

**MINUTES OF THE  
GRANT COUNTY SANITARY SEWER DISTRICT  
JULY 2021 MEETING**

The July 2021 Meeting of the Grant County Sanitary Sewer District was called to order on July 21, 2021, 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, Danny Northcutt, and Robert Worthington. Also present were HR Director Ashley Dyer, Dianne Cook, Mr. Benton Hanson of HMB Professional Engineers, Counsel Thomas R. Nienaber, Paul Harp, and Brian Simpson. Leo Saylor was absent.

The first order of business was an announcement by Chairman Givin that Kerry Odle has fully retired and will be moving to Ft. Wayne, Indiana. This will be Mr. Odle's last meeting with the District. Everyone acknowledged Mr. Odle's 35± years of service to Bullock Pen and the District and thanked him for his work over the years. He will be greatly missed by all.

The next order of business was a review of the June 2021 Minutes as attached. After discussion, upon Motion of Danny Northcutt and second by Robert Worthington, it was unanimously,

“RESOLVED: that the June 2021 Minutes be and the same are hereby approved as attached.”

The next order of business was a review of the June 2021 Profit and Loss Statement and Warrants as attached. After discussion, upon motion of Rodger Bingham and second by Danny Northcutt, it was unanimously,

“RESOLVED: that the June 2021 Profit and Loss Statement and Warrants, be and the same are hereby approved as attached.”

Commissioner Northcutt inquired as to the reason for the Arts Rental charge for bush hog rental. Mr. Harp stated that the District bush hogs the Cross Country lines, lift stations, and plant area once per year which requires the rental of the bush hog.

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

1. Mr. Nienaber presented for consideration by the Commissioners the attached Open Records Policy (“ORP”). Mr. Nienaber reviewed with the Commissioners in detail the terms of the ORP. He indicated that the ORP as prepared are now compliant with the newly enacted statutory provisions set forth in KRS 61.870, et.seq. Mr. Nienaber indicated that once the ORP is adopted, it should be placed on the District's website, as well as prominently displayed at the District Headquarters. After considerable discussion, upon motion by Robert Worthington and second by Danny Northcutt, it was unanimously,

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“RESOLVED: that the attached ORP be adopted by the District in its entirety and that the attached Open Record Request form be adopted by the District and made available to any person requesting public records. Ashley Dyer is hereby directed to post the ORP and Open Record Request form on the District website and to prominently display them at a conspicuous location at District Headquarters.”

2. Mr. Nienaber reported on the status of the Garrison litigation currently pending in the Grant Circuit Court. There have been no developments over the last month.
3. Chairman Givin reported that an Application has been filed with the District for approval of sanitary sewer service to three lots within the Country Club Estate Subdivision. These are low pressure grinder pumps. Mr. Harp stated that he has reviewed the plans and they are consistent with the District rules and regulations. After discussion, upon motion of Rodger Bingham and second by Robert Worthington, it was unanimously,

“RESOLVED: that the three lots in Country Club Estate Subdivision be serviced by the District.”

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

1. Mr. Hanson gave a report on the status of the Equalization Tank Project. The DOW approved the District’s plans on July 20, 2021. Mr. Hanson has met with representatives from Owen Electric. An electrical engineer will draw up plans for the electric service to the Equalization Tank. Everything should be ready to bid the Project by the August 20, 2021 meeting.

The next order of business was a report by Paul Harp as follows:

1. Mr. Harp reviewed with the Commissioners his monthly report as attached.
2. Mr. Harp reported that District employees bush hogged cross country lines over the last month.
3. Mr. Harp reported that the Waller Drive Electric Panel should be complete within the next four weeks or so.

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

1. Ms. Cook reported that the Certificate of Deposit at Forcht Bank in the amount of \$135,000.00 is up for renewal. That money was transferred into a money market account. The approved signatores on that money market account are: Brian Simpson, Paul Harp, Amy Ruark, Rodger Bingham, Charles Givin, and Dianne Cook. After discussion, upon motion of Danny Northcutt and second by Robert Worthington, it was unanimously,

“RESOLVED as follows:

- (1) The District approves the transfer of the \$135,000.00 Certificate of Deposit to a money market account at Forcht Bank.
- (2) Authorized signatores on the money market account are Brian Simpson, Paul Harp, Amy Ruark, Rodger Bingham, Charles Givin, and Dianne Cook.
- (3) Dianne Cook is hereby authorized to execute any and all other necessary paperwork to complete the opening of this account.

2. Ashley Dyer raised the issue of whether or not the District should acquire a website and/or open a Facebook account with a “no comment” option. Facebook could be a possible method of notifying customers of emergency situations. Superintendent Simpson and Paul Harp both opined that Facebook would probably be the best option. After considerable discussion, upon motion of Rodger Bingham and second by Robert Worthington, it was unanimously,

“RESOLVED as follows:

- (1) The District create a Facebook page with a “no comment” option.
- (2) The District adopt the reverse 911 account with Grant County 911.”

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3. Ashley Dyer reported that she has secured various quotes for the creation of a District website (“website”). Ms. Dyer questioned other utilities in the area regarding their particular websites. Ms. Dyer received two proposals. One from Graybird Creative. The website through this program would be \$9,000.00. Ms. Dyer also received a proposal from Mr. Chad Hungler, owner and operator of Foster Technical Group (“Hungler”). Hungler has created websites for the Cities of Park Hills, Ft. Wright, and Edgewood. Hungler is a one-man operation. Based upon Ms. Dyer’s initial contacts with Hungler, she was impressed. His estimate was \$925.00, plus various other small fees. After considerable discussion, it was suggested that Hungler be invited to the next meeting to make a presentation to the Commissioners. Ms. Dyer was directed to invite Mr. Hungler to the next meeting.
4. Dianne Cook reported that the next scheduled meeting is August 19, 2021. There being no further business to conduct, upon motion and second, the meeting was adjourned.

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BY: *Charles Givin*  
CHARLES GIVIN, CHAIRMAN

ATTEST:

*Danny Northcutt*  
DANNY NORTHCUTT, SECRETARY