

Minutes

Rattlesnake Ridge Water District

December 13th, 2022

Meeting was called to order at 2:29 pm by Bill Gilbert. Commissioners attending were Bill Gilbert, Jason Carroll, Mike Copley, Randy Steagall and Steve Ison.

Jason made a motion to dispense the reading of November min; Mike second. All in favor. Randy made motion to approve November minutes; Steve second. All in favor.

Jason made motion to accept Letter of Conditions on additional grant money. Randy second. All in favor.

Meter project was discussed; where to start and who will make meters. The 6% increase on monthly bills will begin once new meters go in.

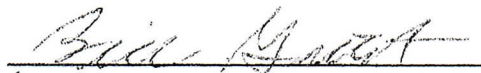
The schedule at the plant was talked about and how shift reports need emailed to David.

FEMA project was discussed and Jason mentioned getting ahold of Laura to see what is still needed before moving forward.

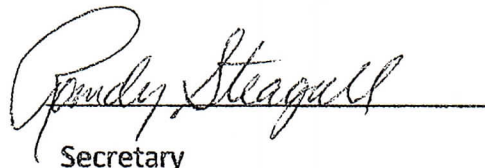
Board voted to give a 1-time payout for boot and clothing allowance 1st of the year in the amount of \$450.00 for employees who wear RRWD clothing; girls in front office agreed to opt out of wearing RRWD clothing and the clothing allowance.

System evaluation was discussed and Riley said he would know more after 1st of the year.

Meeting adjourned at 4:48pm.



Chairman



Secretary

Minutes
Rattlesnake Ridge Water District
November 1st 2022

Meeting was called to order at 4:02 pm by Bill Gilbert. Commissioners attending were Bill Gilbert, Mike Copley, Randy Steagall and Steve Ison (Jason Carroll absent).

Mike made a motion to dispense the reading of October minutes; Randy second. All in favor. Mike made motion to approve October minutes; Steve second. All in favor.

Riley gave the engineers report ...He spoke on how RRWD was going to need an additional \$ 380,000.00 to finish phase #12, he said there was a couple of options but looks like we may have to redo the loan with RD.

Board recognized the employees as a whole on the good job of cutting water loss and production cost.

Fema funds were discussed and also on what to do about the creek crossings.

Mike asked to go into executive session @4:41; Steve second. All in favor.

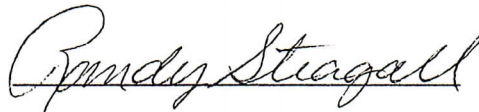
Meeting returned to regular session @5:08 pm.

Discussion on keeping in touch with PSC; Becky told Board that she had recently gotten a Point of Contact through PSC that she can now reach out and ask questions directly with.

Meeting adjourned at 5:21pm



Chairman



Secretary

Minutes
Rattlesnake Ridge Water District

October 18th, 2022

Meeting was called to order at 4:14 pm by Bill Gilbert. Commissioners attending were Bill Gilbert, Randy Steagall and Mike Copley. Felicia and Carolyn attended meeting with office staff.

Randy made a motion to dispense the reading of September minutes; Mike second. All in favor. Mike made motion to approve September minutes; Randy second. All in favor.

Riley spoke to board about project.... Bill Gilbert and Randy Steagall both signed the operating budget for phase #12 project.

AML funding was discussed along with the elevation and pressure survey that was conducted by Bluegrass Engineering on the water plant.

Patricia French (Charles French- house account) came to meeting wanting to get water restored at rental home, board told her because of all the water theft the meter and line was taken out so she would need to buy a new meter and pay balance on pre-existing bill, she left mad saying she had the money but would make some phone calls because didn't feel that was right.

Mike asked about the expansion of the prison and if RRWD would have any issues after it was completed; David will get readings on their pressure and usage but don't think there will be any issues.

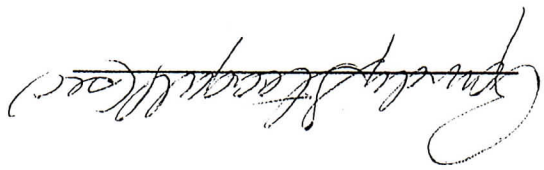
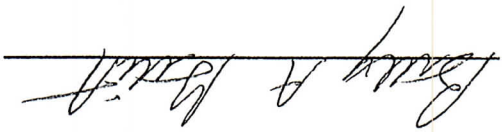
Lester spoke about needing new pump at plant at the cost of \$5340.00; Board approved.

There was much discussion about who was responsible for leaks on the pigtail, Board decided that RRWD would repair leak and be responsible up to the first fitting.

RRWD will no longer give regulator adjustments effective 10-18-2022, per Board.

The Board would like Jonathan Stiles (CPA) to attend the next board meeting.

