

**Southern Water & Sewer District
McDowell, Ky. 41647
January 22, 2024**

5:30 pm

ATTENDANCE

Jeff Prater, Chairperson	Randy Conley, UMG
Steve Dawson, Treasurer	Jeff Reed, CPA
Bob Shepherd, Commissioner	Steven Bailey, SWSD Attorney
Donnie Daniels, Commissioner	Paula Burke, Staff
Rick Roberts, Secretary	Tim Campoy, EDC

A. AGENDA ITEM

MEETING CALLED TO ORDER AND PRAYER GIVEN BY COMMISSIONER SHEPHERD AT 5:40 P.M. WITH ALL COMMISSIONERS PRESENT

B. AGENDA ITEM

SHAWN UPDATED ON THE WAYLAND TO LACKEY PROJECT BY SAYING THERE'S A FEW MORE TIE-INS TO COMPLETE AND THE END IS FINALLY NEAR

MOTION TO APPROVE INVOICE TO BELL ENGINEERING FOR FINISHED PLANS ON THE WATER TREATMENT PLANT IN THE AMOUNT OF \$4298.40 WAS MADE BY MR. ROBERTS, SECONDED BY MR. SHEPHERD, ALL IN FAVOR

C. AGENDA ITEM

MOTION TO APPROVE DECEMBER 26, 2023, MEETING MINUTES WAS MADE BY MR. ROBERTS, SECONDED BY MR. SHEPHERD ROBERTS, SECONDED BY MR. DAWSON, ALL IN FAVOR

D. AGENDA ITEM

MOTION TO APPROVE DECEMBER FINANCE REPORT WAS MADE BY MR. DANIELS, SECONDED BY MR. DAWSON, ALL IN FAVOR

E. AGENDA ITEM

STEVEN BAILEY WILL ONCE AGAIN WRITE A FACEBOOK POST ABOUT THEFT OF SERVICE AND MENTION THAT IT IS PUNISHABLE BY LAW FOR INFORMATION PURPOSES.

THE BOARD WAS MADE AWARE THAT SEVERAL RESIDENTS OF THE HAROLD COMMUNITY MADE PAYMENTS TO SWSD FOR SEWER HOOKUP IN 2012. WITH THE SALE OF THE SEWER SYSTEM TO PCUC THE BOARD ASKED SWSD ATTORNEY, STEVEN BAILEY FOR INSIGHT ON OBLIGATIONS AT THIS TIME.

F. AGENDA ITEM

MARK HOLBROOK HAS BEEN HIRED AS THE NEW PHONE SERVICE TECH

G. AGENDA ITEM

MOTION TO ADJOURN AT 7:24 PM WAS MADE BY MR. DANIELS, SECONDED BY MR. SHEPHERD, ALL IN FAVOR

WITH THERE BEING NO FURTHER BUSINESS TO DISCUSS, THE MEETING WAS ADJOURNED AT 7:24 pm.

PASSED BY THE SOUTHERN WATER & SEWER COMMISSIONERS ON THIS

22ND DAY OF JANUARY 2024

APPROVED BY:



Jeff Prater, Chairman

ATTESTED BY



Rick Roberts, Secretary

**Southern Water & Sewer District
McDowell, Ky. 41647
Regular Called Meeting
February 26, 2024
5:30 pm**

ATTENDANCE

Jeff Prater, Chairperson	Randy Conley, UMG
Steve Dawson, Treasurer	Jeff Reed, CPA
Bob Shepherd, Commissioner	Steven Bailey, SWSD Attorney
Donnie Daniels, Commissioner	Paula Burke, Staff
Rick Roberts, Secretary	Shawn Hicks, EDC

A. AGENDA ITEM

MEETING CALLED TO ORDER AND PRAYER GIVEN BY CHAIRMAN PRATER AT 5:43 P.M. WITH ALL COMMISSIONERS PRESENT

B. AGENDA ITEM

NO VISITORS PRESENT

C. AGENDA ITEM

TIM SAID THERE ARE 3 CUSTOMERS THAT WILL BE WITHOUT WATER UNLESS WE LEAVE THE OLD SYSTEM UP AND RUNNING DUE TO EAST KY PIPELINE NOT WANTING TO DO A BORE WHICH DEFEATS THE ENTIRE PURPOSE OF THE LACKEY TO WAYLAND PROJECT.

MOTION MADE TO APPROVE PAYING AN INVOICE FOR BELL ENGINEERING FOR \$3258.00 WAS MADE BY MR. SHEPHERD, SECONDED BY MR. ROBERTS, ALL IN FAVOR

D. AGENDA ITEM

MOTION TO APPROVE JANUARY MEETING MINUTES WAS MADE BY MR. DANIELS, SECONDED BY MR. DAWSON, ALL IN FAVOR

E. AGENDA ITEM MOTION TO APPROVE JANUARY FINANCIAL REPORT WAS MADE BY MR. DANIELS, SECONDED BY MR. DAWSON, ALL IN FAVOR

F. AGENDA ITEM

MOTION TO POLL THE EMPLOYEES ABOUT THE VENDING/POP MACHINES TO SEE ABOUT WHETHER OR NOT TO LEAVE THEM IN FOR NOW AS AN EXTRA BENEFIT AND WILL BE DECIDED AT A LATER DATE WAS MADE BY CHAIRMAN PRATER, SECONDED BY MR. DAWSON, ALL IN FAVOR EXCEPT MR. ROBERTS

G. AGENDA ITEM

MOTION MADE TO APPROVE PURCHASING ARC-GIS MAPPING SOFTWARE NOT TO EXCEED \$3000 WAS MADE BY MR. DANIELS, SECONDED BY MR. DAWSON, ALL IN FAVOR

H. AGENDA ITEM

MOTION MADE TO PAYOFF TRUCK LOAN AT CITIZEN'S BANK IN THE AMOUNT OF \$16,800.00 FROM THE EKSAFE ACCOUNT AND RENEW THE LINE OF CREDIT AT PEOPLES BANK WAS MADE BY MR. DAWSON, SECONDED BY MR. SHEPHERD, ALL IN FAVOR

I. AGENDA ITEM

MOTION MADE TO ENTER INTO EXECUTIVE SESSION AT 7:34 PM AND OUT OF THE EXECUTIVE SESSION AT 7:51 PM WAS MADE BY MR. DANIELS, SECONDED BY MR. SHEPHERD, ALL IN FAVOR.

