

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

A Special Meeting of the Grant County Sanitary Sewer District was called to order on February 18, 2021, at the hour of 3:00 p.m. The Special Meeting was conducted by live video and live audio teleconference which originated at the District Headquarters, 1 Farrell Drive, Crittenden, KY 41030. The Special Meeting was called pursuant to Senate Bill 150 and KRS 61.823. The Special Meeting was SB 150 compliant and KRS 61.823 compliant. Prior to beginning the Meeting, Chairman Givin announced that the Special Meeting was properly noticed with the compliant agenda. Those in attendance were Chairman Charles Givin, and Commissioners, Rodger Bingham, Danny Northcutt, Robert Worthington, and Leo Saylor. Also present were Dianne Cook, HR Director Ashley Dyer, Mr. Kerry Odle of HMB Professional Engineers, Paul Harp and Brian Simpson, and Counsel Thomas R. Nienaber. All “social distancing” guidelines were followed. Also present representing HMB Professional Engineers, Inc., were Mr. Benton Hanson and Christopher Stewart, who attended by Zoom. Commissioner Worthington attended by Zoom.

The first order of business was a review of the January 2021 Minutes. Dianne Cook reported that a minor amendment was made to the Minutes. After discussion, upon Motion of Danny Northcutt and second by Leo Saylor, it was unanimously,

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

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

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

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

1. Mr. Nienaber inquired as to the status of the Equalization Tank Project. Mr. Hanson gave a brief update. He confirmed that soil and rock pins will be necessary at a cost of approximately \$80,000.00 to \$100,000.00. Mr. Hanson reported that this is necessary to stabilize the rock slope in the general area where the Equalization Tank is to be constructed. Mr. Hanson stated that this portion of the Project will be bid as a component of the overall Project. He reported that the design specifications for the Equalization Tank are well underway and should be completed by mid-March, 2021.
2. Mr. Nienaber inquired as to whether or not the District will need any additional real estate for the Equalization Tank Project. Superintendent Simpson had a plat of the additional space necessary which includes approximately 0.3 acres (attached). Chairman

Givin reported that he has scheduled a meeting with the City of Crittenden for March 9, 2021, to make a presentation to City Council. Chairman Givin stated that he and Superintendent Simpson would attend. Mr. Nienaber reviewed the attached plat and inquired as to whether or not the utility easement would be an issue. Superintendent Simpson indicated that he had spoken with representatives of Owen County Rural Electric regarding that easement and everything is fine.

3. Mr. Nienaber inquired as to the 2021 review of the Management Agreement between the District and Bullock Pen Water District. Ashley Dyer gave a report (attached) of the numbers that she has prepared for that review. Commissioner Northcutt questioned whether or not the current 80/20 rule is still equitable and fair to the District. Commissioner Northcutt also questioned the rent charge of \$750.00. He stated that his overall concern is that the District and Bullock Pen Water District need to come up with an agreement that works for both entities. With that said, Chairman Givin stated that the Bullock Pen Water District is currently working with Ashley Dyer to prepare a report and recommendation for any changes to the Management Agreement. Mr. Nienaber requested that Ashley Dyer make all reports which she prepares available to the Commissioners of the District.

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

1. Kerry Odle and Benton Hanson gave a brief review of the status of the Equalization Basin Project.

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

1. Superintendent Catlett reviewed with the Commissioners his monthly report as attached.
2. Paul Harp reported that the PH issues at the Wastewater Treatment Plant have been resolved.

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

1. Dianne Cook reported that the Engagement Letter with Morris & Bressler needs to be reviewed and approved. Mr. Nienaber reported that he has reviewed the Engagement Letter and it is the same as in years past. After discussion, upon Motion of Danny Northcutt and second by Robert Worthington, it was unanimously,

“RESOLVED: that the District enter into the Engagement Letter for accounting services with Morris & Bressler as attached.”

2. Dianne Cook distributed to the Commissioners the proposed VanGorder, Walker & Company, Inc. Engagement Letter for the 2020 Annual Audit. Mr. Nienaber reported that the Engagement Letter is the same as last years except for the cost which is now

\$6,500.00. Mr. Nienaber also reported that effective May 1, 2021, VanGorder, Walker & Company, Inc., will change its name to Chamberlin Owen Certified Public Accountants. The District's Audit will be still be performed by John Chamberlin. The Engagement Letter also requires the nomination of a Management Representative and Governance Representative for the District. After discussion, upon motion of Rodger Bingham and second by Leo Saylor, it was unanimously,

“RESOLVED: that the District be and the same is hereby authorized to engage the services of VanGorder, Walker & Company, Inc., for the purposes of conducting its 2020 Annual Audit at a cost not to exceed \$6,500.00. For purposes of the Annual Audit, the Management Representative shall be Paul Harp, and the Governance Representative shall be Charles Givin.”

3. Dianne Cook reported that the next regular monthly meeting is scheduled for March 18, 2021.

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