Meeting adjourned @ 6:21 pm.



Rattlesnake Ridge Water District
Minutes for September 20th, 2022

Meeting called to order @4:00.

There was much discussion on the project and how to cut cost, after much discussion the Board decided to take out Rt# 1704. David and Bill said they are not sure we would be able to even go into that area because of it being in Olive Hill's Boundary lines. Lick Creek, Lick Falls & Blain Trace will still be in the project.

Riley said that a notice would need to be given to the 749 customers that will be having their service lines replaced.

The Warranty on the project will not start till Project has been completed.

Big Sandy needs to sign the new contract or Board said we will stop supplying them water.

We are still waiting on FEMA Funding for the creek crossing ,they are asking for proof that we have done directional bores in the past.

Meeting adjourned @6:03pm.



Chairman



Secretary

Rattlesnake Ridge Water District
Minutes for September 12th, 2022
(Special Bid Meeting)

Meeting called to order @2:00 pm, with approval to accept lowest bidder on Phase #12 Projects.

Meeting started with each individual introducing themselves; followed by Riley from Bluegrass Engineering opening the sealed bids on Contract #1.

- Ferguson was the only bid @ a cost of \$2,172,212.94
- The contractor's estimate was \$1,700,000.00

Bids were opened for Contract #2


- Boca Enterprises @ \$2,107,200.00
- BP Pipeline @ \$2,016,525.00
- Jones Contracting, LLC. \$2,219,325.00

BP Pipeline was the lowest Bid *

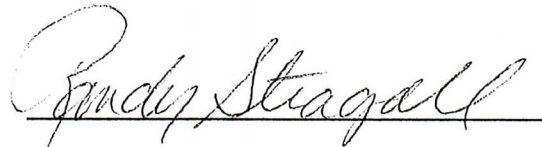
The contractor's estimate was \$1,900,000.00

All bids accepted as is.

Meeting adjourned @3:46 pm.



Chairman



Secretary

RESOLUTION #09062022

Whereas, The Rattlesnake Ridge Water District Board of Commissioners has resolved that effective September 6, 2022, that Rebecca Kitchen or David Gifford be allowed to open new accounts/close accounts, for the sole purpose of transferring Grant funding where needed.

In witness whereof, The Board of Directors has duly adopted this Resolution on this 6th day of September 6, 2022.

Attest

Rattlesnake Ridge Water District

BY: *Randy Steagel (sec)*

BY: *David Gifford* CHAIRMAN

Rattlesnake Ridge Water District

Minutes for August 9th, 2022

Meeting called to order @4:01pm.

Let the minutes reflect there was no July minutes due to sickness.

Eric Patton, from FICVO, came to meeting to discuss the \$93,000.00 cleaner water grant and what exactly it will be used for.

Riley spoke to Board on Phase #12.... everything should be in place to bid this month. Bluegrass Engineering put 7 pressure recorders in system to get a better understanding of how the system is functioning.

RRWD will supply Eric Patton with quotes from SSI and Rusty for the GSI and upgraded meter reading system.

Lester spoke to board about a new filter room being built @plant. Plant needs sludge hauled off.

There was much discussion on Vacation and PTO time and board and employees both agreed to keep everything the way it is.

Went into executive session @ 5:28.; returned to regular session @5:44.

Meeting adjourned @ 5:55pm.



Chairman



Secretary

Rattlesnake Ridge Water District

Minutes for June 7TH, 2022

Meeting called to order @4:01pm.

Motion made by Jason to accept Aprils minutes; Steve second. All in favor.

Let the minutes reflect that no May Board Meeting took place because of sickness.

Riley, from Bluegrass Engineering spoke on Phase 12 *CDBG- waiting on approval, Brian Kirby was contacted to be at meeting and did not show.

Riley presented papers to do system analysis on Phase 13 project @ a cost of \$18,000.00 which will be paid by both Carter Co. and Elliott Co.

Jason made motion to accept short form agreement @ the cost of \$18,000.00 (\$9,000.00 being paid from both Carter and Elliott counties) for Phase #13 System Analysis.

Board agreed to accept the acknowledgement of \$5,000.00 payment going to Bluegrass Engineering for work that has previously been conducted.

Riley needs a list of roads that may qualify for AML funding.

Larry from, Rt# 5 Village, came to meeting wanting to purchase old office building; The board agreed on the sale price of \$120,000.00 AS IS.

Lady from FEMA ERAssist said that there was Federal Funding for the ice storm of 2021 and for the flood of early 2022.

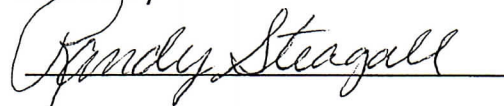
Phillip from water plant asked board if they could get some help getting sand up to the train. Board discussed the situation and will try and get something to help get the sand up the stairs.

