

**NORTH NELSON WATER DISTRICT
BOARD OF COMMISSIONERS' MEETING**

January 16 , 2023

The North Nelson Water District Board of Commissioners held its regular monthly meeting at the District office located at 5555 Louisville Road, Cox's Creek, Kentucky, on January 16, 2023 at 5:00 p.m. Commissioners present were Robert Cecil, Robert Greenwell (via Zoom), and Don Mudd. Also present were Cole Cissell, General Manager; Damon Talley, Attorney; Susy Duncan, Office Manager; and Troy Hogge, Kentucky Engineering Group.

Chairman Cecil called the meeting to order and declared that a quorum was present.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

Motion was made by Mr. Greenwell and seconded by Mr. Mudd to approve the Minutes of the December 19, 2022 meeting as prepared. Motion carried unanimously.

Motion was made by Mr. Mudd and seconded by Mr. Greenwell to approve the Expense Sheet and Check Register as presented. Motion carried unanimously.

The Commissioners reviewed the Quarterly Financial and Operational Reports, including the Water Loss Report, for the last Quarter of 2022 and for the calendar years 2019, 2020, 2021, and 2022.

The Commissioners reviewed the Investment Schedule. Motion was made by Mr. Mudd and seconded by Mr. Greenwell to accept management's recommendations for investment of District funds as shown on the Investment Schedule. Motion carried unanimously.

OLD BUSINESS

1. **Bullitt County South Project.** General Manager Cissell, along with Troy Hogge with the Kentucky Engineering Group, presented a status report for the Bullitt County South Project (“BCSP”). Attorney Talley reported that both of the Vaughn easements have been signed. Project bid opening will be held on February 7, 2023 at 10:00 a.m.

2. **Nelson County Water Supply Project.** General Manager Cissell, along with Troy Hogge with the Kentucky Engineering Group, presented a status report. General Manager Cissell advised that the project will need to be done in two (2) phases. The first phase would start at the proposed Master Meter location which is approximately 1,250 feet northwest of the intersection of Wilson Parkway with Kentucky Highway 245. Group discussion ensued on details.

3. **Ackridge Extension.** General Manager Cissell reported that the Extension was complete except for seeding and straw.

NEW BUSINESS

1. **Residential Sales Tax Exemption.** Mr. Talley discussed details of new Kentucky Sales Tax law that went into effect January 1, 2023 that affects water utilities. Mr. Talley and the group discussed additional details that included the notification of customers with multiple meters.

2. **Lead Service Line Inventory.** General Manager Cissell gave a status report. He will be attending a workshop on January 26, 2023 for Managers and Operators. The inventory is to be completed by October 2024.

3. **Bank Resolution.** Attorney Talley presented a resolution for CD signees, Resolution No. 2023-01-01, which revoked Mr. Rapier’s authority to sign and added Mr. Cecil. Motion was made by Mr. Greenwell and seconded by Mr. Mudd to adopt the Resolution. Motion carried unanimously.

4. **General Manager Report.** General Manager Cissell reported on his search for a new truck to replace the one involved in an accident. General Manager Cissell discussed hiring a new field employee in 2023.

ADJOURNMENT

There being no further business to come before the Board, motion was made by Mr. Mudd and seconded by Mr. Greenwell to adjourn the meeting. Motion carried unanimously.

NORTH NELSON WATER DISTRICT



Don Mudd, Secretary

Date Approved: 2-20-23



Robert Cecil, Chairman

**NORTH NELSON WATER DISTRICT
BOARD OF COMMISSIONERS' MEETING**

February 20 , 2023

The North Nelson Water District Board of Commissioners held its regular monthly meeting at the District office located at 5555 Louisville Road, Cox's Creek, Kentucky, on February 20, 2023 at 5:00 p.m. Commissioners present were Robert Cecil, Robert Greenwell, and Don Mudd. Also present were Cole Cissell, General Manager; Damon Talley, Attorney; and Jim Thompson and Troy Hogge, Kentucky Engineering Group.

Chairman Cecil called the meeting to order and declared that a quorum was present.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

Motion was made by Mr. Mudd and seconded by Mr. Greenwell to approve the Minutes of the January 16, 2023 meeting as prepared. Motion carried unanimously.

Motion was made by Mr. Greenwell and seconded by Mr. Mudd to approve the Expense Sheet and Check Register as presented. Motion carried unanimously.

The Commissioners reviewed the Investment Schedule. Motion was made by Mr. Mudd and seconded by Mr. Greenwell to accept management's recommendations for investment of District funds as shown on the Investment Schedule. Motion carried unanimously.

OLD BUSINESS

1. Bullitt County South Project. General Manager Cissell, along with Jim Thompson with the Kentucky Engineering Group, presented a status report for the Bullitt County South Project ("BCSP"). Kentucky Engineering Group presented the Bid Tabulation of the Bids that were received on February 7, 2023 and also presented a Recommendation of Award letter. The low bidder was Jeff Robards Construction. If Alternate No. 1 is not constructed, the Project is still

approximately \$480,100 over Budget. The Bullitt County Fiscal Court may provide the additional funding needed to construct the base Project.

2. Contract Award. Based upon the recommendation of the Kentucky Engineering Group, motion was made by Mr. Greenwell and seconded by Mr. Mudd to take the following actions:

- a. Reject all Bids for Additive Alternate No. 1 because of lack of Project funding;
- b. Declare the bid of Jeff Robards Construction in the amount of \$1,898,933.50 to be the lowest and best bid for the base Project;
- c. Award the contract for the base Project to Jeff Robards Construction, contingent upon obtaining additional funding for the Project; and
- d. Authorize the Chairman to execute the Notice of Award, Agreement, Notice to Proceed, and other reasonable and necessary documents to facilitate the construction of the base Project upon confirmation of commitment of additional funds by the Bullitt Fiscal Court.

Motion carried unanimously.

3. KEG Invoice Approval for BCSP. The Commissioners reviewed Invoice No. 2023-21 in the amount of \$18,887.00 from the Kentucky Engineering Group (KEG) for the BCSP. Motion was made by Mr. Mudd and seconded by Mr. Greenwell to approve the KEG Invoice and authorize payment of it upon receipt of the funds from KIA. Motion carried unanimously.

4. Nelson County Water Supply Project. General Manager Cissell, along with Jim Thompson and Troy Hogge with the Kentucky Engineering Group, presented a status report. The City of Bardstown has requested that the District authorize a significant portion of the Project Funds be utilized to pay for the Bardstown Interconnect Project before the remainder of the Nelson County Water Supply Project has been constructed by the District. The Board instructed its legal counsel, Damon Talley, to research this matter and render a legal opinion concerning whether the District is legally authorized to grant Bardstown's request.

