

PO BOX 369
SALT LICK, KY 40371
Phone: 606-683-6363
Fax: 606-683-9917

Bath County Water District

Fax

To:	WKCA	From:	Sarah	
Fax:	674-6700	Date:	1/23/2023	
Phone:		Pages:	1	
Re:	Notice	CC:		
Urgent	For Review	Please Comment	Please Reply	Please Recycle

Please announce the following notice:

The January Board Meeting for the Bath County Water District Board of Commissioners has been cancelled for Monday, January 23, 2023 at 7:00 p.m.

Thank you

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
February 27, 2023

The Board of Commissioners of the Bath County Water District met in regular session on Monday, February 27, 2023, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: L.W. Patton, Rodney Donathan, Mike Ginter, Jeanette Walton, and Eddie Goodpaster. Also present were the Co-Managers, Mark Crouch and Sarah Price and Jim Thompson, Ky Engineering Group.

Chairman L.W. Patton called the meeting to order at 7:00 p.m.

The minutes of the December 19, 2022 meeting were reviewed by the board. Patton asked for a motion to approve the minutes for the December 19, 2022 meeting. Commissioner Ginter moved to approve the minutes. Commissioner Goodpaster seconded the motion. Motion carried. The January 23, 2023 meeting was cancelled due to illness and lack of commissioners being able to attend.

The first item on the agenda was the Ore Mines Pump Station project. Thompson informed the Board that on February 16, 2023 the bids for the Ore Mines and Midland Pump Stations Improvements project and the Water Tank Rehabilitation project were opened by him at the Bath County Water District with others in attendance listed on a sign in sheet that he has. There was only one bid for the Pump Station project, which was from Straeffer Pump & Supply for \$817,478.00. There were two bids for the Tank project, one from Weiser Construction for \$227,000.00 and the other from Currens Construction for \$425,730.00. Discussion was held about the bids and the companies that made the bids. Thompson stated that the project description was a little confusing and Weiser Construction believed they would only need paint over the spot repairs made on the tanks rather than a full overlay of the entire tanks. However, Weiser Constructions stated that the full overlay would be less than \$60,000.00 which would be funded due to the bid coming in below the estimation from KEG.

Chairman Patton asked for a motion to accept the \$817,478.00 bid from Straeffer Pump & Supply for the Ore Mines and Midland P.S. Improvements project. Commissioner Donathan made the motion to accept the \$817,478.00 bid from Straeffer Pump & Supply for the Ore Mines and Midland P.S. Improvements project. Commissioner Walton seconded the motion. Motion carried.

Chairman Patton asked for a motion to accept the \$227,000.00 bid from Weiser Construction for the Water Tank Rehabilitation project. Commissioner Goodpaster made the motion to accept the \$227,000.00 bid from Weiser Construction for the Water Tank Rehabilitation project. Commissioner Ginter seconded the motion. Motion carried.

Additionally on the Ore Mines Project, Thompson stated that after meeting with members of the Owingsville Church of Christ with Crouch, the Church is agreeable to do whatever is needed in terms of the land for the Ore Mines Pump Station.

Crouch informed the Board that he received bids for materials. However, due to the uncertainty of receiving things like before, he asked to be able to purchase materials from whichever company has the items needed, while still keeping the costs as low as possible. Discussion was held on the bids for materials. Commissioner Goodpaster made a motion to approve Crouch to purchase materials where they are available, while still trying to get them at the best price possible. Commissioner Ginter seconded the motion. Motion carried.

Price informed the Board that while gathering of information for the rate study, Holly (Ky Engineering Group) stated that the Incentive Pay (explanation) and Over Time Pay (correction) needed to be in the Personnel Policies. Price provided the Board with proposed policies for these two policies to review.

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING

February 27, 2023

Discussion was held. Commissioner Donathan made a motion to accept the proposed policies for the Incentive Pay and Over Time Pay. Commissioner Walton seconded the motion. Motion carried.

Crouch informed the Board that the district has an extra trailer that is not being used. He wanted to let the Board know this in case they wanted to sell the trailer. Discussion was held. Commissioner Donathan made a motion to declare the extra 16 ft. trailer as surplus and to send it to Back's Auto Auction in Mt. Sterling to a dealer auction. Commissioner Goodpaster seconded the motion. Motion carried.

Price went over the Past Due, Inactive Accounts, and Write Offs as well as the Monthly Management Report for December 2022 and January 2023. Price stated that on the Monthly Financial Statement after depreciation there was a loss of \$54,527.49 in December and a loss of \$16,179.49 in January. The reports were available for the Board to view. Price read the water loss percentages for those months as well and the reports were available for the Board to view.

The ACH & CCD sheets for January 2023 and February 2023 were available for the Board to review and sign. Commissioners Goodpaster and Donathan signed the ACH & CCD sheets for January 2023 and Commissioners Goodpaster and Ginter signed them for February 2023. The payroll earnings reports were signed by Commissioner Patton and Commissioner Ginter. Commissioner Walton asked about the 620-005 Materials/Main Lines account for December 2022. Price said she would gather that information to present next meeting. Goodpaster moved to approve the Monthly Management Report for December with Price explaining account 620-005 at the March 2023 meeting. Walton seconded the motion. Motion carried. Ginter moved to approve the Monthly Management Report for January. Walton seconded the motion. Motion carried.

OTHER BUSINESS:

In other business, Crouch informed the Board of Justin McKenzie's annual evaluation as well as Randall Sturgill's six-month evaluation. He also updated them that Sturgill had put in his two-week notice on February 27, 2023.

The Board discussed running an advertisement for the maintenance position that will be open once Sturgill's two weeks are up. Commissioner Donathan made a motion to allow the Co-Managers to run an advertisement for the maintenance position, then do the interviews, and select who they think is best fit for the position, then allow the Board to make a motion to officially hire for the position at a meeting. Commissioner Goodpaster seconded the motion. Motion carried.

Crouch updated the Board on the backhoe that was in the shop. He said that they were still waiting on the engine and as soon as it gets in they will work to complete it and get it back to the district. The board also discussed the option of buying a compact excavator. Crouch gave them some updates on prices and options that were available. The Co-Managers were asked to run an advertisement for sealed bids on compact excavators.

Next, a truck replacement plan was discussed. Crouch informed the Board that the 2014 Dodge had 200,000 miles and that the 4WD was nearly out on it. Crouch stated that he had reached out to dealerships about options available and prices just to get an idea of how long it would take to get a truck. Discussion was held. Commissioner Ginter made a motion to advertise for sealed bids for trucks. Commissioner Donathan seconded the motion. Motion carried.

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING

February 27, 2023

Price informed the Board members about the situation with one of the customers that was shut off due to non-payment just to keep them informed because the customer stated that he was going to be at the meeting, but did not show up.

Crouch informed the Board that a member of the Olympian Springs Fire Department had reached out to him about the possibility of placing their repeaters on the Olympia Tank. Discussion was held and the board decided to table this until the Fire Department had more information to present to the board.

Lastly, Chairman Patton stated that the Salt Lick Fire Department was wanting to have two fire hydrants put in, one on Hardin Road and the other on Ash Road. The Fire Board is going to pay the installation costs for these two hydrants. Patton also informed the Board that the fire hydrant at the end of BCWD's line on Highway 211 is now going to be managed by BCWD instead of Frenchburg Water after Crouch spoke with Frenchburg Water. BCWD has turned off Frenchburg's valve at the hydrant and turned the district's on with 100 psi.

There being no further business coming before the Board, Commissioner Ginter moved to adjourn. Commissioner Donathan seconded. Motion carried.


CHAIRMAN


SECRETARY

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS SPECIAL CALLED MEETING
March 13, 2023

The Board of Commissioners of the Bath County Water District met for a Special Called Meeting on Monday, March 13, 2023 at 5:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Rodney Donathan, Mike Ginter, Jeanette Walton, and L.W. Patton. Also present were the Co-Managers Mark Crouch and Sarah Price.

Chairman L.W. Patton called the meeting to order at 5:00 p.m.

The purpose of the Special Called Meeting was the new hire, round two commitment letter for cleaner water funds, bids on a compact excavator, and bids on a truck.

During the February 27, 2023 board meeting, the commissioners made a motion to allow the Co-Managers to advertise for an open maintenance position (to fill Randall Curtis Sturgill's position), do the interviews, and select who they thought was the best fit for the position. After interviews were conducted, the Co-Managers chose Robert Rainey as the best fit for the position. Mr. Rainey was in attendance at this special called meeting to be introduced. After the introduction, Commissioner Donathan made a motion to hire Robert Rainey for the open Maintenance position starting at \$12.00 per hour and be evaluated at the end of six months for an opportunity to have a \$1.00 raise. Ginter seconded the motion. Motion carried.

Price informed the Board that Ben Hamm, with Gateway ADD sent the KIA Conditional Commitment Letter for Grant Number 22CWW151 to be signed. Patton signed the document.

Next, Price informed the Commissioners that the advertisements for the sealed bids run through end of business on Wednesday, March 15, 2023. However, due to the urgency of the compact excavator, she thought it would be best to put this on the special called meeting agenda rather than waiting until the regular meeting on March 27, 2023. The following motions for bids will be contingent to the fact of no other bids being received by the due date.

L.W. Patton opened the sealed bids from Bobcat Ent Inc. out of Lexington, Kentucky. They provided two bids; they are both for an E35 33HP R2-Series Bobcat Excavator. However, one has an enclosed cab and the other is an open cab. The enclosed cab excavator bid was for \$56,520.74 and the open cab excavator bid was for \$53,013.72. Discussion was held on the options of the compact excavator. Commissioner Donathan made a motion to accept the bid from Bobcat for a E35 33HP R2-Series Bobcat Excavator with the enclosed cab for \$56,520.74 if no other bids are received by the bid deadline of Wednesday, March 15, 2023 at end of business. Commissioner Ginter seconded the motion. Motion carried.

L.W. Patton opened the sealed bids from Dutch's Chevrolet Ford out of Mt. Sterling, Kentucky. They provided three bids, they are for a 2023 Chevrolet Colorado for \$35,990.00, 2023 Chevrolet Silverado 1500- 4 cylinder for \$37,990.00, and a 2023 Chevrolet Silverado 1500- 8 cylinder for \$41,990.00. Discussion was held on the options of the trucks. Price was asked to check with the PSC if the district would be able to buy used or new trucks from a lot. Crouch stated that if the district were to order one of these trucks, the order could be cancelled up until the dealership receives the truck. He also stated that this truck should come in sometime in 2024. Commissioner Walton made a motion to accept the bid from Dutch's Chevrolet Ford for the 2023 Chevrolet Silverado 1500-8 cylinder for \$41,990.00 if no other bids are received by the bid deadline of Wednesday, March 15, 2023 at end of business and with Price looking into the other options with the PSC with the option to cancel the order if necessary. Commissioner Ginter seconded the motion. Motion carried.

There being no further business coming before the Board, Commissioner Ginter moved to adjourn. Commissioner Donathan seconded. Motion carried.


CHAIRMAN


SECRETARY

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
March 27, 2023

The Board of Commissioners of the Bath County Water District met in regular session on Monday, March 27, 2023, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: L.W. Patton, Mike Ginter, and Jeanette Walton. Also present were the Co-Managers, Mark Crouch and Sarah Price and Jim Thompson, Ky Engineering Group.

Chairman L.W. Patton called the meeting to order at 7:00 p.m.

The minutes of the February 27, 2023 meeting were reviewed by the board. Patton asked for a motion to approve the minutes for the February 27, 2022 meeting. Commissioner Walton moved to approve the minutes. Commissioner Ginter seconded the motion. Motion carried.

The minutes of the March 13, 2023 special called meeting were reviewed by the board. Patton asked for a motion to approve the minutes for the March 13, 2022 special called meeting. Commissioner Ginter moved to approve the minutes. Commissioner Walton seconded the motion. Motion carried.

In the absence of Secretary Donathan, Chairman Patton asked Commissioner Walton to act as Secretary and she agreed.

The first item on the agenda was the Ore Mines Pump Station project. Thompson stated that there was no big update as we are waiting on the PSC for the Certificates of Public Convenience and Necessity, which Attorney Earl Rogers was submitting by the end of the week. Price informed the Board that there was a document that Mr. Rogers needed the Chairman to sign. Chairman Patton signed the document to be submitted to Mr. Rogers. Price also informed the Board that there were multiple documents to be signed and submitted to the Gateway Area Development District (GADD).

The first document was the Grant Assistance Agreement for the Cleaner Water Round Two Funding for the amount of \$774,495. Chairman asked for a motion to accept the Grant Assistance Agreement for the Cleaner Water Round Two Funding for the amount of \$774,495. Commissioner Ginter made the motion. Commissioner Walton seconded the motion. Motion carried. Chairman Patton signed the Grant Assistance Agreement as the Authorized Official.

The next document that the GADD needed approved and submitted back to them was a Resolution. The Resolution is for the BCWD to accept the grant, approving the grant assistance agreement, authorizing the amendment of the BCWD's annual budget, and authorizing a representative to sign all related documents. Chairman Patton asked for a motion to accept the Resolution mentioned above. Commissioner Walton made the motion to accept the Resolution. Commissioner Ginter seconded the motion. Motion carried. Chairman Patton signed the Resolution and Commissioner Walton signed the Certificate of Recording Officer document.

The third document to be submitted to the GADD was the Grantee & Engineer Fee Confirmation. Chairman Patton asked for a motion to accept the Grantee & Engineer Fee Confirmation. Commissioner Ginter made the motion and Commissioner Walton seconded the motion. Motion carried. Chairman Patton and Thompson, Engineer Thompson signed the document.

Next, a Certification Regarding Utility Accounting, Cost-Based Rates and Auditing document need to be signed. Chairman Patton asked for a motion to sign the Certification Regarding Utility Accounting, Cost-Based Rates and Auditing document. Commissioner Walton made the motion. Commissioner Ginter seconded the motion. Motion carried. Chairman Patton signed the document.

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
March 27, 2023

Price updated the Board on Account 620-005: Materials/Main Lines for December 2022 that the Board requested at the previous meeting. She stated that the account was higher than normal due to the Master Meter Tests being charged as well as two wet taps (Line by the River and Pumpkin Hollow), which the Pumpkin Hollow was already reimbursed due to the agreement made with them.

Price and Crouch updated the Board on the January 2023 water loss. After Crouch noticed he missed some numbers on the report and once he recalculated the percentage with the correct numbers. Previously the water loss for January 2023 was reported as 17.17%, but with the corrections it was actually 12.94%.

Price went over the Past Due, Inactive Accounts, and Write Offs as well as the Monthly Management Report for February 2023. Price stated that on the Monthly Financial Statement after depreciation there was a loss of \$14,324.49 in February. The reports were available for the Board to view. Price read the water loss percentages for those months as well and the reports were available for the Board to view.

The ACH & CCD sheets for March 2023 were available for the Board to review and sign. Commissioners Walton and Ginter signed the ACH & CCD sheets for March 2023. The payroll earnings reports were signed by Commissioner Patton and Commissioner Ginter. Walton moved to approve the Monthly Management Report for March 2023. Ginter seconded the motion. Motion carried.

OTHER BUSINESS:

In other business, Price informed the Board of Shelby Bennett's annual evaluation.

Commissioner Ginter asked if the district was wanting to sell the trailer and backhoe. After short discussion, it was tabled until next the meeting in hopes that others will be in attendance.

Chairman Patton brought up the Radio Systems with the Fire Departments. Patton informed Matt Vice that they needed to come to the next Board Meeting to discuss this and work out the details so that the BCWD could decide.

Patton asked how the new employee was doing. Crouch informed the Board that the new hire, Robert Rainey, has been doing well so far.

Patton also asked Crouch about an update on the new truck. Crouch informed the Board that there is a possibility that the truck could come in as early as August 2023 rather than in early 2024. However, he spoke with Bo (Dutch's) and he stated that we would not have to take the truck if it was too early as he could sell the truck without any issues. Patton also asked about the mini excavator and Crouch stated that it had been ordered and should be in sometime in April 2023.

Lastly, Crouch informed Patton that the three fire hydrants that the Fire Board was wanting to put in would be done by the end of the week or the beginning of the next week.

There being no further business coming before the Board, Commissioner Ginter moved to adjourn. Commissioner Walton seconded. Motion carried.


CHAIRMAN


SECRETARY

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
April 24, 2023

The Board of Commissioners of the Bath County Water District met in regular session on Monday, April 24, 2023, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: L.W. Patton, Rodney Donathan, Eddie Goodpaster, and Jeanette Walton. Also present were the Co-Managers, Mark Crouch and Sarah Price.

Chairman L.W. Patton called the meeting to order at 7:00 p.m.

The minutes of the March 27, 2023 meeting were reviewed by the board. Patton asked for a motion to approve the minutes for the March 27, 2023 meeting. Commissioner Goodpaster moved to approve the minutes. Commissioner Walton seconded the motion. Motion carried.