Meeting went into executive decision @4:49pm. Back to regular session @5:51pm. Motion made by Jason to adjourn meeting@ 5:58pm; Mike second. All in favor. Meeting adjourned @6:03pm.

Chairman



Secretary



Rattlesnake Ridge Water District

Minutes for April 2022

Meeting called to order @4:04pm.

Motion made by Jason to accept February minutes; Mike second. All in favor,

Motion made by Jason to accept March minutes; Mike second. All in favor.

Riley, from Bluegrass Engineering spoke on Phase 12 *CDBG- waiting on approval, should be able to bid mid-May.

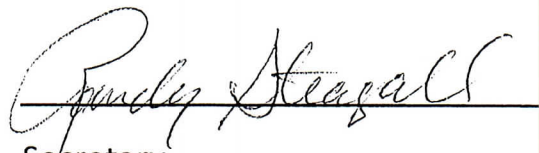
Employee Concerns: 1) Lester spoke on sludge needing hauled out and lagoons pumped out. 2) Dale needs scheduled to work different shifts a couple times a month.

Motion made by Jason to adjourn meeting; Mike second. All in favor.

Meeting adjourned @6:03pm.



Chairman



Secretary

Rattlesnake Ridge Water District

Minutes for March 1st 2022

Meeting called to order @4:00. Minutes dispensed till next meeting.

Riley, from Bluegrass Engineering spoke on Phase 12 *CDBG- waiting on approval, should be end of March. *FEMA \$300,000.00 approved for creek crossing and bores, Riley is going through DOW to work this out. *Bluegrass is doing an assessment to make company work more efficiently @ a cost of \$18,000.00 which will be paid by the fiscal courts of both Carter and Elliott County (\$9,000.00 each)
* Ipearl meters are 52 weeks out so RRWD may want to look into another company such as "Master Mater".

Public Comments: Rick Waugh came to meeting wanting to put in 800ft of 2in line on a water line extension agreement, he must sign the water line extension agreement.

Staff Notes: Felicia says that too many adjustments and favors are given.

Becky spoke on customer complaints (Randy Seagraves) over meters not being read and having to do adjustments. Issues discussed and fixed.

Leak adjustment form must be signed before approval.

*Rusty Anderson from Terra Graphics spoke to Board about GPS of the meters/valves.

Went into executive session @ 4:45pm.

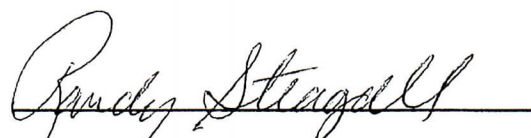
Meeting called back to regular session @5:38pm

Mike made motion that only employees and one family member can be on the company Verizon phone plan, all ex-employees friends/family needs taken off. Steve second. All in favor.

Meeting adjourned @6:03pm.



Chairman



Secretary

Minutes

Rattlesnake Ridge Water District

Feb 1st 2022

Meeting was called to order at 4:02 pm by Bill Gilbert. Commissioners attending were Bill Gilbert, Jason Carroll, Mike Copley, Randy Steagall and Steve Ison. Employees attending was office staff, Lester and all field men except Brian.

Jason made a motion to dispense the reading of January minutes; Mike second. All in favor. Jason made motion to approve January minutes; Steve second. All in favor.

Riley gave the engineers report ...After looking into the new meter situation he suggested that we stick with the ipearl meters.

Resolution was made for the legal binding agreement between Carter County Fiscal Court and RRWD over the CDBG Grant, stating that any funding over \$1,000,000.00 for phase #12 will be the responsibility of Rattlesnake Ridge Water District.

Randy made motion to accept the resolution; Jason second. All in favor.

Riley also brought up the fact that our system holds 3.9 million gallons on water just in the lines and storage which equals 7.2% that is treated water that's not billed. He would like a project profile done asap, especially for the water treatment plant and tank and line relocation before the Prison expansion.

Mike made motion to accept resolution to take off former manager W.C.Gilbert, and add Rebecca Kitchen, assistant manager, to accounts at Commercial Bank and be allowed to sign checks. Steve second; All in favor.

Jason made motion to give all employees except the new hire, Ethan Wilburn, \$.50 raise, effective February 1st.

Steve made motion that no purchases are bought unless a PO is given from David Gifford. Mike second. All in favor.

Steve made motion that all employees get (1) five day pay-week total for COVID pay. If an employee is off for COVID or COVID related illness they must use their PTO time for pay. Mike second; all in favor.

Steve made motion to go into executive session @6:24pm. Mike second.

Called back to regular session @7:10 pm.

Board wants all employees to have their own logins, copies of deposits are to be put into deposits books daily and any adjustments made must be signed off by management.

