

**MINUTES OF THE
GRANT COUNTY SANITARY SEWER DISTRICT
JANUARY 2019 MEETING**

The January 2019 Meeting of the Grant County Sanitary Sewer District was called to order on January 17, 2019, at 3:00 p.m. at the District Headquarters, One Farrell Drive, Crittenden, Kentucky. Present at the meeting were the following: Chairman Charles Givin, and Commissioners, Rodger Bingham, Leo Saylor, Commissioner Robert Worthington, and Danny Northcutt. Also present were Dianne Cook, Superintendent William Catlett, Kerry Odle, HMB Professional Engineers, Inc., HR Director Ashley Dyer, and Counsel Thomas R. Nienaber.

The first order of business was a review of the December 2018 Minutes. After discussion, upon Motion of Danny Northcutt and second by Leo Saylor, it was unanimously,

“RESOLVED: that the December 2018 Minutes be and the same are hereby approved as attached.”

The next order of business was a review of the December 2018 Warrants and Profit and Loss Statement, as attached. Robert Worthington inquired about the Miller Pump invoice. Superintendent Catlett reported that he had replaced a damaged pump. Danny Northcutt inquired about the KIA payment and the trash collection invoice not totaling correctly. Dianne Cook reported that upon later review the KIA payments information were omitted from the December, 2018 warrants. There were two lines at the top of the page which were the KIA payments (Ph 1 - \$7,129.75 and Ph 2 - \$32,293.55). The total amount of the warrants did not change, however it didn't add up correctly without these two KIA payment entries. Thomas R. Nienaber advised that the revised December, 2018 warrants will be reviewed and submitted for approval at the February 21, 2019 meeting.

The next order of business was a report by Counsel Thomas R. Nienaber as follows:

1. Mr. Nienaber reported that he has submitted a Request for Qualification of Financing to the United States Department of Agriculture, Rural Development Division. As a result of the government shut-down, Mr. Pridemore's Department is on furlough. It is not known when the request for Qualification of Financing will be acted upon. Mr. Nienaber will report.
2. Mr. Nienaber reported that the District should have an election of officers. Thereupon, Chairman Givin opened the floor for nominations. Leo Saylor made the following nominations:

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OFFICE	NOMINEE
Chairman	Charles Givin
Vice-Chairman	Robert Worthington
Secretary	Danny Northcutt
Treasurer	Rodger Bingham

Chairman Givin called for any additional nominations. There being one, the floor was closed to further nominations. After discussion, Chairman Givin called for a vote. The following nominee's were elected by acclamation:

OFFICE	NOMINEE
Chairman	Charles Givin
Vice-Chairman	Robert Worthington
Secretary	Danny Northcutt
Treasurer	Rodger Bingham

The next order of business was a report by HMB Professional Engineers, Inc., Mr. Kerry Odle, as follows:

1. Mr. Odle reported that he and Superintendent Catlett are currently working on a comprehensive report outlining proposed projects and estimated project costs. This report will be presented at the next regular meeting.

The next order of business was a report by Superintendent Catlett as follows:

1. Superintendent Catlett reviewed with the Commissioners his Superintendent's Report as attached.
2. Superintendent Catlett reported that the District is conducting its ongoing inspection of the Indian Hill Mobile Park. Superintendent Catlett reported that there are numerous issues in this area.
3. Superintendent Catlett reported that Mr. Richard Hanser has contacted him with a proposed 94 unit apartment building on Kyley Lane. Superintendent Catlett reported that Mr. Hanser has indicated construction on an apartment project will be commenced in the near future. An exact timetable was not available. Superintendent Catlett reported that the District could accommodate a 94-unit apartment building. Superintendent Catlett stated to Mr. Hanser that specific plans and specifications would need to be presented to the District before the District can take final action on this proposed project. Superintendent Catlett will report.

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4. Superintendent Catlett reported that he was contacted by Logan Murphy regarding a new manufacturing company interested in a project in the Crittenden Industrial Park. Mr. Murphy reported to Superintendent Catlett that this proposed company could produce 250,000 gallons per day of sewage. Mr. Odle inquired as to whether or not the company would require any special treatment procedures. Superintendent Catlett did not have any specifics on the proposed company. Superintendent Catlett reported that if a company came to the Crittenden Industrial Park and produced those quantities of sewage, the District would have to consider several infrastructure improvements, including a treatment plant expansion and probable lift station improvements. Superintendent Catlett reported that he would keep the Commissioners up to date on any new information as it comes available.
5. Superintendent Catlett reported that the District has taken delivery of the first telemetry systems which should be installed in the upcoming weeks.
6. Superintendent Catlett reported that the City of Walton has installed its new sludge press which is now operational. Superintendent Catlett inspected the City of Walton's sludge press and was impressed with its operation. He reported that the District is currently spending over \$2,800.00 per month for sludge processing. Superintendent Catlett once again suggested that the District seriously consider installation and purchase of a sludge press system.
7. Danny Northcutt inquired as to whether or not anyone has contacted the new City of Dry Ridge Mayor regarding the delivery of sanitary sewer service to the mobile home parks located on U.S. Highway 25 at Sherman. Chairman Givin indicated that he had not contacted the Mayor at this time. Superintendent Catlett reported that when that meeting occurs, he would like to be in attendance.

The next order of business was a report by Dianne Cook and Ashley Dyer as follows:

1. VanGorder, Walker & Co., Inc., submitted its proposed Contract for the purpose of conducting the District's annual audit. Mr. Nienaber reported that he reviewed the proposed Contract and it is consistent with previous years. The cost of the annual audit this year is \$6,000.00. Last year's cost was \$5,800.00. Mr. Nienaber reported that the Contract requires the District to nominate a "Management Representative" designated by the District. After discussion, upon motion of Danny Northcutt and second by Robert Worthington, it was unanimously:

"RESOLVED as follows:

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1. The District engage the services of VanGorder, Walker & Co., Inc., for the purpose of conducting its 2018 Annual Audit;
 2. Dianne Cook is hereby designated as the District's Management Representative for purposes of assisting VanGorder, Walker & Co., Inc., in conducting the Annual Audit; and
 3. The District by and through its Chairman and Management Representative are hereby authorized to execute the Annual Audit Contract to secure same at a cost not to exceed \$6,000.00."
2. Dianne Cook reported that the next meeting is scheduled for February 21, 2019. There being no conflicts, the next regular meeting will take place on February 21, 2019.

There being no further business to conduct, upon motion and second, the meeting was adjourned.

GRANT COUNTY SANITARY SEWER DISTRICT

BY: 
CHARLES GIVIN, CHAIRMAN

ATTEST:


DANNY NORTHCUTT, SECRETARY