

**Northern Kentucky Water District  
Board of Commissioners Meeting  
February 18, 2016**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on February 18, 2016 at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky. All Commissioners were present, except for Commissioner Sommerkamp and Commissioner Spaulding. Also present were Ron Lovan, Amy Kramer, Mary Carol Wagner, Lindsey Rehtin, Kim Clemons, Jeff Schuchter, Chris Bryant, Kenton County Judge/Executive Kris Knochelmann, and Brian Dunham.

Chairperson Macke called the meeting to order at 8:37 a.m., and Judge Knochelmann led the pledge of allegiance.

Judge Knochelmann addressed the Board to thank them and the District staff for their service. He also encouraged the Board to keep him abreast of any matters they believe would be helpful for him to know.

The Board reviewed correspondence received and articles published since the last regular Board meeting on January 21, 2016.

On motion of Commissioner Cunningham, seconded by Commissioner Wagner, the Commissioners unanimously approved the minutes for the regular Board meeting held on January 21, 2016.

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 January 1, 2016 through January 31, 2016. On motion of Commissioner Collins, seconded by Commissioner Cunningham, and after discussion, the Commissioners unanimously approved the expenditures of the District for the month of January 2016.

On motion of Commissioner Wagner, seconded by Commissioner Collins, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Smithcorp, Inc. for the Madison Pike Phase 3 Hydraulic/Water Main Replacement with a total project budget of \$1,330,000, and authorized staff to execute the appropriate documents.

On motion of Commissioner Cunningham, seconded by Commissioner Wagner, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Wessel Lawn Care & Landscaping, LLC to maintain the grounds at the pump station and water towers, acceptance of the bid by and awarding a contract to Lawn Systems, Inc. to maintain the grounds at the treatment plants and Central Facility, authorized staff to execute the appropriate contract documents, and authorized the District's staff to approve, at the staff's

discretion, one or both of the two one-year extension options under either or both of these contracts.

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 Becknell/Coghill, Inc. for the Installation of New Water Services, authorized staff to execute the appropriate contract documents, and authorized the District staff to exercise, at the staff's discretion, the one-year extension option under this contract.

The Commissioners 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 2016 5-Year Capital Budget, including highlighting that there were no change orders since the last Board meeting and highlighting the expenses incurred to date.

During the Human Resources departmental report, Ms. Clemons provided the Board with the following details as to the most recent employee reviews and pay raises:

<b>Employees</b>	<b>Review Rating</b>	<b>Pay Raise</b>
44	Exemplary	3.25%
66	Commendable	3.00%
29	Meets Standards	2.75%
2	Needs Improvement	0.00%
0	New Hires < 6 mos.	n/a
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In response to discussions of the Board at prior meetings, Ms. Wagner and Ms. Kramer provided a detailed update to the Board related to Flint, Michigan about the potential for private and public lead service lines in the water distribution system.

At 10:11 a.m., Commissioner Wagner left the meeting.

Other matters of a general nature were discussed.

Chairperson Macke adjourned the meeting at 10:50 a.m.

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CHAIRMAN

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SECRETARY