Board discussed selling the ford edge.

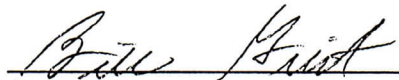
There was much discussion on making sure that everything was up to date and in compliance for PSC.

Discussion on water loss and resolutions to the problems.

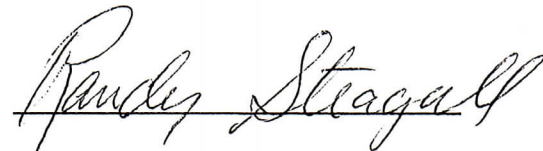
Lester brought up the issue of employees at plant asking about if they got paid time-in-half if a state of emergency happens and they still have to work. Board discussed the issue and the employees at the plant have a set schedule and the RRWD office staff has a set schedule so no employee plant nor office gets paid time-in-half unless they work over their scheduled 40 hrs per week. Office and plant will remain open during regular office hours.

Steve made motion to accept bills paid. Randy second. All in favor.

Meeting adjourned @ 7:11pm.



Chairman



Secretary

RESOLUTION #02012022


Whereas, The Rattlesnake Ridge Water District Board of Commissioners has resolved that effective February 1st, 2022 that Rebecca Kitchen be allowed access to all accounts with the authority to sign checks at the Commercial Bank, including but not limited to the following accounts. Also effective February 1st, 2022 W.C. Gilbert be removed from all of the following accounts:

RRWD MAIN #70688
RRWD PAYROLL #70823
RRWD O&M #32832
RRWD BOND & INTEREST #220183
RRWD REGIONS #274178
RRWD SLA #076260
RRWD RESERVE ACCOUNT #116130
RRWD CASH ACCOUNT #72273
RRWD DEPOSIT ACCOUNT #70882

In witness whereof, The Board of Directors has duly adopted this Resolution on this 1ST day of February 2022.

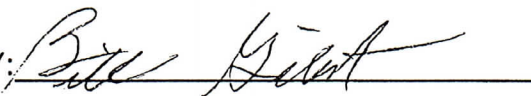
Attest:

BY:


Pamela Steagall (sec)

Rattlesnake Ridge Water District

BY:


Bill Gilbert

Minutes

Rattlesnake Ridge Water District

January 4th, 2022

Meeting was called to order at 4:05 pm by Bill Gilbert. Commissioners attending were Bill Gilbert, Jason Carroll, Mike Copley, Randy Steagall and Steve Ison. Employees attending was office staff, Lester and all field men except Brian.

Mike made a motion to dispense the reading of December minutes; Jason second. All in favor. Jason made motion to approve December minutes; Randy second. All in favor.

Riley gave the engineers report ...CDBG and ARC funds are good, should be ready to advertise soon. Riley suggested we get a game plan ready for the meter change out for new project; David is going to look into doing sections at a time starting with the problem spots first.

Bill congratulated the guys on job well done finding and repairing leaks. David spoke on the new overhead crane being installed to pull pumps at the water plant and the new winch extender that was made for the trackhoe.

There was much discussion on water loss and how the new meters will make a huge difference. The Board spoke on wanting open line of communication with PSC to stay on top of all matters; New tariffs were discussed and getting a new game plan as far as operations of RRWD from the office to field guys to the water plant ..everyone working as a whole.

Lester spoke on VFD's needing fixed and getting new pump installed at plant.

Jason made motion to go into executive session @4:45pm. Mike second. All in favor.

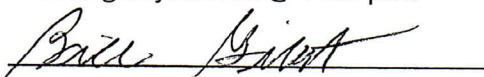
Meeting called back to regular session @5:13pm by Steve Ison. Jason second. All in favor.

Jason made motion to give Mark Kitchen a \$2.00 raise being field foreman. Randy second. All in favor. Jason made motion to hire Ethan Wilburn for \$18.00 a hour to read meters, help in field and operate equipment. Randy second. All in favor. Steve made motion starting February 1st to elect David Gifford as General Manager and Rebecca Kitchen Assistant Manager with a raise of \$5.00 per hour. Randy second. All in favor.


David spoke on getting telemetry fixed by using a new location for antenna.

Steve made motion to accept bills paid. Mike second. All in favor.

Meeting adjourned @ 7:15 pm.



Chairman



Secretary

Rattlesnake Ridge Water District

Serving Areas of Carter, Elliott, Lawrence and Morgan Counties

P.O. Box 475, Grayson, Kentucky 41143-0475

Phone (606) 474-7570, Fax (606) 474-8531

E-Mail: rrwd@windstream.net

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"Hard of Hearing, Speech impaired, or Deaf users, call the Kentucky Relay Service at (800) 648-6056.

Give the Communications Assistant our phone number to contact us."