

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

A special meeting of the Board of Commissioners of the Northern Kentucky Water District was held on February 16, 2017 at the Northern Kentucky Water District located at 2835 Crescent Springs Road, Erlanger, Kentucky. All Commissioners were present, except for Commissioner Cunningham. Also present were Amy Kramer, Kevin Owen, Jeff Schuchter, Mary Carol Wagner, Kyle Ryan, Stacey Kampsen, Brian Dunham, Kim Clemons and Elizabeth Younger.

Chairperson Macke called the meeting to order at 12:19 p.m., and Kevin Owen led the pledge of allegiance.

The Board reviewed correspondence received and articles published since the last special Board meeting on January 19, 2017.

On motion of Commissioner Wagner, seconded by Commissioner Koester, the Commissioners unanimously approved (with Chairperson Macke abstaining) the minutes for the regular board meeting held on January 19, 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 January 1, 2017 through January 31, 2017. On motion of Commissioner Sommerkamp, seconded by Commissioner Spaulding, and after discussion, the Commissioners unanimously approved the expenditures of the District for the month of January, 2017.

On motion of Commissioner Spaulding, seconded by Commissioner Sommerkamp, the Commissioner's unanimously approved the bid by and awarding a contract to Smith & Brown Contractors, Inc. for the [NKWD-Kenton County Unserved Water ~~Main-Extension~~ Project 2012 \(Sub-District M – Phase 2\)](#), with a project budget of \$3,400,000, and authorized staff to execute the appropriate documents.

On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, the Commissioner's unanimously authorized the purchase of distribution inventory materials from the vendors listed in the bid summary, and authorized staff to execute the appropriate documents.

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 Dugan & Meyers, LLC for the Taylor Mill Treatment Plant Belt Filter Press Replacement project, with a project budget of \$1,075,000, and authorized staff to execute the appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Spaulding, the Commissioners unanimously approved the District's acceptance of the agreement between the District and the City of Newport for reimbursement totaling \$20,650 owed by the District to the City for restoration required as part of the Woodlawn Water Main Replacement Project, 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 Jack Gemmer & Sons, Inc. for the Dudley Road Water Main Improvements project, with a total project budget of \$210,000, and authorized staff to execute the appropriate documents.

On motion of Commissioner Spaulding, seconded by Commissioner Wagner, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Jack Gemmer & Sons, Inc. for the Hudson Avenue Water Main Replacement project, with a total project budget of \$130,000, and authorized staff to execute the appropriate documents.

On motion of Commissioner Koester, seconded by Commissioner Sommerkamp, the Commissioners unanimously approved the District's acceptance of the bid by and awarding a contract to Smithcorp, Inc. for the Wedgewood Drive and Clubhouse Drive Water Main Replacement project, with a total project budget of \$415,000, and authorized staff to execute the appropriate documents.

On motion of Commissioner Spaulding, seconded by Commissioner Sommerkamp, the Commissioners unanimously approved (with Chairperson Macke abstaining [from the discussion and vote](#)) the District's acceptance of the bid by and awarding a contract to Wessel Lawn Care & Landscaping, LLC for the [grounds](#) maintenance of the pump stations and water towers, with a total project budget of \$22,890, and authorized staff to [approve, at the District's staff discretion, a one-year contract extension, and authorized the staff to](#) execute the appropriate documents.

On motion of Commissioner Wagner, seconded by Commissioner Koester, the Commissioners unanimously approved the District's authorization of the Resolution for the issuance of a Revenue Bond Anticipation Note (BAN), Series 2017, for up to \$26,000,000, and authorized staff to execute the appropriate documents.

On motion of Commissioner Spaulding, seconded by Commissioner Wagner, the Commissioners unanimously approved the District's authorization of the Resolution for the issuance of a Revenue Bond, Series 2019, for up to \$28,000,000, and authorized staff to execute the appropriate documents.

Ms. Clemons provided the Board with a summary of the employee reviews and corresponding pay raised based on prior Board action. The results are as follows: 51 employees received an "Exemplary" review rating and are entitled to a 3.50% pay raise; 64 employees received a "Commendable" review rating and are entitled to a 3.00% pay raise; 19 employees

received a “Meets Standards” review rating and are entitled to a 2.50% pay raise; and 0 employees received a “Needs Improvement” review rating, which would have been entitled to a 0.00% pay raise.

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 there had been no change orders since the last Board meeting and highlighting the expenses incurred to date.

Mr. Lovan provided an update to the Board regarding discussions with SD1 over possible merged billing systems.

On a motion of Commissioner Spaulding, seconded by Commissioner Wagner, 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 1:36 p.m. and ended at 1:51 p.m.

Ms. Kramer and Ms. Wagner provided the Board with an update on the lead testing program of the Kenton County Schools.

On a motion of Commissioner Spaulding, seconded by Commissioner Wagner, the meeting was adjourned at 1:58 p.m.

CHAIRMAN

SECRETARY

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