- KRS 61.810 (1) ©

J. AGENDA ITEM

MOTION MADE TO GIVE PAY RAISES TO MATTHEW STEWART TO \$20.00 AND JEREMY HACKWORTH TO \$18.50 DUE TO BOTH ACQUIRING CLASS II DISTRIBUTION LICENSES WAS MADE BY CHAIRMAN PRATER, SECONDED BY MR. DAWSON, ALL IN FAVOR.

K. AGENDA ITEM

MOTION MADE TO GIVE RANDY CONLEY AUTHORITY TO PURCHASE 2019 FORD TRUCK FOR NO MORE THAN \$28,500.00 PLUS 4 NEW TIRES WAS MADE BY MR. DANIELS, SECONDED BY MR. DAWSON, ALL IN FAVOR.

L. AGENDA ITEM

MOTION TO ADJOURN AT 8:17 PM WAS MADE BY MR. DANIELS, SECONDED BY MR. SHEPHERD, ALL IN FAVOR.

WITH THERE BEING NO FURTHER BUSINESS TO DISCUSS, THE MEETING WAS ADJOURNED AT 8:17 pm.

PASSED BY THE SOUTHERN WATER & SEWER COMMISSIONERS ON THIS

26TH DAY OF FEBRUARY 2024.

APPROVED BY:



Jeff Prater, Chairman

ATTESTED BY



Rick Roberts, Secretary

Southern Water & Sewer District
McDowell, Ky. 41647
Regular Called Meeting
March 27, 2024
5:30 pm

ATTENDANCE

Jeff Prater, Chairperson	Randy Conley, UMG
Steve Dawson, Treasurer	Jeff Reed, CPA
Bob Shepherd, Commissioner	Steven Bailey, SWSD Attorney
Donnie Daniels, Commissioner	Paula Burke, Staff
Rick Roberts, Secretary	Shawn Hicks & Tim Campoy, EDC

A. AGENDA ITEM

MEETING CALLED TO ORDER AND PRAYER GIVEN BY CHAIRMAN PRATER AT 5:40 P.M. WITH ALL COMMISSIONERS PRESENT

B. AGENDA ITEM

NO VISITORS PRESENT

C. AGENDA ITEM

TIM CAMPOY WITH EDC UPDATED ON THE LACKEY TO WAYLAND PROJECT BY SAYING THAT THE 2 OPTIONS FOR FINALIZING THE PROJECT ARE GETTING THE REMAINING FEW CUSTOMERS ON BOARD BY SIGNING THE EASEMENTS TO CROSS THEIR PROPERTIES OR BORE WHICH WILL NOT BE COST-EFFECTIVE. STEVEN BAILEY HAS BEEN GIVEN PERMISSION TO OFFER MONEY TO THEM TO SIGN THE EASEMENTS.

- MOTION TO APPROVE INVOICE TO EAST KENTUCKY PIPELINE IN THE AMOUNT OF \$7510.50 WAS MADE BY MR. DAWSON, SECONDED BY MR. DANIELS, ALL IN FAVOR**
- MOTION TO APPROVE INVOICE TO BELL ENGINEERING IN THE AMOUNT OF \$6663.60 FOR WORK DONE AT THE WATER PLANT WAS MADE BY MR. DANIELS, SECONDED BY MR. DAWSON, ALL IN FAVOR**

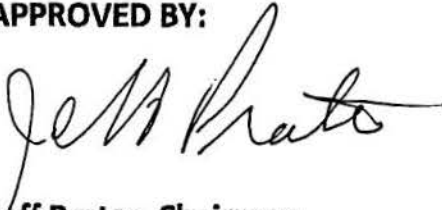
**MOTION MADE TO ADJOURN AT 7:47 PM WAS MADE BY MR. DANIELS,
SECONDED BY CHAIRMAN PRATER, ALL IN FAVOR.**

WITH THERE BEING NO FURTHER BUSINESS TO DISCUSS, THE MEETING WAS
ADJOURNED AT 7:47 pm.

PASSED BY THE SOUTHERN WATER & SEWER COMMISSIONERS ON THIS

25TH DAY OF MARCH 2024.

APPROVED BY:

A handwritten signature in black ink, appearing to read "Jeff Prater", written in a cursive style.

Jeff Prater, Chairman

ATTESTED BY

A handwritten signature in black ink, appearing to read "Rick Roberts", written in a cursive style.

Rick Roberts, Secretary

Southern Water and Sewer District

245 Ky Rt 680

McDowell, KY 41647

606-377-9296

Regular Called Meeting

April 22, 2024

ATTENDANCE

Jeff Prater, Chairperson

Randy Conley, UMG

Steve Dawson, Treasurer

Jeff Reed, CPA

Bob Shepherd, Commissioner

Steven Bailey, SWSD attorney

Ricky Roberts, Commissioner

Paula Burke, staff

Shawn Hicks, EDC

A. Agenda Item

Meeting was called to order at 5:40 pm by ~~Bob Shepherd~~ *Jeff Prater* *RP* *9/6*

B. Agenda Item

No visitors present.

C. Agenda Item

Shawn Hicks from EDC updated the Lackey to Wayland project. Due to property disputes and several wanting money to go across their property. The District and Engineers decided to put a connector between the new system at Estill Bottom and back feed the old system down to Punkin Center. Contractors are installing a 2" meter and regulator (supplied by the district) between the two

systems and shutting the valve below Punkin Center. This will allow us to control the pressure on the old line and monitor for leaks. Also, it allows East Kentucky Pipeline to finish serving the old system to complete the project. The Budget for Nova to do this is approximately \$28,000.00 (it may go over by a little but not much).

