



## MEETING MINUTES

Augusta Regional Sewer Authority

Date: May 30, 2018

Members present for the meeting as follows:

Gary Hicks, Jr.  
Gary Norris  
Randal Smith  
John (Jay) Yingling

Local officials present as follows:

Earl Bush, Judge Executive

Guest present as follows:

Kristie Dodge, BTADD  
Jeff Reynolds, HMB  
Chris Stewart, HMB

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### Secretary Report

Minutes for the April 10, 2018 meeting was approved upon unanimous vote after motion by Jay Yingling, and second by Gary Hicks Jr

### Old Business

Jay Yingling brought up that Tom Courtner has not been to the meetings for a while now and that we need to look into replacing him on the ARSA board. Randal Smith is going to contact the Brooksville Mayor, Craig Hester, to see if the Brooksville City Council can get a replacement soon.

Jay Yingling also brought up that Anthony Habermehl of Bracken County Water was researching water services and sewer billing to give a cost of how much they may charge for sewer billing services. We haven't heard from him on this yet.

Earl Bush said they are going to auction off the remaining, unused land they purchased for ARSA. 73 acres will be auctioned off on June 9 at 10 am in the courtroom.

### New Business

Rural Development funding has been approved.

Kristie explained the RD Grant/Loan Agreement and a motion to approve and accept it, and to allow the chair to sign and execute it, was made by Jay Yingling.

Second by Gary Hicks

Passed by unanimous vote

Kristie read the Loan Resolution RUS Bulletin 1780-27, which is ARSA Resolution 18-01.

Motion by Jay Yingling to Accept Resolution 18-01 Loan Resolution RUS Bulletin 1780-27 as read.

Second by Gary Hicks Jr

Passed by unanimous vote

Kristie read the Loan Resolution Security Agreement RUS Bulletin 1780-28, which is ARSA Resolution 18-02.

Motion by Gary Norris to Accept Resolution 18-02 Loan Resolution Security Agreement RUS Bulletin 1780-28 as read.

Second by Gary Hicks Jr

Passed by unanimous vote

Kristie explained the Assurance Agreement RD400-4 and the Equal Opportunity Agreement RD 400-1.

Motion by Gary Hicks Jr to Accept the Assurance Agreement RD400-4 and the Equal Opportunity Agreement RD 400-1

Second by Jay Yingling

Passed by unanimous vote

Kristie read Resolution 18-03 Surcharge Collection of Brooksville and Augusta Discussions of the resolution ensued. A motion for approval was made, contingent upon the resolution being amended by removing the last sentence from paragraph A which reads, 'Funds collected by each city will be used towards I&I correction within that jurisdiction accordingly.' Motion by Gary Norris to Accept Resolution 18-03 Surcharge Collection of Brooksville and Augusta as read and amended.

Second by Gary Hicks Jr

Passed by unanimous vote

Kristie read Resolution 18-04 BTADD Contract for Services

Motion by Gary Hicks Jr to approve Resolution 18-04 BTADD Contract for Services

Second by Gary Norris

Passed by unanimous vote

Kristie read Resolution 18-05 Relating to Rates

General discussion ensued regarding the breakout of rate structure, specifically with base rate charges.

Motion by Jay Yingling to accept Resolution 18-05 Relating to Rates as read.

Second by Gary Hicks Jr

Passed by unanimous vote

Kristie read Resolution 18-06 Adoption of Environmental Mitigation Measures; USDA Rural Development Letter of Conditions.

Motion by Gary Hicks Jr to accept Resolution 18-06 Adoption of Environmental Mitigation Measures; USDA Rural Development Letter of Conditions

Second by Gary Norris

Passed by unanimous vote

Kristie read Resolution 18-07 Floodplain Order

A motion to approve and adopt the order, contingent upon the following amendment: that 'Certificate of City Clerk' be changed to 'Certificate of Secretary' and also, that the designation of (Seal of City) be removed or changed accordingly.

Motion by Jay Yingling to accept Resolution 18-07 Floodplain Order

Second by Gary Hicks Jr

Passed by unanimous vote

Kristie reviewed the Operating Budget RD 442-7.

Motion by Gary Hicks Jr to accept and adopt the Operating Budget RD 442-7

Second by Jay Yingling

Passed by unanimous vote

Kristie described the need to give Authorization for Chair to sign and execute all other USDA Rural Development grant/loan documents.

Motion by Gary Hicks Jr to give Authorization for Chair to sign and execute all grant/loan documents pertaining to USDA Rural Development.

Second by Jay Yingling

Passed by unanimous vote

Kristie explained the Conflict of Interest Policy

Motion by Jay Yingling to adopt the Conflict of Interest Policy.

Second by Gary Hicks Jr

Passed by unanimous vote

Kristie described the need to allow Chair to negotiate and execute easements.

Motion by Gary Hicks Jr to allow the Chair to negotiate and execute easements

Second by Gary Norris

Passed by unanimous vote

Kristie explained the Attorney contract.

Motion by Gary Hicks Jr to approve attorney and attorney contract, and to allow the chair to sign and execute the contract

Second by Jay Yingling

Passed by unanimous vote

Other Business

Approval to Pay Bills/Invoices

There was a question of the Bracken County News bill from when we put an ARSA update in the local paper. Jay Yingling asked if we should not have to pay to put a news article in the paper. We will get some clarification for the next time we request to have an article in the Bracken County News.

Motion by Gary Hicks Jr to pay the Bracken County News

Second by Gary Norris

Passed by unanimous vote

We need to complete the Incorporation filing but need to have our previous Attorney removed from the paperwork. There is a legal issue with doing that so she will be contacted to assist in completing the paperwork.

Motion by Gary Norris to Authorize Treasurer Gary Hicks Jr to finish the Incorporation filing and pay the \$15 filing fee

Second by Jay Yingling

Passed by unanimous vote

#### Engineer Update

Chris Stewart from HMB presented the Floor plan for the Control Building and Headworks Building. The board had no issues or questions pertaining to the floor plan. The structure will be a pre fab metal building.

Mechanical and electrical design, Structural design, and process design are all underway.

The discharge permit has been submitted.

ARSA needs to finish the CSX permit application as advised by the Engineers

ARSA needs to complete a topographic survey at the treatment plant site. Kristie will call Buffalo Trace Surveying, LLC to get this setup between the Engineers and the surveyor.

Pump Station #1 that was proposed near a city water test well site had to be moved to a new proposed location inside the fence at the current treatment site.

Chris Stewart wanted to make us aware that there may be a need for some deep sewer lines up to 15 feet deep to get the line to gravity flow to the pump station #1 site. The soil near the river is probably not good so this may be additional cost to complete in order to protect current infrastructure.

The Transportation encroachment permit was signed by Randal Smith as Chairman.

Pump Station #2 site is on two different properties. ARSA will need to get owner approval of both properties for easements.

Jay Yingling asked when the easements need to be finished. Kristie answered, before project bidding can begin.

Kentucky Utilities needs to be contacted about electric for the pump stations. The plant electric will be supplied by RACC.

The engineering contract will need amended due to the new American Iron and Steel Requirement.

Jay Yingling was excused to leave of his own personal need; the ARSA board still contained a quorum.

Service member agreements for the county customers need to be signed soon. There are approximately 90+ new users to be contacted.

Motion to adjourn by Gary Hicks Jr and second by Gary Norris; passed by unanimous vote.

I certify this to be a true and exact copy of the minutes of the May 30, 2018 ARSA meeting.

Chairman   
Randal Smith

Date June 12, 2018

Secretary   
Gary Norris

Date June 12, 2018