

**Northern Kentucky Water District
Board of Commissioners
Regular Meeting
November 16, 2017**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on November 16, 2017 at the Northern Kentucky Water District located at 2835 Crescent Springs Road, Erlanger, Kentucky. All Commissioners were present with the exception of David Spaulding. Also present were Ron Lovan, Amy Kramer, Lindsey Rehtin, Brad Murphy, Eli Roberts, Tommy Wong, Ryan Worthen, Mike Crawford, Jeff Floyd, and Brian Dunham.

Chairperson Macke called the meeting to order at 12:02 p.m., and Mike Crawford led the pledge of allegiance.

Jeff Floyd and Eli Roberts of Kentucky Employers' Mutual Insurance (KEMI) presented the KEMI Destiny Award to the District. It was noted that the District has won this award six years in a row, and this year was one of only 14 customers out of KEMI's total 24,000 customers to receive this award.

The Board reviewed correspondence received, and articles published since the last regular Board meeting on September 21, 2017.

On motion of Commissioner Cunningham seconded by Commissioner Koester, the Commissioners unanimously approved the minutes for the regular board meeting held on September 21, 2017.

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 periods September 1, 2017 through September 30, 2017 and October 1, 2017 through October 31, 2017. On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, the Commissioners unanimously approved the expenditures of the District for the months of September and October 2017.

On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, the Commissioners unanimously authorized the District entering into an agreement with the Campbell County Fiscal Court for reimbursement totaling \$20,141.45 owed by the District for restoration required as part of the Blossom Lane Water Main Replacement Project, and authorized staff to execute the appropriate documents.

On motion of Commissioner Cunningham, seconded by Commissioner Sommerkamp, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Rose Excavating and Development Inc. for the Buttermilk Pike Water Main Replacement, as part of the Buttermilk Pike Water Main Replacement Project with a total project budget of \$485,000, and authorized staff to execute the appropriate contract documents.

On motion of Commissioner Sommerkamp, seconded by Commissioner Cunningham, the Commissioners unanimously authorized a Change Order to the contract documents for the NKWD-Kenton County Unserved Water Project 2012 (Sub-District M) Water Main Extension Project with Smith & Brown Contractors, Inc. for \$32,800 for the additional 700 feet of water main extension, and authorized staff to execute the appropriate contract documents.

On motion of Commissioner Koester, seconded by Commissioner Wagner, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Rose Excavating and Development, Inc. for the Taylor Mill Treatment Plant Concrete Flow Meter Pit Project, with a total project budget of \$60,000, and authorized staff to execute the appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Cunningham, the commissioners unanimously authorized the District entering into an engineering services agreement with Bayer Becker, Inc. to design the Winters Lane Water Main Replacement Project, with a total project budget of \$5,000,000, and authorized staff to execute the appropriate documents.

On motion of Commissioner Sommerkamp, seconded by Commissioner Wagner, the Commissioners unanimously approved the District's purchase of equipment and services from Verizon through the purchasing cooperative contract with the State of Kentucky for a vehicle global positioning system for a one-year term, with the option to extend the contract at the staff's discretion for up to four additional one-year terms.

The District's proposed 2018 Operating & Maintenance (O&M), 2018 Operating Capital, and Five-Year Capital Projects Budget (2018-2022) were presented for consideration by Ms. Rehtin. The recommended budgets were previously reviewed in detail at a meeting attended by Commissioner Wagner (District Treasurer), Chairperson Macke, Ms. Rehtin, Ms. Stacey Kampsen, and Mr. Lovan on November 7, 2017. As part of her presentation, Ms. Rehtin reviewed with the Commissioners the key considerations for the proposed budgets. On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, the Commissioners unanimously approved the recommended budgets.

On motion of Commissioner Cunningham, seconded by Commissioner Sommerkamp, unanimously approved the District's determination of the date, time and location of each regular monthly Board meeting in calendar year 2018 as the third Thursday of each month, with the exception of the January 2018 meeting, which shall be the fourth Thursday of the month (January 25, 2018), the June 2018 meeting, which shall be the fourth Thursday of the month (June 28, 2018), and the October 2018 meeting, which shall be the fourth Thursday of the month (October 25, 2018), with all regular monthly meetings commencing at 12:00 p.m., at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky.

The Commissioners reviewed the District's financial reports and Department reports. As part of her report Lindsey Rehtin reviewed with the commissioners the status of on-going projects within the 2017 5-Year Capital Budget, including highlighting change orders and expenses incurred since the last meeting of the Board.

Other matters of a general nature were discussed.

On a motion by the Chairperson Macke, having determined there being no further business, the meeting adjourned at 2:28 p.m.

CHAIRMAN

SECRETARY