5. KEG Invoice Approval for the Nelson County Water Supply Project. Since KEG has reached another milestone in the Nelson County Water Supply Project, it submitted Invoice No. 2023-20 in the amount of \$76,965.00. Motion was made by Mr. Greenwell and seconded by Mr. Mudd to approve KEG

Invoice No. 2023-20 and authorize payment of it upon receipt of the funds from KIA. Motion carried unanimously.

NEW BUSINESS

1. Lutheran Church Tank. General Manager Cissell and KEG discussed the need to make certain repairs and improvements to the Lutheran Church Tank (Rehabilitation Project). There is a substantial likelihood that the Nelson Fiscal Court will contribute a significant amount toward the Rehabilitation Project. Motion was made by Mr. Greenwell and seconded by Mr. Mudd to request the Fiscal Court to participate in funding a portion of the Lutheran Church Tank Rehabilitation Project. Motion carried unanimously.

2. Kentucky Deferred Compensation. The Commissioners reviewed the correspondence from the Kentucky Deferred Compensation Authority (KDC) requesting the District to renew its existing Joinder Agreement to enable the District to continue participating in the Deferred Compensation Program. Upon advice of legal counsel, motion was made by Mr. Mudd and seconded by Mr. Greenwell to adopt the attached Resolution authorizing the Chairman to execute the Joinder Agreement with KDC. Motion carried unanimously.

3. General Manager Report. General Manager Cissell reported on several topics, including that he has advertised for a new field employee.

ADJOURNMENT

There being no further business to come before the Board, motion was made by Mr. Mudd and seconded by Mr. Greenwell to adjourn the meeting. Motion carried unanimously.

NORTH NELSON WATER DISTRICT



Don Mudd, Secretary

Date Approved: 5/20/2023



Robert Cecil, Chairman

**NORTH NELSON WATER DISTRICT
BOARD OF COMMISSIONERS' MEETING**

March 20, 2023

The North Nelson Water District Board of Commissioners held its regular monthly meeting at the District office located at 5555 Louisville Road, Cox's Creek, Kentucky, on March 20, 2023 at 5:00 p.m. Commissioners present were Robert Cecil, Robert Greenwell, and Don Mudd. Also present were Cole Cissell, General Manager; Susy Duncan, Office Manager; Damon Talley, Attorney; and Jim Thompson, Kentucky Engineering Group.

Chairman Cecil called the meeting to order and declared that a quorum was present.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

Motion was made by Mr. Mudd and seconded by Mr. Greenwell to approve the Minutes of the February 20, 2023 meeting as prepared. Motion carried unanimously.

Motion was made by Mr. Greenwell and seconded by Mr. Mudd to approve the Expense Sheet and Check Register as presented. Motion carried unanimously.

There were no investments this month.

OLD BUSINESS

1. Bullitt County South Project. General Manager Cissell, along with Jim Thompson with the Kentucky Engineering Group, presented a status report for the Bullitt County South Project ("BCSP"). The Bullitt County Judge/Executive was able to secure the additional \$481,100 in funds from Bullitt County Fiscal Court. The Contract signing with Jeff Robards Construction will take place later this month.

2. Nelson County Water Supply Project. General Manager Cissell, along with Jim Thompson with the Kentucky Engineering Group, presented a status report. With final Easements and State permit being pursued, Phase 1 of project could be advertised for bids in late April 2023. Phase 2 of project has no anticipated bid date due to pending issues with State permitting and widening design for Kentucky Highway 245.

3. Lutheran Church Tank. General Manager Cissell and Jim Thompson of KEG gave an update on the proposed repairs and improvements. Nelson County Fiscal Court approved funding up to \$100,000 towards the Project. Estimated cost from KEG was \$183,000. Tank is scheduled to be inspected March 22, 2023. Once inspection is complete, KEG will prepare the Bid Specs and advertise for bids.

NEW BUSINESS

1. 2022 Audit Progress. General Manager Cissell advised the group that the Audit being prepared by RFH is in the final review stage. RFH anticipates meeting the March 31, 2023 submittal deadline for the PSC Annual Report.

2. Wholesale Rate Increase. General Manager Cissell presented letter from Louisville Water Company concerning the wholesale rate adjustment that goes into effect July 1, 2023. No action is necessary at this time.

3. General Manager Report. General Manager Cissell reported on several topics, including:

- a) Status of search for new Field Operator – in process.
- b) Updated Website payment option – After presentations from Invoice Cloud and NexBillPay, General Manager Cissell recommended NNWD contract with Invoice Cloud. Motion was made by Mr. Greenwell and seconded by Mr. Mudd to accept the General Manager' recommendation. Motion carried unanimously.
- c) Rate Increase Study – Attorney Talley is continuing to research the possibility of KRWA doing the rate study.

4. Executive Session. Motion was made by Mr. Greenwell and seconded by Mr. Mudd to go into Executive Session to discuss personnel matters involving one or more specific employees. Motion carried unanimously.

******* EXECUTIVE SESSION DISCUSSION *******

Motion was made by Mr. Greenwell and seconded by Mr. Mudd to return to open session. Motion carried unanimously. Chairman Cecil announced that it would be necessary to take action concerning some of the matters discussed in Executive Session.

5. Wage Adjustment. Motion was made by Mr. Mudd and seconded by Mr. Greenwell to increase the salary of Susy Duncan as reflected in her personnel file. The increase will become effective with the pay period commencing on March 25, 2023. Motion carried unanimously.

ADJOURNMENT

There being no further business to come before the Board, motion was made by Mr. Greenwell and seconded by Mr. Mudd to adjourn the meeting. Motion carried unanimously.

NORTH NELSON WATER DISTRICT



Don Mudd, Secretary

Date Approved: _____



Robert Cecil, Chairman

**NORTH NELSON WATER DISTRICT
BOARD OF COMMISSIONERS' MEETING**

April 17, 2023

The North Nelson Water District Board of Commissioners held its regular monthly meeting at the District office located at 5555 Louisville Road, Cox's Creek, Kentucky, on April 17, 2023 at 5:00 p.m. Commissioners present were Robert Cecil, Robert Greenwell, and Don Mudd. Also present were Cole Cissell, General Manager; Susy Duncan, Office Manager; Damon Talley, Attorney; and Kevin Fisher with RFH CPAs Consultants (via Zoom).

Chairman Cecil called the meeting to order and declared that a quorum was present.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

Motion was made by Mr. Greenwell and seconded by Mr. Mudd to approve the Minutes of the March 20, 2023 meeting as prepared. Motion carried unanimously.