The first item on the agenda was the Antenna on the Olympia Tank for the new radio system for the Bath County First Responders. Matt Vice, with the Bath County Ambulance Board, came to speak on the matter. Discussion was held on what the new radio system required and how the new program would work and compensation for bills incurred if they were to use our Olympia Tank for one of their radio sites. Mr. Vice said that they were trying to get contracts constructed for each of their sites and would get back with the district when those were completed. The Board could then go over the contract to ensure that all of the requests and details are included in the contract. The Board agreed to allow the radio system to be placed on the Olympia Tank as long as the contract is up to the district's requests and official action will take place once the contract is brought in front of the Board.

Next, Crouch informed the Board that during the leak on Wyoming Road a pressure surge occurred causing some issues with customers. Discussion was held. Crouch informed the Board that he was going to put out a notice on a monthly bill suggesting that all customers have a pressure regulator valve on their side of the meter to help prevent any damage if a pressure surge were to take place in the future.

The Ore Mines Pump Station was next on the agenda, but there was no update at the moment to report. Price stated that Jim Thompson was going to update everyone once the Engineering group heard back from the PSC.

Price went over the Past Due, Inactive Accounts, and Write Offs as well as the Monthly Management Report for March 2023. Price stated that on the Monthly Financial Statement after depreciation there was a loss of \$19,946.31 in March. The reports were available for the Board to view. Price read the water loss percentages for those months as well and the reports were available for the Board to view.

The ACH & CCD sheets for April 2023 were available for the Board to review and sign. Commissioners Walton and Goodpaster signed the ACH & CCD sheets for April 2023. The payroll earnings reports were signed by Commissioner Patton and will be signed by Commissioner Ginter at the following meeting. Donathan moved to approve the Monthly Management Report for March 2023. Goodpaster seconded the motion. Motion carried.

OTHER BUSINESS:

In other business, Price informed the Board that People's Bank had sent over the ACH origination agreement for Payroll and the Bank Draft for customer bills. She stated that in the past, both co-managers had been listed as signers on the ACH origination sheets but only required one signature so that if one was off work then the ACH could still be completed. The Board agreed that they would keep it the same where both co-managers could sign, but that it only required one signature to be completed. Commissioner Donathan made a motion to accept the ACH origination agreement from People's Bank for

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING

April 24, 2023

both accounts while having both co-managers as signers, but only requiring one to complete the ACH. Commissioner Walton seconded the motion. Motion carried.

Crouch informed the Board that there was a CCR violation due to the purchase of water from Mt. Sterling. He stated that there was some paperwork he had to complete and that hopefully it would be straightened up by the next month. Price informed the Board that the customers had to be notified of the CCR violation and that the notice would be on the back of the May bills, posted in public places, and posted in the office.

Next, Price informed the Board that the Public Service Commission granted an extension on the Annual Report that is being completed by Sherman at the Auditor's office.

The next topic of discussion was about CDLs due to the weight of the dump truck, trailer, and backhoe. Discussion was held. Instead of doing anything with the dump truck that the district currently owns, the Board would rather change the truck that is on order with Dutch's to a 2500 or 3500 work truck that would be able to haul the trailer and additional weight of the backhoe or compact excavator that is coming in soon, rather than the 1500 we ordered. The field employees need to get their DOT physicals so the district is in compliance while pulling the trailer.

Crouch informed the Board that he (class 3) and Justin McKenzie (class 2) had gone and took their exams and both passed. Price informed the Board that McKenzie would be receiving his \$2.00 per hour raise on his next paycheck since the Board passed that raise in the past stating that anyone that passes their Class 2 exam would get the raise. Discussion was held regarding the possibility and time frame of the district going to a Class 3 and a raise for Crouch.

Chairman Patton asked to go into Executive Session for personnel reasons and the other Commissioners agreed.

No action was taken on the topic of personnel as it was tabled until the next meeting. Price was asked to get quotes on insurance from different places with good coverage matching at least what the district currently has in place but with different options regarding who all is covered under the insurance (employee, employee/spouse, employee/dependent, or family).

There being no further business coming before the Board, Commissioner Donathan moved to adjourn. Commissioner Goodpaster seconded. Motion carried.


CHAIRMAN


SECRETARY

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS SPECIAL CALLED MEETING
May 17, 2023

The Board of Commissioners of the Bath County Water District met for a Special Called Meeting on Wednesday, May 17, 2023 at 9:00 a.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Rodney Donathan, Mike Ginter, Jeanette Walton, and L.W. Patton. Also present were the Co-Managers Mark Crouch and Sarah Price.

Chairman L.W. Patton called the meeting to order at 9:00 a.m.

The first item on the agenda was to discuss the update on the Cross Connection Prevention Program. Co-Manager explained what the program consisted of and stated that there was already a plan in place, but that it needed to be updated. Commissioner Donathan made a motion to accept the updated Cross Connection Prevention Program. Commissioner Walton seconded the motion. Motion carried.

The second item on the agenda was personnel issues. Chairman thanked Co-Manager Price for her work at the office and stated that she had put in her notice of resignation with her last day being June 9, 2023. Chairman Patton asked to go into executive session for personnel issues.

After executive session ended, Chairman Patton informed everyone that insurance packages were discussed and also stated that Price's position would need to be advertised as Co-Manager.

There being no further business coming before the Board, Commissioner Ginter moved to adjourn. Commissioner Walton seconded. Motion carried.


CHAIRMAN


SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
May 22, 2023**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, May 22, 2023, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: L.W. Patton, Rodney Donathan, Mike Ginter, and Jeanette Walton. Also present were the Co-Managers, Mark Crouch, and Sarah Price. Engineer Jim Thompson was also present. Commissioner Eddie Goodpaster was absent.

Chairman L.W. Patton called the meeting to order at 7:00 p.m.

The minutes of the April 24, 2023 meeting were reviewed by the board. Chairman L.W. Patton asked for a motion to approve the minutes for the April 24, 2023 meeting. Commissioner Mike Ginter moved to approve the minutes. Commissioner Jeanette Walton seconded the motion. Motion carried.

The minutes of the special called board meeting on May 17, 2023 were reviewed by the board. Chairman L.W. Patton asked for a motion to approve the minutes for the May 17, 2023 special called meeting. Commissioner Mike Ginter moved to approve the minutes. Commissioner Rodney Donathan seconded the motion. Motion carried.

The first item on the agenda was the Ore Mines Pump Station, Jim Thompson ask the contractors to extend bids as we wait on the PSC. The contractors were okay with holding bids for 45 days. Everything PSC requested was sent in however PSC sent out another request today, Jim will respond by the end of the week.

The second item on the agenda was the Olympia Tank, district is waiting on a contract and easement that is being prepared for Bath County E.M.S. equipment to be set at the districts Olympia Tank site.

The third item on the agenda was the truck and equipment update; a list of all trucks with year make and mileage was presented to the board. The board was informed that the excavator is in. Commissioner Mike Ginter wants Mark Crouch to check with Dodge on prices and see if Besler's is a new or rebuilt motor and get price on a new motor for unit #1. Item tabled till next month's meeting.

Replacement of truck unit #4 that was cancelled to possibly get a bigger truck to pull trailer was \$42,000 now is \$58,970 diesel V8. After a lengthy discussion, the board decided to go with the 1500 truck and to pull the trailer and excavator with the utility truck. Commissioner Rodney Donathan made the motion to purchase the Chevrolet 1500 from Dutch's Chevrolet for \$42,000. Commissioner Jeanette Walton seconded the motion. Motion carried.

The board discussed how to dispose of the district old backhoe the 2005 TL35 with 2,423 hours. Commissioner Jeanette Walton made a motion to declare the 2005 TL35 backhoe as surplus property and have it sold at Back's Auto Auction with a reserve of \$18,000. Commissioner Rodney Donathan seconded the motion. Motion carried.

The board reviewed and discussed employee health insurance after a lengthy discussion the following motion was made; Commissioner Jeanette Walton made a motion to change all

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
May 22, 2023**

employees to a single health insurance plan with Febco card going from \$3,000 to \$3,500 and giving all employees a \$2.16 per hour raise. With no second motion died lack of second.

Chairman L.W. Patton called for an executive session to discuss employee health insurance.

Chairman L. W. Patton called the meeting back to regular session.

The board reviewed and discussed employee health insurance after a lengthy discussion the following motion was made: Commissioner Rodney Donathan made a motion to raise new hire starting pay to \$14.00 per hour with single insurance only, current single plan employees to get a \$2.00 per hour raise as of July 1, 2023, employees on employee/spouse or family plans can keep their same plan until July 1, 2024 or go to the single plan and get \$2.00 per hour raise this is with plans to change all employees to a single plan and give them all a \$2.00 per hour pay increase by July 1, 2024. Febco card for single plan will go from \$3,000 to \$3,500. Commissioner Mike Ginter seconded the motion. Motion carried.

Sarah Price went over the Past Due, Inactive Accounts, and Write Offs as well as the Monthly Management Report for April 2023. Price stated that on the Monthly Financial Statement after depreciation there was a profit of \$8,808.02 in April. The reports were available for the Board to view. Sarah Price read the water loss percentage of 13.49% the reports were available for the Board to view.

The ACH & CCD sheets for May 2023 were available for the board to review and sign. Commissioners Jeanette Walton and Rodney Donathan signed the ACH & CCD sheets for May 2023. The payroll earnings reports were signed by Commissioner Mike Ginter and will be signed by Chairman L.W. Patton at the following meeting. Commissioner Jeanette Walton moved to approve the Monthly Management Report for April 2023. Commissioner Mike Ginter seconded the motion. Motion carried.

OTHER BUSINESS:

The board reviewed the applications for the Co-Manager position and decided to have the advertisement published in the paper for two more weeks. Applications will be reviewed at the June board meeting.

The board asked Sarah Price to train Connie Scaggs and Shelby Bennett to do payroll and accounts payable until the new Co-Manager is hired.

Commissioner Jeanette Walton made a motion to offer Sherri Greene a part-time position to train and help the new hire with the accounting and reporting at the rate of pay she left at. Commissioner Rodney Donathan seconded the motion. Motion carried.

There being no further business coming before the Board, Commissioner Rodney Donathan moved to adjourn. Commissioner Jeanette Walton seconded. Motion carried.


CHAIRMAN


SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS SPECIAL CALLED MEETING
May 30, 2023**

The Board of Commissioners of the Bath County Water District met for a Special Called Meeting on Tuesday, May 30, 2023 at 9:00 a.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Rodney Donathan, Mike Ginter, Jeanette Walton, and L.W. Patton. Commissioner Eddie Goodpaster was absent. Also present were the Co-Managers Mark Crouch and Sarah Price. The following employees were also present; Randy Conn, Connie Scaggs, Chris Crouch, Elijah Razor, Shelby Bennett, Justin McKenzie, and Robert Rainey.

Chairman L.W. Patton called the meeting to order at 9:00 a.m.

The special called Board meeting was held to discuss the employee health insurance changes that were made at the May 22, 2023 meeting and revising those changes. Commissioners talked to employees about the original intentions of the changes and the new proposal for health insurance.

Chairman Patton ask for a motion to resend the motion on employee health insurance from the regular Board meeting on May 22, 2023 and to make the following changes to employee health insurance; grandfather current employees with health insurance as follows; family or employee spouse plans covered. Employees that have single plan receive a \$2.00 per hour pay increase and increase Febco card from \$3,000 to \$3,500 once an employee changes they can only change back to family or employee spouse plan at employees' expense. All new hires after May 30, 2023 district will only cover single plan and starting pay will be \$2.00 more per hour any other coverage will be at employee's expense. Motion made by Commission Rodney Donathan. Seconded by Commissioner Mike Ginter. Commission Jeanette Walton opposed keeping the spouse on the employee's insurance. Motion carried.

Chairman Patton ask employees if anyone had any other concerns or issues. Connie Scaggs said that better communication was needed between the office and field and suggested that each morning Mark Crouch or one of the field employees let the office know where everyone is going so when the office gets calls, they can try to get ahold of the employee closest to the service area.

Chairman Patton called for executive session to discuss personnel issues.

In executive session the Board talked to Mark Crouch about the specifics of his job and what the Board expects from him. The Board gave him a verbal confirmation of what they expect from him.

There being no further business coming before the Board, Commissioner Mike Ginter moved to adjourn. Commissioner Jeanette Walton seconded. Motion carried.


CHAIRMAN


SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
June 26, 2023**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, June 26, 2023, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: L.W. Patton, Rodney Donathan, Mike Ginter, and Jeanette Walton. Also, present Co-Manager, Mark Crouch, Sherri Greene to take minutes, Engineer Jim Thompson and two guests were present Wendell Blevins a customer and Ronald Martin applicant for the Co-Manger open position. Commissioner Eddie Goodpaster was absent.

Chairman L.W. Patton called the meeting to order at 7:00 p.m.

The minutes of the May 22, 2023 meeting were reviewed by the board. Chairman L.W. Patton asked for a motion to approve the minutes for the May 22, 2023 meeting. Commissioner Mike Ginter moved to approve the minutes. Commissioner Rodney Donathan seconded the motion. Motion carried.

The minutes of the special called board meeting on May 30, 2023 were reviewed by the board. Chairman L.W. Patton asked for a motion to approve the minutes for the May 30, 2023 special called meeting. Commissioner Mike Ginter moved to approve the minutes. Commissioner Jeanette Walton seconded the motion. Motion carried.

The first item discussed was the update on truck unit #1; Commissioner Mike Ginter wanted Mark Crouch to check with Dodge on prices and see if Besler's is a new or rebuilt motor. Mark Crouch reported that at Dodge a new motor is \$7,400 and additional seals are not included and the motor from Besler's is rebuilt with a 3-year warranty for \$3,600. Chairman L.W. Patton stated that everyone he talked to about putting lifters in unit #1 with the 5.7 engine will not work on them. Commissioner Rodney Donathan made a motion to purchase the rebuilt motor from Besler with the 3-year warranty for \$3,600. Commissioner Mike Ginter seconded the motion. Motion carried.

The second discussed was the Olympia Tank, district received the easement from the Attorneys office but no contract for Bath County E.M.S. equipment to be set at the districts Olympia Tank site. The Board tabled item until Bath County E.M.S. comes to a Board Meeting.

The third item discussed was with district customer Wendell Blevins who reported that the property he purchased at, 1283 East Highway 60 in Owingsville, the bank is slipping he says is from a water leak over a year ago that went on for some time. Mark Crouch said it was a service line leak across the road. Chairman L.W. Patton suggested that Mark Crouch and some of the Board members go look at the lot and report back at next months meeting, Wendell Blevins agreed to meet with Mark Crouch and the Board members.

The fourth item discussed was the Ore Mines Pump Station, Jim Thompson ask Attorney Earl Rogers to contact the PSC, he has but no response from PSC. The Contractors 45-day extension is up in July. The Tank Contractor ask if he could start cleaning the glass lined tanks while waiting on the PSC, this would be at the Contractors risk. The Board agreed to let the Contractor start cleaning the glass lined tanks.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
June 26, 2023**

The fifth item discussed was applications for the Co-Managers position. Ronald Martin one of the applicants was present, at this time the Board let Ronald Martin state why he was at the meeting. Ronald Martin told the Board he was at the meeting to introduce himself as one of the applicants, he told the Board about his work history and about himself.

Chairman L.W. Patton called for an executive session to discuss applicants for Co-Manager.

Chairman L. W. Patton called the meeting back to regular session.

The board reviewed seven applications received for Co-Manger after careful review and consideration the Board decided to have a Special Called Meeting on July 6, 2023 at 7:00 p.m. to interview and consider hiring one of the following applicants: Sarah Easterling 7:00 p.m., Tammy Staton 7:15 p.m.

Mark Crouch went over the Past Due, Inactive Accounts, and Write Offs as well as the Monthly Management Report for May 2023. Mark Crouch stated that in the Monthly Financial Statement after depreciation there was a profit of \$9,882.57 in May. The reports were available for the Board to view. Mark Crouch read the water loss percentage of 12.86% and the reports were available for the Board to view.

The ACH & CCD sheets for June 2023 were available for the board to review and sign. Commissioners Jeanette Walton and Rodney Donathan signed the ACH & CCD sheets for June 2023 Commissioner Mike Ginter signed in place of Co-Manger. The payroll earnings reports were signed by Commissioner Mike Ginter and Chairman L.W. Patton. Commissioner Rodney Donathan moved to approve the Monthly Management Report for May 2023. Commissioner Mike Ginter seconded the motion. Motion carried.

OTHER BUSINESS:

Commissioner Mike Ginter informed the Board that the district old backhoe the 2005 TL35 with 2,423 hours brought 16,250 after the auction fee of \$475 the district received a check for \$15,775 Commissioner Mike Ginter had called the other Board members during the auction for approval to sale the backhoe and they all agreed to the sale.

Mark Crouch informed the Board updated numbers on GPS, meter change outs and leaks. Commissioner Jeanette Walton requested the information at the previous meeting.

