



## **NORTH MARSHALL WATER DISTRICT**

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Web Site: <http://www.northmarshallwater.com>

### ***North Marshall Water District Regular Monthly Meeting Minutes May 18, 2023***

#### **Commissioners Present**

James Leonard, Chairman  
Kenneth Shadowen, Vice Chair  
Joe Draffen, Secretary  
Billy Driskill, Treasurer  
James Dossett

Roger Colburn, Manager

Guest: Mrs. Emily Buford, County Commissioners Marty Barrett and Monti Collins

#### **I. Call to Order**

The regular meeting of the North Marshall Water District Board was called to order by Chairman Leonard at 9:00 a.m. Chairman Leonard stated that all Commissioners and the District Manager were present. Also, we have three guests: Mrs. Emily Buford, County Commissioner Barrett and County Commissioner Collins. Chairman Leonard stated that he had another appointment at 10:00 and would have to leave early.

#### **II. Approval of Minutes from Last Meeting**

Vice Chairman Shadowen stated that all board members had received a copy of the April 14, 2023 Board Meeting Minutes prior to this meeting. If no changes or comments, we need a motion to accept the minutes as written. Commissioner Driskill made the motion to accept the minutes of the April 14, 2023 Board Meeting as written, second by Commissioner Draffen, with all Commissioners voting "aye."

#### **III. Treasurer Report**

Commissioner Driskill gave the April Financial Report. Manager Colburn stated that our residential revenues were down about 20% for the year. We are keeping a close eye on our cash flow. Commissioner Draffen made the motion to accept the April Financial Report as written, second by Commissioner Dossett, with all Commissioners voting "aye."

**See Attachment I "North Marshall Water District Statement of Cash Flows April 30, 2023."**

#### **IV. Check Register Approval**

Vice Chairman Shadowen stated that all board members had also received a copy of the April Check Register Report, if no questions or comments, we need a motion to accept the report as written. Commissioner Dossett made the motion to accept the April Check Register Report as written, second by Commissioner Driskill, with all Commissioners voting "aye."

#### **V. Manager's Report**

- a) Manager Colburn gave a report on the water district, stating that in April, we have repaired 4 leaks, 2 of which were main breaks, 2 service line repairs, made 2 new taps, closed 196 line locates (672 YTD), with a total of 1129 work orders closed, and 94 open work orders at the end of April.
- b) Manager Colburn said that they are flushing the system at this time.

#### **VI. Public Session**

Mrs. Emily Buford spoke to the board about a service connection at 303 Boone Hill Road. Her service would be approximately 800 feet past the end of our main. Manager Colburn said that there are long service lines coming off the end of the main and that is not our policy set with the PSC (NMWD Rules and Regulations Page 31-39). Manager Colburn estimated the cost to extend the main to tie both ends of Boone Hill Road (Approximately 1600 ft.) would be around \$25,000. Mrs. Buford stated that the district should bear the cost to extend the main. She also understands that a long service line is not ideal. Chairman Leonard stated that the board would discuss this issue and get back to her.

#### **VII. Old or Unfinished Business**

- a) Manager Colburn stated, as requested by the Board, he has negotiated an engineering service fee for the Cambridge Shores Project. Based on our estimate of service, the engineering fee will be \$60,300.00. After some discussion, Commissioner Dossett made the motion to accept the engineering service fee, second by Commission Driskill with all Commissioners voting "aye."
- b) Manager Colburn said our rate analysis has been submitted and accepted by the PSC and has been published in the paper of record three times. The PSC has placed it on their docket for review.
- c) Manager Colburn said he and Paul Cloud have finalized the Cambridge Shores Project Cost. (See Attachment II "CWP Project Budget")
- d) Manager Colburn said that he has the Resolution for the KIA Cleaner Water Program Grant #22CWW264 for \$480,779.00 that needs approval. Manager Colburn read the resolution (See Attachment III "KIA Grant Resolution"). After some discussion, Commission Dossett made the motion to accept the KIA Grant Resolution, second by Commission Draffen, with all Commissions voting "aye".
- e) Manager Colburn said that Youngblood has finished the cleanup on the RD Project with the exception of some tree cleanup. Manager Colburn said he would do another inspection in a week or so.

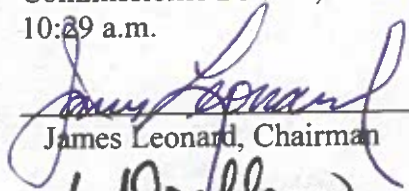
- f) Manager Colburn talked about the Elk Lane extension request. He wanted to let the Board know that he is doing a cost estimate on that extension.

#### VIII. New Business

- a) Chairman Leonard asked our visiting County Commissioners if there was any money in their budget to apply to this type of project. County Commissioner Collins stated that there is not any extra money in the 23/24 budget for this type of project. There may be some money available for his district later on that could be used for a main extension project. Manager Colburn has given County Commissioner Collins a list of projects that the district is trying to accomplish in our five-year capital plan. After a long discussion, Chairman Leonard asked Roger to look at the cost of extending our main 800 feet, noting that our tariff says we will bear the cost of the first 50 foot, then ask Mrs. Buford to share the cost of the remaining length.
- b) Manager Colburn stated that he is going to get with the District's Attorney and write an Easement Area Restoration Policy. We have run into some issues dealing with leaks in prescribed easements where the land owner has built brick mailbox, plant beds, etc., over the water line main.
- c) Manager Colburn stated that our Health Insurance only increased by 4%.

