

GATEWAY

AREA DEVELOPMENT DISTRICT

Water Management Council Meeting

December 1, 2017 | 12:30 PM

Meeting Location:
Gateway Area Development District
110 Lake Park Drive
Morehead, Kentucky 40351

Water Management Council Members

Judge Wallace Johnson, Montgomery County
Fiscal Court

Kenneth Barber, Bath County Water District
Rick Fletcher, Mount Sterling Water and Sewer

Travis McKinney, City of Jeffersonville

Kyle Risner, Morgan County Water District

Holly McGrath-Rosas, Morehead Utility Plant Board

Chad Linkous, Levee Road Water

Sharon Lykins (Proxy), City of West Liberty

Guests

Larry Tackett, Morehead Utility Plant Board

Kerry Odle, HMB Engineers

Jonathan McCracken, Strand Associates

Troy Hogge, Kentucky Engineering Group

Tony Hanover, Bell Engineering

Danielle Rogers, Kentucky Division of Water

Billy Winkleman, Winkleman Consulting

Alan Robinson, Eclipse Engineers

Stephen Richardson, Eclipse Engineers

Brad Reed, Mount Sterling Water and Sewer

Mark Sanders, Summit Engineering

Anshu Singh, Kentucky Division of Water

Gateway Area Development District Staff

Emily Jordan

Joshua Farrow

Meeting Notes

Judge-Executive Wallace Johnson called the meeting to order and welcomed those in attendance. All Water Management Council members and guests introduced themselves and their affiliation.

The first item on the agenda was the review and approval of the September 26, 2017, meeting notes. A motion to approve the minutes was made by Rick Fletcher with a second by Travis McKinney. The motion carried unanimously.

The second item on the agenda was the review, discussion, and Council Endorsement of Water/Wastewater Projects. Five new projects and two project revisions were presented.

WX21011013 – City of Owingsville – Waterline Replacement Project Description: This project proposes the replacement of an existing aging waterline from the Bath County Water District meter pit to the Owingsville Elementary School. Approximately 5,850 LF of 8" line will be installed along Sudith, High, and Main Streets. The project will improve water quality, pressure, and volume to the establishments within this area.

Estimated Project Cost: \$1,035,000

WX21011037 – City of Owingsville – Radio Read Meter Installation Project Description: This project will install radio read meters throughout the City of Owingsville's water distribution system. In addition to the radio read meters, the City will purchase the necessary meter reading software. The benefits of the radio read meter technology in the City's water distribution system will have a greater impact once they are installed for every customer.

Estimated Project Cost: \$323,075

WX21173150 – Mount Sterling Water and Sewer – Fluoride Components Replacement Project Description: This project will replace 2 fluoride metering pumps, 2 fluoride transfer pumps, a spectrophotometer at the water treatment plant. Due to the age (16 years old) and regular use of the equipment, increased maintenance issues have been realized. Replacing said equipment will allow for improved reliability and consistency with regard to this portion the water system.

Estimated Project Cost: \$14,676

WX21175039 – City of West Liberty – Fluoride Equipment Replacement Project Description: As part of this project, the following equipment will be purchased and installed to replace aging fluoride components that are nearing the end of their useful lives at the water treatment plant. A new 500 gallon double-walled bulk tank, a five gallon day tank, a new pump to transfer fluoride from the bulk tank to the day tank will be installed, a new chemical pump to inject fluoride into the potable water from the day tank will replace the existing pump, new day tank scales with a digital indicator will be set up, and a continuous fluoride analyzer to monitor fluoride concentration levels in the finished water will be included.

Estimated Project Cost: \$27,775

WX21205047 – Morehead Utility Plant Board – Fluoridation Improvements Project Description: A continuous Fluoride Analyzer will also be installed for improved process control. Undersized equipment to be replaced are the current 400 gallon mini-bulk tank, which will be replaced by a 550 gallon storage tank and the 25 gallon day tank, which will be replaced with a 50 gallon day tank. Existing spill protection on site will accommodate the larger tanks, so single wall tanks will be used, reducing project cost.

Aging equipment to be replaced include the transfer pump, most of the existing schedule 80 PVC plumbing, day tank scale and scale display screen.

Estimated Project Cost: \$14,740

A motion to accept the new projects was submitted by Rick Fletcher with a second by Travis McKinney. The motion passed unanimously.

WX21175009 – City of West Liberty – McClain Way Area Water Quality Improvement Project

Description: This project proposes to improve water quality and service to approximately 30 households in the McClain Way area of West Liberty (roads: McClain Way, Tower Hill, Hutchinson Road, and Daisy Knob). The project will reconfigure how water is piped to the area, improving service and ensuring water is continuously turned-over in a storage tank, guaranteeing high quality standards are met. This area is directly adjacent to an AML site. A new meter and valve will also be installed to serve the prison.

Estimated Budget: \$262,500

**Previous Project Cost: \$75,000*

SX21165010 – Menifee County Fiscal Court – System Improvements Project Description: The proposed project will connect Menifee County Sanitation District #1 to Montgomery County Sanitation District #2 via approximately a 35,750 LF 6" PVC interceptor force main. The proposed force main will connect to an existing 6" abandoned force main within Montgomery County Sanitation District's system. The abandoned force main will transmit the flow from the proposed force main directly to the Montgomery County Sanitation District #2 WWTP for treatment. To pump the flow from Menifee County Sanitation District #1's collection system through the proposed 6" force main, necessary rehab to the Main Lift Station #1 (Menifee County Sanitation District #1) must be made. This includes increasing the capacity of the lift station from 90 GPM to approximately 150 GPM. A flow meter (KISOP) will also be installed at the lift station location to meter the flow being pumped to Montgomery County Sanitation District #2. The existing package treatment plant will be decommissioned and demolished. Smoke testing and a manhole inspection will be performed on Menifee County Sanitation District's collection system to reduce I & I.