There being no further business coming before the Board, Commissioner Rodney Donathan moved to adjourn. Commissioner Mike Ginter seconded. Motion carried.


CHAIRMAN


SECRETARY

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING
July 6, 2023

The Board of Commissioners of the Bath County Water District met for a Special Called Meeting on Thursday, July 6, 2023 at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Rodney Donathan, Mike Ginter, Jeanette Walton, and L.W. Patton. Also present Co-Manager Mark Crouch and Sherri Greene to take minutes. Commissioner Eddie Goodpaster was absent.

Chairman L.W. Patton called the meeting to order at 7:30 p.m.

Prior to the meeting Commissioners interviewed Sarah Easterling and Tammy Staton for the Co-Manager position. After discussion of the interviewed applicant's qualifications the Board decided to hire Sarah Easterling due to her experience in Accounting and Payroll. Commissioner Mike Ginter made a motion to hire Sarah Easterling at \$19.00 per hour with single plan health insurance. Commissioner Rodney Donathan seconded. Motion carried.

There being no further business coming before the Board, Commissioner Mike Ginter moved to adjourn. Commissioner Jeanette Walton seconded. Motion carried.


CHAIRMAN


SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
July 24, 2023**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, July 24, 2023, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Rodney Donathan, Eddie Goodpaster, and Jeanette Walton. Also present were Co-Managers, Mark Crouch, and Sarah Easterling and Sherri Greene to take minutes. Engineer Jim Thompson, and Sherman Sparks from Donna Hendrix Office with the 2022 audit report. Commissioners L.W. Patton and Mike Ginter were absent.

Commissioner Jeanette Walton called the meeting to order at 7:00 p.m. Rodney Donathan made a motion for Commissioner Jeanette Walton to serve as acting Chairman in the absence of Chairman L.W. Patton and Eddie Goodpaster to serve as acting Financial Officer in the absence of Mike Ginter. Commissioner Eddie Goodpaster seconded the motion. Motion carried.

The minutes of the June 26, 2023 meeting were reviewed by the board. Chairman Jeanette Walton asked for a motion to approve the minutes for the June 26, 2023 meeting. Commissioner Rodney Donathan moved to approve the minutes. Commissioner Eddie Goodpaster seconded the motion. Motion carried.

The minutes of the special called board meeting on July 6, 2023 were reviewed by the board. Chairman Jeanette Walton asked for a motion to approve the minutes for the July 6, 2023 special called meeting. Commissioner Rodney Donathan moved to approve the minutes. Commissioner Eddie Goodpaster seconded the motion. Motion carried.

The second item discussed was the audit report for 2022. Sherman Sparks reviewed the audit with the board and stated that the 2022 audit was overall in good standing. He also said that he appreciated our business as this is our last annual audit with Donna Hendrix, CPA. Sherri Greene asked if Sherman would consider processing the districts audit in the future if they decided to pick back up large audits. Sherman stated that they would consider. Acting Chairman Jeanette Walton suggested that Commissioner take a copy of the audit home and look over it to discuss at the next board meeting.

The third item discussed was Wendell Blevins who reported that the property he purchased, at 1283 East Highway 60 in Owingsville, the bank is slipping, he says, it is from a water leak over a year ago that went on for some time. Mark Crouch said it was a service line leaking across the road. The board introduced the idea of offering Wendell Blevins \$800 along with a signed agreement notarized by our county attorney to settle. Mark is to call Wendell about this agreement and let members know what he decides at the next meeting. Acting Chairman, Jeanette Walton suggested that the board table this item for the next meeting because Chairman L.W. Patton had actually visited the site and will help with making the decision.

The fourth item discussed was the Ore Mines Pump Station, Jim Thompson stated that they will begin around the first of August. The tank will be shut down for almost a month. The district is still waiting for funds to clear in the construction account from K.I.A. Mark Crouch will call the Gateway A.D.D. to check on funds.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
July 24, 2023**

The fifth item discussed was past due bills inactive accounts and the Monthly Management Report for June 2023. There were 397 past due notices mailed. The Monthly Financial Report shows after depreciation a profit of \$1,962.00 in June 2023. Water loss for June was 10.60%. The reports were available for the Board to review. Payroll reports were signed by Acting Chairman Jeanette Walton and Acting Financial Officer Eddie Goodpaster. Commissioner Rodney Donathan moved to approve the Monthly management Report for June 2023. Commissioner Eddie Goodpaster seconded the motion. Motion carried.

OTHER BUSINESS:

There being no further business coming before the Board, Commissioner Rodney Donathan moved to adjourn. Commissioner Eddie Goodpaster seconded. Motion carried.


CHAIRMAN


SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
August 28, 2023**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, August 28, 2023, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: L.W. Patton, Mike Ginter, and Jeanette Walton. Also present were Co-Managers, Mark Crouch and Sarah Easterling, and Sherri Greene to take minutes. Project Manager, Troy Hogge from Kentucky Engineering Group and Matt Vice from the Bath County EMS Board were also present. Commissioners Rodney Donathan and Eddie Goodpaster were absent.

Chairman L.W. Patton called the meeting to order at 7:00 p.m. Patton appointed Commissioner Jeanette Walton to serve as acting Secretary in the absence of Commissioner Rodney Donathan.

The minutes of the July 24, 2023 meeting were reviewed by the board. Chairman L.W. Patton asked for a motion to approve the minutes for the July 24, 2023 meeting. Commissioner Mike Ginter moved to approve the minutes. Commissioner Jeanette Walton seconded the motion. Motion carried.

The first item of discussion was to allow authorization for Sarah Easterling to be able to sign the ACH bank forms for the district. It was agreed that Sarah Price should be removed as an authorized signer on the ACH forms since she no longer works at Bath County Water District. It was also mentioned that Sarah Easterling needed to check if People's Bank covers over \$250,000 in collateral before the next meeting. Commissioner Jeanette Walton made a motion to add Sarah Easterling as an authorized signer on the ACH forms and remove Sarah Price from said forms. Commissioner Mike Ginter seconded the motion. Motion carried.

The second item discussed was the audit report for 2022 and the PSC report. Board members looked over the audit prior to this meeting. Sherri Greene stated that the PSC report was completed but not yet available online to view. Sarah Easterling will provide this PSC report at the next meeting if it is available to view.

The third item consisted of guest Matt Vice from the Bath County Fire Board. He provided an easement contract for the board to approve and sign stating that they have the right to install radio equipment and allow access to our Olympia tank. This tank is the district's property; however, the road to the property is through Barbara Swartz's property which is why the district itself has an easement for their own property along with anyone that needs access to their tank. Sarah Easterling is to forward any electric bill that is sent to the district regarding the Olympia tank to the Bath County Fire Board. This easement is to be terminated if it is no longer needed to install the radio equipment. The contract was signed by Chairman, L.W. Patton. Commissioner Mike Ginter made a motion to accept the contract. Commissioner Jeanette Walton seconded. Motion Carried.

The fourth item discussed was Wendell Blevins who reported that the property he purchased, at 1283 East Highway 60 in Owingsville that the bank is slipping. He says it is from a water leak from over a year ago that went on for some time. Mark Crouch said it was a service line leaking across the road. Bath County Water District's attorney, Earl Rogers, created a full release of all claims and demands that states that we are offering Wendell a check for \$800 to be used for dozer work and includes that the district is not liable and not admitting to any fault of the bank slip. Co-Manager, Mark Crouch, is to call or meet Wendell about this agreement and let members know what he decides at the next meeting. Commissioner Jeanette Walton made the motion to offer this full release to Wendell Blevins as long as

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
August 28, 2023**

the release form states that the district does not admit to any fault or guilt. Commissioner Mike Ginter seconded the motion. Motion Carried.

The fifth item discussed was the Ore Mines Pump Station. Project Manager, Troy Hogge stated that in the original plan, an 8" pipe was to be used. Instead, they are going to use the 12" existing pipe which is "great news". The generator can be reused as well. The suction side will need a new pipe. Hogge said that the contractors have started on the Ore-Mines pump station and Owingsville tank. The inspector said that the interior of the Owingsville tank looked good so far. The exterior of the tank, however, is chipping paint as they are pressure washing the tank. There is approximately a 30% loss of paint. There will be a full exterior overcoat of paint on the 4 tanks: Owingsville, Ore Mines, Salt Lick, and Perry Rd. The amount of the contract will be increased by \$112,000.85 making the total \$339,000.85. Hogge highly recommended that we accept this idea of adding an overcoat to our tanks. Hogge presented the invoice from Kentucky Engineering Group that needs to be paid. The resolution and assistance agreement for the KIA loan to pay for this project was presented by Sherri Greene and Sarah Easterling. These documents state that we have accepted assistance from KIA and we are awaiting funds to pay for this project. These forms were signed and are awaiting Sarah Easterling to send them to KIA as soon as possible. Chairman, L.W. Patton, asked for a motion to adopt the resolution and assistance agreement regarding the KIA loans. Commissioner Mike Ginter made that motion. Commissioner, Jeanette Walton, seconded this motion. Motion carried. Chairman L.W. Patton also asked for a motion to agree with the exterior overcoating of the 4 tanks mentioned above. Commissioner Jeanette Walton made the motion and Commissioner Mike Ginter seconded. Motion Carried. Finally, Chairman L.W. Patton asked for a motion to accept the invoice for Kentucky Engineering Group in the amount of \$7,614.00. Commissioner Mike Ginter made the motion and Commissioner Jeanette Walton seconded the motion. Motion carried.

PSC Rate change approval was the next item of discussion. Sherri Greene stated that the rate change did have a mistake with the Owingsville and Sharpsburg section but Sarah Easterling mentioned that Holly Nicholas (KEG) and Earl Rogers (attorney) are working on getting this error fixed. The board went over the changes and were notified that new rates are in effect as of August 10, 2023.

The next item discussed was the open maintenance position: certified operator apprentice. Since Christopher Crouch voluntarily left his position, Elijah Razor has taken over his spot as field supervisor. The field supervisor is responsible for paperwork that is completed in the field. It was brought to the board's attention by Mark Crouch that this promotion comes with a one dollar per hour raise. Chairman, L.W. Patton, asked for a motion to approve of this raise for Elijah and promoting him to field supervisor. Commissioner Jeanette Walton made the motion and Commissioner Mike Ginter seconded. Motion carried.

The last item discussed was past due bills inactive accounts and the Monthly Management Report for July 2023. There were 288 past due notices mailed on 8/22/2023. The Monthly Financial Report shows after depreciation a profit of \$15,710.44 in July 2023. Water loss for July was 8.64%. The reports were available for the Board to review. Payroll reports were signed by Chairman L.W. Patton and Financial Officer Mike Ginter. Commissioner Mike Ginter moved to approve the Monthly Management Report for July 2023. Commissioner Jeanette Walton seconded the motion. Motion carried.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
August 28, 2023**

OTHER BUSINESS:

Other business: First, Sarah Easterling mentioned a customer complaint from Alexis Carrizales. Alexis had a leak since August of 2022 and has not had water while she has tried to have it fixed. She reconnected her service in July, 2023. To reconnect her service, she had to pay the remaining balance in full to get her water turned back on. The amount was \$1576.10. She agreed to sign a payment plan, after paying a \$300.00 down payment, that allowed her to pay \$120.00 per month plus her monthly bill. She agreed to pay by August 15, 2023 but did not pay until August 28, 2023. The board decided to allow Alexis a second chance to pay on or before September 15th the \$120.00 plus her monthly bill and every month on or before the 15th. If she does not comply with the payment agreement, she will be disconnected and will have to pay in full to be reconnected.

Next, it was mentioned that the building is not being properly cleaned. The board recommended creating a cleaning schedule that may encourage motivation to clean their area effectively. The board mentioned that managers could tell the employees that the board is not happy with the cleanliness of the building.

Commissioner, Jeanette Walton, mentioned the leaking roof in the board room. Mark Crouch is to look into fixing this leak as soon as possible.

Chairman L.W. Patton asked why the employees were pulling the backhoe with the dump truck. Mark said that he would check on this.

Chairman L.W. Patton recognized Mark Crouch with a certificate for working at the district for 15 years.

There being no other business to discuss, Chairman, L.W. Patton ask for a motion to adjourn the meeting. Commissioner Mike Ginter made the motion and Commissioner Jeanette Walton seconded. Motion Carried.


CHAIRMAN


SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
September 25, 2023**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, September 25, 2023, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: L.W. Patton, Mike Ginter, Rodney Donathan, Valerie Ousley, and Jeanette Walton. Also present were Co-Managers, Mark Crouch, and Sarah Easterling to take minutes. Project Manager, Troy Hogge and Project Engineer, Jim Thompson were present from Kentucky Engineering Group.

Chairman L.W. Patton called the meeting to order at 7:00 p.m. Patton welcomed new member, Valerie Ousley, to the board.

The minutes of the August 28, 2023 meeting were reviewed by the board. Chairman L.W. Patton asked for a motion to approve the minutes for the August 28, 2023 meeting. Commissioner Jeanette Walton moved to approve the minutes. Commissioner Mike Ginter seconded the motion. Motion carried.

The first item of discussion was the Ore Mines Pump Station update. Engineer, Jim Thompson, stated that the project has started and has found out some things about how the District's system works such as which pump stations can operate without shutting down several people's water at one time. There were a few days that people had no water in the district. This was due to work on the Ore Mines Pump Station. The construction of the foundation of the new Ore Mines Pump Station will begin in October. Thompson also gave an update on the tanks that are being upgraded. The Owingsville and Perry Rd. tanks are finished. The exterior of the Ore Mines tank is being pressure washed. The Salt Lick tank construction is to begin spring of 2024. There will be a progress meeting the following Wednesday (9/27/23) at Bath County Water District including BCWD Co-Managers and Chairman L.W. Patton, Gateway ADD, Kentucky Engineering Group, and Weis Contracting that will consist of an update and signing draw requests for the project. Jim and Troy presented the draw forms that needed to be signed. Rodney Donathan made a motion to accept and pay these draw requests. Valerie Ousley seconded. Motion carried.

The second item discussed was the PSC Report and recommendation from the PSC. Co-Manager, Sarah Easterling, provided the board with the annual PSC Report to view. Easterling also pointed out the recommendation from the PSC stating that Bath County Water District's board of commissioners consider filing periodic rate cases with the Commission every three to five years and implement a written policy to that effect to maintain a regular review of Bath District's finances. This recommendation is good practice to ensure that there is not an 11-year gap between base rate cases in the future. Jeannette Walton made a motion to form a resolution that rates be reviewed every three years. Rodney Donathan seconded.

The fourth item discussed was Wendell Blevins who reported that the property he purchased, at 1283 East Highway 60 in Owingsville that the bank is slipping. He says it is from a water leak from over a year ago that went on for some time. Mark Crouch said it was a service line leaking across the road. Bath County Water District's attorney, Earl Rogers, formed a new full release form that added Barry Blevins to the form. Barry also owns part of this property. It is to be signed by both Barry and Wendell Blevins to be valid. When the property owners come to an agreement, Co-Manager, Mark Crouch is to ask them whether they want the check made out to Wendell and Barry as one check or make two separate checks to each individual.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
September 25, 2023**

The last item discussed was past due bills inactive accounts and the Monthly Management Report for August, 2023. There were 351 past due notices mailed on 9/20/2023. The Monthly Financial Report shows after depreciation a loss of \$18,977.99 in August, 2023. Water loss for July was 8.69%. The reports were available for the Board to review. Payroll reports were signed by Chairman L.W. Patton and Financial Officer Mike Ginter. Commissioner Mike Ginter moved to approve the Monthly Management Report for July 2023. Commissioner Jeanette Walton seconded the motion. Motion carried.

OTHER BUSINESS:

First, Co-Manager, Mark Crouch mentioned that the fire departments in the county still have outstanding balances from using hydrants. Chairman L.W. Patton is to check on this.

Crouch also brought up the idea of an employee of the month incentive. The board decided that this would cause hard feelings, and biased opinion. The board agreed to drop this item.

Crouch stated that he is looking into estimates on another company that sells meters. He stated that he cannot get meters through our current meter provider.

Co-Manager, Sarah Easterling, suggested to the board that a website should be created to limit Doxo.com payments. The board agreed on this item. Sarah is to create the website soon.

Easterling also asked the board if employee, Connie Scaggs, could set up a yard sale outside the building to raise money for the Family Ties Alzheimer's Team on September 30, 2023 during the Salt Lick Hometown Festival. The board said this was okay but to remind Connie that the traffic will be flowing in front of the office.

The board asked if the field was still pulling the backhoe with the dump truck. Crouch said that the field was not doing this anymore.

Commissioner Valerie Ousley asked about the sick time and vacation pay out at the end of employment. The personnel policy was reviewed and the board concluded that there is a maximum of two weeks' vacation time that can be carried over each year.

There being no other business to discuss, commissioner Rodney Donathan made the motion to adjourn the meeting and commissioner Mike Ginter seconded the motion.