Motion was made by Mr. Mudd and seconded by Mr. Greenwell to approve the Expense Sheet, Check Register and First Quarter 2023 Reports as presented. Motion carried unanimously.

There were no investments this month.

OLD BUSINESS

1. Bullitt County South Project. General Manager Cissell presented a status report for the Bullitt County South Project ("BCSP"). Motion was made by Mr. Greenwell and seconded by Mr. Mudd to approve the first Pay Request from Jeff Robards Construction and to authorize payment upon receipt of funds from KIA. Motion carried unanimously. Attorney Talley reported on his involvement concerning emails from a resident in the project area.

2. Nelson County Water Supply Project. General Manager Cissell presented a status report. The Commissioners reviewed the Resolution concerning the Round 2 KIA Grant and the Resolution concerning the House Bill 1 Grant (\$10,000,000). Motion was made by Mr. Mudd and seconded by Mr. Greenwell to approve both Resolutions, which accepts the grants and approves the Grant Assistance Agreements. General Manager Cissell was designated as NNWD's "Authorized Official" for both Grants. Motion carried unanimously. Discussion ensued on finalizing plans for first phase in order to put out for bid along with funding for Phase 1. Kelley Law Office has been involved in easement research and preparation. Motion made by Mr. Mudd and seconded by Mr. Greenwell to pay invoice from Kelley Law Office for easement preparation. Motion carried unanimously.

3. Lutheran Church Tank. The Commissioners reviewed and discussed the five (5) page Inspection Report from Horizon QC Inspection Services (Horizon). Horizon performed its inspection of the Lutheran Church Road Tank on March 22, 2023. The Report details minor corrosion damage to the bolt heads and along the seams of the tank interior. The tank is still structurally sound and does not pose a safety hazard. Horizon recommends certain remediation actions be taken within the next three (3) years before corrosion damage to the steel becomes significant. General Manager Cissell stated that he will instruct the engineer to proceed with preparing the Bid Specs for the proposed remediation and other improvements to the tank.

NEW BUSINESS

1. 2022 Audit Report. Kevin Fisher with RFH CPAs/Consultants presented the 2022 Audit Report via Zoom. The 2022 Audit Report contains an unqualified ("clean") opinion. Motion made by Mr. Greenwell and seconded by Mr. Mudd to accept the Audit Report as presented. Motion carried unanimously. Motion made by Mr. Greenwell and seconded by Mr. Mudd to pay the invoice from RFH for performing the audit. Motion carried unanimously.

2. Rate Study. Attorney Talley reported that he will be putting together a report, to present at the May 2023 Board meeting, with information to submit to the PSC pertaining to their request for a Rate Study.

3. **SKO Invoice.** Attorney Talley presented Stoll Keenon Ogden's invoice for legal services performed, to date, on the Bullitt County South Project. Motion made by Mr. Mudd and seconded by Mr. Greenwell for NNWD to approve the invoice and authorize payment of it once funds are received from KIA. Motion carried unanimously. Attorney Talley will send the Invoice to the Kentucky Engineering Group for it to be submitted on a pay request to KIA.


4. **General Manager Report.** General Manager Cissell reported on topics, including:

- a) New Field Operator, Logan Werner, was hired. He started on April 17, 2023.
- b) Health Insurance premiums have been quoted for July 1, 2023 through June 30, 2024. Premiums increased 3% over last year's rates.

ADJOURNMENT

There being no further business to come before the Board, motion was made by Mr. Mudd and seconded by Mr. Greenwell to adjourn the meeting. Motion carried unanimously.

NORTH NELSON WATER DISTRICT



Don Mudd, Secretary

Date Approved: _____



Robert Cecil, Chairman

**NORTH NELSON WATER DISTRICT
BOARD OF COMMISSIONERS' MEETING**

May 15, 2023

The North Nelson Water District Board of Commissioners held its regular monthly meeting at the District office located at 5555 Louisville Road, Cox's Creek, Kentucky, on May 15, 2023 at 5:00 p.m. Commissioners present were Robert Cecil, Robert Greenwell, and Don Mudd. Also present were Cole Cissell, General Manager; Susy Duncan, Office Manager; Damon Talley, Attorney (via Zoom); and Troy Hogge, Kentucky Engineering Group.

Chairman Cecil called the meeting to order and declared that a quorum was present.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

Motion was made by Mr. Greenwell and seconded by Mr. Mudd to approve the Minutes of the April 17, 2023 Board meeting as prepared. Motion carried unanimously.

Motion was made by Mr. Greenwell and seconded by Mr. Mudd to approve the Expense Sheet and Check Register as presented. Motion carried unanimously.

The Commissioners reviewed the Investment Schedule. Management's recommendations for investment of District funds as shown on the Investment schedule were accepted and approved.

OLD BUSINESS

1. Bullitt County South Project. General Manager Cissell presented a status report for the Bullitt County South Project ("BCSP"). Motion was made by Mr. Greenwell and seconded by Mr. Mudd to approve the second Pay Request from Jeff Robards Construction and Pay Request from Kentucky Engineering Group for Invoice No. 2023-44. Both of these will be paid upon receipt of funds from KIA. Motion carried unanimously. Attorney Talley gave an update on his involvement concerning legal issues with residents in the project area.

2. Nelson County Water Supply Project. General Manager Cissell and Troy Hogge with KEG presented a status report. General Manager Cissell reported on final easements for Phase 1 of the Project. He has met with officials from the Kentucky Transportation Cabinet (“KTC”) onsite to discuss the option of installing the water line, in one particular section where obtaining an easement will be an issue, in the State right-of-way. General Manager Cissell is waiting to hear KTC’s response.

3. Lutheran Church Tank. General Manager Cissell and Troy Hogge with KEG presented a status report. KEG is working on contract documents in order to put the project out for bid.

NEW BUSINESS

1. Rate Study. Attorney Talley reported that he will be submitting information to the PSC pertaining to the Rate Study. He will complete this before NNWD submits its PWA Application in early June.

2. PWA Resolution. Attorney Talley presented the Purchase Water Adjustment Resolution that is to be submitted to PSC with the application paperwork. Motion was made by Mr. Greenwell and seconded by Mr. Mudd to adopt the Resolution. Motion carried unanimously.

3. Employee Benefits. General Manager Cissell reported that the renewal rates for employee benefits will go into effect July 1, 2023. By consensus, Management’s recommendation to renew the same policies that are currently in effect was accepted and approved.