Motion to do a change the order to feed customers at Punkin Center and add Master Meter at Estill Bottom was made by Bob Shepherd and seconded by Rick Roberts.

Two people needed to sign change order and is Ricky Roberts and Jeff Prater.

D. Agenda Item

Update on Water Treatment Plant and Intake Rehabilitation Project Steve Caudill with Bell Engineering in May should have a complete set of plans, they added Air Conditioning to the VG=FD Controller Room. We also asked him about the Ky 680 Minner to 80 projects. And is still planning.

Motion to pay \$3,778.81 to Bell Engineering was made by Steve Dawson and seconded by Bob Shepherd. All in favor.

E. Agenda Item

Approval of March Meeting Minutes was made by Steve Dawson and seconded by Ricky Roberts. All in favor.

F. Agenda Item

March 2024 Finances presented by Jeff Reed, CPA

Motion to approve made by Steve Dawson, seconded by Ricky Roberts. All in favor.

G. Agenda Item

Legal

Discussion about offer of \$7500.00 to Xact Communications.

Discussion about PSC annual report. Talked about surcharge, agreed to keep it until loan is paid in full.

H Agenda Item

Managers' Report Given

Commissioner Comments

Bob Shepherds – Brush Creek Tank

Ricky Roberts- Randy stay on issue at Punkin Center

With there being no further business to discuss, the meeting was adjourned.

Motion was made to adjourn at 7:10 by Steve Dawson, seconded by Ricky Roberts. All in Favor.

Passed by the Southern Water and Sewer Commissioners on this 25th day of April 2024.

Approved by:

A handwritten signature in black ink that reads "Jeff Prater". The signature is written in a cursive, flowing style.

Jeff Prater, Chairman

Attested by Ricky Roberts

A handwritten signature in black ink that reads "Ricky Roberts". The signature is written in a cursive, flowing style.

Ricky Roberts, Secretary

Southern Water and Sewer District

245 Ky Rt 680

McDowell, Ky 41647

606-377-9296

Regular Called Meeting

May 28th, 2024

Attendance

Jeff Prater, Chairperson	Randy Conley, UMG
Steve Dawson, Treasurer	Greg May, UMG
Bob Shepherd, Commissioner	Jeff Reed, CPA
Ricky Roberts, Commissioner	Steen Bailey, Attorney
Donnie Daniels, Commissioner	Lucy Howell, staff
Troy Pelfrey, Hayes Pipe	Bob Gillespie, Zenner Meters
Phillip Hunt, Hall and Clark Ins.	Shawn Hicks, EDC
Tim Campoy, EDC	Eric Ratliff, Big Sandy ADD
Paula Burke	Logan Burke

A. Agenda Item

The meeting was called to order by Jeff Prater at 5:36 PM and the prayer was given by Bob Shepherd.

B. Agenda Item Visitors

- a. Bob Gillespie with Zenner Meter Sales and Troy Pelfrey with Hayes Pipe Presented options for meter replacement for existing RG3 meters. After discussion, He will present the board with a quote for 150 meters and all items needed including the software for the board to review.
- b. Phillip Hunt with Hall and Clark Insurance Agency presented the renewal of the Insurance that covers the property, automobiles, equipment, flood Insurance,

and cyber theft. This is the same policy we currently hold. He explained the reasons for the rate increase and the deductibles. After discussion, the Motion was made to renew policy. Motion was made by Bob Shepherd and was seconded by Ricky Roberts. All in favor. No opposed.

c. Paula Burke, a former employee, spoke about her former position with the company.

C. Agenda Item Executive Session per KRS61.810(1) discussions or hearings that might lead to the appointment, dismissal, or discipline of employee, member or student. Ricky Roberts made the Motion to go into executive session and was seconded by Steve Dawson. All in favor, no opposed.

Motion to leave Executive Session was made by Ricky Roberts and seconded by Bob Shepherd. All in favor, no opposed.

Motion to return to regular session was made by Ricky Roberts and seconded by Bob Shepherd. All in favor, no opposed.

D. Agenda Item Project Updates

a. Wayland to Lackey Waterline Replacement AML Pilot Project

The project is almost done. There were a few problems left. One has been resolved and the other is with the blacktop at the Martin Branch Church. This will be corrected within 2-3 weeks. A Certificate of Substantial Completion was presented.

The Motion to approve was made by Steve Dawson and seconded by Donnie Daniels, all in favor, no opposed.

Change order #8 where items were deducted from "Punkin Center" was \$39,605.00 some things were taken away and others added to complete and net deduction ended up as \$11,545.00.

The Motion to approve Change Order was made by Donnie Daniels and seconded by Bob Shepherd. All in favor, no opposed.

An Invoice from East Ky Pipeline was presented for \$145,349.70. AML will pay \$141,971.20 leaving the district to pay \$3,378.50.

Motion to accept was made by Donnie Daniels, seconded by Bob Shepherd, All in favor, no opposed.

An Invoice from Environmental Design for \$4058.00. AML will pay \$2794.00 leaving the district to pay \$1,264.00.

Motion to accept was made by Steve Dawson and seconded by Bob Shepherd, All in favor, no opposed.

An Invoice for Big Sandy Area Development District for \$15,000.00 of which AML will pay all.

Motion to accept was made by Donnie Daniels and seconded by Ricky Roberts.
All in favor, no opposed.

b. Water Treatment Plant and Intake Rehabilitation Project

Modification was made to move the new VFD's into the room with the other VFD's and added air conditioning due to them needing to be cooled. Structural plans are complete as well as HVAC plan. Will schedule meeting within 2-3 weeks to decide when to start accepting bids.

An Invoice from Bell Engineering was presented for \$14,112.99 which will be paid through KIA.