CHAIRMAN


SECRETARY

BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING
October 10, 2023

The Board of Commissioners of the Bath County Water District met for a Special Called Meeting on Tuesday, October 10, 2023 at 10:00 am at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Rodney Donathan, Mike Ginter, Jeanette Walton, Valerie Ousley, and L.W. Patton. Also present Co-Managers Mark Crouch and Sarah Easterling.

Chairman L.W. Patton called the meeting to order at 10:00 am.

The first item discussed was the truck ordering mix-up with Dutch's. Crouch let the board know that Dutch's did not have the correct truck ready that was agreed upon by the board. Dutch's had a ¾ ton diesel ready for pick up. The board actually agreed to a 1500 gasoline truck in a previous meeting. The board went over the quotes and asked Crouch to talk to the dealership about honoring the previous quote on the 1500 gasoline truck. He is to let the board know what was agreed upon at the next meeting.

The final item discussed was employment. The board broke into executive session at this time.

The executive session ended and it was agreed that there be a new procedure on work orders to improve the flow of the business. There are to be 3 copies total of each work order. 2 copies are to be given to manager Mark Crouch, and 1 to the other co-manager. The service charge is to be decided by the co-managers and given back to the office. Commissioner, Valerie Ousley, made the motion to work on communication and set procedures to make the district a better place to work to better serve our customers. Commissioner Rodney Donathan seconded the motion.

There being no other discussion, Commissioner, Valerie Ousley, made the motion to adjourn the meeting and Rodney Donathan seconded the motion. Meeting adjourned.



CHAIRMAN



SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
October 23, 2023**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, October 23, 2023, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: L.W. Patton, Mike Ginter, Rodney Donathan, Jeanette Walton, and Valerie Ousley. Also present Co-Manager, Mark Crouch, and Sherri Greene to take minutes. Project Manager, Troy Hogge and Project Engineer, Jim Thompson were present from Kentucky Engineering Group.

Chairman L.W. Patton called the meeting to order at 7:00 p.m.

The minutes of the September 25, 2023 meeting were reviewed by the board. Chairman L.W. Patton asked for a motion to approve the minutes for the September 25, 2023 meeting. Commissioner Rodney Donathan moved to approve the minutes. Commissioner Mike Ginter seconded the motion. Motion carried.

The minutes of the Special called meeting October 10, 2023 were reviewed by the board. Chairman L.W. Patton asked for a motion to approve the minutes for the Special called meeting October 10, 2023. Commissioner Rodney Donathan moved to approve the minutes. Commissioner Mike Ginter seconded the motion. Motion carried.

The first item of discussion was the Ore Mines Pump Station update. Engineer, Jim Thompson, stated that the underground work was complete at the Ore Mines Pump Station. Thompson reported on the tanks that are being upgraded. The Owingsville, Perry Road and Ore Mines tanks are finished. The two glass lined tanks Olympia and Means are scheduled to start in the next week or two. The Salt Lick tank construction is to begin spring of 2024. There was a progress meeting October 23, 2023 at 3:30 invoices were presented to the board that included the following: Weiser Construction \$40,892.75, Straeffler Pump \$173,454.18, and Kentucky Engineering Group \$8,460.00. Kentucky Engineering will submit the draw request to Gateway ADD for \$222,806.93. The next progress meeting is scheduled for November 27, 2023 at 3:30. Rodney Donathan made a motion to accept and pay these draw requests and for Chairman L. W. Patton to sign all documents. Valerie Ousley seconded the motion. Motion carried.

The second item discussed was the purchase of a new truck that was board approved earlier this year. Mark Crouch received two new bids for a new truck as follows: Dutch's Chevy 1500 \$45,990 and Tim Short a Ford F150 \$42,411. Commissioner Rodney Donathan made a motion to purchase the Ford F150 for \$42,411. Commissioner Mike Ginter seconded the motion. Motion carried.

The third item discussed was Wendell and Barry Blevins. Mark Crouch reported that Barry Blevins stated he would not sign the release form. The board decided to table this item until they hear from Wendell and Barry Blevins.

At this time Chairman L.W. Patton as for a motion to go into executive session. Commissioner Rodney Donathan made a motion to go into executive session to discuss the open Maintenance and Manager/Co-Manager Positions. Commissioner Mike Ginter seconded the motion. Motion carried.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
October 23, 2023**

Upon return to regular session after applicants for the maintenance position were reviewed and Mark Crouch recommended hiring Christopher Crouch who is already a certified operator the board decided to hire Christopher Crouch back at the pay he was making when he left the district with the single plan insurance. Commissioner Rodney Donathan made the motion to hire Christopher Crouch. Commissioner Mike Ginter seconded the motion. Commissioner Jeanette Walton voted no due to budget concerns with the possibility of hiring a General Manager and part time bookkeeper. Commissioner Valerie Ousley abstained from voting since this is just her second month on the board. Motion carried.

The board ask Sherri Greene to take a part-time position as the General Manager at a monthly salary of \$3,500 starting November 1, 2023, with no set hours, for a minimum of six months to give the board time to decide what to do. Sherri Greene stated she would take the position. Mark Crouch will go from Co-Manager to Field Manager. Commissioner Jeanette Walton made a motion to hire Sherri Greene as the part-time General Manager at a salary of \$3,500 per month with no set hours. Commissioner Valerie Ousley seconded the motion. Motions carried.

The last item discussed was the Monthly Management Report, past due bills, and inactive accounts for September, 2023. There were 463 past due notices mailed on October 18, 2023. The Monthly Financial Report shows after depreciation a profit of \$30.55 in September. Water loss for September was 9.85%. The reports were available for the Board to review. Payroll reports were signed by Chairman L.W. Patton and Financial Officer Mike Ginter. The board was informed that employee Robert Rainey decided to take the \$2.00 per hour pay increase and be ineligible to change his single health care plan to a family plan in the future. Commissioner Valerie Ousley moved to approve the Monthly Management Report for September 2023. Commissioner Rodney Donathan seconded the motion. Motion carried.

OTHER BUSINESS:

Mark Crouch informed the board that Morehead Utility Plant Board had trouble at the treatment plant and was flushing the previous two weeks, this caused discolored water in Bath County Water District's system. Maintenance has been flushing to help clear up the water.

There being no other business to discuss, commissioner Rodney Donathan made the motion to adjourn the meeting. Commissioner Mike Ginter seconded the motion. Motion carried.


CHAIRMAN


SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
November 27, 2023**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, November 27, 2023, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: L.W. Patton, Mike Ginter, Jeanette Walton, and Valerie Ousley, also present Manager, Sherri Greene and from Kentucky Engineering Group Project Manager, Troy Hogge and Project Engineer, Jim Thompson. Commissioner Rodney Donathan was absent.

Chairman L.W. Patton called the meeting to order at 7:00 p.m.

Chairman L.W. Patton appointed Commissioner Valerie Ousley as acting Secretary in the absence of Commissioner Rodney Donathan.

The minutes of October 23, 2023 meeting were reviewed by the board. Chairman L.W. Patton asked for a motion to approve the minutes of October 23, 2023 meeting. Commissioner Valerie Ousley made a motion to approve the minutes. Commissioner Jeanette Walton seconded the motion. Motion carried.

The first item of discussion was the Ore Mines Pump Station update. Engineer, Jim Thompson, stated that there is a change order for \$1,500.00 for additional work that had to be completed at the Ore Mines Tank. Commissioner Jeanette Walton made a motion to approve the change order for \$1,500.00 Commissioner Mike Ginter Seconded. Motion Carried.

The following Invoices were presented to the board:

Straeffe Pump and Supply Inc. \$21,242.00 motion to approve Commissioner Mike Ginter.

Commissioner Valerie Ousley seconded the motion. Motion carried.

Weiser Construction \$9,880.00 motion to approve Commissioner Jeanette Walton. Commissioner Valerie Ousley seconded the motion. Motion carried.

Kentucky Engineering Group \$1,692.00. motion to approve Commissioner Mike Ginter. Commissioner Valerie Ousley seconded the motion. Motion carried.

Gateway A.D.D. \$15,000.00 motion to approve Commissioner Mike Ginter. Commissioner Valerie Ousley seconded the motion. Motion carried.

Kentucky Engineering will submit the draw request to Gateway ADD for \$47,814.00. Chairman L.W. Patton signed all documents.

The second item discussed was the Lead and Copper Service Line Survey that is required by Division of Water, the District was offered an invitation to accept a \$100,000 S.R.S. Loan with 100% loan forgiveness to help with the survey requirements. Commissioner Jeanette Walton made a motion to accept the loan invitation with 100% loan forgiveness. Commissioner Mike Ginter seconded the motion. Motion carried.

The third item discussed was the December Board meeting that falls on Christmas. Commissioner Valerie Ousley made a motion to move the December Board Meeting to December 18, 2023. Commissioner Mike Ginter seconded the motion. Motion carried.

At this time Chairman L.W. Patton as for a motion to go into executive session. Commissioner Valerie Ousley made a motion to go into executive session to discuss the 2024 Budget and employee pay increases and incentives. Commissioner Mike Ginter seconded the motion. Motion carried.

Upon return to regular session Commissioner Mike Ginter made a motion to increase all hourly employees by .50 cents per hour for 2024. Commissioner Jeanette Walton seconded the motion. Motion carried.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
November 27, 2023**

A year-end pay incentive was discussed for all hourly employees. Commissioner Valerie Ousley made a motion to give all hourly employees a \$400.00 year end pay incentive. Commissioner Mike Ginter seconded the motion. Motion carried.

After discussion and review of the 2024 Budget Commissioner Valerie Ousley made a motion to accept the Budget. Commissioner Mike Ginter seconded the motion. Motion carried.

The board reviewed audit quotes from Morgan and Associates of \$11,000 to \$13,500 and Lane and Company of \$7,250 to \$7,750 for the 2023 audit. Commissioner Jeanette Walton made a motion to hire Lane and Company for the 2023 audit. Commissioner Mike Ginter seconded the motion. Motion carried.

Management Position was discussed and the ad for position reviewed. The board decided to have the ad run after the first of January 2024.

The last item discussed was the Monthly Management Report, past due bills, and inactive accounts for October, 2023. There were 355 past due notices mailed on November 20, 2023. The Monthly Financial Report shows after depreciation a profit of \$35,200.66 in October. Water loss for October was 9.17%. The reports were available for the Board to review. Payroll reports were signed by Chairman L.W. Patton and Financial Officer Mike Ginter. Commissioner Valerie Ousley made a motion to approve the Monthly Management Report for October 2023. Commissioner Jeanette Walton seconded the motion. Motion carried.

OTHER BUSINESS:

Sherri Greene informed the Board the Wendell Blevins called and wants to know what he needs to do to get the \$800.00 the board offered him. Chairman L.W. Patton stated that he needs to get his brother to sign the documents the district's attorney prepared.

Sherri Greene informed the board that Commissioner Valerie Ousley needs to be added to Peoples Bank signature cards. Commissioner Mike Ginter made a motion to add Commissioner Valerie Ousley to the district accounts and Peoples Bank signature cards. Commissioner Jeanette Walton seconded the motion. Motion Carried.

Sherri Greene ask the board to add signatures to the districts Peoples Bank ACH list, at this time Mark Crouch is the only signature on file. Commissioner Valerie Ousley made a motion to add Sherri Greene, Connie Scaggs and Shelby Bennett as signers on the districts Peoples Bank ACH list. Commissioner Mike Ginter seconded the motion. Motion carried.

Sherri Greene distributed a copy of the Kentucky Open Records Regulations to all board members.

Chairman L.W. Patton turned in a letter of resignation to the Board as of December 31, 2023.

There being no other business to discuss, commissioner Mike Ginter made the motion to adjourn the meeting. Commissioner Jeanette Walton seconded the motion. Motion carried.


CHAIRMAN


SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
December 18, 2023**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, December 18, 2023, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Rodney Donathan, Mike Ginter, Jeanette Walton, and Valerie Ousley, also present Manager, Sherri Greene. Chairperson L.W. Patton was absent.

Commissioner Jeanette Walton nominated Commissioner Mike Ginter as acting Chairperson in the absence of Chairperson L.W. Patton. Commissioner Rodney Donathan seconded nomination. All voting aye.

Commissioner Rodney Donathan nominated Commissioner Valerie Ousley as Financial Officer since commissioner Mike Ginter is serving as acting Chairperson. Commissioner Jeanette Walton seconded the nomination. All voting aye.

Chairperson Mike Ginter called the meeting to order at 7:00 p.m.

The minutes of November 27, 2023 meeting were reviewed by the board. Chairperson Mike Ginter asked for a motion to approve the minutes of November 27, 2023 meeting. Commissioner Jeanette Walton made a motion to approve the minutes. Commissioner Valerie Ousley seconded the motion. Motion carried.

The first item of discussion was the Ore Mines Pump Station update. Troy Hogg, Project Manager called the office earlier that day and reported no new invoices at this time and the change order that was approved at the November meeting will be on the invoices in January 2024.

The second item discussed was the Lead and Copper Service Line Survey Project. The board adopted the Resolution attached to these minutes motion made by Commissioner Jeanette Walton. Commissioner Rodney Donathan seconded. Motion carried.

Commissioner Valerie Ousley made a motion to have Gateway Area Development District administer the funds on the new Lead and Copper Service Line Survey Project. Commissioner Rodney Donathan seconded the motion. Motion carried.

Commissioners met earlier today with representatives from three-meter companies to try and decide the best company to help resolve the problems the district has with getting meters needed. The board requested that Field Manager, Mark Crouch, check with other districts and see which company they have had the best luck with and report back at the January meeting.

Bids were received for Material and Supplies for 2024 from Core & Main and Hayes Pipe. Commissioner Jeanette Walton made a motion to purchases from both companies which ever has the least expensive price on the item needed and also has the item available. Commissioner Rodney Donathan seconded the motion. Motion carried.

Manager Sherri Greene informed the board that the new audit firm wants to see the district's Capitalization and Investment Policies in writing. Commissioner Valerie Ousley made a motion to capitalize items purchased over \$5,000 with useful life longer than two years and to follow the Public Service Commissions depreciation schedule. Commissioner Rodney Donathan seconded the motion. Motion carried.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
December 18, 2023**

Commissioner Jeanette Walton made a motion for the Manager to report to the board when district funds that are not currently invested in a Certificate of Deposit reaches between \$1,300,000 and \$1,500,000 and the board will decide at that time depending on the district's current needs if they should invest any funds and how to invest. Commissioner Valerie Ousley seconded the motion. Motion carried.

Manager Sherri Greene reported that past due notices will be mailed out on December 19, 2023 and due by 8:30 on Wednesday, December 27, 2023 with the district only open two days that week. The board had concerns with the district only open two days and ask if the cutoff day could be changed, Greene told the board that January 2, 2024 was the other option. Commissioner Rodney Donathan made a motion to move cutoff day to January 2, 2024. Commissioner Valerie Ousley seconded the motion. Motion carried.

The last item discussed was the Monthly Management Report for November 2023. The Monthly Financial Report shows after depreciation a loss of \$2,334.48 in November. Water loss for November was 12.82%. The reports were available for the Board to review. ACH sheets were signed by Commissioners; Rodney Donathan, Valerie Ousley and Jeanette Walton. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Valerie Ousley. Commissioner Jeanette Walton made a motion to approve the Monthly Management Report for November 2023. Commissioner Rodney Donathan seconded the motion. Motion carried.

OTHER BUSINESS:

Commissioner Jeanette Walton ask if the Sharpsburg master meter has been changed out. Field Manager Mark Crouch reported that it has not been changed yet and he will check on the hold up.

Commissioner Jeanette Walton ask when the new truck is expected to be in. Field Manager Mark Crouch reported that when the truck was ordered he was told the middle of January 2024.

Commissioner Rodney Donathan made a motion to go into executive session. Commissioner Valerie Ousley seconded the motion. Motion carried.

The meeting returned to regular session and no additional action was taken.

There being no other business to discuss, Commissioner Rodney Donathan made the motion to adjourn the meeting. Commissioner Valerie Ousley seconded the motion. Motion carried.


CHAIRMAN


SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
January 22, 2024**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, January 22, 2024, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Jeanette Walton, Valerie Ousley and Mike Crockett, also present Manager, Sherri Greene, Field Manager, Mark Crouch, and Troy Hogg with Kentucky Engineering Group. Commissioner, Rodney Donathan was absent.

Commissioner Jeanette Walton nominated Commissioner Mike Ginter as Chairperson. Commissioner Valerie Ousley seconded the nomination. All voting aye.

Commissioner Mike Crockett nominated Commissioner Valerie Ousley as Financial Officer since commissioner Mike Ginter is serving as Chairperson. Commissioner Jeanette Walton seconded the nomination. All voting aye.

Commissioner Mike Crockett nominated Commissioner Jeanette Walton as acting Secretary in the absence of Secretary Rodney Donathan. Commissioner Valerie Ousley seconded the nomination. All voting aye.

Chairperson Mike Ginter called the meeting to order at 7:00 p.m.

