

**Northern Kentucky Water District
Board of Commissioners
Regular Meeting
February 15, 2018**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on February 15, 2018 at the Northern Kentucky Water District located at 2835 Crescent Springs Road, Erlanger, Kentucky. All Commissioners were present, except Commissioner Spaulding. Also present were Ron Lovan, Amy Kramer, Lindsey Rechten, Kyle Ryan, Kim Clemons, Anna Zinkhon, Jenna Canafax, Johnathan Moor, Jeff Schuchter and Brian Dunham.

Chairman Cunningham called the meeting to order at 12:02 p.m., and Colleen Medert led the pledge of allegiance.

Chairman Cunningham and the rest of the commissioners recognized and thanked Commissioner Macke for his service during the prior year as Chairman.

The Board reviewed correspondence received, and articles published since the last regular Board meeting on January 25, 2018.

On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, the Commissioners unanimously approved the minutes for the regular board meeting held on January 25, 2018 with the amendment to clarify that the "Installation of New Water Services" referenced therein was the "installation of new water service lines and meters."

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 of January 1, 2018 to January 31, 2018. On motion of Commissioner Macke, seconded by Commissioner Koester, the Commissioners unanimously approved the expenditures of the District for the month of January 2018.

On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, 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 service lines and meters project with the option for the District to renew the contract for a possible one-year extension, and authorized staff to execute the appropriate documents.

On motion of Commissioner Sommerkamp, seconded by Commissioner Macke, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Lonkard Construction Company for the Caldwell Drive Water Main Replacement Project with a project budget of \$130,000, and authorized staff to execute the appropriate documents.

On motion of Commissioner Wagner, seconded by Commissioner Koester, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Butler Lawn & Parking Lot Care LLC for \$20,700 to maintain the water towers and

NKWD Board of Commissioners Regular Meeting
February 15, 2018

pump stations, and for \$56,800 to maintain the treatment plants and Central Facility, with the option for the District to renew for two additional one-year periods, and authorized staff to execute the appropriate 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 Calgon Carbon Corporation for Granular Activated Carbon Custom Reactivation for one year with the option to renew for two additional one-year periods, and authorized staff to execute the appropriate documents.

On motion of Commissioner Wagner, seconded by Commissioner Macke, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Larry Smith, Inc. for the Amsterdam Road Water Main Replacement project, and authorized staff to execute the appropriate contract documents.

On motion of Commissioner Koester, seconded by Commissioner Sommerkamp, the Commissioners unanimously approved the District's acceptance of the bids by and awarding contracts to the vendors listed in the bid summary for the purchase of distribution inventory materials, and authorized staff to execute the appropriate contract documents.

The Commissioners reviewed the District's financial reports and Department reports. As part of her report, Ms. Rehtin reviewed with the commissioners the project change orders incurred since the last meeting of the Board.

As part of her report, Ms. Clemons reviewed with the commissioners the District's 2017 Performance Evaluation Results Report. The reported results were as follows: 31 employees received an "Exemplary" review rating and are entitled to a 3.5% pay raise; 67 employees received a "Commendable" review rating and are entitled to a 3.0% pay raise; 34 employees received a "Meets Standards" review rating and are entitled to a 2.5% pay raise; and 0 employees received a "Needs Improvement" review rating, which would have been entitled to a 0.00% pay raise.

Other matters of a general nature were discussed.

On a motion by Commissioner Wagner, seconded by Commissioner Sommerkamp, the Board unanimously agreed to adjourn the meeting at 12:54 p.m.

CHAIRMAN

SECRETARY