4. General Manager Report. General Manager Cissell reported on topics, including:

- a) The US 62 Bypass project (“Western Bypass Connector”) that will connect US 62 to KY 245. The KY 245 end of project affects NNWD’s service area; and
- b) New meter application in area near Akridge Extensions where no water line is located and options to extend the water line.

ADJOURNMENT

There being no further business to come before the Board, motion was made by Mr. Mudd and seconded by Mr. Greenwell to adjourn the meeting. Motion carried unanimously.

NORTH NELSON WATER DISTRICT



Don Mudd, Secretary

Date Approved: 6/19/23



Robert Cecil, Chairman

**NORTH NELSON WATER DISTRICT
BOARD OF COMMISSIONERS' MEETING**

June 19, 2023

The North Nelson Water District Board of Commissioners held its regular monthly meeting at the District office located at 5555 Louisville Road, Cox's Creek, Kentucky, on June 19, 2023 at 5:00 p.m. Commissioners present were Robert Cecil, Robert Greenwell, and Don Mudd. Also present were Cole Cissell, General Manager; Susy Duncan, Office Manager; Damon Talley, Attorney; Jim Thompson and Troy Hogge, Kentucky Engineering Group.

Chairman Cecil called the meeting to order and declared that a quorum was present.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

Motion was made by Mr. Greenwell and seconded by Mr. Mudd to approve the Minutes of the May 15, 2023 Board meeting as prepared. Motion carried unanimously.

Motion was made by Mr. Greenwell and seconded by Mr. Mudd to approve the Expense Sheet and Check Register as presented. Motion carried unanimously.

The Commissioners reviewed the Investment Schedule. Management's recommendations for investment of District funds as shown on the Investment schedule were accepted and approved.

OLD BUSINESS

1. Bullitt County South Project. General Manager Cissell, along with Jim Thompson with the Kentucky Engineering Group, presented a status report for the Bullitt County South Project ("BCSP"). Motion was made by Mr. Mudd and seconded by Mr. Greenwell to approve the third Pay Request from Jeff Robards Construction and Pay Request from Kentucky Engineering Group for Invoice No. 2023-59. Motion carried unanimously. Both of these will be paid upon receipt of funds from KIA.

2. Nelson County Water Supply Project. General Manager Cissell and Jim Thompson with KEG presented the status report. Mr. Thompson reported that they are preparing to bid Phase 1 of Project. Mandatory pre-bid meeting will be held on July 20, 2023 with bid opening on August 1, 2023. General Manager Cissell reported that telemetry contractor and electrician that would be involved in certain aspects of the Project will be handled by NNWD. Only ARPA funds will be used for Phase 1.

3. Lutheran Church Tank. General Manager Cissell and Jim Thompson with KEG presented a status report. Mr. Thompson reported that KEG plans to advertise the Project for bid in early July and open bids on July 13, 2023.

4. Settlement Agreement. The Commissioners reviewed the Covenant Not to Sue and Settlement Agreement dated May 25, 2023 (the "Settlement Agreement") which had been negotiated by the Board Chairman, General Manager Cissell, and the District's Attorney, Damon Talley. Motion was made by Mr. Mudd and seconded by Mr. Greenwell to retroactively approve the Settlement Agreement and to ratify the actions of the Board Chairman, General Manager Cissell, and Damon Talley in negotiating the terms of the Settlement Agreement on behalf of the District. Motion carried unanimously.

5. Invoice for Legal Services. The Commissioners reviewed the invoice for legal services dated June 5, 2023. Motion was made by Mr. Greenwell and seconded by Mr. Mudd to approve payment of the invoice. Motion carried unanimously.

NEW BUSINESS

1. Rate Study. Attorney Talley reported that he will be submitting information to the PSC pertaining to the Rate Study by June 24, 2023 and requesting an extension of time to prepare and file the proposed rate increase.

2. PWA Application. The PWA Application was successfully filed electronically on June 1, 2023. A "No Deficiency" letter was received on June 1, 2023. It is anticipated that the Order approving the PWA will be issued before July 1, 2023.

3. Property, General Liability and Cyber Insurance Renewal. The Commissioners reviewed a summary of 2023 – 2024 coverages and premiums for

Property, General Liability and Cyber Insurance renewal provided by The Cincinnati Insurance Companies. No Board action was required.

4. Employee Benefits. The Board discussed current employee salaries and health insurance premiums. A motion was made by Mr. Mudd and seconded by Mr. Greenwell to take the following actions: (a) the District will pay the actual cost, but not to exceed \$1,800 per month, of the health insurance premium of each employee whether it is an individual plan, individual and spouse plan, individual and child plan, or family plan; (b) to rescind all prior District policies concerning this topic; (c) to make this policy effective immediately; and (d) to increase full time employees salaries, who have been employed for at least one (1) year, by 5.50%. The increase will become effective with first pay period in July 2023. The new hourly rate for each employee is shown in his or her respective personnel file. Motion carried unanimously.

5. General Manager Report. General Manager Cissell reported on topics, including:

- a) The US 62 Bypass project (“Western Bypass Connector”) that will connect US 62 to KY 245. The KY 245 end of the Project affects NNWD’s service area; and
- b) Lead Service Line Inventory – NNWD has purchased an additional GPS system for the new field operator to start on meter GPS during the week of June 24, 2023.

ADJOURNMENT

There being no further business to come before the Board, motion was made by Mr. Mudd and seconded by Mr. Greenwell to adjourn the meeting. Motion carried unanimously.

NORTH NELSON WATER DISTRICT



Don Mudd, Secretary

Date Approved: 7-17-23



Robert Cecil, Chairman

**NORTH NELSON WATER DISTRICT
BOARD OF COMMISSIONERS' MEETING**

July 17, 2023

The North Nelson Water District Board of Commissioners held its regular monthly meeting at the District office located at 5555 Louisville Road, Cox's Creek, Kentucky, on July 17, 2023 at 5:00 p.m. Commissioners present were Robert Cecil, Robert Greenwell, and Orville J. Stein, Jr. Also present were Cole Cissell, General Manager; Susy Duncan, Office Manager; Damon Talley, Attorney; and Jim Thompson, Kentucky Engineering Group. Also Present was former Commissioner Don Mudd.

Chairman Cecil called the meeting to order and declared that a quorum was present.

NEW COMMISSIONER

Chairman Cecil announced that the Nelson County Judge/Executive had appointed Orville J. Stein, Jr. to serve a four-year term, commencing on July 10, 2023 and ending on July 10, 2027, as a Commissioner of the North Nelson Water District. His appointment was approved by the Nelson County Fiscal Court on July 10, 2023. He replaces former Commissioner Don Mudd, who chose to retire as a Commissioner upon the expiration of his term on June 30, 2023. Everyone welcomed Mr. Stein to the meeting.