The minutes of December 18, 2023 meeting were reviewed by the board. Chairperson Mike Ginter asked for a motion to approve the minutes of December 18, 2023 meeting. Commissioner Jeanette Walton made a motion to approve the minutes. Commissioner Valerie Ousley seconded the motion. Motion carried.

The first item of discussion was the Ore Mines Pump Station update. Troy Hogg, Project Manager gave a brief review of the project to update new Commissioner Mike Crockett. Two project invoices were presented Straeffer Pump \$48,500.00 and Weiser Construction \$1,425.00. Commissioner Jeanette Walton made a motion to approve the construction invoices and for the Chairperson Mike Ginter to sign all documents. Commissioner Valerie Ousley seconded the motion. Motion carried.

The second item discussed was the Lead and Copper Service Line Survey Project. Approved in the previous board meeting Gateway A.D.D. will be administering the project funds and a memorandum of understanding is needed. Commissioner Jeanette Walton made a motion to accept the Memorandum of Understanding with Gateway A.D.D. and for the Chairperson Mike Ginter to sign all documents. Commissioner Valerie Ousley seconded. Motion carried.

Meter purchase was tabled last month so Field Manager Mark Crouch could get more information. Mark Crouch informed the board that Badger sent his last order in a timely manner and he would like to give them a second chance since all district meters are Badger it will make things easier if the district can stay with Badger.

Manager Sherri Greene informed the board that Morehead Utility Plant Board (MUPB) is increasing the rates as of July 1, 2024 official notice has not been received yet. MUPB proposed going to a Purchased Water Contract instead of the Interlocal Agreement with no capital cost and water rate at \$2.34 per 1,000 and an increase in steps over time to \$4.805 per 1,000. MUPB is still working on the time limit for the full increase and Manger will report back to the board when additional information and official notice is received from MUPB. The representative from Kentucky Rural Water has offered to meet with the board and discuss the rates, board decided to wait for more information form MUPB before the meeting.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
January 22, 2024**

Manager Sherri Greene reported that 330 past due notices were mailed on December 21, 2023 and due by 8:30 a.m. on Tuesday, January 2, 2024. Past due notices for January were 309 mailed January 22, 2024 and due by 8:30 a.m. Tuesday, January 30, 2024. Inactive accounts over 90 days for the month were \$755.07.

The last item discussed was the Monthly Management Report for December 2023. The Monthly Financial Report shows after depreciation a loss of \$32,762.78 in December. Water loss for December was 9.41%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Jeanette Walton, Valerie Ousley and Mike Crockett. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Valerie Ousley. Commissioner Mike Crockett made a motion to approve the Monthly Management Report for December 2023. Commissioner Jeanette Walton seconded the motion. Motion carried.

OTHER BUSINESS:

Applications for the Managers position was reviewed by the board. After reviewing the eight applications the board decided to run the ad in paper for an additional two weeks and review at the February meeting.

Manager Sherri Greene reported that Division of Water performed a routine inspection on January 4, 2024 and no violations were reported. Copy of inspection attached to minutes.

Commissioner Jeanette Walton asked about the Generator Project with the Fiscal Court. Field Manager Mark Crouch said he would check on the status and report back at the February board meeting.

Manager Sherri Greene asked the board to have L.W. Patton removed from bank signature cards and have Commissioner Mike Crockett added to signature cards. Commissioner Valerie Ousley made a motion to remove former Commissioner L.W. Patton from bank signature cards and add Commissioner Mike Crockett to signature cards. Commissioner Jeanette Walton seconded the motion. Motion carried.

Commissioner Valerie Ousley had questions about the trouble Sharpsburg Water District is in with the Public Service Commission. Commissioners Valerie Ousley and Jeanette Walton suggested that every Commissioner watch the case and discuss at next month's board meeting potential problems Bath County Water District could face if regulations are not followed. Commissioners agreed.

There being no other business to discuss, Commissioner Mike Crockett made the motion to adjourn the meeting. Commissioner Jeanette Walton seconded the motion. Motion carried.


CHAIRMAN


SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
February 26, 2024**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, February 26, 2024, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Jeanette Walton, Valerie Ousley and Mike Crockett, also present Manager, Sherri Greene, Field Manager, Mark Crouch, and Jim Thompson with Kentucky Engineering Group. Others in attendance are listed on the attached sign in sheet. Commissioners, Mike Ginter and Rodney Donathan were absent.

Commissioner Jeanette Walton nominated Commissioner Mike Crockett as Acting Chairperson. Commissioner Valerie Ousley seconded the nomination. Motion carried.

Commissioner Valerie Ousley nominated Commissioner Jeanette Walton as acting Secretary in the absence of Secretary Rodney Donathan. Commissioner Mike Crockett seconded the nomination. Motion carried.

Acting Chairperson Mike Crockett called the meeting to order at 7:00 p.m.

The minutes of January 22, 2024 meeting were reviewed by the board. Chairperson Mike Crockett asked for a motion to approve the minutes of the January 22, 2024 meeting. Commissioner Valerie Ousley made a motion to approve the minutes. Commissioner Jeanette Walton seconded the motion. Motion carried.

Robert Miller with Kentucky Rural Water Association (KRWA) along with Attorney Earl Rogers III and Staff from Morehead Utility Plant Board (MUPB) were present at the meeting to go over the MUPB Wholesale Water Rate Study by Robert Miller from KRWA. Robert Miller reviewed with the Board the rate study and proposed rates to go from a Interlocal Agreement to a Purchased Water Contract with no Capital Cost and a per 1,000 rate of \$2.34 which would go into effect July 1, 2024 then a increase of \$1.27 per 1,000 July 1, 2025 at that time another rate study will be done to determine the additional increase which is currently estimated at a final cost of \$4.80 per 1,000. Attorney Earl Rogers III is working on the purchased Water Agreement and should have it by the March 2024 Board Meeting with all details listed in the contract. Tariff will be sent to the Public Service Commission with the rate increase of \$2.34 per 1,000. Robert Miller suggested that the Board have a cost-of-service study done for the District's Wholesale Customers after this first increased if passed through. Copy of MUPB Rate Study is attached to minutes. No action was taken.

Ore Mines Pump Station Jim Thompson, Engineer gave a brief review of the project brick and block are laid and they are waiting on equipment and still have tank work to complete. There were no project invoices. Manager Sherri Greene had documents from Gateway ADD to remove previous Chairperson L.W. Patton and add Chairperson Mike Ginter as signer on Ore Mines Pump Station Project Documents. Commissioner Valerie Ousley made a motion to remove L.W. Patton and add Mike Ginter as signer for project documents. Commissioner Jeanette Walton seconded the motion. Motion carried.

Generator Project update Manager Sherri Greene reported that Field Manager Mark Crouch received an email from Ben at the Gateway ADD stating that a new agreement between FEMA and Bath County Fiscal Court had to be signed that was the hold up on this project.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
February 26, 2024**

Managers Position no new applications were received the past month. The Board told Manager Sherri Greene to set up interviews with the three applicants that were selected at the January 2024 meeting to be interviewed on March 5, 2024 at a Special Called Board Meeting to start at 5:00p.m. Applicants selected last month were Christy Creech, Tina Webb, and Justin McKenzie.

Manager Sherri Greene reported that 318 past due notices were mailed on February 20, 2024 and due by 8:30 a.m. on Tuesday, February 27, 2024. Inactive accounts over 90 days for the month were \$781.90.

The last item discussed was the Monthly Management Report for January 2024. The Monthly Financial Report shows after depreciation a loss of \$40,605.81 in January. Water loss for January was 14.92%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Jeanette Walton, Valerie Ousley and Mike Crockett. Payroll reports were signed by Acting Chairperson Mike Crockett and Financial Officer Valerie Ousley. Commissioner Jeanette Walton made a motion to approve the Monthly Management Report for January 2024. Commissioner Valerie Ousley seconded the motion. Motion carried.

OTHER BUSINESS:

Meter purchases were discussed, Field Manger Mark Crouch informed the Board that the District is still having trouble with Badger and suggested switching to Master Meter. Field Manager Mark Crouch told the Board that for the past three years the District has not met the Public Service Commission requirements for meter change outs because of not receiving meters from Badger. The Board tabled this and decided to add it to the Special Called Meeting Agenda on March 5, 2024.

Field Manager Mark Crouch reported back to the Board on the issue with fill over the water line at Steve Butchers property in Owingsville. Mayor Gary Hunt told Mark Crouch that the City of Owingsville now has a City Ordinance that states you cannot fill over water lines in City Limits; however, any fill that is already there we cannot make them move.

There being no other business to discuss, Commissioner Valorie Ousley made the motion to adjourn the meeting. Commissioner Jeanette Walton seconded the motion. Motion carried.


CHAIRMAN


SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
March 5, 2024**

The Board of Commissioners of the Bath County Water District met in Special Called Meeting on Tuesday, March 5, 2024, at 5:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Jeanette Walton, Valerie Ousley and Mike Crockett, also present Manager Sherri Greene, and Field Manager Mark Crouch. Commissioner Rodney Donathan's term expired March 2, 2024.

Commissioner Valerie Ousley nominated Commissioner Jeanette Walton as Acting Secretary in the absence of Secretary Rodney Donathan. Commissioner Mike Crockett seconded the nomination. Motion carried.

Chairperson Mike Ginter called the meeting to order at 5:00 p.m.

Interviews were held as follows:

5:00 p.m.	Christy Creech
5:30 p.m.	Tina Webb
6:00 p.m.	Justin McKenzie

Chairperson Mike Ginter called for executive session. Commissioner Jeanette Walton made a motion to go into executive session. Commissioner Mike Crockett seconded. Motion carried.

Chairperson Mike Ginter called for a return to regular session. Commissioner Mike Crockett made a motion to return to regular session. Commissioner Valerie Ousley seconded. Motion carried.

After discussion on hiring for the Manager's position the board decided to table hiring for the position and have another Special Called Meeting on Tuesday, March 12, 2024 at 5:00 p.m. to discuss personal issues and hire for the Managers position.

Meter purchases were discussed and the Board informed Field Manager Mark Crouch that they wanted in writing from Master Meter that this will work with the District's billing system and if not Master Meter will refund the District for the meters purchased. The Board decided to have this added to the Special Called Meeting on March 12, 2024 to give Field Manager Mark Crouch time to get what the Board wants in writing from Master Meter.

There being no other business to discuss, Commissioner Mike Crockett made the motion to adjourn the meeting. Commissioner Valerie Ousley seconded the motion. Motion carried.


CHAIRMAN


SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
March 12, 2024**

The Board of Commissioners of the Bath County Water District met in Special Called Meeting on Tuesday, March 12, 2024, at 5:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Jeanette Walton, Valerie Ousley and Mike Crockett, also present Manager Sherri Greene, Field Manager Mark Crouch, and Chris Lewis with Ferguson

Commissioner Valerie Ousley nominated Commissioner Jeanette Walton as Acting Secretary. Commissioner Mike Crockett seconded the nomination. Motion carried.

Chairperson Mike Ginter called the meeting to order at 5:00 p.m.

Chris Lewis with Ferguson answered the board's questions about meter purchases and stated that any unused meters can be returned for a refund if the district decides they are not working out. Commissioner Mike Crockett made a motion to switch to Master Meter. Commissioner Jeanette Walton seconded the motion. Motion carried.

After discussion on hiring for the Manager's position Commissioner Mike Crockett made a motion to hire Christy Creech for the Managers position. Commissioner Valerie Ousley seconded the motion. Motion carried.

Chairperson Mike Ginter called Christy Creech and she accepted the Manager position with a starting date of April 8, 2024.

There being no other business to discuss, Commissioner Mike Crockett made the motion to adjourn the meeting. Commissioner Jeanette Walton seconded the motion. Motion carried.


CHAIRMAN


SECRETARY

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
March 25, 2024**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, March 25, 2024, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Jeanette Walton, Valerie Ousley and Mike Crockett, also present Manager, Sherri Greene, Field Manager, Mark Crouch, Jim Thompson with Kentucky Engineering Group and Christy Creech, District's new Manager that is scheduled to start April 8, 2024. Commissioner Mike Ginter was absent.

Commissioner Jeanette Walton nominated Commissioner Mike Crockett as Acting Chairperson in the absence of Chairperson Mike Ginter. Commissioner Valerie Ousley seconded the nomination. Motion carried.

Commissioner Valerie Ousley nominated Commissioner Jeanette Walton as acting Secretary for this meeting until a new Secretary is appointed. Commissioner Mike Crockett seconded the nomination. Motion carried.

Acting Chairperson Mike Crockett called the meeting to order at 7:00 p.m.

The minutes of February 26, 2024, meeting were reviewed by the Board. Chairperson Mike Crockett ask for a motion to approve the minutes of the February 26, 2024, meeting. Commissioner Jeanette Walton made a motion to approve the minutes. Commissioner Valerie Ousley seconded the motion. Motion carried.

The minutes of the Special Called meeting March 5, 2024, were reviewed by the Board. Chairperson Mike Crockett asked for a motion to approve the minutes of the March 5, 2024, Special Called meeting. Commissioner Valerie Ousley made a motion to approve the minutes. Commissioner Jeanette Walton seconded the motion. Motion carried.

The minutes of the Special Called meeting March 12, 2024, were reviewed by the Board. Chairperson Mike Crockett asked for a motion to approve the minutes of the March 12, 2024, Special Called meeting. Commissioner Valerie Ousley made a motion to approve the minutes. Commissioner Jeanette Walton seconded the motion. Motion carried.

Ore Mines Pump Station update, Jim Thompson, Engineer gave a brief review of the project. Control panels were ordered, and contractors were told to clean up around pump station, no roof on pump station because of beam for crane. Jim has asked the contactor for pictures showing headers over the doors.

Peoples Bank ACH Signatures were updated to remove Sherri Greene and add Christy Creech, keep Mark Crouch and Connie Scaggs as signers on the ACH transfers. Commissioner Valerie Ousley made a motion to approve Christy Creech, Mark Crouch, and Connie Scaggs to sign ACH transfers. Commissioner Jeanette Walton seconded the motion. Motion carried.

Manger Sherri Greene received the Water Purchase Contract from Morehead Utility Plant Board (MUPB) in an email earlier that day. A copy of the contract was sent with each Commissioner for review and will be discussed at the April meeting. MUPB is wanting to have the contract signed and finalized at the April Board Meeting.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
March 25, 2024**

Manager Sherri Greene informed the Board the office computers and telemetry computer need to be replaced. Estimate for the office computers from Universal Technology (Blake Little) \$4,848.00 and estimate from Micro-Comm for the telemetry computer \$4,593.00 were presented to the Board. Commissioner Jeanette Walton made a motion to purchase new computers for the office and telemetry. Commissioner Valerie Ousley seconded the motion. Motion carried.

Credit card fees were discussed, the district paid over \$25,000 in credit card fees in 2023, after discussion of passing the fees on to customers the Board decided to table this item until next month's meeting.

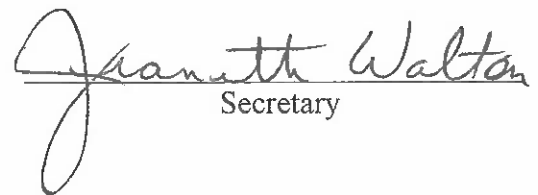
Past due and inactive accounts were reported 410 past due notices were mailed on March 19, 2024, and due by 8:30 a.m. on Tuesday, March 26, 2024. Inactive accounts over 90 days for the month were \$351.33.

Monthly Management Report for February 2024. The Monthly Financial Report shows after depreciation a profit of \$23,121.71 in February. Water loss for February was 18.18%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Jeanette Walton, Valerie Ousley and Mike Crockett. Payroll reports were signed by Acting Chairperson Mike Crockett and Financial Officer Valerie Ousley. Commissioner Jeanette Walton made a motion to approve the Monthly Management Report for February 2024. Commissioner Valerie Ousley seconded the motion. Motion carried.

OTHER BUSINESS:

There being no other business to discuss, Commissioner Valerie Ousley made the motion to adjourn the meeting. Commissioner Jeanette Walton seconded the motion. Motion carried.


Chairman


Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
April 22, 2024**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, April 22, 2024, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Jeanette Walton, Valerie Ousley, Mike Crockett, and Kenneth Barber also present Manager, Christy Creech, Sherri Greene, Field Manager, Mark Crouch, and Troy Hogge with Kentucky Engineering Group.

Chairperson Mike Ginter called the meeting to order at 7:00 p.m.

Commissioner Mike Crockett nominated Commissioner Kenneth Barber as Secretary. Commissioner Jeanette Walton seconded the nomination. Motion carried.

The minutes of March 25, 2024, meeting was reviewed by the Board. Chairperson Mike Ginter asked for a motion to approve the minutes of the March 25, 2024, meeting. Commissioner Mike Crockett made a motion to approve the minutes. Commissioner Jeanette Walton seconded the motion. Motion carried.

Ore Mines Pump Station update, Troy Hogge gave a brief review of the project. There is a redesign to incorporate a beam for the crane. The VFD and everything except the control panel is ready for the Midland Pump Station. No invoices were presented at the meeting.