To accept the additional flow from Menifee County Sanitation District #1, rehab work will be completed at the Montgomery County Sanitation District #2 WWTP. This rehab work includes the replacement of two 15' clarifier weirs and scrapers at the bottom of the clarifiers, replace the sludge pump and gear box, resize the parshall flume, and install new piping and injectors in the plant chlorine room.

Estimated Budget: \$1,459,000

**Previous Project Cost: \$1,369,260; Change in scope of work.*

A motion to accept the project revisions was submitted by Rick Fletcher with a second by Kenny Barber. The motion carried unanimously.

The third item on the agenda was the review, discussion, and Council Endorsement of Water Project Rankings. Time was provided for all to review the water project rankings. Once reviewed, a motion to accept the Water Project Rankings was submitted by Rick Fletcher with a second by Travis McKinney. The motion carried unanimously.

The fourth item on the agenda was the review, discussion, and Council Endorsement of Wastewater Project Rankings. Time was provided for all to review the wastewater project rankings. Once reviewed, a motion to accept the Wastewater Project Rankings was submitted by Travis McKinney, with a second by Kyle Risner. The motion passed unanimously.

The fifth item on the agenda was the presentation of a Project Development PowerPoint (presented at the KIA Borrower and Administration Training) by Mr. Joshua Farrow. In the presentation, Mr. Farrow elaborated on the nine stages of project development. Those stages are as follows:

1. Identify a Need:
 - i. Population Growth
 - ii. Economic Growth
 - iii. Asset Management
 - iv. System Failure
 - v. New Regulations
 - vi. Emergency
2. Prioritize:
 - i. Other System Needs
 - ii. Project Phases
 - iii. Funding Eligibility
3. Select Funding Options:
 - i. Local Funding & Financing
 - ii. State Funding
 - iii. Federal Funding
4. Project Profile:
 - i. Contact WMC Coordinator
 - ii. Create New Profile
 - iii. Update Existing Profile
 - iv. Project Profile Requirements:
 - i. Project Title & Description
 - ii. Need for Project
 - iii. Contact Information
 - iv. Budget & Funding Source
 - v. Schedule
 - vi. Mapping
5. Water Management Council:
 - i. For State & Federal Funding
 - i. WMC Approval
 - ii. WMC Amendments
6. Applying for Funding:
 - i. Procurement
 - i. Procurement Regulations:
 1. Local Procurement
 2. KY Model Procurement (*KRS Chapter 45A*)

3. Federal Procurement (*2 CFR, Chapter II, Part 200, Subpart D Funding Agency Requirements*)
 - ii. Procurement Process
 1. Selection Criteria
 2. Selection Committee
 3. Advertising & Submittal
 4. Review & Interviews
 5. Ranking & Selection
 6. Negotiations
 - ii. Clearinghouse
 - i. For State & Federal Funding:
 1. Review the WRIS Portal
 2. Submit to Clearinghouse
 3. Respond to Info Requests
 4. Review the Responses
 - iii. Funding Applications
 - i. For State & Federal Funding:
 1. Learn the Agency Priorities
 2. Prepare Application
 3. Gather Attachments
 4. Does it match the WRIS?
 5. Submit Application
 6. Follow-up
7. Funding Award:
 - i. For State and Federal Funding:
 - i. Funding Selection Process
 - ii. Notification
 - iii. Commitment Letters
 - iv. Funding Meetings
 - v. Assistance Agreement
8. Project & Funding Administration:
 - i. Pre-Bid
 - ii. Contract Bid
 - i. Bid Opening
 - ii. Engineer Bid Review
 - iii. Funding Bid Requirements
 - iv. Contract Award
 - v. Budget Update
 - iii. Construction Admin
 - i. Pre-Construction Meeting
 - ii. Mobilization/Construction
 - iii. Progress Meetings
 - iv. Payment Requests
 - v. Payroll Monitoring

vi. Funding Reporting

9. Project Closeout:

- i. Adjusting Change Order
- ii. Final Payment Request
- iii. Closeout Documents
- iv. WRIS Portal Update
- v. Funding Benefits Reporting

In other business, Mr. Joshua Farrow discussed FY 2018 project rankings. Starting January 2018, a small working committee will be established to aid in the review and potentially suggest changes to the current ranking methodology. The working committee will include executive committee members and/or a representative from each county. To conclude, water and wastewater systems in attendance gave brief updates on projects ongoing in their systems:

Bath County Water District	<ul style="list-style-type: none"> • Closing out scattered site project
City of Jeffersonville	<ul style="list-style-type: none"> • Hazard mitigation waterline creek crossing project • US 460 road realignment waterline relocation (4-5 easements remain)
Levee Road Water Association, Inc.	<ul style="list-style-type: none"> • Automatic flushing system • Meter replacement • Maintenance/tank rehab
Mount Sterling Water and Sewer	<ul style="list-style-type: none"> • Wrapping up sewer line on High Street • Looking to replace waterline on South Sycamore Street • Fix I & I issues
Morehead Utility Plant Board	<ul style="list-style-type: none"> • 158 Sewer Extension (50% Complete) • Planning and Design SRF Loan, going to KIA Board for approval.
Morgan County Water District	<ul style="list-style-type: none"> • Broke ground on AML project

The next Water Management Council Meeting is scheduled for March 27, 2018.

With no further business, Judge-Executive Wallace Johnson asked for a motion to adjourn at 1:06 p.m. Travis McKinney motioned that the meeting be adjourned, and Rick Fletcher seconded that motion. The motion passed unanimously.

These minutes are respectfully submitted by:

Emily Jordan _____ Date 12/11/17
 Emily Jordan, Gateway Area Development District