

**Hardin County Water District No. 1  
Minutes of Regular Meeting  
of the Board of Commissioners**

**September 26, 2017**

Chairman William Gossett called the meeting to order at 11:32 A.M. with Commissioners John Tindall, Ron Hockman, Jim Shelton, and Howard Williams in attendance. Staff present included Jim Bruce, General Manager; Brett Pyles, Fort Knox (FK) Systems Director; Justin Metz, County Systems Manager; Daniel Clifford, Engineering Manager; Scott Schmuck CGFM, Finance & Accounting Manager; Kenny Horn, FK Wastewater Supervisor; Sara O'Bryant, FK Operations Specialist; Chuck Ake, FK Wastewater Treatment Operator; Jason Atcher, FK Wastewater Collections Operator, Pat Flanagan, Human Resources Specialist; Andrea Palmer, Executive Assistant; and David Wilson and Dustin Humphries, Attorneys. Lunch was provided for the Board and staff.

Chairman Gossett provided an invocation and then opened the floor for public comment. There were no public comments offered and the floor was closed.

Chairman Gossett noted that there were new employees present. Mr. Horn introduced Chuck Ake as a new Wastewater Treatment Operator for the Fort Knox Wastewater Treatment Plant and briefed the Board on his professional background. Mr. Pyles introduced Sara O'Bryant as the Operations Specialist for the Fort Knox Systems and Jason Atcher as a Collections Specialist at Fort Knox Wastewater and gave a brief background on each employee. The Board introduced themselves and welcomed them. The new employees and Mr. Horn left the room at this time. Mr. Pyles noted that Ms. O'Bryant would stay for the purpose of cross training with Ms. Palmer on recording Board minutes.

Chairman Gossett asked for a motion to accept the minutes presented. Commissioner Williams made a motion to accept the minutes from the August 10<sup>th</sup> special meeting. The motion was seconded by Commissioner Shelton and the motion passed. Commissioner Williams made a motion to accept the minutes from the September 19<sup>th</sup> special meeting. The motion was seconded by Commissioner Shelton and the motion passed.

Mr. Schmuck presented the Treasurer's report and pointed out highlights for each fund. Secretary Hockman asked about the rise in sludge hauling for wastewater and Mr. Metz answered the question to Board satisfaction. Secretary Hockman made a motion to accept the Treasurer's report. The motion was seconded by Commissioner Williams and passed.

**Board Monitoring Reports:** Mr. Bruce presented the General Manager's Report and noted an update regarding the Millpond Water Tank site. The Board had questions regarding the pump tests at the Louisville Water Interconnect Pump Station which Mr. Bruce and Mr. Clifford answered. There was brief discussion regarding the Fort Knox water tanks, Mr. Bruce's personnel updates, the rural development project with MCWD, and Longview Tank.

Mr. Metz and Mr. Pyles presented the Operations Report and offered to answer any questions. Mr. Pyles noted that the Fort Knox and County systems are working well together and sharing resources whenever possible. Treasurer Tindall asked about tracking water loss on the installation, and Mr. Pyles answered that since there are not individual meters for residents and buildings, it is not possible to calculate a water loss number. Secretary Hockman asked questions regarding a sewer backup incident in relation to the high rainfall the District had seen recently, and Mr. Bruce answered those questions. Discussion ensued regarding previous repairs and planned upgrades in that basin.

Mr. Clifford presented the Engineering Manager's Report and answered all questions to Board satisfaction.

**General Manager Selection Update:** Mr. Bruce presented the item and provided an update. He distributed interview guidelines and interview schedules from the Executive Recruiter. There were questions regarding whether or not Legal Counsel and the current General Manager should attend the candidate interviews. Discussion ensued.

**Bid Award - Radcliff WWTP Paving Project:** Secretary Hockman made a motion to award a bid for the Radcliff Wastewater Treatment Plant paving project to Scotty's Contracting at the lump sum price of \$35,355. Commissioner Williams seconded the motion and motion passed.

**E911 Billing for Hardin County Government:** Mr. Wilson presented the item and provided examples of current case law. Discussion ensued. It was the consensus of the Board to table this item for further discussion.

**Family Medical Leave Act Policy - Revisions:** Mr. Bruce presented the item and noted that Mr. Wilson has reviewed all the proposed language changes. There was brief discussion before Secretary Hockman made a motion to approve suggested changes to Personnel Policy No. 71, related to Family Medical Leave Act and to implement changes and distribute to all employees at the soonest convenience. Treasurer Tindall seconded the motion and motion passed.

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**Shift Premium Policy - Revisions:** Mr. Bruce presented the policy with changes. There was discussion regarding the policy and work time. Treasurer Tindall made a motion to approve suggested changes to Personnel Policy No. 55, related to Shift Premium pay, and to implement changes and distribute to all employees at the soonest convenience. Commissioner Williams seconded the motion and motion passed.

**Board Technology Update:** Ms. Palmer presented the item. There was a brief discussion regarding Board technology before Treasurer Tindall made a motion to authorize staff to invest in replacement technology in the 2018 Budget and to offer older technology to the current Board members for purchase at the market price. Commissioner Shelton seconded the motion and motion passed

**Closed Session:** Mr. Bruce noted the need for a closed session to discuss both litigation and personnel. Treasurer Tindall made a motion to enter into closed session in order to discuss a litigation matter, as prescribed in KRS 61.810.1.c, and also to discuss a personnel matter as prescribed in KRS 61.810.1.f. The motion was seconded by Commissioner Williams and passed. Chairman Gossett reconvened open session at 1:19 P.M.

**Adjourn:** Being no further business before the Board, Secretary Hockman made a motion to adjourn at 1:19 P.M. Motion was seconded by Treasurer Tindall and motion passed.

(Minutes submitted by Andrea Palmer, Executive Assistant)


#### **APPROVAL OF MINUTES**

I hereby certify that the foregoing minutes were duly approved by the Board of Commissioners of the Hardin County Water District No. 1 at a meeting held on the date shown below:

HARDIN COUNTY WATER DISTRICT No.1



Mr. Ron Hockman, Secretary

  
Date Approved