KIA requests a new procurement policy resolution increasing the amount of small purchases from \$30,000 to \$40,000. Commissioner Valerie Ousley made the motion to adopt resolution #2024-1 increasing the procurement policy to \$40,000. Commissioner Mike Crockett seconded the motion. Motion carried.

The MUPB Water Purchase Agreement was reviewed. Manager Christy Creech will request the following changes: Maximum annual assured amount to be raised from 707,000,000 to 850,000,000; Minimum annual purchase amount decreased from 354,000,000 to 320,000,000; a statement to add the after-hours cellular number as a point of contact; and a statement that a MUPB employee will accompany the BCWD employee in the event of sewer only disconnects. A motion by Commissioner Mike Crockett was made to sign the agreement once all changes were made. The motion was seconded by Commissioner Valerie Ousley. Motion carried.

Rate increase work sheets were presented by Sherri Greene reflecting the proposed MUPB increased rate, and an increase to BCWD rates of \$0.23 per 1,000 gallons. A motion to approve the rate increase effective July 15, 2024, was made by Commissioner Jeanette Walton. The motion was seconded by Commissioner Kenneth Barber. Motion carried.

Credit card fees were discussed, the district paid over \$25,000 in credit card fees in 2023, after discussion of passing the fees on to customers the Board decided to table this item until next month's meeting.

A decision was made to scratch the leak adjustment insurance with Servline.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
April 22, 2024**

The date of the May meeting was discussed since the regularly scheduled meeting falls on Memorial Day Holiday. A motion was made by Commissioner Jeanette Walton to hold the May meeting on Tuesday May 21, 2024. A second was made by Commissioner Mike Crockett. Motion carried.

A new bank signature Resolution was signed to remove Commissioner Rodney Donathan and add Kenneth Barber. All Commissioners signed the new resolution. A motion to approve the new signature resolution was made by Commissioner Mike Crockett. Commissioner Valerie Ousley seconded the motion. Motion carried.

Chris Crouch last day of employment with BCWD was April 12, 2024, after his two-week notice. The Board discussed advertising for the open maintenance position. Commissioner Kenneth Barber made a motion to advertise the position. Commissioner Mike Crockett seconded the motion. Motion carried.

Past due and inactive accounts were reported 415 past due notices were mailed on April 17, 2024, and due by 8:30 a.m. on Wednesday, April 24, 2024. Inactive accounts over 90 days for the month were \$999.69.

Monthly Management Report for March 2024. The Monthly Financial Report shows after depreciation a profit of \$39,786.63 in March. Water loss for March was 17.99%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Mike Crockett, Valerie Ousley and Kenneth Barber. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Valerie Ousley. Commissioner Kenneth Barber made a motion to approve the Monthly Management Report for February 2024. Commissioner Mike Crockett seconded the motion. Motion carried.

OTHER BUSINESS:

Sherri Greene asked the Board how long they wanted her to stay on like she is parttime salary, the Board ask her to stay on a couple of months or until Christy Creech felt comfortable then go to a as needed hourly.

Manager Christy Creech asked the Board about taking comp-time where she worked nine hours on Saturday, the Board stated the was okay just to keep track of it. Commissioner Jeanette Walton stated that she should keep a time sheet or time journal to keep track of her hours.

Commissioner Valerie Ousley requested to view the spreadsheet on leaks. A copy was provided by Field Manager Mark Crouch.

Commissioner Mike Crockett made a motion to adjourn the meeting. Commissioner Jeanette Walton seconded the motion. Motion carried.


Chairman


Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
May 21, 2024**

The Board of Commissioners of the Bath County Water District met in regular session on Tuesday, May 21, 2024, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Jeanette Walton, Valerie Ousley, Mike Crockett, and Kenneth Barber also present Manager, Christy Creech, Field Manager, Mark Crouch, and Jim Thompson with Kentucky Engineering Group, Heather Stevenson with Kentucky Rural Water Association, Haley Allen and Samantha Wright with Kentucky Career Center.

Chairperson Mike Ginter called the meeting to order at 7:00 p.m.

The minutes of April 22, 2024, meeting was reviewed by the Board. Chairperson Mike Ginter asked for a motion to approve the minutes of the April 22, 2024, meeting. Commissioner Valerie Ousley made a motion to approve the minutes. Commissioner Mike Crockett seconded the motion. Motion carried.

Ore Mines Pump Station update, Jim Thompson gave a brief review of the project. Currently waiting on materials to complete redesign. The VFD and everything except the control panel is ready for the Midland Pump Station. The current contracts expire at the end of July, if there is a need to extend the contract, the contractors will have to present a formal request. Discussion made regarding the necessity of the inspector to be present when the contractors are working on the project. No invoices were presented at the meeting.

Lead and Copper project update. Jim Thompson presented the prospect of taking bids on a cost per meter basis. Discussion on resending survey to remaining customers that haven't responded. Chairperson Mike Ginter signed the acceptance letter from KIA, changing the authorizing official from former Commissioner L.W. Patton to Commissioner Mike Ginter.

Heather Stevenson, Haley Allen, and Samantha Wright gave a short presentation on the available programs through Kentucky Career Center and Kentucky Rural Water's trained apprenticeship program. Kentucky Career Center will help throughout the recruitment and hiring process. Currently there are 6 applications that have been turned into the Bath County Water District office. Commissioners reviewed applications. Commissioner Mike Crockett made a motion to work with Kentucky Career Center through the hiring process. Commissioner Kenneth Barber seconded the motion. Motion carried.

New KACO insurances rates were presented by Christy Creech. A motion to approve new rates was made by Commissioner Valerie Ousley. Commissioner Mike Crockett seconded the motion. Motion Carried. A motion to increase the current FEBCO annual amount to \$3000/individual plan and \$6000/family plan was made by Commissioner Jeanette Walton. Commissioner Kenneth Barber seconded the motion. Motion Carried

Credit card fees were discussed, the district paid over \$25,000 in credit card fees in 2023, after discussion a motion to work with Jason Pennell at Kentucky Rural Water to pass credit card fees on to water customers was made by Commissioner Kenneth Barber. Commissioner Mike Crockett seconded the motion. Motion carried.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
May 21, 2024**

Rate increase work sheets were presented by Christy Creech reflecting the proposed MUPB increased rate, and an increase to BCWD rates of \$0.20 per 1,000 gallons. This \$0.20 increase is to replace the \$0.23 increase that was voted on in April. The rates had to be recalculated because PSC requires no more than 30 days' notice for a purchase water adjustment. A motion to approve the rate increase effective July 15, 2024, was made by Commissioner Jeanette Walton. The motion was seconded by Commissioner Valerie Ousley. Motion carried.

Past due and inactive accounts were reported 321 past due notices were mailed on May 21, 2024, and due by 8:30 a.m. on Wednesday, May 29, 2024. Inactive accounts over 90 days for the month were \$758.01.

Monthly Management Report for April 2024. The Monthly Financial Report shows after depreciation a loss of \$4,845.84 in April. Water loss for April was 14.07%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Mike Crockett, Valerie Ousley and Kenneth Barber. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Valerie Ousley. Commissioner Kenneth Barber made a motion to approve the Monthly Management Report for April 2024. Commissioner Jeanette Walton seconded the motion. Motion carried.

OTHER BUSINESS:

No other business was discussed.

Commissioner Mike Crockett made a motion to adjourn the meeting. Commissioner Valerie Ousley seconded the motion. Motion carried.


Chairman


Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
JUNE 24, 2024**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, June 24, 2024, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Valerie Ousley, Mike Crockett, and Kenneth Barber also present Manager, Christy Creech, Field Manager, Mark Crouch, Troy Hogge Project Manager with Kentucky Engineering Group, Joel Lane CPA with Lane and Company, LLC, and Michael Shane Dickerson.

Chairperson Mike Ginter called the meeting to order at 7:00 p.m.

The minutes of May 21, 2024, meeting was reviewed by the Board. Chairperson Mike Ginter asked for a motion to approve the minutes. Commissioner Kenneth Barber made a motion to approve the minutes. Commissioner Mike Crockett seconded the motion. Motion carried.

Joel Lane CPA with Lane and Company LLC presented a review of the 2023 audit, and the annual PSC report. Commissioner Valerie Ousley moved to approve the audit. Commissioner Kenneth Barber seconded the motion. The motion carried.

Michael Shane Dickerson spoke with the board about a water line extension to property he is developing off Cave Run Lake Rd. Requested a 3-inch line stretching 260 feet. Will be a T'd line with a blow off on each end. Mark will get quotes from Hayes Pipe and Core and Main to help Dickerson with the materials cost. Dickerson will assume all costs. BCWD will do the tap and blow-offs. Commissioner Kenneth Barber moved to approve the extension if Kentucky Engineering Group was used for planning and permit. Commissioner Mike Crockett seconded the motion. The motion carried.

Troy Hogge, project manager, Kentucky Engineering Group was present to give updates on current projects. The review of the 3-inch line extension on Hart Pike has been submitted to the Division of Water for approval. The temporary bypass pump is in place at the Midland pump station. Currently waiting on a valve to begin the rebuild. Hogge says he is hopeful that it will be complete by the next board meeting. The Ore Mines Pump Station plans have been resubmitted and placed on a fast track. Permits should be approved within 3 weeks. The contract extension set to expire the end of July will likely need an extension. Extension will be addressed at the July board meeting. There were no invoices presented for payment.

The open maintenance position was discussed. Commissioner Mike Crockett made a motion to interview Ryan Baker, Kenny Hurt and Sajsha Santos-Cruz. Commissioner Kenneth Barber seconded the motion. Motion carried. Chairperson Mike Ginter requested a special called meeting for July 1, 2024, at 4:30 pm to conduct the interviews.

Sherri Greene announced that June 28th would be her last day with BCWD. There was discussion of the end of the introductory probation period of manager Christy Creech. Chairperson Mike Ginter called for a closed session. After coming from closed session Commissioner Valerie Ousley made a motion for an increase equivalent to \$3 per hour of the manager's salary. The increase will be effective July 1, 2024. The motion was seconded by Commissioner Kenneth Barber. Motion carried.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
JUNE 24, 2024**

Past due and inactive accounts were reported. 437 past due notices were mailed on June 18, 2024, and due by 8:30 a.m. on Tuesday, June 25, 2024. Inactive accounts over 90 days for the month were \$485.23.

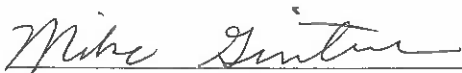
Monthly Management Report for May 2024. The Monthly Financial Report shows after depreciation a profit of \$35826.87 in May. Water loss for May was 12.14%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Kenneth Barber, Valerie Ousley and Mike Ginter. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Valerie Ousley. Commissioner Mike Crockett made a motion to approve the Monthly Management Report for April 2024. Commissioner Kenneth Barber seconded the motion. Motion carried.

OTHER BUSINESS:

The sale of the 2014 Dodge truck was discussed. Manager Christy Creech will find out if we are required to take bids on the vehicle before taking Back's auction to sale.

There was discussion on some customer service complaints that have been made to both Commissioners and/or management. Christy Creech will discuss proper phone etiquette with the office staff as well as the importance of face-to-face customer service both inside the office and in the field.

There being no further items to discuss, Commissioner Mike Crockett made a motion to adjourn the meeting. Commissioner Valerie Ousley seconded the motion. Motion carried.


Chairman


Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS SPECIAL CALLED MEETING
JULY 1, 2024**

The Board of Commissioners of the Bath County Water District met for a special session on Monday, July 1, 2024, at 5:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present. Mike Ginter, Valerie Ousley, and Kenneth Barber. Also, present Christy Creech, Manager and Mark Crouch Field Manager.

The meeting was called to order at 5:00pm

Ryan Baker was interviewed for the open maintenance position at 5:10 pm. Sajsha Santos Cruz was scheduled for an interview at 5:45 but did not come.

After discussion, Christy Creech will research further job posting on Kentucky Rural Water, and Indeed. A motion was made to table hiring by Commissioner Valerie Ousley. The motion was seconded by Commissioner Kenneth Barber. Motion carried.

There being no other business to discuss. Commissioner Valerie Ousley made a motion to adjourn the meeting. Commissioner Kenneth Barber seconded the motion. Motion carried.


Chairman


Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
JULY 22, 2024**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, July 22, 2024 at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Valerie Ousley, Jeanette Walton, and Kenneth Barber also present Manager, Christy Creech, Field Manager, Mark Crouch, Jim Thompson with Kentucky Engineering Group, Benjamin Hamm with GADD, and Tim Davis with Kentucky Rural Water

Chairperson Mike Ginter called the meeting to order at 7:00 p.m.

The minutes of June 24, 2024, meeting was reviewed by the Board. Chairperson Mike Ginter asked for a motion to approve the minutes. Commissioner Kenneth Barber made a motion to approve the minutes. Commissioner Valerie Ousley seconded the motion. Motion carried.

The Minutes of the July 1, 2024, special called meeting were reviewed by the Board. Chairperson Mike Ginter asked for a motion to approve the minutes. Commissioner Kenneth Barber moved to approve the minutes. Commissioner Valerie Ousley seconded the motion. Motion carried.

Jim Thompson, Kentucky Engineering Group was present to give updates on current projects. Midland pump station is now in operation and complete aside from the new roof. A bid has been placed by Andy Lands for \$2200 and by Truman Schwartz for \$1600. Jim Thompson will check with Streafter Pump and Supply on conceding their \$9000 bid and allowing one of the lower priced bids to complete the work. Ore Mines pump station: the building permit has been submitted and the expedition fee was paid. The foundation was approved. Waiting on a letter submission from structural engineer and the truss certification to finalize permit. The Contract with Streafter was set to expire on July 31, however since the project is on hold, the contract has been suspended and the remaining time can be adjusted once they are able to continue. A draw request was presented to pay construction fees to date, as well as \$96,000 for the purchase of 400 meters from Ferguson. Commissioner Kenneth Barber made a motion to approve and sign draw request. The motion was seconded by Commissioner Jeanette Walton. Motion carried.

Benjamin Hamm with Gateway Area Development District spoke about new funding opportunities, and presented the agreement to sign from KIA for additional funding to purchases new meters, as well as a new procurement resolution for the Lead Service Line project that is currently ongoing. Commissioner Valerie Ousley made a motion to sign the agreement and resolution. Commissioner Kenneth Barber seconded the motion. Motion carried. Documents were signed by Chairperson Mike Ginter.

Tim Davis with Kentucky Rural Water spoke about the Lead Service Line project. He brought a hydro excavator and will be working with Field Manager Mark Crouch over the coming week to complete the lead and copper requirements.

The PSC order recently received was reviewed by the Board. The Purchase Water Adjustment of \$0.20 per 1000 gallons was approved by the PSC. The PSC has ordered that a new general rate adjustment or alternative rate adjustment must be submitted on or before June 30, 2025 using 2024 as the test year.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
JULY 22, 2024**

The open maintenance position was discussed. Manager Christy Creech stated she had posted the position on Indeed and had received 22 new applicants. The Board of Commissioners requested copies of new resumes for review. New interviews will be discussed and scheduled at a later date.

Past due and inactive accounts were reported. 421 past due notices were mailed on July 17, 2024, and due by 8:30 a.m. on Wednesday, July 24, 2024. Inactive accounts over 90 days for the month were \$-252.73.

Monthly Management Report for June 2024. The Monthly Financial Report shows after depreciation a loss of \$12,258.23 in June. An Ampstun accounting error with payroll period 6/17-6/30 was noted by Manager, Christy Creech. Once the correction is completed new income statements will be sent to each Commissioner. Water loss for June was 14.22%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Kenneth Barber, Valerie Ousley and Mike Ginter. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Valerie Ousley.

OTHER BUSINESS:

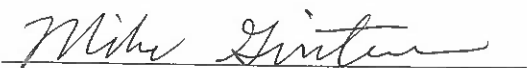
The sale of the 2014 Dodge truck was discussed. Manager Christy Creech will find out if we are required to take bids on the vehicle before taking Back's auction to sale.

Chairperson Mike Ginter called for a closed session to discuss personnel issues. Commissioner Valerie Ousley moved to go into closed session. The motion was seconded by Commissioner Kenneth Barber. Motion carried.

After resuming the regular session, Commissioner Jeanette Walton made a motion to update the personnel policy. The introductory period for new employees should be 6 months rather than 3. Commissioner Valerie Ousley seconded the motion. Motion carried

There was discussion on customers who have added additional residences onto their existing water meter. We have a customer who added a mobile home onto their water. The residence was supposed to be temporary, but has since added under pinning, a mailbox and a septic tank. The board decided that we would require this customer to set a meter to the mobile home. As part of the discussion other similar customers were brought to our attention. The Board advised manager Christy Creech to send letters to those customers, and any others in the future we are made aware of, to contact us to avoid service interruption.

There being no further items to discuss, Commissioner Kenneth Barber made a motion to adjourn the meeting. Commissioner Jeanette Walton seconded the motion. Motion carried.