Motion to accept was made by Ricky Roberts and seconded by Bob Shepherd.
All in favor, no opposed.

c. Ky 680 Minnie to Ky 80 Project.

The model is set up and they are still working on the tank and pump stations sites. Will set meeting to discuss projections.

E. Agenda Item Approval of the April 22nd, 2024, meeting minutes.

Motion was made to approve minutes by Steve Dawson and seconded by Ricky Roberts. All in favor, no opposed.

F. Agenda Item

April 2024 finances were presented by Jeff Reed, CPA

Motion to approve Finances was made by Donnie Daniels, seconded by Bob Shepherd. All in favor, no opposed.

G. Agenda Item

Discussion of bank balances and outstanding bills. After discussion, a motion to move money from the EK Safe account was made to move \$30,000.00 now, and then on June 8th move \$100,000.00 into the general account.

The motion to approve was made by Donnie Daniels and seconded by Steve Dawson. All in favor, no opposed.

H. Agenda Item

- a. A Resolution to change authorized check signers on the bank accounts, to remove Paula Burke and add Lucy Howell as a signer to the checking accounts and to be able to view accounts online.

Motion to accept and sign was made by Steve Dawson and seconded by Donnie Daniels. All in favor, no opposed.

A resolution to change the CoBank audit day from 180 days after the year end to 270 days to allow more time to get audit to them.

Motion to accept was made by Steve Dawson and seconded by Donnie Daniels. All in favor, no opposed.

I. Agenda Item Health Insurance

Renewal of Health Insurance plan was presented and discussed. This is the current plan in effect and no changes other than the increase in the premium.

Motion to approve and renew the Health Insurance plan was made by Ricky Roberts and seconded by Bob Shepherd. All in favor, no opposed.

J. Agenda Item Legal Updates

There is nothing to present.

K. Agenda Item Managers Report

Managers report given and discussed.

L. Commissioner Comments

Bob Shepherd expressed his appreciation for the crew getting the water back on so quickly after the storm and wanted to pass that along to the crew.

Jeff Prater announced as of this date he will be stepping down as Chairman of the Board and asked for nominations for new chairman. After discussion the decision was made to elect all officers.

Motion was made to elect Donnie Daniels as Chairman effective immediately by Jeff Prater and seconded by Steve Dawson, All in favor, no opposed.

Motion was made to elect Ricky Roberts as the Vice Chairman effective immediately by Steve Dawson and seconded by Bob Shepherd. All in favor, no opposed.

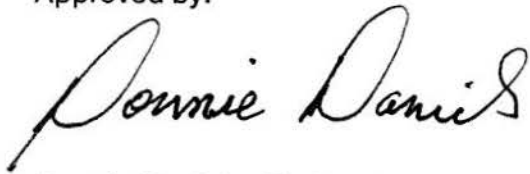
Motion was made to elect Bob Shepherd as the Secretary effective immediately by Ricky Roberts and seconded by Donnie Daniels. All in favor, no opposed.

Motion was made to elect Steve Dawson as Treasurer effective immediately by Donnie Daniels and seconded by Bob Shepherd. All in favor, no opposed.

M. Agenda Item Adjourn

Motion was made to adjourn the meeting at 8:30 pm by Donnie Daniels, seconded by Bob Shepherd. All in favor, no opposed.

Approved by:

A handwritten signature in black ink that reads "Donnie Daniels". The signature is written in a cursive style with a large, prominent initial "D".

Donnie Daniels, Chairman

Attested by

A handwritten signature in black ink that reads "Steve Dawson". The signature is written in a cursive style with a large, prominent initial "S".

Steve Dawson, Secretary

Southern Water and Sewer District

245 Ky Rt 680

McDowell, Ky 41647

606-377-9296

Special Called Meeting

June 18th, 2024

Attendance

Donnie Daniels, Chairman

Randy Conley, UMG

Ricky Roberts, Vice Chairman

Tim Campoy, EDC

Seve Dawson, Treasurer

Steven Bailey, Attorney

Bob Shepherd, Secretary

Lucy Howell, Staff

A. Agenda Item

Meeting was called to order at 5:35 pm by Donnie Daniels, Chairman. The prayer was led by Steve Dawson.

B. Agenda Item

No Visitors

C. Agenda Item

Project Updates

- a. Wayland to Lackey Waterline Replacement AML Pilot Project is finished.
- b. Water Treatment Plant and Intake Rehabilitation Project the structural plan, HVAC plans and Specs are completer, Multiple modifications were made to the electrical plan and is being revised. Will schedule meeting to go over final plans in a few weeks. The invoices for S4 Water Sales and Services, Llc totaling \$61,806.20 was approved at a prior meeting to be paid from the EK Safe account.


- c. Ky 680 Minnie to KY 80 project, plans are moving forward waiting on questions to be answered from the Board of Education about the usage for Floyd Central High School and question about their system.
 - d. Spot updates on RT 979 plans are still being made, waiting on TC Energy and Cabinet of Transportation to get back to them about existing lines. An invoice was presented from Environmental Design Consultants for \$1800.00.
- D. Agenda Item
Approval of May 28th, 2024, minutes, these were approved before meeting because of the Resolution for the bank, they were approved and signed by Steve Dawson and Ricky Roberts.
- E. Agenda Item
Approval of May Finances motion was made by Ricky Roberts and seconded by Bob Shepherd. All in favor non opposed.
- F. Agenda Item
Discussion of bank balances and outstanding bills. The decision was made to take \$39,837.46 from the EK Safe account to cover the Accounts Payable invoices that were over 30 days past due. A Motion was made by Steve Dawson and seconded by Bob Shepherd. All in favor no opposed.
- G. Agenda Item
Legal, there were no issues to discuss.
- H. Agenda Item
Discussion of the quote submitted from Hayes Pipe concerning the Zenner meters. A motion was made to enter into an agreement to test meters for trial period, motion was made by Steve Dawson and seconded by Bob Shepherd, all in favor no opposed.
- I. Agenda Item
Managers report was given by Randy Conley. Discussion about evaluations of employees raises was tabled until the next meeting.
- J. Agenda Item
Commissioner's Comments
Bob Shepherd is very happy with Accounts Payable progress and is very appreciative of the employees' efforts to do a good job.
Ricky Roberts concerned with moving forward with rate increase to help with financial issues.
Steve Dawson shares concerns that have already been voiced.
Donnie Daniels shares concerns that have already been voiced.
- K. Agenda Item

Adjourn the motion was made at 7:30 by Ricky Roberts and seconded by Bob Shepherd. All were in favor no opposed.

