

**Northern Kentucky Water District  
Board of Commissioners  
Regular Meeting  
January 18, 2024**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on January 18, 2024 at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky and via video teleconference in accordance with KRS 61.826. All Commissioners were present. Also present were Lindsey Rechten, Amy Stoffer, Stacey Kampsen, Tom Edge, Kim Clemons, Chris Bryant, Mary Carol Wagner, Kyle Ryan, Canaan Harrison, Nick Behrens, Jenna Bareswilt, Adam Smith, Sara Sgantas, Barry Miller, Tommy Wong, Jeff Floyd, Ron Schmidt, and Jenny Klute.

Commissioner Koester called the meeting to order at 12:00 p.m., and Jenny Klute led the pledge of allegiance.

Jeff Floyd with KEMI presented NKWD the 2023 Destiny Award for workplace safety. NKWD has won the award 12 consecutive years and NKWD was one of 26 policy holders out of 20,000 KEMI policy holders this year to receive the award.

On motion of Commissioner Winnike, seconded by Commissioner Wagner, the Board recognized the retirement of Jenny Klute and unanimously approved the Retirement Resolution for Ms. Klute.

The Commissioners reviewed correspondence received and articles published since the last regular Board meeting on November 16, 2023.

On motion of Commissioner Macke, seconded by Commissioner Wagner, the Board unanimously approved the minutes for the regular Board meeting held on November 16, 2023.

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 November 1, 2023 through December 31, 2023. On motion of Commissioner Lange, seconded by Commissioner Wagner, and after discussion, the Board unanimously approved the expenditures of the District for the months of November and December 2023.

On motion of Commissioner Macke, seconded by Commissioner Winnike, the Board unanimously accepted the bid of \$198,095.00 from Jack Gemmer & Sons Inc., awarded a contract for the Apple Blossom Lane Water Main Replacement project with a total project budget of \$235,000, and authorized staff to execute the applicable contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Lange, the Board unanimously accepted the bid of \$277,914.22 from JW Brennan Excavating LLC, awarded a contract for the Montgomery Drive Water Main Replacement project with a total project budget of \$335,000, and authorized staff to execute the applicable contract documents.

On motion of Commissioner Lange, seconded by Commissioner Macke, the Board unanimously accepted the bid of and awarded a contract to Becknell-Coghill, Inc. and Jack Gemmer and Sons, and authorized staff to execute the applicable contract documents with the option to renew the contract for two one-year extensions at staff's discretion.

On motion of Commissioner Wagner, seconded by Commissioner Lange, the Board unanimously accepted the bids of and awarded a contract to B&B Lawn & Landscaping and A&A Lawncare & Landscaping

and authorized staff to negotiate and execute contracts to maintain the treatment plants and the Central Facility with the option to renew the agreements for two additional one-year periods at staff's discretion.

On motion of Commissioner Winnike, seconded by Commissioner Macke, the Board unanimously accepted the bid of \$56,824.20 (for Alternate 2 items) from Peter Paul Office Equipment, awarded the contract for a 60-month lease of Copier Equipment, Supplies and Maintenance and authorized staff to execute the appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Lange, the Board unanimously authorized staff to execute the applicable contract documents and any related documents, with CivicPlus in the amount of \$65,831.58 for the implementation of a website content management system, and to execute subsequent annual renewals, starting at \$24,817.30 in Year Two, provided that cost does not increase more than 10% over the prior year.

The Board considered the election of officers of the Board of Commissioners. On Motion of Commissioner Koester, seconded by Commissioner Holland, the Board unanimously elected Commissioner Fred Macke as the Chair of the Board, Commissioner Jody Lange as Vice Chair, Commissioner Douglas Wagner as Secretary, and Commissioner Nicholas Winnike as Treasurer, effective February 1, 2024.

The Board reviewed the District's financial reports and Department reports.

Vice President of Finance & Support Services Stacey Kampsen updated the Board on revenues and expenses, 2023 audit field work, customer notification of Phase 2 rates, and main breaks.

Director of Human Resources, Communications, Facilities & Fleet Kim Clemons provided the Board with an update on 2023 performance evaluations results, and an article about lead and service line material identification article the District published in the Campbell and Kenton County editions of What's Happening.

Legal Counsel, Manager of Legal, Compliance, and Regulatory Affairs Tom Edge provided the Board an update on Alison Patricia Van Sant v Northern Kentucky Water District, Public Service Commission Case No. 2023-00399.

Vice President of Engineering, Production & Water Quality Amy Stoffer reviewed with the Board the status of on-going projects within the 2024 5-Year Capital Budget, highlighting 2 change orders and expenses incurred to date, provided an update on water loss, the proposed Lead and Copper Rule Improvements, the Kentucky Division of Water Sanitary Survey and Capacity Development Assessment, and transformer testing at the Taylor Mill Treatment Plant.

Other matters of a general nature were discussed.

On motion from Commissioner Macke, second by Commissioner Winnike, the Board unanimously adjourned the meeting at 3:40 p.m.

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CHAIRMAN

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SECRETARY