

**Northern Kentucky Water District
Board of Commissioners
Special Meeting
November 24, 2015**

A special meeting of the Board of Commissioners of the Northern Kentucky Water District was held on November 24, 2015 at the District's facility located at 2835 Crescent Springs Road, Erlanger, Kentucky. All Commissioners were present, except Commissioner Wagner. Also present were Jack Bragg, Jr., Amy Kramer, Jeff Schuchter, Mary Carol Wagner, Kyle Ryan, Brad Murphy, Kim Clemons, Brian Dunham, and Ryan Worthen, Ryan Pinkston, Jeff Floyd of KEMI.

Commissioner Sommerkamp called the meeting to order at 12:30 p.m., and Mr. Jeff Schuchter led the pledge of allegiance.

The District was presented with the KEMI Destiny Award by representatives of KEMI who were in attendance.

The Commissioners reviewed correspondence received and articles published since the last board meeting, which was a Regular Meeting on October 15, 2015.

On motion of Commissioner Cunningham, seconded by Commissioner Collins, the Commissioners unanimously approved the minutes for the Regular Board of Commissioners meeting held on October 15, 2015.

The Board was provided a copy of the District's check registers, which included the check number, check date, payee, check amount and description of the reason for each payment, detailing the District's expenditures for the period October 1, 2015 through October 31, 2015. On motion of Commissioner Spaulding, seconded by Commissioner Cunningham, and after discussion, the Commissioners unanimously approved the expenditures of the District for the month of October, 2015.

On motion of Commissioner Collins, seconded by Commissioner Spaulding, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Wessel Lawncare and Landscaping for Topsoil Restoration with the option to extend the contract for one (1) additional year and authorized staff to execute the appropriate contract documents.

On motion of Commissioner Spaulding, seconded by Commissioner Macke, the Commissioners unanimously approved the District's acceptance of the engineering services agreement with Burgess & Niple, Inc. to design the MPTP Raw Water Main Replacement Project, and authorized staff to execute the appropriate documents.

On motion of Commissioner Collins, seconded by Commissioner Cunningham, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Hartman and Smith Construction Company for the Woodlawn Water Main Replacement Project with a total project budget of \$689,640, and authorized staff to execute the appropriate documents.

On motion of Commissioner Spaulding, seconded by Commissioner Collins, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Hartman and Smith Construction Company for the Riddle Place, Laycock Lane, and Mayo Circle Water Main Replacement Projects with a total project budget of \$415,000, and authorized staff to execute the appropriate documents.

On motion of Commissioner Collins, seconded by Commissioner Spaulding, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Rose Excavating & Development, Inc. for the E. 17th Street, Eastern Avenue, W. 26th Street & Warren Street Water Main Replacement Projects with a total project budget of \$590,000, and authorized staff to execute the appropriate documents.

On motion of Commissioner Cunningham, seconded by Commissioner Collins, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Seal Analytical, Inc. for the Discrete Analyzer with a total budget of \$49,415, and authorized staff to execute the appropriate documents.

On motion of Commissioner Macke, seconded by Commissioner Collins, the Commissioners unanimously approved the District's establishment of the date, time and location of each Regular Monthly Meeting in calendar year 2016 as the third Thursday of each month, with the exception of the October, 2016 date, which shall be the fourth Thursday of the month, October 27, 2016. All regular monthly meetings will commence at 8:30 a.m., at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky.

Prior to the review of the proposed budgets, Mr. Bragg noted that he, Mr. Lovan and Ms. Rehtin met with the District's Chairperson and Treasurer met on November 13, 2015 to review and discuss the budgets that were about to be proposed. Mr. Bragg then provided a detailed presentation of the budgets to the Board. On motion of Commissioner Spaulding, seconded by Commissioner Collins, the Commissioners unanimously approved the District's 2016 Operating and Maintenance (O&M), 2016 Operating Capital, and the Five-Year Capital Projects Budgets (2016-2020).

The Commissioners then reviewed the District's financial reports and Department reports. As part of her report, Ms. Kramer reviewed with the Commissioners the status of on-going projects within the 2015 5-Year Capital Budget and operating budget, including change orders since the last board meeting.

Other matters of a general nature were discussed.

On a motion by Commissioner Cunningham, seconded by Commissioner Spaulding, the meeting was adjourned at 3:12 p.m.

CHAIRMAN

SECRETARY