Signed by



Donnie Daniels, Chairman



Bob Shepherd, Secretary

Southern Water and Sewer District

245 Ky Rt 680

McDowell, Ky 41647

606-377-9296

Regular called meeting

July 22, 2024

Attendance

Donnie Daniels Chairman

Randy Conley, UMG

Ricky Roberts, Vice Chairman

Steven Bailey, Attorney

Steve Dawson, Treasurer

Jeff Reed, Accountant

Bob Shepherd, Secretary

Robbie Williams, Judge Executive

Byron Scott, Commissioner

Lucy Howell, staff

A. Agenda Item

Meeting was called to order at 5:46 by Donnie Daniels, Chairman. The prayer was led by Bob Shepherd.

B. Agenda Item

Visitors

Robbie Williams, Judge Executive swore in new board commissioner Lesley Byron Scott.

C. Agenda Item

Project Updates

There were no updates on current projects.

D. Agenda Item

Discussion of Southern Water Sewer District Rate Increase Study Report.

The report was presented by Ariel Baker via Zoom. Questions were asked and answered.

A Resolution of the Board of Commissioners of the Southern Water and Sewer District proposing adjustments to its water rates and charges and authorizing its chairman to file an application with the Public Service Commission seeking

approval of the proposed rate adjustment. The motion was made by Rick Roberts, Seconded by Bob Shepherd, all in favor no opposed.

E. Agenda Item

Approval of June 18th meeting minutes.

Motion was made by Steve Dawson, seconded by Bob Shepherd, all in favor no opposed.

F. Agenda Item

Approval of June Finances.

The finances were presented by Jeff Reed, Accountant. After discussion the motion was made to approve the finances by Rick Roberts seconded by Bob Shepherd all in favor no opposed.

G. Agenda Item

Discussion of bank balances and outstanding bills, including several of the bank accounts. The surcharge account must be closed when the dispute over fraudulent check on the account is complete. A motion was made to open a new account for the surcharge money by Steve Dawson, seconded by Rick Roberts, all in favor no opposed.

Two other Accounts, The Mink Branch Replacement account and Meter Replacement Accounts will be closed, and the balance moved to the General Account.

H. Legal

A motion was made to enter Executive session by Steve Dawson seconded by Bob Shepherd all in favor no opposed.

Discussion of pending lawsuit regarding Xact lawsuit.

A motion to leave the executive session and return to regular session was made by Bob Shepherd seconded by Steve Dawson. All in favor no opposed.

I. Agenda Item

Managers' report

Managers report presented by Randy Conley.

Discussion of Employee evaluations. Motion was made by Steve Dawson and seconded by Bob Shepherd, all in favor no opposed.

J. Commissioner's Comments

Rick Roberts; concerned with keeping down water purchases from other districts.

Bob Shepherd: concerned with Social Security numbers being in reports, discussed with Jeff Reed and those will be removed on the next report.

Byron Scott: appreciates the welcoming to the board and is looking forward to the challenge of serving.

K. Agenda Item

Adjournment

The motion to adjourn the meeting was made by Bob Shepherd seconded by Steve Dawson, all in favor no opposed

Signed by

A handwritten signature in cursive script that reads "Donnie Daniels".

Donnie Daniels, Chairman

A handwritten signature in cursive script that reads "Bob Shepherd".

Bob Shepherd, Secretary

Southern Water and Sewer District

245 Ky Rt 680

McDowell, KY 41647

606-377-9296

Regular called meeting

August 26, 2024

Attendance

Donnie Daniels, Chairman

Ricky Roberts, Vice Chairman

Steve Dawson, Treasurer

Bob Shepherd, Secretary

Byron Scott, Commissioner

Lucy Howell, staff

Steven Bailey, Attorney

Jeff Reed, Accountant

Eric Ratliff, Big Sandy ADD

Tim Campoy, EDC

Rachael Hill, FCC

A. Agenda Item

Meeting was called to order at 5:30 by Donnie Daniels, Chairman. Prayer was led by Steve Dawson.

B. Agenda Item

Visitors, Eric Ratliff with Big Sandy ADD, Tim Campoy from EDC, and Rachael from the Floyd County Chronicle.

C. Agenda Item

Project Updates. Update on the Water Plant and Intake Rehabilitation Project was given by Tim Campoy. The structural, AC, and Electrical plans are complete. Diagrams will be drawn up the week of September 9th. Eric Ratliff announced that we have been approved for an additional \$3,000,000 through EPA for repairs to the Water Plant.

The Rt 979 project is moving ahead. The water line will have to be installed during construction because of the location of the lines. This project will be paid for through the Transportation Department. When the project moves ahead, we will have a decision in the contractor that will be doing the water lines.

D. Agenda Item

Approval of the July 22, 2024, meeting minutes, motion was made by Steve Dawson and Seconded by Bob Shepherd, all in favor, no opposed.

- E. Worker's Comp. Insurance renewal. Two proposals were presented and discussed in detail. A decision was made to keep the current provider, which is KEMI. The motion was made by Ricky Roberts and Seconded by Bob Shepherd, all in favor no opposed.

F. Agenda Item

Discussion of resolution to submit application to KIA for loans for the Brush creek Tank Project, Sideline Project, and Debt Relief Project. A motion was made to sign the resolution by Bob Shepherd and Seconded by Ricky Roberts.