Chairman


Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
August 26, 2024**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, August 26, 2024 at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Valerie Ousley, Jeanette Walton, and Mike Crockett also present Manager, Christy Creech, Troy Hogge with Kentucky Engineering Group, Benjamin Hamm with GADD, and Dougie Black.

Chairperson Mike Ginter called the meeting to order at 7:00 p.m.

The minutes of July 22, 2024, meeting was reviewed by the Board. Chairperson Mike Ginter asked for a motion to approve the minutes. Commissioner Mike Crockett made a motion to approve the minutes. Commissioner Valerie Ousley seconded the motion. Motion carried.

Dougie Black presented plans to the Board for approval of a 900-foot extension of 3-inch main line. The agreement for extension was signed by Mr. Black and the Board of Commissioners and given to Kentucky Engineering Group for submission to the Division of Water for approval.

Troy Hogge, Kentucky Engineering Group was present to give updates on current projects. Tank rehab in Salt Lick is underway. The contractor began moving in today and will begin work later in the week. It will take approximately 2 weeks to complete. Midland Pump Station is in operation. Controls have been modified to run at a constant pressure to allow Salt Lick Tank to be taken out of service during rehabilitation. Ore Mines building permit has been obtained. KEG structural engineer completed inspection, and a report was presented to the Board. Waiting for the contractor to set dates to be back on site. Anticipated time to completion is 4-5 weeks once started. Plans presented for new generators as part of the Generator project funded by FEMA money. The generators will be propane fueled. Will take bids on fuel and tank prices before next meeting. The Hart Pike extension has been approved by the Division of Water and work is getting underway. The Cave Run Lake Rd (Dickerson) line extension is still waiting for Division of Water approval.

Benjamin Hamm with Gateway Area Development District presented the KY Waters Application. The project for the application includes Line repairs and generators for pump stations not included in the Generator project. The scoring sheets for the Engineers groups on the Lead and Copper project were discussed, and new resolutions were presented to be signed. A motion to sign the resolutions was made by Commissioner Valerie Ousley. The motion was seconded by Commissioner Mike Crockett. Motion carried.

The open maintenance position was discussed. Chairperson Mike Ginter called for closed session to discuss applicants, and current personnel pay rates. A motion for closed session was made by Commissioner Jeanette Walton and seconded by Commissioner Mike Crockett. Motion carried. After returning from closed session Mike Crockett made a motion that Manager Christy Creech and Field Manager Mark Crouch review all applicants and narrow down to 8 to present to the Board of Commissioners at the next meeting. The motion was seconded by Commissioner Valerie Ousley. Motion carried.

Commissioner Jeanette Walton made a motion that All Bath County Water District employees should follow the manager's instructions according to the Bath County Water District personnel policy. A second was made by Commissioner Valerie Ousley. Motion carried.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
August 26, 2024**

Commissioner Mike Crockett made a motion that job descriptions be revised. Commissioner Valerie Ousley seconded the motion. Motion carried.

Past due and inactive accounts were reported. 402 past due notices were mailed on August 20, 2024, and due by 8:30 a.m. on Wednesday, August 27, 2024. Inactive accounts over 90 days for the month were \$614.85

Monthly Management Report for July 2024. The Monthly Financial Report shows after depreciation a profit of \$7431.62 in July. Water loss for July was 9.81%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Jeanette Walton, Valerie Ousley and Mike Ginter. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Valerie Ousley.

OTHER BUSINESS:

There being no further items to discuss, Commissioner Mike Crockett made a motion to adjourn the meeting. Commissioner Valerie Ousley seconded the motion. Motion carried.


Chairman


Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
September 23, 2024**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, September 23, 2024, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Jeanette Walton, Kenneth Barber and Mike Crockett also present Manager, Christy Creech, Field Manager, Mark Crouch, Jim Thompson and Troy Hogge with Kentucky Engineering Group.

Chairperson Mike Ginter called the meeting to order at 7:00 p.m.

A motion to appoint Mike Crockett as the interim Financial Officer for the meeting was made by Commissioner Jeanette Walton. The motion was seconded by Commissioner Kenneth Barber. Motion carried.

The minutes of August 26, 2024, meeting was reviewed by the Board. Chairperson Mike Ginter asked for a motion to approve the minutes. Commissioner Jeanette Walton made a motion to approve the minutes. Commissioner Mike Crockett seconded the motion. Motion carried.

Troy Hogge and Jim Thompson, Kentucky Engineering Group were present to give updates on current projects. The Salt Lick Tank is set to be back in service early next week. The Midland Pump station is performing well. The construction of Ore Mines pump station is resuming. The trusses are on and waiting for inspection approval to continue. The roof should be on this week. Draw request #9 was presented with invoices from Kentucky Engineering Group, and Weiser Construction. A motion to approve the invoices was made by Commissioner Mike Crockett. Commissioner Jeanette Walton seconded the motion. Motion carried. There was discussion on the use of contingency funds. Suggestions made by Jim Thompson included chlorine tanks, hydrants and road repairs to tanks and pump stations.

Lead and Copper line inventory has been submitted by the Gateway Area Development District.

The quote from Kentucky Rural Water for the rate study and rate adjustment as ordered by the PSC was presented. The approval was tabled until a later meeting.

Field Manager Mark Crouch announced his resignation from Bath County Water District and gave notice that Friday October 4th would be his last day of employment.

Chairperson Mike Ginter called for a closed session to discuss applicants for the open maintenance position, current personnel pay rates, and to meet with Mark Crouch. A motion for the closed session was made by Commissioner Mike Crockett and seconded by Commissioner Jeanette Walton. Motion carried.

After returning from the closed session four applicants (Les Ingram, Neil Swartz, Jackie Wells, and Timothy Robinson) were selected to be interviewed at a Special Called Meeting on Monday September 30, 2024 beginning at 5:00pm. A motion was made to offer Mark Crouch a \$2.00 per hour raise to stay and give until Wednesday to make his decision by Commissioner Kenneth Barber. The motion was seconded by Commissioner Mike Crockett. Commissioner Jeanette Walton voted no. Motion carried.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
September 23, 2024**

Commissioner Kenneth Barber made a motion to grant current certified operators (Elijah Razor, Randy Conn, and Justin McKenzie) a \$2.00 per hour pay raise effective 10/07/2024, and to increase the starting pay for new hires to \$16.00 per hour. The motion was seconded by Commissioner Mike Crockett. Motion carried.

Past due and inactive accounts were reported. 466 past due notices were mailed on September 18, 2024, and due by 8:30 a.m. on Wednesday, September 25, 2024. Inactive accounts over 90 days for the month were \$835.20

Monthly Management Report for August 2024. The Monthly Financial Report shows after depreciation a profit of \$315847.42 in August. Water loss for August was 11.33%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Jeanette Walton, Kenneth Barber and Mike Ginter. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Mike Crockett.

OTHER BUSINESS:

There being no further items to discuss, Commissioner Mike Crockett made a motion to adjourn the meeting. Commissioner Kenneth Barber seconded the motion. Motion carried.


Chairman


Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS SPECIAL CALLED MEETING
September 30, 2024**

The Board of Commissioners of the Bath County Water District met for a special session on Monday, September 30, 2024, at 5:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present. Mike Ginter, Jeanette Walton, Valerie Ousley, Mike Crockett and Kenneth Barber. Also, present Christy Creech, Manager and Elijah Razor.

The meeting was called to order at 5:00pm

Les Ingram was interviewed for the open maintenance position at 5:00 pm. Neil Swartz was interviewed at 5:15 pm

After discussion, Commissioner Mike Crockett made a motion to hire both men with a starting pay of \$16.00 per hour. The motion was seconded by Commissioner Kenneth Barber. Motion carried.

A motion to move to closed session to discuss current field maintenance pay was made by Commissioner Jeanette Walton, a second was made by Commissioner Mike Crockett. Motion carried.

After returning to open session a motion was made to approve a \$0.50 per hour raise for Robert Rainey, with a six-month probationary period. If there is noticeable improvement in job performance at the end of the probationary period, then another \$1.50 per hour will be given. The motion was made by Commissioner Mike Crockett, a second was made by Commissioner Valerie Ousley. Motion carried.

There being no other business to discuss. Commissioner Mike Crockett made a motion to adjourn the meeting. Commissioner Jeanette Walton seconded the motion. Motion carried.

Mike Ginter 10/28/24
Chairman

Kenneth Barber
Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
October 28, 2024**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, October 28, 2024, at 7:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Valerie Ousley, Kenneth Barber and Mike Crockett also present Manager, Christy Creech, Interim Field Manager, Elijah Razor, Jim Thompson and Troy Hogge with Kentucky Engineering Group.

Chairperson Mike Ginter called the meeting to order at 7:00 p.m.

The minutes of September 23, 2024, meeting was reviewed by the Board. Chairperson Mike Ginter asked for a motion to approve the minutes. Commissioner Mike Crockett made a motion to approve the minutes. Commissioner Kenneth Barber seconded the motion. Motion carried.

The minutes of September 30, 2024, special meeting were reviewed. Chairperson Mike Ginter asked for a motion to approve. Commissioner Kenneth Barber made a motion to approve the minutes. Commissioner Mike Crockett seconded the motion. Motion carried.

Troy Hogge and Jim Thompson, Kentucky Engineering Group were present to give updates on current projects. The Ore Mines Pump Station is anticipated to be in service by the end of November, however it could take a bit longer for the old building to be removed. Troy Hogge noted there were several dead ash trees near the pump station and suggested we look at removal. Contingency money ideas were discussed and include hydrant settings, and access road repairs.

Grant draw request 9 and KIA loan draw requests 1 and 2 and invoices were presented. Commissioner Kenneth Barber made a motion to approve and sign the requests. The motion was seconded by Commissioner Mike Crockett. Motion carried.

The Audit proposal from Lane and Company for \$7500 was presented by Manager Christy Creech. Discussion was held, and Christy Creech will reach out to Kentucky Rural Water and PSC to see if other nearby auditors are recommended. Commissioner Kenneth Barber made a motion to approve the audit contract if no other auditors were recommended. Commissioner Mike Crockett seconded the motion. Motion carried.

The quote from Kentucky Rural Water for the rate study and rate adjustment as ordered by the PSC was presented. Commissioner Valerie Ousley made a motion to approve the quote. Commissioner Mike Crockett seconded the motion. Commissioner Kenneth Barber abstained. Motion carried.

The November and December board meeting dates were discussed. The November date will remain on the fourth Monday (25th) and the December meeting will be moved to December 16th due to the Christmas holiday. A motion to approve these dates was made by Commissioner Mike Crockett. Commissioner Valerie Ousley seconded the motion. Motion carried.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
October 28, 2024**

The time of the regular board meetings during the winter months was also discussed. Commissioner Kenneth Barber made a motion to move the meeting start time to 6:00 pm. Commissioner Mike Crockett seconded the motion. Motion carried.

A committee selection to complete the 2025 budget was discussed. Commissioners Jeanette Walton and Valerie Ousley were selected to help manager Christy Creech with budget completion. The motion was made by Commissioner Mike Crockett and was seconded by Commissioner Kenneth Barber. Motion Carried.

Job description committees were also chosen. Commissioner Mike Crockett and Commissioner Kenneth Barber will oversee the completion of the job descriptions for maintenance and operator positions. This motion was made by Commissioner Valerie Ousley and seconded by Commissioner Kenneth Barber. Motion carried. The front office and manager's job description will be completed by Commissioner Jeanette Walton and Commissioner Valerie Ousley. The motion was made by Commissioner Mike Crockett and seconded by Commissioner Kenneth Barber. Motion carried.

Past due and inactive accounts were reported. 331 past due notices were mailed on October 22, 2024, and due by 8:30 a.m. on Wednesday, October 29, 2024. Inactive accounts over 90 days for the month were - \$10.87

Monthly Management Report for September 2024. The Monthly Financial Report shows after depreciation a profit of \$149,851.12 in August. Water loss for September was 13.05%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Valerie Ousley, Kenneth Barber and Mike Ginter. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Valerie Ousley.

OTHER BUSINESS:

There being no further items to discuss, Commissioner Mike Crockett made a motion to adjourn the meeting. Commissioner Kenneth Barber seconded the motion. Motion carried.


Chairman


Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
November 25, 2024**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, November 25, 2024, at 6:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Crockett, Valerie Ousley, Kenneth Barber and Jeanette Walton also present Manager, Christy Creech, Interim Field Manager, Elijah Razor, Operator Justin McKenzie, Ben Hamm with Gateway Area Development District, Jim Thompson and Troy Hogge with Kentucky Engineering Group.

The meeting was called to order at 6:00 p.m.

A motion was made by Commissioner Jeanette Walton to appoint Commissioner Mike Crockett as acting Chairperson for the meeting. The second was made by Commissioner Valerie Ousley. Motion carried.

The minutes of October 28, 2024, meeting was reviewed by the Board. Chairperson Mike Crockett asked for a motion to approve the minutes. Commissioner Kenneth Barber made a motion to approve the minutes. Commissioner Valerie Ousley seconded the motion. Motion carried.

Troy Hogge and Jim Thompson, Kentucky Engineering Group were present to give updates on current projects. A draw request was presented to pay Straeffler Pump, Weiser Construction, and Kentucky Engineering Group. A motion to approve the draw request was made by Commissioner Kenneth Barber, the second was made by Commissioner Valerie Ousley. Motion Carried. Discussion on slow payments from KIA for previous draw requests. Ben Hamm stated that KIA says draw funds should be deposited no later than 11/26/24. A motion was made by Commissioner Jeanette Walton to transfer funds from revenue and pay invoices if loan draw funds are not available 11/26. The motion was seconded by Commissioner Kenneth Barber. Motion carried. The new Ore Mines pump station is up and running, with only small cosmetic projects to be completed. The seal on pump 2 was bad and has been reordered. The generator will be turned 90 degrees and hooked to the new building. There was discussion on the use of contingency funds. A motion was made to use the funds for work on the generator and chlorine tank, hydrant and valve work at Midland, and the Owingsville VFD's bypass. The motion was made by Commissioner Kenneth Barber. The motion was seconded by Commissioner Jeanette Walton. Motion carried.

The Audit proposal from Lane and Company for \$7500 was signed by acting Chairperson Mike Crockett.

Commissioner Jeanette Walton presented the 2025 Budget. Commissioner Kenneth Barber made a motion to approve the 2025 budget. The motion was seconded by Commissioner Valerie Ousley. Motion carried.

Past due and inactive accounts were reported. 456 past due notices were mailed on November 18, 2024, and due by 8:30 a.m. on Monday, November 25, 2024. Inactive accounts over 90 days for the month were \$406.85

Monthly Management Report for October 2024. The Monthly Financial Report shows after depreciation a profit of \$-3288.56 in October. Water loss for October was 12.75%. The reports were available for the

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
November 25, 2024**

Board to review. ACH sheets were signed by Commissioners: Valerie Ousley, Kenneth Barber and Jeanette Walton. Payroll reports were signed by Chairperson Mike Crockett and Financial Officer Valerie Ousley.

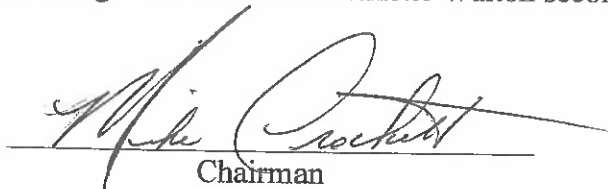
OTHER BUSINESS:

A motion was made to declare the 2014 Dodge Ram 1500 as surplus property to be auctioned at Back's Auto Auction by Commissioner Jeanette Walton. The motion was seconded by Commissioner Kenneth Barber. Motion carried.

Employee incentives were presented. New employee incentives to be broken down to time employed in 2024. Christy Creech would get three quarters, and Les Ingram and Cameron Swartz would get one quarter. A motion to approve was made by Commissioner Valerie Ousley. The motion was seconded by Commissioner Kenneth Barber. Motion carried.

Acting Chairperson Mike Crockett called for a closed session to discuss employee discipline procedures. Upon returning to open session, Commissioner Jeanette Walton made a motion that all employee issues be reported to management and be documented in the offending employee's file. Commissioner Kenneth Barber seconded the motion. Motion carried.

There being no further items to discuss, Commissioner Valerie Ousley made a motion to adjourn the meeting. Commissioner Jeanette Walton seconded the motion. Motion carried.


Chairman


Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
December 16, 2024**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, December 16, 2024, at 6:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Mike Crockett, Valerie Ousley, and Kenneth Barber also present Manager, Christy Creech, Interim Field Manager, Elijah Razor, and Operator Justin McKenzie.

The meeting was called to order at 6:00 p.m.

The minutes of November 25, 2024, meeting was reviewed by the Board. Chairperson Mike Ginter asked for a motion to approve the minutes. Commissioner Valerie Ousley made a motion to approve the minutes. Commissioner Kenneth Barber seconded the motion. Motion carried.