#### IX. Adjournment

Motion was made by Commissioner Draffen that the meeting be adjourned, second by Commissioner Driskill, with all Commissioners voting "aye". The meeting adjourned at 10:29 a.m.

  
James Leonard, Chairman

  
Joe Draffen, Secretary

  
James Dossett

  
Kenneth Shadowen, Vice Chairman

  
Billy Driskill, Treasurer

# ATTACHMENT II

Grant #: 22CWW264

## CWP PROJECT BUDGET

WRIS#: WX21157063

Project Title: NMWD CAMBRIDGE SHORES AREA WATER MAIN REPLACEMENTS

Project Budget:		Estimated		7/1/2022		As Bid		4/1/2023		Revised		4/1/2023	
				enter date				enter date				enter date	
Cost Classification		KIA Grant	Funding Source 2	Funding Source 3	Funding Source 4	Funding Source 5	Funding Source 6	Local Funds	Unfunded Costs	Total			
1	Administrative Expenses		8500							8,500			
2	Legal Expenses		1,500							1,500			
3	Land, Appraisals, Easements									-			
4	Relocation Expenses & Payments									-			
5	Planning		2,500							2,500			
6	Engineering Fees - Design		33,600							33,600			
7	Engineering Fees - Construction		24,200							24,200			
8	Engineering Fees - Inspection			26,400						26,400			
9	Engineering Fees - Other		3,500							3,500			
10	Construction	480,779	303,920							784,699			
11	Equipment			63,700						63,700			
12	Miscellaneous									-			
13	Contingencies		22,280	19,200						41,480			
Total		480,779	400,000	109,300						990,079			

Cost Categories	Funding Source	Total Cost
Treatment (DW)		
Transmission and Distribution (DW)		970,199
Transmission and Distribution - Lead Remediation (DW)		
Source (DW)		
Storage (DW)		
WWTP Secondary Portion (CW)		
WWTP Advanced Portion (CW)		
Inflow and Infiltration Correction (CW)		
Major Sewer Rehabilitation (CW)		
Collector Sewers (CW)		
Combined Sewer Overflow Correction (CW)		
Interceptor Sewers Including Pump Station (CW)		
Purchase of Systems (DW and CW)		
Restructuring (DW and CW)		
Land Acquisition (DW and CW)		
<b>Total Costs</b>		<b>970,199</b>

Funding Sources	Amount	Date Committed
1 KIA Grant	480,779.00	
2 SAFE Grant	400,000.00	
3 LOCAL FUNDS	109,300.00	
4		
5		
6		
<b>Total</b>	<b>990,079.00</b>	

Local Funding Sources	Amount	Committed
1		
2		
3		
<b>Total</b>		

**Total Funding 990,079.00**

## ATTACHMENT III

KIA Grant Number 22CWW264

### RESOLUTION

**RESOLUTION OF THE NORTH MARSHALL WATER DISTRICT  
ACCEPTING THE GRANT, APPROVING THE GRANT ASSISTANCE  
AGREEMENT, AUTHORIZING THE AMENDMENT OF THE NORTH  
MARSHALL WATER DISTRICT'S ANNUAL BUDGET, AND  
AUTHORIZING A REPRESENTATIVE TO SIGN ALL RELATED  
DOCUMENTS**

WHEREAS, the Kentucky General Assembly has appropriated funds for infrastructure projects in House Bill 1 of the 2022 Regular Session of the Kentucky General Assembly for the Cleaner Water Program; and

WHEREAS, the North Marshall Water District (the "Grantee") has previously determined that it is in the public interest to acquire and construct certain facilities and improvements to the Grantee's utility system for the replacement of waterlines in the Cambridge Shores area damaged by a large tornado event on December 10, 2021 and subsequent debris removal activities (See WRIS Project No. WX21157063) (the "Project"); and

WHEREAS, the Grantee desires funding from the Kentucky Infrastructure Authority (the "Authority") for the purpose of acquisition and construction of the Project; and

WHEREAS, in order to obtain a \$480,779.00 grant from the Cleaner Water Program for the Project, and administered by the Authority, the Grantee is required to enter into an assistance agreement (the "Agreement") with the Authority in the form attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the North Marshall Water District as follows:

SECTION 1. The Grantee hereby accepts the grant award and approves the Agreement between the Grantee and the Authority to provide the necessary funds to the Grantee for the Project.

SECTION 2. That Jamie Leonard, Board Chairman, and Successors-in-Title, are hereby designated to be the Grantee's "Authorized Official" for this Project and is hereby directed and empowered by the Grantee to execute the Agreement, related documents and agreements, and to otherwise act on behalf of the Grantee to effect such grant award, and to engage a qualified Project Administrator.

SECTION 3. That the Grantee hereby agrees and commits to include, by amendment to its annual budget and audit process, the receipts and expenditures of funds subject to the Agreement up to and including the date of Project closeout.