6. 2022 budget.
7. 2023 paid bills/invoices.

Thank you,

JR

JR Butcher

Vickie C. Richardson, CPA, PSC
114 East High Street
Mt. Sterling, KY 40353
P: (859) 498-6868
F: (859) 498-6833

MONTGOMERY COUNTY WATER DISTRICT #1

**4412 Camargo Road
Mt. Sterling, KY 40353**

Phone: 859-498-0521

Fax Phone 859-498-0872

**Minutes
December 13, 2022**

The meeting of the Montgomery County Water District #1 was called to order at 5:06 P.M. at the water office by Chairman, Steve Hall.

Roll Call:

Staff members present at meeting were Steve Hall, Kevin Shackelford, DeWayne Williams and Sandra Morton.

Approval of November 08, 2022 Minutes:

DeWayne Williams made a motion to approve the minutes for November 08, 2022. Kevin Shackelford seconded the Motion. Motion carried.

Guests Present:

None

Comments:

Old Business:

A. Rural Development Loan and Rate Increase

Sandra let Commissioner's know that we are still waiting to hear from Teresa Shield's with USDA for approval to purchase new radio read meters.

New Business:

A. Approve Managers Report, Financial Report, Adjustments, Billing summary, Account Write Offs, Budget Variances, Cash Receipt Report, and Pay Bills.

DeWayne Williams made a Motion to Approve the Managers/Treasurers Report. Kevin Shackelford seconded the Motion. Motion carried.

MONTGOMERY COUNTY WATER DISTRICT #1
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2023 EMPLOYEE PAY RAISES

PAY RAISES

Ryan Thomas	\$50.00 Semi-Monthly
Jessica Williamson	1.00 Per Hour
Sandra Morton	1.00 Per Hour
Logan Munday	\$25.00 Monthly
A.J. Prewitt	\$25.00 Monthly
Wayne Munday	\$25.00 Monthly

Chairman Steve Hall *Steve Hall*

Secretary Kevin Shackelford *Kevin Shackelford*

Treasurer DeWayne Williams *DeWayne Williams*

All changes on paychecks effective January 2021

We are an equal opportunity provider and employer