- G. Discussion about bonds for the Commissioners. After discussion a motion was made to acquire bonds for all the commissioners by Bob Shepherd and seconded by Ricky Roberts, all in favor, no opposed.

H. Agenda Item

- I. Financial. The financial report was given by Jeff Reed, Accountant. After the discussion the motion was made to accept the July financial report by Bob Shepherd and seconded by Steve Dawson.

J. Agenda Item

Bank Balances and outstanding Bills were presented and discussed. After discussion a Motion was made to transfer money into the Solid Waste account to pay for July collections and to pay current accounts payable, motion was made by Bob Shepherd and seconded by Ricky Roberts, all in favor no opposed.

K. Agenda Item

Legal given by Steven Bailey, Rate Increase request per Ariel Miller will be submitted to PSC August 27th and will get back to Steven Bailey if PSC requests any additional information.

L. Agenda Item

UMG managers' report was given.

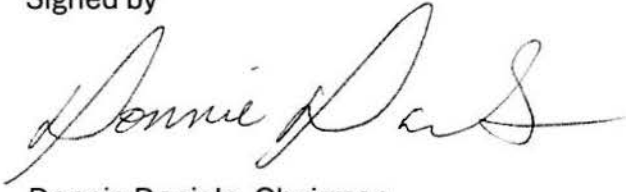
M. Agenda Item

Commissioner Comments, nothing to add.

N. Agenda Item

Adjournment. A motion was made to adjourn by Ricky Roberts, seconded by Steve Dawson, all in favor, no opposed.

Signed by

A handwritten signature in cursive script, appearing to read "Donnie Daniels". The letters are fluid and connected, with a prominent loop at the end.

Donnie Daniels, Chairman

A handwritten signature in cursive script, appearing to read "Bob Shepherd". The signature is more compact and less fluid than the one above, with a distinct loop at the end.

Bob Shepherd, Secretary

Southern Water and Sewer District

245 Ky Rt 680

McDowell, KY 41647

606-377-9296

Regular called meeting

September 23, 2024

Attendance

Donnie Daniels, Chairman

Steven Bailey, Attorney

Ricky Roberts, Vice Chairman

Jeff Reed, Accountant

Steve Dawson, Treasurer

Richard Paulmann, Auditor

Bob Shepherd, Secretary

Tim Campoy, EDC

Lucy Howell, staff

A. Agenda Item

Meeting was called to order at 5:30 by Donnie Daniels, Chairman. Prayer was led by Steve Dawson, Treasurer.

B. Agenda Item

Visitors

Richard Paulman, Auditor was present and presented the A133 Audit for the year ending December 31, 2023. The audit was read and discussed with the Board and all questions were answered. Jeff Reed the Board's Accountant recommends and agrees it is an acceptable audit. The motion to accept the audit was made by Steve Dawson and was seconded by Rick Roberts, all was in favor and no opposed.

Richard Paulmann also presented the letter of engagement for the next 2 years audit the motion to accept was made by Bob Shepherd and seconded by Steve Dawson, all were in favor and no opposed, the agreement was signed by Donnie Daniels, Chairman of the Board.

C. Agenda Item

Project Updates

Tim Campoy with EDC was present and provided the project updates.

The 680 to Minnie project is moving forward, they have come up with several different options and narrowed it down to two. There will be a meeting later this week with UMG to go over and get the approval.

The 979 project is moving forward, now have completed revisions. Cost estimates have been submitted to Palmer.

The Water Treatment Plant project is also moving forward we now have received the final plans and drawing last week. Once they are inspected, we will be ready to start the bid process.

D. Agenda Item

Approval of the August 26, 2024, minutes the motion was made by Rick Robert and seconded by Bob Shepherd, all were in favor and no opposed.

E. Agenda Item

Bank accounts. Discussion of changing the bank accounts to government entity accounts. The motion to change all accounts at the bank to the Government Entity Account was made by Rick Roberts and seconded by Bob Shepherd, all were in favor and no opposed.

F. Agenda Item

Financial, approval of the August Finances. The August finances were presented by Jeff Reed and were discussed with all questions answered. The motion to accept the finances was made by Rick Roberts and was seconded by Bob Shepherd, all were in favor and no opposed.

G. Agenda Item

Bank Balances and Accounts Payable was presented by Lucy Howell and discussed.

H. Agenda Item

Legal was present by Steven Bailey, Board Attorney. An update on the rate study case was discussed and was decided for Steven to call Robert Miller at Kentucky Rural Water and get update and inform the board of status.

I. Agenda Item

UMG Managers report was given by Randy Conley and discussed with all questions answered. Employee evaluation for Nathan Marsilett was discussed. Also was discussed about employees donating some of their sick time to other employees who may be off work for an extended period. After discussion the decision was made that an employee would be able to donate up to 16 hours of their sick time per occurrence to another employee who may need it. The motion as made by Steve Dawson and seconded by Rick Roberts, all were in favor and no opposed. This will be added to the Employee Handbook for future reference.

J. Agenda Item

Commissioner Comments.

Donnie Daniels, no comments

Rick Roberts, no comments


Bob Shepherd, no comments

Steve Dawson, no comments.

K. Agenda Item

Adjournment. A motion was made to adjourn the meeting at 7:31 pm by Bob Shepherd and seconded by Rick Roberts, all were in favor and no opposed.

Signed by

 *Donnie Daniels* vice chair
Mr. Daniels NOT
in attendance

Donnie Daniels, Chairman of the Board

 *Bob Shepherd*

Bob Shepherd, Secretary of the Board

Southern Water and Sewer District

245 KY RT 680

McDowell, KY 41647

Regular scheduled meeting October 28th, 2024

At 5:50 p.m.

Attendance

Rick Roberts, Vice Chairman

Steven Bailey, Attorney

Bob Shepherd, Secretary

Jeff Reed, Accountant

Byron Scott, Commissioner

Shawn Hicks, EDC

Randy Conley, General Manager

Lucy Howell, staff

A. Agenda Item

Meeting was called to order at 5:30 p.m. by Vice Chairman Rick Roberts. Prayer was led by Bob Shepherd.

