

**Northern Kentucky Water District
Board of Commissioners
Special Meeting
November 17, 2016**

A special meeting of the Board of Commissioners of the Northern Kentucky Water District was held on November 17, 2016 at the Northern Kentucky Water District located at 2835 Crescent Springs Road, Erlanger, Kentucky. All Commissioners were present, except for Commissioner Spaulding. Also present were Ron Lovan, Colleen Medert, Lindsey Rehtin, Amy Kramer, Brad Murphy, Kim Clemons, Rusty Collinsworth, Kyle Ryan, Chris Bryant, Brian Dunham, Marshall Dosker, and Tommy Wong, Morgan Watkins, Ryan Pinkston and Eli Roberts of Kentucky Employers' Mutual Insurance (KEMI).

Chairperson Macke called the meeting to order at 12:05 p.m., and Rusty Collinsworth led the pledge of allegiance.

The District was presented with the KEMI Destiny Award by representatives of KEMI. The District was one of only 14 policyholders - out of 24,000 total - who received this award. This award recognizes large policy holders with exemplary safety training and claims histories. The KEMI representatives noted that this was the District's fifth consecutive time receiving this award.

On motion of Commissioner Cunningham, seconded by Commissioner Wagner, the Commissioners recognized the retirement of Rusty Collinsworth and unanimously approved the following Retirement Resolution for Mr. Collinsworth:

Whereas, Rusty Collinsworth has provided dedicated service from September 14, 1987 to October 31, 2016 to the Northern Kentucky Water District and the community served by the District, and

Whereas, it is the intention of the District to recognize Rusty Collinsworth for his distinguished record of service and his effective use of knowledge and experience to commendably and to the very best of his ability with honor, integrity and dignity serve the District and its constituents as a faithful employee;

Whereas, during his 29-year career, Rusty contributed to projects and initiatives including, but not limited to: Ombudsmen between the community and the District including customers, local governments, contractors, and fire departments; Enhancement of the District's Inventory Program; Development and Enhancement of the District's Hydrant Testing and Flushing Program; Improvements to the District's Leak Detection Program; Facilitating the repairs to key transmission mains to minimize customer service interruptions; Enhancements of the District's Distribution Work Order Program; and assisting with efforts to promote customer service for the District's customers and the water industry;

Now, therefore, the Board of Commissioners hereby recognizes the years of dedication and service given by Rusty Collinsworth and formally extends congratulations to Rusty for his service;

And Does Extend best wishes to Rusty Collinsworth for success in all his future endeavors both professionally and personally.

This Resolution and Order shall be in full force and effect from and after its adoption at a properly held meeting of the Northern Kentucky Water District Board of Commissioners this 17th day of November 2016.

The Board reviewed correspondence received and articles published since the last special Board meeting on September 15, 2016.

On motion of Commissioner Koester, seconded by Commissioner Cunningham, the Commissioners unanimously approved the minutes for the special board meeting held on September 15, 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 periods September 1, 2016 through September 30, 2016 and October 1, 2016 through October 31, 2016. On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, and after discussion, the Commissioners unanimously approved the expenditures of the District for the months of September and October, 2016.

On motion of Commissioner Wagner, seconded by Commissioner Cunningham, the Commissioners (other than Chairman Macke, who abstained and did not participate in discussions) unanimously approved the District's moving forward with the design of the alternate alignment for the 24-inch Cross-County Water Main Replacement Project and execute the "Agreement Related to Water Main Relocation" with the property owner to cover the cost difference between the two routes and execute the "Termination and Release of Easement" for the old water main easement, and authorized staff to execute the appropriate documents.

On motion of Commissioner Sommerkamp, seconded by Commissioner Wagner, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Hartman and Smith Construction Company for the Lincoln Road Water Main Replacement Project with a total project budget of \$1,075,000, and authorized staff to execute the appropriate documents.

On motion of Commissioner Sommerkamp, seconded by Commissioner Koester, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to DMD Data Systems for the purchase of the IT Cisco Switches with the additional 24-months of service with a project budget of \$180,000, and authorize staff to execute the appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Cunningham, the Commissioners unanimously approved the District's entering into an addendum to the State of Kentucky's master contract with Cincinnati Bell Technology Solutions, so as to permit the District's purchase of an estimated 220 Avaya handsets and payment of a monthly service fee for each handset's use, and authorized staff to execute the appropriate documents.

Prior to the review of the proposed budgets, Mr. Lovan noted that he and Ms. Rehtin met with the District's Chairperson and Treasurer on November 8, 2016 to review and discuss the budgets that were about to be proposed. Ms. Rehtin then provided a detailed presentation of the budgets to the Board. On motion of Commissioner Sommerkamp, seconded by Commissioner Wagner, the Commissioners unanimously approved the District's 2017 Operating and Maintenance (O&M), 2017 Operating Capital, and the Five-Year Capital Projects Budgets (2017-2021).

Departmental reports were then provided. 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 the change orders since the last Board meeting and highlighting the expenses incurred to date.

Mr. Lovan provided the Board with an update on joint billing discussions with Sanitation District No. 1.

Other matters of a general nature were discussed.

On motion of Commissioner Wagner, seconded by Commissioner Koester, the Board unanimously agreed to go into executive session under the provisions of KRS 61.810(1)(c) to discuss pending or proposed litigation against or on behalf of the District and to protect the District's legal interests and strategy in connection with such litigation. The executive session commenced at 2:36 p.m. and ended at 3:02 p.m.

On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, the meeting was adjourned at 3:02 p.m.

CHAIRMAN

SECRETARY