SPECIAL RECOGNITION

Former Commissioner Mudd then shared his thoughts about the positive changes and growth that have taken place in the District during his 16 years as a Commissioner. Chairman Cecil, Commissioner Greenwell, and General Manager Cissell expressed their deep appreciation for the outstanding service rendered by former Commissioner Mudd.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

Motion was made by Mr. Greenwell and seconded by Chairman Cecil to approve the Minutes of the June 19, 2023 Board meeting as prepared. Motion carried unanimously.

Motion was made by Mr. Greenwell and seconded by Chairman Cecil to approve the Expense Sheet, Check Register and Second Quarter 2023 Reports as presented. Motion carried unanimously.

There were no investments this month.

OLD BUSINESS

1. Bullitt County South Project. General Manager Cissell, along with Jim Thompson with the Kentucky Engineering Group, presented a status report for the Bullitt County South Project ("BCSP"). Motion was made by Mr. Greenwell and seconded by Chairman Cecil to approve the fourth Pay Request from Jeff Robards Construction and Pay Request from Kentucky Engineering Group for Invoice No. 2023-75. Motion carried unanimously. Both of these will be paid with funds received from KIA. General Manager Cissell reported that the Spencer County Judge agreed to give NNWD funds to extend the water line to a different hydrant location to give easier access to hydrant.

2. Nelson County Water Supply Project. General Manager Cissell and Jim Thompson with KEG presented the status report. Phase 1 Mandatory pre-bid meeting will be held on July 20, 2023 with bid opening on August 1, 2023.

3. Lutheran Church Tank. General Manager Cissell and Jim Thompson with KEG presented a status report. The bid opening for the Project occurred on July 13, 2023. Only one (1) bid was submitted for the Lutheran Church Tank Rehabilitation Project. It was submitted by Currens Construction Services (Currens) in the amount of \$147,640.00. Upon recommendation of KEG, motion was made by Mr. Greenwell and seconded by Chairman Cecil to take the following actions: (a) to declare the bid of Currens to be the lowest and best bid for the Project; (b) to award the contract to Currens; and (c) to authorize the Chairman to execute the Notice of Award, contract documents, Notice to Proceed, and any other documents necessary to facilitate the completion of the Project. Motion carried unanimously.

4. Western By-Pass Relocation Project. General Manager Cissell gave a status report on this project. Motion was made by Mr. Greenwell and seconded by Chairman Cecil to to declare the small parcel of land (30' x 30') located off Templin Avenue as "surplus;" to accept the offer from the Commonwealth of Kentucky Transportation Cabinet to purchase this parcel; and to authorize the Chairman or the General Manager to execute the necessary documents to effectuate the sale of this parcel. Motion carried unanimously. Motion carried unanimously.

5. PWA Application. General Manager Cissell reported that the 2023 PWA was approved on June 29, 2023. New rates will go into effect July 1, 2023.

NEW BUSINESS

1. Rate Study. Attorney Talley reported that had completed the Rate Study and had timely filed a Motion for an Extension of Time until June 24, 2024 for the District to file an Application with the PSC for a rate increase. He expects the PSC to rule on the Motion within 60 days.

2. Officer Election. The position of Secretary is now vacant because the former Secretary, Mr. Mudd, is no longer a Commissioner. Motion was made by Mr. Greenwell and seconded by Chairman Cecil to elect Mr. Stein as Secretary. Motion carried unanimously. Mr. Stein will serve as Secretary until December 31, 2023 when the term of all officers will end.

3. Attorney Retainer Fee. Attorney Talley requested that his retainer fee be increased from \$910.00 per month to \$920.00. Motion was made by Mr. Greenwell and seconded by Chairman Cecil to approve the increase. Motion carried unanimously.

4. General Manager Report. General Manager Cissell reported on topics, in general, including appreciation to Mr. Mudd for his service to the Board.

ADJOURNMENT

There being no further business to come before the Board, motion was made by Mr. Greenwell and seconded by Mr. Stein to adjourn the meeting. Motion carried unanimously.

NORTH NELSON WATER DISTRICT



Orville J. Stein, Jr., Secretary

Date Approved: 8/21/23



Robert Cecil, Chairman

**NORTH NELSON WATER DISTRICT
BOARD OF COMMISSIONERS' MEETING**

August 21, 2023

The North Nelson Water District Board of Commissioners held its regular monthly meeting at the District office located at 5555 Louisville Road, Cox's Creek, Kentucky, on August 21, 2023 at 5:00 p.m. Commissioners present were Robert Cecil, Robert Greenwell, and Orville J. Stein, Jr. Also present were Cole Cissell, General Manager; Susy Duncan, Office Manager; Damon Talley, Attorney; and Jim Thompson and Troy Hogge, Kentucky Engineering Group.

Chairman Cecil called the meeting to order and declared that a quorum was present.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

Motion was made by Mr. Stein and seconded by Mr. Greenwell to approve the Minutes of the July 17, 2023 Board meeting as prepared. Motion carried unanimously.

Motion was made by Mr. Greenwell and seconded by Mr. Stein to approve the Expense Sheet and Check Register as presented. Motion carried unanimously.

The Commissioners reviewed the Investment Schedule. Management's recommendation for investment of District funds as shown on the Investment Schedule was accepted and approved.

OLD BUSINESS

1. **Bullitt County South Project.** General Manager Cissell, along with Jim Thompson with the Kentucky Engineering Group, presented a status report for the Bullitt County South Project ("BCSP"). Motion was made by Mr. Greenwell and seconded by Mr. Stein to approve the fifth Pay Request from Jeff Robards Construction and Pay Request from Kentucky Engineering Group for Invoice No. 2023-84. Motion carried unanimously. Both of these will be paid with funds received from KIA and Bullitt County Fiscal Court.

2. Nelson County Water Supply Project. General Manager Cissell along with Jim Thompson and Troy Hogge with KEG presented the status report for this Project. The Bid Opening for Phase 1 of the Project occurred on August 1, 2023. The Commissioners reviewed the Bid Tabulation prepared by KEG for both the 20-inch diameter pipe and the 24-inch diameter pipe. KEG also delivered its Recommendation of Award Letter, which was reviewed by the Commissioners. Both KEG and General Manager Cissell discussed the due diligence performed by them concerning the three (3) lowest bidders. Next, the Commissioners reviewed Resolution No. 2023-08-01 prepared by Damon Talley.