B. Agenda Item/visitors

There were no visitors present.

C. Agenda Item/Project updates.

Shawn Hicks for EDC was present and gave updates on these projects.

The 680 to Minnie Projects is moving forward, met with the highway department and walked most of the project, there are a couple areas the lines will have to cross the highway and will require an encroachment permit.

The 979 project is moving forward, TC energy has signed off on the gas line crossings and will be moving forward.

The Water Treatment Plant project is moving forward, the plans and specifications have been looked at and approved and have reached out to the DOV about obtaining the permit to move forward.

D. Agenda Item/ Approval of the minutes

After the minutes from the board meeting on September 23, 2024, was reviewed a motion to approve the minutes was made by Bob Shepherd, seconded by Byron Scott, all in favor and no opposed.

E. Agenda Item/ September finances

Jeff Reed presented the financials for September, after discussion and all questions answered a motion was made by Bob Shepherd and seconded by Byron Scott, all in favor and no opposed.

F. Agenda Item/bank balances and outstanding bills

Lucy Howell presented the Accounts payable and the bank balances, discussion about balances and outstanding bills, all questions answered. A motion was made to pay all 1–30-day accounts and City of Pikeville, by Bob Shepherd and seconded by Byron Scott, all in favor no opposed.

G. Agenda Item/discussion of service trucks

We have one truck down with motor issues and several heading the same direction discussed the options of motor replacement and purchasing two new trucks to add to the fleet. After discussion the motion was made to start the procurement process for two trucks, this motion was made by Bob Shepherd, seconded by Byron Scott all in favor no opposed.

H. Agenda Item/Legal

The update on the Rate Study Case was given by Steven Bailey, Board Attorney. The case is still in the process and has not been filed. We have been in contact with Arial Miller and Bob Miller concerning this, once the audit is updated, they can move forward.

I. Agenda Item/UMG managers' report

The report was given by Randy Conley and discussed with all questions answered. Employee evaluation for Cody Collins was discussed and a motion was made to go into executive session to discuss this further, motion was made by Rick Roberts and Seconded by Bob Shepherd after discussion a motion was made to leave executive session and return to regular session by Byron Scott and seconded by Bob Shepherd.

J. Commissioner's Comments

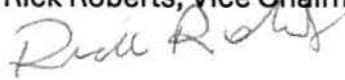
No comments

K. Agenda Item/Adjournment

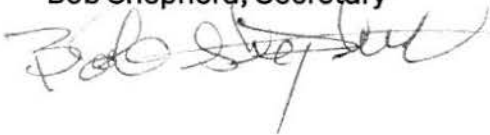
A motion to adjourn was made by Byron Scott and seconded by Bob Shepherd at 7:43 p.m. All were in favor and no opposed.

Signed by

Rick Roberts, Vice Chairman

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Bob Shepherd, Secretary

Handwritten signature of Bob Shepherd in cursive script.

Southern Water and Sewer District

245 KY RT 680

McDowell, KY 41647

Regular scheduled meeting November 25th, 2024

At 5:30 p.m.

Attendance

Donnie Daniels Chairman

Steven Bailey, Attorney

Rick Roberts, Vice Chairman

Jeff Reed, Accountant

Bob Shepherd, Secretary

Tim Campoy, EDC

Byron Scott, Commissioner

Randy Conley, General Manager

Steve Dawson, Treasurer

Lucy Howell, staff

Jamie Boyd, Visitor

Scott Collins, Visitor

A. Agenda Item

Meeting was called to order at 5:30 by Chairman, Donnie Daniels. Prayer was led by Bob Shepherd.

B. Agenda Item/visitors

Jamie Boyd and Scott Collins were present to discuss the plans for the building. Mr. Boyd was the lowest bid for building the structure. After much discussion and all questions were answered about the building plans such as what type of doors, which will all be commercial grade metal doors. The timeline would be about 6-8 weeks.

After Discussion the motion to accept and approve his bid for \$64,750.00 the motion was made by Bob Shepherd, seconded by Ricky Roberts all in favor no opposed.

C. Agenda Item/Project Updates

Tim Campoy with EDC gave the updates. The Ky Rt 680 project has been confirmed and sent to the Kentucky Division of Drinking Water for approval. The location of the tank is still to be determined but we are thinking of the hill behind the GAP property.

An invoice from EDC was presented along with the request for reimbursement paperwork to be submitted for \$5450.00.

The Water Plant Project is moving forward, the plans have been approved and look to open the bidding process in early January 2025.

The 979 project is also moving ahead as planned.

Tim Campoy discussed and answered all questions concerning these updates.

D. Agenda Item/Bid for Trucks

There were two bids submitted for review. Bids were opened by Secretary Bob Shepherd. The first bid was from Pop's Chevrolet for 2024 Chevrolet Colorado Crew Cab 4x4 for \$39,485.70 each, the second bid was from Walters Ford for a 2024 Ford Mavrick for \$27,735.00 each. After discussion a motion to accept the bid from Walters Ford to purchase two Ford Mavrick trucks was made by Rick Roberts and seconded by Steve Dawson, all in favor no opposed.

E. Agenda Item/Bid for building

This was discussed at the beginning of the meeting on Agenda Item B.

F. Agenda Item/ Approval of Minutes

After the minutes of the board meeting on October 28th, 2024, was reviewed, a motion to approve the minutes was made by Bob Shepherd, seconded by Byron Scott, all in favor and no opposed.

G. Agenda Item/Approval of October Finances

The financial report was given by Jeff Reed, Accountant. After discussion and all questions answered, a motion was made to accept the report by Byron Scott, seconded by Bob Shepherd, all in favor, no opposed.

