

**MINUTES OF THE  
GRANT COUNTY SANITARY SEWER DISTRICT  
SEPTEMBER 2022 MEETING**

The September 2022 Meeting of the Grant County Sanitary Sewer District was called to order on September 22, 2022, 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, Leo Saylor, Rodger Bingham, and Greg Powell. Also present were HR Director Ashley Dyer, Dianne Cook, Mr. Benton Hanson of HMB Professional Engineers, Counsel Thomas R. Nienaber and Superintendent Paul Harp. Vice-Chairman Robert Worthington was absent.

The first order of business was Administration of the Oath of Office to the newly appointed Commissioner Greg Powell. Mr. Nienaber administered the Oath of Office and Commissioner Powell signed the attached Acknowledgement. Chairman Givin introduced Commissioner Powell to the staff and remaining Commissioners.

The next order of business was a review of the August 2022 Minutes. After discussion, upon motion of Leo Saylor and second by Rodger Bingham, it was unanimously,

“RESOLVED: that the August 2022 Minutes be approved as attached.”

The next order of business was a review of the August 2022 Profit and Loss Statement and Warrants as attached. After discussion, upon motion of Roger Bingham and second by Greg Powell, it was unanimously,

“RESOLVED: that the August 2022 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 moving forward with the Grant County Fiscal Court to establish an independent Sanitation District. Mr. Nienaber reported that he has not heard anything from the Judge Executive or County Attorney Bates since the last meeting. Chairman Givin gave a brief report stating that the issue is still being discussed by Judge Executive Dills before the Grant County Fiscal Court. Chairman Givin will speak with Judge Executive Dills and report at the next meeting.
2. Mr. Nienaber reported that he is waiting on Debra Dedden to prepare the final drafts of financial data for conclusion in the Rate Increase Application. Mr. Nienaber submitted the Statement of Disclosure for the newly appointed Commissioner Powell and the

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Affidavit for Dianne Cook for signature and inclusion in the Rate Increase Application. Mr. Nienaber will forward those fully executed documents to Debbra Dedden.

3. Mr. Nienaber reported that there has been no recent activity in the Garrison litigation.
4. Mr. Nienaber inquired as to whether or not the District was going to request bids for the upcoming year-end financial audit. Mr. Nienaber reported that since the Contract would be for professional services (i.e. accounting), formal advertisement and procurement procedures for bidding contract services would not be required. Mr. Nienaber suggested that if the District was going to advertise for the financial audit, Ms. Dyer could send out bid requests to local CPAs. It was also suggested that Ms. Dyer contact the Kentucky League of Cities and other local Water Districts for names of accounting firms that specialize in conducting governmental entity financial audits. Ms. Dyer will report at the next meeting.

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

1. Mr. Hanson shared with the Commissioners his preliminary draft of the Wastewater Facilities Plan as attached. Mr. Hanson gave a detailed review of the various alternatives available to the District for Sewer Collection System Improvements and alternatives available for the Wastewater Treatment Plant upgrade and expansion. Mr. Hanson stated that a “short term” recommendation under the Sewer Collection System Improvement would be Alternative No. 3, which includes improvements to existing pump stations. The cost of this “short term” recommendation is \$606,400.00. Under the Wastewater Treatment Plant Upgrade and Expansion Alternatives, Mr. Hanson recommended Alternative No. 3, which included significant improvements and expansions of the existing WWTP. The estimated cost of Alternative No. 3 is \$7,247,000.00. Implementation of Alternative No. 3 would upgrade the WWTP to a daily operating capacity of 450,000 gallons. Mr. Hanson indicated that he would continue working on other elements of the Wastewater Facilities Plan and report at the next meeting. He stated that if anyone has any questions regarding the attached draft, they should feel free to call him at HMB’s offices.

The next order of business was a presentation by Superintendent Harp as follows:

1. Mr. Harp reported that he has purchased the new drag and it has been delivered. The total cost for the new drag was \$17,000.00. The District’s 20% share of the total purchase price is \$3,400.00.

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2. Mr. Harp reviewed with the Commissioners his Superintendent's Report as attached.
3. Mr. Harp reported that there was a Division of Water inspection at Bullock Pen Water District. During that Bullock Pen Water District inspection, an odor issue was reported to the Division of Water. Apparently, there was a citizen's complaint of odor issues near the winery in Crittenden. Mr. Harp reported that after a thorough investigation by the Division of Water and the Department of Air Quality, no issues were found to exist. Mr. Harp also reported that upon receipt of the third-party complaint, he made an inspection of the area to determine if there was an odor issue and if so, its source. Mr. Harp reported that he found nothing out of the ordinary.

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

1. Ms. Cook reported that the District needs to replace the Office of Secretary previously occupied by Commissioner Northcutt. After discussion, Chairman Givin opened the floor for nominations. Thereupon, the name of Leo Saylor was offered to serve as Secretary. There being no further nominations, Chairman Givin called for a vote. Thereupon, Leo Saylor unanimously elected to serve as Secretary.
2. Dianne Cook announced that the next meeting is scheduled for October 20, 2022.

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

GRANT COUNTY SANITARY SEWER DISTRICT

BY:   
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CHARLES GIVIN, CHAIRMAN

ATTEST:

  
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LEO SAYLOR, SECRETARY