- a) Motion was made by Mr. Greenwell and seconded by Chairman Cecil to adopt Resolution No. 2023-08-01, which included the choice to use 24" pipe for Phase 1. Motion carried unanimously.
- b) Motion was made by Mr. Stein and seconded by Mr. Greenwell to approve Change Order No. 1, which reduces the footage of pipe to be installed, reduces the number of road bores to be performed, and, consequently, reduces the amount of the contract by \$836,070. Motion carried unanimously.
- c) Motion was made by Mr. Greenwell and seconded by Mr. Stein to pay KEG Invoice No. 2023-94 upon receipt of funds. Motion carried unanimously.

3. Lutheran Church Tank. General Manager Cissell and Jim Thompson with KEG presented a status report. No Board action was required.

4. Western By-Pass Relocation Project. General Manager Cissell gave a status report on this Project, along with Jim Thompson and Troy Hogge with KEG. No Board action was required.

NEW BUSINESS

1. Rate Study. Attorney Talley reported that the Motion filed for an Extension of Time until June 24, 2024 in which to file the rate case application was granted by the PSC in an Order dated July 31, 2023. Attorney Talley has contacted the Kentucky Rural Water Association and requested a Proposal from KRWA to perform a Rate Study and prepare a Rate Increase Application for North Nelson.

He expects to receive the KRWA Proposal before the September Board meeting so the Board can take action on the Proposal at that meeting.

2. **DOW Sanitary Survey.** General Manager Cissell reported that DOW completed its sanitary survey on August 14 and 15, 2023 with no deficiencies.

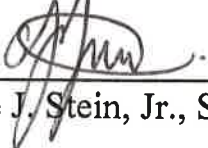
3. **PSC Inspection.** General Manager Cissell reported that the PSC performed its inspection on August 10, 2023. He expects to receive the written Inspection Report before the September Board meeting.

4. **General Manager Report.** General Manager Cissell reported on other topics, in general, including an update on the GPS of meters for the Lead Service Line Inventory. He anticipates that the GPS will be concluded sometime this fall.

ADJOURNMENT

There being no further business to come before the Board, motion was made by Mr. Greenwell and seconded by Mr. Stein to adjourn the meeting. Motion carried unanimously.

NORTH NELSON WATER DISTRICT



Orville J. Stein, Jr., Secretary

Date Approved: 9-18-2023



Robert Cecil, Chairman

**NORTH NELSON WATER DISTRICT
BOARD OF COMMISSIONERS' MEETING**

September 18, 2023

The North Nelson Water District Board of Commissioners held its regular monthly meeting at the District office located at 5555 Louisville Road, Cox's Creek, Kentucky, on September 18, 2023 at 5:00 p.m. Commissioners present were Robert Cecil, Robert Greenwell, and Orville J. Stein, Jr. Also present were Cole Cissell, General Manager; Susy Duncan, Office Manager; Damon Talley, Attorney; and Jim Thompson and Troy Hogge, Kentucky Engineering Group.

Chairman Cecil called the meeting to order and declared that a quorum was present.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

Motion was made by Mr. Stein and seconded by Mr. Greenwell to approve the Minutes of the August 21, 2023 Board meeting as prepared. Motion carried unanimously.

Motion was made by Mr. Stein and seconded by Mr. Greenwell to approve the Expense Sheet and Check Register as presented. Motion carried unanimously.

The Commissioners reviewed the Investment Schedule. Management's recommendation for investment of District funds as shown on the Investment Schedule was accepted and approved by consensus.

OLD BUSINESS

1. **Bullitt County South Project.** General Manager Cissell, along with Jim Thompson with the Kentucky Engineering Group, presented a status report for the Bullitt County South Project ("BCSP"). They reported that the Project was wrapping up and anticipate it being substantially completed sometime in October. Motion was made by Mr. Greenwell and seconded by Mr. Stein to approve the sixth Pay Request from Jeff Robards Construction and Pay Request from Kentucky Engineering Group for Invoice No. 2023-96. Motion carried unanimously. Both of these will be paid with funds received from Bullitt County Fiscal Court.

2. Nelson County Water Supply Project. General Manager Cissell, along with Jim Thompson and Troy Hogge with KEG, presented the status report for this Project. The Phase 1 Contract was signed with Dirt Works on September 15, 2023. The contractor plans to start work on the Project in October.

3. Lutheran Church Tank. General Manager Cissell and Jim Thompson with KEG presented a status report. Motion was made by Mr. Greenwell and seconded by Mr. Stein to approve KEG's contract and to authorize Chairman Cecil to sign it. Motion carried unanimously. Motion made by Mr. Stein and seconded by Mr. Greenwell to pay KEG Invoice No. 2023-112 when funds are received from NCFC. Motion carried unanimously. The contract will need to be signed with Currens Construction Services. The start of Project is still under review.

4. Western By-Pass Relocation Project. General Manager Cissell gave a status report on this Project, along with Jim Thompson and Troy Hogge with KEG. No Board action was required.

NEW BUSINESS

1. Rate Study. Attorney Talley distributed the Proposed Rate Study proposal from Kentucky Rural Water Association (KRWA). The proposal includes both a retail and wholesale cost-of-service study. Motion was made by Mr. Greenwell and seconded by Mr. Stein to accept the proposal. Motion carried unanimously.

2. Attorney Invoices for Nelson County Water Supply Project. Attorney Talley distributed copies of Stoll Keenon Ogden PLLC Invoices No. 1015780 and 1021355. Motion was made by Mr. Stein and seconded by Mr. Greenwell to approve payment of both invoices with the smaller invoice amount to be paid as soon as possible. Motion carried unanimously.

3. Bank Resolution. Because former Commissioner Don Mudd was not re-appointed as a commissioner of the District and Orville J. Stein, Jr. was appointed as a commissioner, it is necessary to adopt a new Banking Resolution. Motion was made by Mr. Greenwell and seconded by Mr. Stein to adopt Resolution No. 2023-09-01 which removes Don Mudd and adds Mr. Stein and Susan Duncan as authorized signatories at various banks and financial institutions. Motion carried unanimously

4. **General Manager Report.** General Manager Cissell reported on other topics, in general, including the purchase of property in the District's service area by a local distillery, which plans to construct storage warehouses on the property. The General Manager does not anticipate that the distillery will use a significant amount of water.

ADJOURNMENT

There being no further business to come before the Board, motion was made by Mr. Stein and seconded by Mr. Greenwell to adjourn the meeting. Motion carried unanimously.

