

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

The October 2022 Meeting of the Grant County Sanitary Sewer District was called to order on October 20, 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, Vice-Chairman Robert Worthington, 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.

The first order of business was a review of the September 2022 Minutes. After discussion, upon motion of Leo Saylor and second by Greg Powell, it was unanimously,

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

The next order of business was a review of the September 2022 Profit and Loss Statement and Warrants as attached. After discussion, upon motion of Robert Worthington and second by Leo Saylor, it was unanimously,

“RESOLVED: that the September 2022 Profit and Loss Statement and Warrants be and the same are hereby approved as attached.”

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

1. Mr. Nienaber reviewed with the Board the Rate Increase Application as attached. Mr. Nienaber reported that he will distribute Exhibit “B” to the Application which addresses the District’s reasons and justification for the Rate Increase. Mr. Nienaber requested that everyone review Exhibit “B” and get back to him with any comments, additions, deletions, etc. Specifically, Mr. Nienaber requested that if anyone has additional information to include in Exhibit “B”, please feel free to make any suggestions. Mr. Nienaber also addressed the Summary that he forwarded to Dianne Cook and Ashley Dyer the preceding week which outlines the various notices which must be delivered and/or published. That Summary addresses the need for the District to make various postings of the new and proposed customer rates; mailing of customer notice; and filing of the Application. Dianne Cook and Ashley Dyer stated that they received the Summary and will make the necessary filings as directed.
2. Mr. Nienaber reported that he has not heard anything new regarding the Garrison litigation and Waller Drive dam.
3. Mr. Nienaber inquired as to whether or not the District has submitted its request for proposals for CPA bids to conduct the District’s year-end financial audit. Ashley Dyer

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reported that the deadline for anyone filing audit proposals is the following week. Those proposals will be addressed and reviewed at the next regular meeting.

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

1. Mr. Hanson made a presentation regarding the District's Wastewater Facility Plan ("WFP"). In that regard, Benton Hanson shared with the Board his report outlining the various options available to the District with respect to improving and/or expanding its WWTP and potential funding for those projects. The attached handout provides detailed information with respect to "Table 1 – Funding Options & Projected Operation, Maintenance, Management & Debt Retirement" ("Table 1"); "Table 2 – Projected User Rate Calculations" ("Table 2"); and "Table 3 – Sewer User Rates" ("Table 3"). Table 1 outlines two improvement projects consisting of a WWTP Upgrade/Expansion Project (estimated cost \$6,139,000.00) and a KY 491 Pump Station Improvement Project (estimated cost \$606,400.00). Based upon those projections, Mr. Hanson provided various loan funding options through KIA and Rural Development. Mr. Hanson's Table 1 also included projected estimates for the cost of all combined operation, maintenance, management, and debt retirement expenses if both of the proposed projects are undertaken. Table 1 included a legend which outlines various assumptions regarding each of the projects and funding sources. Mr. Hanson gave a detailed review of Table 1 and its conclusions. Next, Mr. Hanson reviewed Table 2 which compared the total operational, maintenance, management, and debt retirement expense which the District would incur if the projects outlined in Table 1 are undertaken. Table 2 provides an analysis of the effect that funding costs would have on user rates for customers. Table 2 detailed assumptions in the corresponding legend that were used in making the conclusions outlined therein. Finally, Mr. Hanson reviewed Table 3 which outlines the projected customer rates which would need to be implemented in order to fund the two improvement projects outlined in Table 1. Mr. Hanson reviewed Table 1, Table 2, and Table 3 with the Board. Chairman Givin suggested that the Commissioners review the report provided by Mr. Hanson and be prepared to discuss same at the next regular meeting. In addition to the Table 1, 2, and 3, Mr. Hanson also provided aerial photographs of the existing and proposed WWTP Improvement Projects (attached).

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

1. Mr. Harp reviewed with the Commissioners his monthly report as attached.
2. Mr. Harp reported that there are 3 new home construction projects on Violet Road which are located approximately 1,500 feet from the existing end of the District's sanitary sewer

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line on Violet Road. These three homes are not in the City limits of Crittenden. It was suggested by representatives from the City of Crittenden that these homes be required to tap-in to the District's sanitary sewer line. Mr. Nienaber reviewed with the Board Grant County Ordinance No. 01-2008-613 (attached) which was enacted by the Grant County Fiscal Court in January, 2008. That Ordinance outlines the regulations governing the Grant County Sanitary Sewer District and its general operation. Pursuant to Section IV(D) of the Ordinance, the District cannot require a homeowner or business to tap-in to an existing sanitary sewer line unless that particular property is within 300 feet of an existing sanitary sewer line. Mr. Nienaber further reviewed the Ordinance which outlines how the 300 foot distance is measured. Under the terms of the Ordinance, these 3 residences are not required to tap-in.

3. Chairman Givin reported that the City of Crittenden filed a Complaint with the local Health Board alleging odor issues with the District. After an inspection by the Health Department and District personnel, it was determined that there was no odor issue relating to the District and/or its operation.
4. Mr. Harp reported that the City of Crittenden had requested on various occasions to borrow equipment from the District. Mr. Harp reported that he denied those requests.
5. Mr. Harp reported that there is a residence on Turner Drive that is not currently hooked into the District's sanitary sewer line but has been receiving monthly sewer bills. This situation was not brought to the attention of the District until recently. Mr. Harp reported that when the sewer line was first constructed on Turner Drive (when the City of Crittenden operated the system), this particular residence could not tap-in to the sewer line due to adverse topographical conditions. Mr. Harp reported that it would be extremely difficult for the residents in question to tap-in to the existing sanitary sewer line since the elevation of the residence is dramatically lower than the elevation of the existing sanitary sewer line. For that reason, Mr. Harp would not recommend that the home be required to tap-in to the existing sanitary sewer line. The residence is currently served by an on-site septic system which appears to be operational in every respect. Mr. Nienaber reviewed with the Board the Grant County Sanitary Sewer Ordinance No. 01-2008-613 at Section IV (D). Therein the Ordinance allows a property owner leave to refrain from tapping-in to the District's sanitary sewer system if the District Supervisor (Paul Harp) would conclude that requiring the homeowner to tap-in to the sewer line would be impractical given topographical or other engineering issues. In the Turner Drive property situation, it is my understanding that the only reason the subject resident did not tap-in to the line is due to a severe discrepancy between the elevation of the sewer line and elevation of the residential discharge point. Given that unique situation, Paul Harp would be in a position to grant a waiver in this case.

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

1. Ms. Cook reported that the next meeting is scheduled for November 17, 2022.

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

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BY: 
CHARLES GIVIN, CHAIRMAN

ATTEST:



LEO SAYLOR, SECRETARY