Interim Field Manager Elijah Razor gave updates on Ore Mines pump station project. The pump station is up and running, with only pump 1 functioning. The seal was replaced on pump 2, and was found to have rocks and other debris in it. It is currently being repaired. The telemetry system is hooked up and everything is otherwise running smoothly. Elijah Razor also showed pictures of the Means pump station. The electric pole is in need of repair. Danny Brewer will be able to fix this spring or summer.


The annual raise was brought up by Manager Christy Creech. Chairperson Mike Ginter called for closed session to discuss pay. Upon returning to open session Commissioner Valerie Ousley made a motion to approve a \$0.50 per hour raise for only the two women in the office. Only the two women in front office would receive the raises since all maintenance received theirs in October. The motion was seconded by Commissioner Mike Crockett. Commissioner Kenneth Barber opposed. Motion carried.

Past due and inactive accounts were reported. Past due notices will be mailed on Thursday December 19, 2024, and due by 8:30 a.m. on Thursday, December 26, 2024. Inactive accounts over 90 days for the month were \$272.88

Monthly Management Report for November 2024. The Monthly Financial Report shows after depreciation a profit of \$316128.80 in November. The profit is due to Grant funds that were deposited. Water loss for October was 12.80%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Valerie Ousley, Kenneth Barber and Mike Ginter. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Valerie Ousley.

OTHER BUSINESS:

There being no further items to discuss, Commissioner Mike Crockett made a motion to adjourn the meeting. Commissioner Valerie Ousley seconded the motion. Motion carried.

 1-27-25
Chairman


Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
January 27, 2024**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, January 27, 2024, at 6:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Mike Crockett, Valerie Ousley, Jeanette Walton, and Kenneth Barber also present Manager, Christy Creech, Interim Field Manager, Elijah Razor, Troy Hogg and Jim Thompson with Kentucky Engineering Group, and Jocelyn Gross with Gateway Area Development District.

The meeting was called to order at 6:00 p.m.

The minutes of December 16, 2024, meeting was reviewed by the Board. Chairperson Mike Ginter asked for a motion to approve the minutes. Commissioner Mike Crockett made a motion to approve the minutes. Commissioner Kenneth Barber seconded the motion. Motion carried.

Jocelyn Gross was available for questions, and discussion on what infrastructure upgrades would be needed for a potential economic growth project that has been presented to GADD. Potential project site is located on Highway 60 West. At a minimum a tank and pumpstation would be necessary. There was also discussion on the possible need for a line upgrade if the project was approved.

Jocelyn also gave updates on Fund B status. Contingency funds can be used for road/ upgrades. The lead service money may only be used for lead service line replacement or inventory.

Troy Hogge gave updates on Improvements and upgrades project. The new hydrant was installed at the Midland pump station. The second pump at Ore Mines pump station has been repaired and is now back up and running. Pumps and VFD's were removed from the old pump station. The new chlorine tank is scheduled to be installed on 1/28/2025. A new pay estimate was presented totaling \$24,225.00 to Streaffer Pump. A motion to approve the pay estimate was made by Commissioner Kenneth Barber. The motion was seconded by Commissioner Mike Crockett. Motion Carried.

The bids have been opened on the Generator Project. Thompson Brothers was the only bid, and was awarded the project by the Bath County Fiscal Court. A cost breakdown of the project was presented to the Board by Troy Hogge. The BCWD portion of cost will be \$5762.46

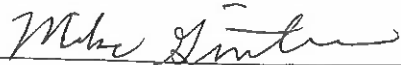
Past due and inactive accounts were reported. 388 past due notices were mailed on Tuesday January 21, 2025, and due by 8:30 a.m. on Tuesday, January 28, 2025. Inactive accounts over 90 days for the month were \$893.93

Monthly Management Report for December 2024. The Monthly Financial Report shows after depreciation a profit of \$23,227.23 in December. The profit is due to Grant funds that were deposited. Water loss for December was 28.05%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Valerie Ousley, Kenneth Barber and Mike Ginter. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Valerie Ousley.

OTHER BUSINESS:

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
January 27, 2024**

There being no further items to discuss, Commissioner Mike Crockett made a motion to adjourn the meeting. Commissioner Kenneth Barber seconded the motion. Motion carried.



Chairman



Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
February 24, 2025**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, February 24, 2025, at 6:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Mike Crockett, Valerie Ousley, Jeanette Walton, and Kenneth Barber also present Manager, Christy Creech, Interim Field Manager, Elijah Razor, Troy Hogg and Jim Thompson with Kentucky Engineering Group.

The meeting was called to order at 6:00 p.m.

The minutes of January 27, 2025, meeting was reviewed by the Board. Chairperson Mike Ginter asked for a motion to approve the minutes. Commissioner Mike Crockett made a motion to approve the minutes. Commissioner Valerie Ousley seconded the motion. Motion carried.

Troy Hogge gave updates on Improvements and upgrades project. The old Ore Mines Pump Station has been removed. The generators will be turned around and hooked up, and gas turned back on before the next Board Meeting. The project has been about 85% paid. A draw request was presented in the amount of \$12,160.00 for Straeffler Pump for the demolition cost. A motion was made by Commissioner Kenneth Barber for approval of the draw request. The motion was seconded by Commissioner Mike Crockett. Motion carried.

The project budget was presented by Troy Hogge (copy attached). Continued discussion on the contingency money was made. We will get three new quotes for a new roof on the Midland Pump Station. The Salt Lick tank needs one culvert replaced and new gravel. Means tank road needs rehab. Troy will get pricing on road repairs and moving the VFD's.

The first draw request on the Generator project was presented in the amount of \$11,500.00. Christy will check with Gateway ADD on the need to a separate account to use as the pass through for this project. A motion was made to approve the draw by Commissioner Mike Crockett and was seconded by Commissioner Kenneth Barber. Motion carried.

Past due and inactive accounts were reported. 421 past due notices were mailed on Thursday February 20, 2025, and due by 8:30 a.m. on Thursday, February 27, 2025. Inactive accounts over 90 days for the month were \$629.88

Monthly Management Report for January 2025. The Monthly Financial Report shows after depreciation a loss of \$4551.08 in January. Water loss for January was 22.84%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Valerie Ousley, Kenneth Barber and Mike Ginter. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Valerie Ousley.

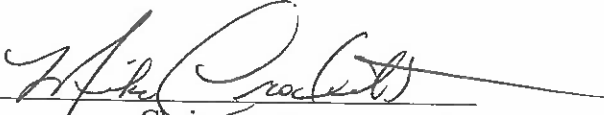
OTHER BUSINESS:

The probationary period for Interim Field Manager Elijah Razor was discussed, and will be reviewed at the next meeting, along with new hire probationary period evaluations for Les Ingram and Cameron Swartz. An evaluation for Robert Rainey will also be presented and reviewed. Discussion on changing annual

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
February 24, 2025**

evaluations from each employee's hire date to all at the same time once a year resulted in a motion by Commissioner Valerie Ousley. The motion was seconded by Commissioner Kenneth Barber. Motion carried.

There being no further items to discuss, Commissioner Mike Crockett made a motion to adjourn the meeting. Commissioner Jeanette Walton seconded the motion. Motion carried.


Chairman


Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
March 24, 2025**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, March 24, 2025, at 6:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Crockett, Valerie Ousley, Jeanette Walton, and Kenneth Barber also present Manager Christy Creech, Interim Field Manager, Elijah Razor Field Supervisor Justin McKenzie, Troy Hogg and Jim Thompson with Kentucky Engineering Group. Commissioner Mike Ginter arrived late.

The meeting was called to order at 6:00 p.m.

Commissioner Jeanette Walton made a motion to appoint Commissioner Mike Crockett as Chairperson for this meeting in Commissioner Mike Ginter's absence. The motion was seconded by Commissioner Valerie Ousley. Motion carried

The minutes of February 24, 2025, meeting was reviewed by the Board. Chairperson Mike Crockett asked for a motion to approve the minutes. Commissioner Jeanette Walton made a motion to approve the minutes. Commissioner Kenneth Barber seconded the motion. Motion carried.

Jim Thompson and Troy Hogge gave updates on Improvements and upgrades project. The generator is now turned and operational once gas is turned back on. A representative will come to start it up. A draw request was presented in the amount of \$2538.00 to Kentucky Engineering Group, and \$59280 for Straeffer Pump. A change order to use Straeffer Pump for the VFD's was presented for \$9950.0. This quote involves using our existing VFD's. A motion was made by Commissioner Kenneth Barber for approval of the draw request. The motion was seconded by Commissioner Valerie Ousley. Motion carried. A motion for approval of the change order was made by Commissioner Jeanette Walton. The motion was seconded by Commissioner Kenneth Barber. Motion carried.

An estimate from Cline Construction was presented in the amount of \$1863 for the roof replacement of the Midland Pump Station. Troy Hogg recommended that a one-year warranty be added. There will need to be a new change order signed for this. A motion was made by Commissioner Jeanette Walton to approve this estimate. A second was made by Commissioner Valerie Ousley. Motion carried.

The project budget was presented by Troy Hogge (copy attached). Continued discussion on the contingency money was made. There is an estimated \$209,000 remaining in contingency funds. Gravel to the means pump station will cost \$7500, and the culvert at Salt Lick Tank needs replaced. We will need quotes for the replacement of the culvert.

Commissioner Mike Ginter arrived and resumed Chairperson duties.

The Generator Project funded by FEMA was discussed. An acknowledgment was presented from Nixon Power Services. The acknowledgement discloses the possibility of a price change because of tariff changes being made. The original quote for the generators was \$53216.00. The motion to sign the acknowledgement was made by Commissioner Kenneth Barber. The second was made by Commissioner Mike Crockett. Motion carried.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
March 24, 2025**

The contract with the Department of Highways that was approved at the February 2025 meeting was presented to be signed. A new vote was not needed.

The PSC inspection that was done on Tuesday March 18th was discussed. The findings have not been sent to the district yet, but the inspector stated that we would need to add a new tank in the future as our storage capacity was now less than daily consumption. Kentucky Engineering Group will get a new rough project together, and a new procurement resolution will be signed at a future date.

A new ACH contract was requested by Peoples Bank. The ACH authorized signers will be Christy Creech, Elijah Razor and Connie Scaggs. A motion to approve the ACH contract was made by Commissioner Kenneth Barber. The motion was seconded by Commissioner Valerie Ousley. Motion carried.

Past due and inactive accounts were reported. 393 past due notices were mailed on Wednesday March 19, 2025, and due by 8:30 a.m. on Wednesday, March 26, 2025. Inactive accounts over 90 days for the month were \$548.05

Monthly Management Report for February 2025. The Monthly Financial Report shows after depreciation a profit of \$817.73 in February. Water loss for February was 21.34%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Valerie Ousley, Kenneth Barber and Mike Ginter. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Valerie Ousley.

The gross revenue report was signed by Chairperson Mike Ginter to be uploaded to PSC as part of the annual report.

OTHER BUSINESS:

Justin McKenzie spoke with the Board of Commissioners about the option to forfeit the district paid family plan insurance for the \$2.00 per hour raise as discussed and noted in the Board of Commissioners meeting dated May 30, 2023. Commissioner Mike Crockett made a motion to approve the \$2.00 raise and the change to single plan health insurance. Commissioner Valerie Ousley seconded the motion. Motion carried.

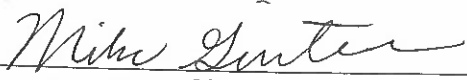
Field Manager Elijah Razor presented the 6-month new employee evaluations for Les Ingram, and Cameron Swartz, and the probationary evaluation for Robert Rainey. A motion to move to closed session to discuss pay rates was made by Commissioner Mike Crockett, and seconded by Commissioner Valerie Ousley. Upon returning from closed session a motion to grant both Les Ingram and Cameron Swartz a \$1.00 per hour pay raise was made by Commissioner Valerie Ousley. The motion was seconded by Commissioner Mike Crockett. Motion carried. A motion to grant Robert Rainey a \$1.50 per hour pay raise was made by Commissioners Valerie Ousley and Kenneth Barber. Commissioner Mike Crockett seconded the motion, Commissioner Jeanette Walton abstained from the vote. Motion carried.

In discussion on the Field Manager position, a motion was made to give Elijah Razor a \$1.00 per hour pay raise, and keep in the interim management position until the water loss gets back underneath 15%. The motion was made by Commissioner Kenneth Barber and seconded by Commissioner Valerie Ousley. Motion carried.

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
March 24, 2025**

There was a discussion about a special called meeting of the Board of Commissioners to further discuss pay rates for all employees. No date was set for this meeting.

There being no further items to discuss, Commissioner Mike Crockett made a motion to adjourn the meeting. Commissioner Jeanette Walton seconded the motion. Motion carried.


Chairman


Secretary

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
April 28, 2025**

The Board of Commissioners of the Bath County Water District met in regular session on Monday, April 28, 2025, at 6:00 p.m. at the District's Office in Salt Lick, Kentucky. The following Commissioners were present: Mike Ginter, Mike Crockett, Valerie Ousley, and Kenneth Barber also present Manager Christy Creech, Interim Field Manager, Elijah Razor, and Troy Hogg with Kentucky Engineering Group.

The meeting was called to order at 6:00 p.m.

The minutes of March 24, 2025, meeting were reviewed by the Board. Chairperson Mike Ginter asked for a motion to approve the minutes. Commissioner Kenneth Barber made a motion to approve the minutes. Commissioner Mike Crockett seconded the motion. Motion carried.

Troy Hogge gave updates on Improvements and upgrades project. The new Ore Mines pump station is finished. The building inspector required a concrete pad of at least 42 inches in front of the doors. Thompson Brothers poured the landing. The cost is \$2200. There is a remaining \$42,000 being held as retainage for Straffer Pump. The VFDs are up and running. There were two draws presented for Straeffer totaling \$33,202.50. A motion to approve the draw requests was made by Commissioner Kenneth Barber and the motion was seconded by Commissioner Mike Crockett. Motion carried. A change order for the culvert replacement was also presented. The motion to approve was made by Commissioner Valerie Ousley. The motion was seconded by Commissioner Mike Crockett. Motion carried.

New batteries and a charger for the generator at Ore Mines pump station have been ordered. It is hoped that this will get the generator started and functioning.

Troy Hogge also gave an update on the FEMA funded generator project. The generators have been ordered and are awaiting delivery.

The next item of business was pay rate discussion. Chairperson Mike Ginter asked to go to a closed session to discuss wage rates. A motion was made by Commissioner Mike Crockett to move to a closed session. The motion was seconded by Commissioner Kenneth Barber. Motion carried.

After resuming open session, the following wage increases were presented. All field/maintenance staff \$1.00 per hour increase. Office staff increase of \$0.50 per hour. Manager increase of \$1.75 per hour to remain on salary. No raises will be given until December of 2026. The new wage rates will be as follows, Manager: \$51,480 annual salary. Field Manager: \$22.00 per hour. Field Supervisor: \$21.00 per hour. Class II distributor: \$25.12 hourly. Maintenance 1: \$18.50 per hour. Maintenance 2: \$18.00 per hour. Maintenance 3: \$18.00 per hour. Customer Service Representative 1: \$19.23 per hour. Customer Service Representative 2: \$18.00 per hour. Commissioner Kenneth Barber made the motion to approve wages. The motion was seconded by Commissioner Mike Crockett. Commissioner Valerie Ousley opposed. Motion carried.

The rate case was presented by Manager Christy Creech as completed by Jack Scott Lawless contracted through Kentucky Rural Water. (See attached rate presentation) A motion to approve the rate application

**BATH COUNTY WATER DISTRICT
BOARD OF COMMISSIONERS MEETING
April 28, 2025**

was made by Commissioner Kenneth Barber. The motion was seconded by Commissioner Mike Crockett. Motion carried.

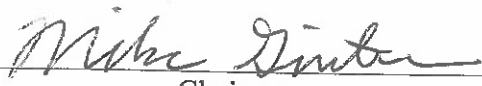
Past due and inactive accounts were reported. 266 past due notices were mailed on April 22, 2025, and due by 8:30 a.m. on April 29, 2025. Inactive accounts over 90 days for the month were \$811.68

Monthly Management Report for March 2025. The Monthly Financial Report shows after depreciation a profit of \$5549.67 in March. Water loss for March was 29.59%. The reports were available for the Board to review. ACH sheets were signed by Commissioners: Valerie Ousley, Kenneth Barber and Mike Ginter. Payroll reports were signed by Chairperson Mike Ginter and Financial Officer Valerie Ousley.

OTHER BUSINESS:

The date of the May board meeting was discussed. The usual date of the meeting falls on Memorial Day. The meeting will be held one week early on Monday May 19th at 6:00 pm. The motion to approve the meeting date was made by Commissioner Kenneth Barber. The motion was seconded by Commissioner Valerie Ousley. Motion carried.

There being no further items to discuss, Commissioner Mike Crockett made a motion to adjourn the meeting. Commissioner Valerie Ousley seconded the motion. Motion carried.

 5-30-25
Chairman


Secretary