NORTH NELSON WATER DISTRICT



Orville J. Stein, Jr., Secretary

Date Approved: 10/16/23



Robert Cecil, Chairman

**NORTH NELSON WATER DISTRICT
BOARD OF COMMISSIONERS' MEETING**

October 16, 2023

The North Nelson Water District Board of Commissioners held its regular monthly meeting at the District office located at 5555 Louisville Road, Cox's Creek, Kentucky, on October 16, 2023 at 5:00 p.m. Commissioners present were Robert Cecil, Robert Greenwell, and Orville J. Stein, Jr. Also present were Cole Cissell, General Manager; Susy Duncan, Office Manager; and Damon Talley.

Chairman Cecil called the meeting to order and declared that a quorum was present.

NEW WATER COMMISSIONER TRAINING

Chairman Cecil congratulated Mr. Stein for completing the required 12 hours of New Water Commissioner Training conducted by the PSC on October 10 & 11, 2023. Mr. Stein discussed some of the topics covered by the PSC during the two (2) days of training. Chairman Cecil announced that he would receive his training on December 5 & 6, 2023.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

Motion was made by Mr. Greenwell and seconded by Mr. Stein to approve the Minutes of the September 18, 2023 Board meeting as prepared. Motion carried unanimously.

Motion was made by Mr. Stein and seconded by Mr. Greenwell to approve the Expense Sheet and Check Register as presented. Motion carried unanimously.

The Commissioners reviewed the Quarterly Financial and Operational Reports, including the Water Loss Report, for the Third Quarter of 2023.

The Commissioners reviewed the Investment Schedule. Management's recommendation for investment of District funds as shown on the Investment Schedule was accepted and approved by consensus.

OLD BUSINESS

1. **Bullitt County South Project.** General Manager Cissell presented a status report for the Bullitt County South Project (“BCSP”). He reported that the Project was nearing substantial completion. Motion was made by Mr. Greenwell and seconded by Mr. Stein to approve and authorize payment of the Seventh Pay Request from Jeff Robards Construction. Motion carried unanimously. It will be paid with funds received from Bullitt County Fiscal Court. Attorney Talley presented Stoll Keenon Ogden’s (SKO) Invoice No. 1024331. Motion was made by Mr. Greenwell and seconded by Mr. Stein to approve and authorize payment of the invoice when funds become available. Motion carried unanimously.

2. **Nelson County Water Supply Project.** General Manager Cissell presented the status report for this Project. Materials for Phase 1 are starting to be delivered to the site. He anticipates work to start soon.

3. **Lutheran Church Tank.** General Manager Cissell presented a status report. An unanticipated line leak, just outside the tank, was discovered and repaired. General Manager Cissell has been in contact with a vendor on project to finalize the design plan. Project start date is expected sometime between the end of November and the end of December 2023.

4. **Western By-Pass Relocation Project.** General Manager Cissell gave a status report on this Project. All requested items have been sent to the State. NNWD is now waiting for State approval before advertising for Bids.

NEW BUSINESS

1. **DOW Sanitary Survey.** General Manager Cissell reviewed the favorable response letter from DOW concerning the sanitary survey. No deficiencies were found.

2. **PSC Inspection Report.** The Commissioners reviewed the September 12, 2023 PSC Inspection Report which noted one (1) deficiency – failure to document monthly inspection of NNWD’s vehicles. General Manager Cissell stated that NNWD has commenced documenting its monthly inspection of its vehicles. A response letter has been sent to the PSC.

3. **General Manager Report.** General Manager Cissell reported on other topics, including a general discussion on establishing a wholesale water rate for the City of Bardstown and the escalating price of new water meters.

ADJOURNMENT

There being no further business to come before the Board, motion was made by Mr. Greenwell and seconded by Mr. Stein to adjourn the meeting. Motion carried unanimously.

NORTH NELSON WATER DISTRICT



Orville J. Stein, Jr., Secretary

Date Approved: 11/20/23



Robert Cecil, Chairman

**NORTH NELSON WATER DISTRICT
BOARD OF COMMISSIONERS' MEETING**

November 20, 2023

The North Nelson Water District Board of Commissioners held its regular monthly meeting at the District office located at 5555 Louisville Road, Cox's Creek, Kentucky, on November 20, 2023 at 5:00 p.m. Commissioners present were Robert Cecil, Robert Greenwell, and Orville J. Stein, Jr. Also present were Cole Cissell, General Manager; Susy Duncan, Office Manager; Damon Talley, Attorney; Jim Thompson and Troy Hogge, Kentucky Engineering Group.

Chairman Cecil called the meeting to order and declared that a quorum was present.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

Motion was made by Mr. Greenwell and seconded by Mr. Stein to approve the Minutes of the October 16, 2023 Board meeting as prepared. Motion carried unanimously.

Motion was made by Mr. Stein and seconded by Mr. Greenwell to approve the Expense Sheet and Check Register as presented. Motion carried unanimously.

There were no investments this month.

OLD BUSINESS

1. Bullitt County South Project. General Manager Cissell, along with Jim Thompson of Kentucky Engineering Group, presented a status report for the Bullitt County South Project ("BCSP"). They reported that the Project was nearing substantial completion. Motion was made by Mr. Stein and seconded by Mr. Greenwell to approve and authorize payment of Stoll Keenon Ogden's (SKO) Invoice No. 1027360 when funds are made available. Motion carried unanimously.

2. Nelson County Water Supply Project. General Manager Cissell, along with Jim Thompson and Troy Hogge with Kentucky Engineering Group, presented the status report for this Project. All the pipe has been delivered and work has started on Phase 1. Motion was made by Mr. Greenwell and seconded by Mr. Stein to pay Dirt Works Unlimited Pay Request No. 1 and Kentucky Engineering Group Invoice No. 2023-151 when funds are made available. Motion carried unanimously. Motion was made by Mr. Stein and seconded by Mr. Greenwell to pay Stoll Keenon Ogden Invoice No. 1027367 when funds are made available. Motion carried unanimously.

3. Lutheran Church Tank. General Manager Cissell and Jim Thompson of Kentucky Engineering Group presented a status report. Due to the long lead times for the valves, the projected start date of this Project is estimated for Spring 2024.

4. Western By-Pass Relocation Project. General Manager Cissell and Jim Thompson of Kentucky Engineering Group presented a status report. Mr. Thompson reported that the requested information had been sent to the State and are waiting on the response. There is no official start date.

NEW BUSINESS

1. Louisville Water Company Water Purchase Agreement. Attorney Talley discussed Resolution No. 2023-11-01 approving the Agreement and authorizing the Board Chairman to execute the 2023 Water Purchase Agreement on behalf of NNWD. Group discussion ensued. Motion was made by Mr. Greenwell and seconded by Mr. Stein to adopt Resolution No. 2023-11-01. Motion carried unanimously.

