

December 16, 1997

A regular meeting of the Northern Kentucky Water Service District was held on December 16, 1997 at 3:00 p.m. at the Edgewood office. Commissioners present were Dr. Sommerkamp, Mr. Hatfield, Mr. Keeney and Mr. Veatch. Mr. Hemmer arrived shortly after the meeting began. Also present at the meeting were Mr. Willaman, Mr. Barrow, Mr. Pangburn and several District staff members.

On motion of Mr. Hatfield, seconded by Mr. Veatch, the minutes of the meeting on November 18, 1997 were approved by the Board. Mr. Willaman reviewed with the Board correspondence received by the District during the month of November 1997. On motion of Mr. Veatch, seconded by Mr. Keeney, the Board authorized Dr. Sommerkamp to execute a contract on behalf of the District accepting ownership of public fire hydrants from the City of Ft. Thomas.

After discussion and on motion of Mr. Hatfield, seconded by Mr. Veatch, the Board authorized Dr. Sommerkamp to execute a renewal application for directors and officers liability insurance. Also on motion of Mr. Hatfield, seconded by Mr. Keeney, the Board approved the purchase of pollution liability insurance for a period of three years.

Mr. Keller of the District staff presented a review of bids received for inventory supplies. After discussion and on motion of Mr. Hatfield, seconded by Mr. Veatch, the Board approved acceptance of the lowest conforming bid for all items.

Mr. Harrison of the District staff presented the Thomer Excavating bid, the lowest bid received, for the Race Track Road Main Replacement Project. After discussion and on motion of Mr. Veatch, seconded by Mr. Hatfield, the Board accepted the bid and awarded the contract for the project to Thomer Excavating.

Mr. Willaman and Mr. Harrison reviewed time and equipment bids received from Schweitzer Construction, Hartig Company, Dudley Construction and Spartan Construction for projects under \$10,000.00. After discussion and on motion of Mr. Veatch, seconded by Mr. Keeney, the Board accepted the four bids with the condition that the lowest bidder for individual activities will be utilized by the District and that Gemmer & Sons, Inc., which was previously approved as a contractor by the Board, will be given priority as the sole initial bidder for time and equipment work.

The Board reviewed requests to allow the City of Newport and the Bullock Pen Water District to extend water service to the Aspen Ridge Subdivision in Wilder and to Stephenson Road in southern Kenton County, respectively. Both areas are within the service area of the Northern Kentucky Water Service District. On motion of Mr. Veatch, seconded by Mr. Hatfield, the Board approved both extensions into the District's service area with the condition that the City of Newport and the Bullock Pen Water District both be informed that the District reserves the right to service the areas in the future.

The Board reviewed a proposed contract to transfer the ownership of certain water lines, fire hydrants, and related appurtenances from the City of Wilder to the District. On motion of Mr. Veatch, seconded by Mr. Hemmer, the Board authorized Dr. Sommerkamp to execute the contract on behalf of the District.

Mr. Keeney presented a proposal to amend the District's educational assistance policy to allow reimbursement of 100% of employee tuition and book fees in certain circumstances. On motion of Mr. Keeney, seconded by Mr. Veatch, the amendment to the policy was approved by the Board.

The Board discussed the possibility of rescheduling main replacement on Indiana and Beech Avenues in Covington to allow coordination with street replacement by the City of Covington. On motion of Mr. Hemmer, seconded by Mr. Veatch, the Board approved moving the main replacement projects for Indiana and Beech Avenues to 1998 to allow such coordination.

The Board reviewed the proposed Final Assessment Role for project no. 96-03-01 (Harris Road@KY 17 to KY 16). On motion of Mr. Veatch, seconded by Mr. Hatfield, the Board approved the Final Assessment and directed that it be provided to the County Judge Executive.

The Board reviewed bids received for the design of a new distribution pumping station on Waterworks Road in Ft. Thomas. On motion of Mr. Hemmer, seconded by Mr. Veatch, the Board approved the awarding of the design contract to CH2MHILL as the lowest bidder.

Mr. Willaman presented proposed operations and capital budgets for 1998. On motion of Mr. Keeney, seconded by Mr. Veatch, the budgets were approved by the Board.

Mr. Veatch proposed a retainer in the amount of \$1,500.00 per month for the law firm of Taft, Stettinius & Hollister to cover all routine legal services needed by the District, including attendance and participation at routine meetings, the preparation of minutes, and counsel and advice in person or over the telephone. Matters requiring research or the drafting of documents and matters of litigation would be outside the scope of the retainer and billed separately. On motion of Mr. Veatch, seconded by Mr. Keeney, the proposed retainer was approved by the Board.

After discussion and on motion of Mr. Hatfield, seconded by Mr. Veatch, the Board approved the District's expenditures.

On motion of Mr. Hatfield, seconded by Mr. Keeney, the Board approved going into Closed Session under KRS 61.810(1)(c) to discuss proposed litigation.

The Board returned to Open Session and discussed bonuses for Mr. Willaman and Mr. Barrow. On motion of Mr. Hatfield, seconded by Mr. Veatch, the Board approved annual

bonuses to Mr. Willaman and Mr. Barrow in the amount of 5% of their salary to be paid during calendar year 1997.

Dr. Sommerkamp announced that the next regular meeting of the Board will take place on Tuesday, January 20, 1998 at 3:00 p.m. There being no further business to come before the Board, the meeting was adjourned.