H. Agenda Item/Bank balances and outstanding bills

The Bank balance and outstanding bills was given by Lucy Howell. After discussion and answering all questions, the motion was made to move \$30,000 from the EK Safe fund into the general account to re-imburse materials, the motion was made by Bob Shepherd and seconded by Steve Dawson, all in favor, no opposed.

I. Agenda Item/ legal

Steven Bailey gave an update on the Rate Study Case; he has spoken to Mr. Miller and the projection on the financials are not finished yet and they hope to have them completed in a few weeks. Due to health conditions Ariel Miller is no longer working on the case.

J. Agenda Item/UMG Manager Report

Managers report given by Randy Conley, General Manager. The contract between Prestonsburg City Utilities and Southern Water was presented for discussion, after questions about the contract were not answered, the decision was made to table this until those questions can be answered.

After discussion the decision was made to give employees a \$300.00 performance and safety bonus along with their next paycheck. The motion was made by Rick Roberts and seconded by Steve Dawson. All in favor. No opposed.

K. Agenda Item/Commissioner Comments

Donnie Daniels discussed the upcoming holiday and the December board meeting being the week of Christmas. After discussion the decision was made to change the date for the December board meeting to a Special Called meeting on Tuesday December 17th at 5:30. A motion was made by Bob Shepherd and seconded by Rick Roberts, all in favor, no opposed.

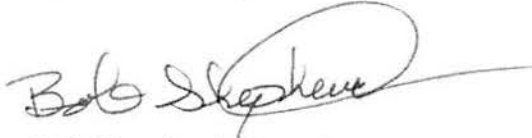
L. Agenda Item/Adjournment

A motion was made to adjourn the meeting at 7:45 p.m. by Bob Shepherd, seconded by Rick Roberts, all in favor, no opposed.

Signed by

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Donnie Daniels, Chairman

A handwritten signature in black ink, appearing to read "Bob Shepherd". The signature is written in a cursive, flowing style.

Bob Shepherd, Secretary

Southern Water and Sewer District

245 KY RT 680

McDowell, KY 41647

Special called meeting December 17th, 2024

At 5:30 p.m.

Attendance

Donnie Daniels, Chairman

Steven Bailey, Attorney

Rick Roberts, Vice Chairman

Jeff Reed, Accountant

Bob Shepherd, Secretary

Tim Campoy, EDC

Byron Scott, Commissioner

Randy Conley, General Manager

Steve Dawson, Treasurer

Lucy Howell, staff

A. Agenda Item

Meeting was called to order at 6:08 p.m. by Chairman Donnie Daniels. Prayer was led by Steve Dawson.

B. Agenda Item/Visitors

We had no Visitors.

C. Zoom call with Bob Miller about Rate Study Case

Discussion about Rate Study Case using test year 2023, via zoom, updates from Bob Miller about the case and the findings including the attached rate schedule. After discussion, the decision was made to go ahead and file the case with the Public Service Commission with a water loss reduction surcharge. This process should take a few weeks and hopefully will be filed by the next board meeting scheduled for January 24, 2025.

D. Agenda Item/Project Updates

Tim Campoy with EDC gave updates.

The Ky Rt 680 project is moving forward, they are working on permits for the project, Stream crossing, encroachment for highway, among others. The site for the tank is owned by GAP and will need to get an easement for the property.

The 979 project; the transportation department is now looking to split this into two phases, but plans are not finalized yet.

The Water Plant Project is moving forward, we had the pre-bid meeting on December 11th and there were 5 contractors present. Bid are scheduled to be opened here in the office on January 8th, 2025, at 1:00 p.m.

E. Agenda Item/Annual Budget

The annual budget was discussed and all questions answered. The motion was made to approve budget by Rick Roberts, second by Bob Shepherd, all were in favor and no opposed.

F. Agenda Item/ Resolution for the Cleaner Water Program funding.

A resolution was presented and discussed for the Cleaner Water Program grant for the Water plant. After discussion the motion was made to accept and sign the resolution by Steve Dawson, seconded by Rick Roberts, all were in favor and no opposed.

G. Agenda Item/meeting minutes

The minutes from the Board meeting on November 24,2024 were reviewed and accepted the motion was made by Rick Roberts, seconded by Bob Shepherd, all were in favor and no opposed.

H. Agenda Item/Financial

The November Financial was presented by Jeff Reed. After discussion and all questions were answered, a motion was made to accept the financials by Rick Roberts and seconded by Steve Dawson, all were in favor, no opposed.

I. Agenda Item/Bank balances and outstanding bills

The bank balances and outstanding bills were presented by Lucy Howell. After discussion and all questions were answered, the decision was made to pay all 1-30-day invoices.

J. Agenda Item/Legal

The Legal report was given by Steven Bailey.

K. Agenda Item/UMG managers' report

The manager's report was given by the General Manager, Randy Conley. Discussion about the contract with Prestonsburg City Utilities and some questions answered will have to table this until further questions can be answered. An update about the building was given, progress is being made. The cost for the lift for the new building was presented and will be decided at a later date.

L. Agenda Item/Commissioner Comments

Rick Roberts comments, need to keep on the rate study case and make sure the case is filed soon.

Donnie Daniels comments, still have concerns about the contract between us and Prestonsburg City Utilities.

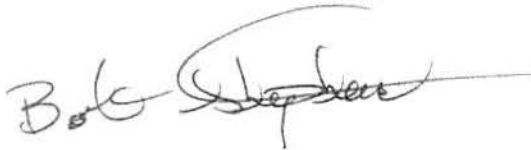
M. Agenda Item/Adjournment

A motion was made @ 7:50 to adjourn the meeting by Rick Roberts and seconded by Steve Dawson, all were in favor and no opposed.

Signed by

A handwritten signature in black ink, appearing to read "Donnie Daniels". The signature is fluid and cursive, with a prominent loop at the end.

Donnie Daniels, Chairman

A handwritten signature in black ink, appearing to read "Bob Shepherd". The signature is cursive and includes a long horizontal flourish extending to the right.

Bob Shepherd, Secretary