2. General Manager Report. General Manager Cissell reported on other topics, including the recent message from RFH, PLLC., CPA, who conducts the District's annual Audit. RFH has advised NNWD that there will be a one-to-two-month delay in completion of the 2023 Audit due to the firm's considerable amount of work and the current staffing levels.

ADJOURNMENT

There being no further business to come before the Board, motion was made by Mr. Stein and seconded by Mr. Greenwell to adjourn the meeting. Motion carried unanimously.

NORTH NELSON WATER DISTRICT



Orville J. Stein, Jr., Secretary

Date Approved: 12/18/2023



Robert Cecil, Chairman

**NORTH NELSON WATER DISTRICT
BOARD OF COMMISSIONERS' MEETING**

December 18, 2023

The North Nelson Water District Board of Commissioners held its regular monthly meeting at the District office located at 5555 Louisville Road, Cox's Creek, Kentucky, on December 18, 2023 at 5:00 p.m. Commissioners present were Robert Cecil, Robert Greenwell, and Orville J. Stein, Jr. Also, present were Cole Cissell, General Manager; Susy Duncan, Office Manager; Damon Talley, Attorney; and Jim Thompson and Troy Hogge, Kentucky Engineering Group.

Chairman Cecil called the meeting to order and declared that a quorum was present.

APPROVAL OF MINUTES AND FINANCIAL REPORTS

Motion was made by Mr. Stein and seconded by Mr. Greenwell to approve the Minutes of the November 20, 2023 Board meeting as prepared. Motion carried unanimously.

Motion was made by Mr. Greenwell and seconded by Mr. Stein to approve the Expense Sheet and Check Register as presented. Motion carried unanimously.

The Commissioners reviewed the Investment Schedule. Management's recommendation for investment of District funds as shown on the Investment Schedule was accepted and approved by consensus.

OLD BUSINESS

1. Bullitt County South Project. General Manager Cissell, along with Jim Thompson of Kentucky Engineering Group, presented a status report for the Bullitt County South Project ("BCSP"). They reported that the Project was nearing substantial completion. Motion was made by Mr. Greenwell and seconded by Mr. Stein to approve and authorize payment of Jeff Robards Construction Pay Estimate No. 8 and Stoll Keenon Ogden PLLC Invoice No. 1030141 when funds are made available. Motion carried unanimously.

2. Nelson County Water Supply Project. General Manager Cissell, along with Jim Thompson and Troy Hogge with Kentucky Engineering Group, presented the status report for this Project. Progress on Phase 1 continues. General Manager Cissell reported that an easement had been signed by Bernheim for areas involved in the next phase of the Project. Motion was made by Mr. Greenwell and seconded by Mr. Stein to pay Dirt Works Payment No. 2 and Kentucky Engineering Group (“KEG”) Invoice No. 2023-166 when funds are made available. Motion carried unanimously. Motion was made by Mr. Greenwell and seconded by Mr. Stein to approve and to authorize payment of Stoll Keenon Ogden Invoice No. 1030122 when funds are made available. Motion carried unanimously.

3. Lutheran Church Tank. General Manager Cissell and Jim Thompson of Kentucky Engineering Group presented a status report. Mr. Thompson reported that two (2) additional valves were added to the project due to a change to project design. The additional cost of the valves will be added through a change order, which will be forthcoming.

4. Western By-Pass Relocation Project. General Manager Cissell, along with Jim Thompson and Troy Hogge of Kentucky Engineering Group, presented a status report. Mr. Thompson reported that the NNWD portion of Project will need to be advertised for bid once all details are confirmed by the Transportation Cabinet.

NEW BUSINESS

1. Louisville Water Company Water Purchase Agreement. General Manager Cissell reported that he and Mr. Stein had met with the City of Bardstown to discuss the minimum and maximum daily water purchases from NNWD. The amounts discussed were based on information from a meeting between General Manager Cissell and The Louisville Water Company at a prior meeting. General Manager Cissell distributed a chart showing daily water purchase averages, by month, for prior years and including year-to-date 2023. The next meeting with Bardstown and NNWD will be on December 19, 2023. Topics to be discussed will include the finalizing of water purchase amount and interim rate that Bardstown will be pay to NNWD. No action is needed at this time.

2. **Adopt 2024 Budget.** General Manager Cissell presented the proposed Budget for calendar year 2024. Motion was made by Mr. Stein and seconded by Mr. Greenwell to adopt the proposed budget for 2024 as prepared. Motion carried unanimously.

3. **Consideration of 2023 Budget Amendment.** After reviewing the projected income and expenses for 2023, it was determined that it will not be necessary for NNWD to amend its 2023 Budget.

4. **Establish Interest Rate for Customer Deposits 2024.** Attorney Talley informed the Commissioners that the PSC calculated maximum rate that water districts must pay on customer deposits during 2024 is 5.38%. After discussing the interest rate earned by the District on the Membership account, motion was made by Mr. Greenwell and seconded by Mr. Stein to keep the interest rate to be paid on Customer deposits for 2024 at 0.05%. Motion carried unanimously.

5. **Truck Purchase.** General Manager Cissell reported that he had received information on Fleet Trucks from dealerships who had been awarded the 2024 State Purchase contracts. Motion was made by Mr. Stein and seconded by Mr. Greenwell to purchase a Ford F-150 extended cab truck by using the State Master Agreement to replace the 2010 truck currently in NNWD's fleet. Motion carried unanimously.

6. **Private Roads.** General Manager Cissell reported that Nelson County Fiscal Court was discussing the option to run water down private roads in the County. More information will be forthcoming. No action is needed at this time.

7. **Officer Elections.** Upon Joint Motion duly made, seconded and unanimously adopted, re-election of the same officers for 2024 was approved. All officers shall serve a one (1) year term beginning January 1, 2024 and ending on December 31, 2024. The officers for 2024 are as follows:

Chairman:	Robert Cecil
Secretary:	Orville J. Stein
Treasurer:	Robert Greenwell

8. **General Manager Report.** General Manager Cissell reported on other topics, including the reduced County Employee Retirement System (“CERS”) employer contribution rate that goes into effect July 1, 2024.

ADJOURNMENT

There being no further business to come before the Board, motion was made by Mr. Stein and seconded by Mr. Greenwell to adjourn the meeting. Motion carried unanimously.

NORTH NELSON WATER DISTRICT



Orville J. Stein, Jr., Secretary

Date Approved: 1-15-24



Robert Cecil, Chairman