

**MOREHEAD UTILITY PLANT BOARD  
BOARD MEETING @ 12:00PM  
May 29, 2018**

**Place of Meeting**

A board meeting of the Morehead Utility Plant Board was held Tuesday, May 29, 2018 at 12:00 p.m. at the office of the Morehead Utility Plant Board 135 South Wilson Ave, Morehead, KY.

**Board Members Present**

Russ Ward, Chairman  
Jeff Barker, Vice Chairman  
Glen Teager, City Council Representative  
Tracy Williams, Board Member  
Heather Neff-Perkins, Board Member

**Also, Present**

Holly McGrath-Rosas, General Manager  
Larry Tackett, Operations Manager  
Kevin Mayhorn, Financial Coordinator  
Earl Rogers, Attorney  
Billy Winkleman, Consultant  
Alan Robinson, Eclipse Engineering  
Brad Stacy, Morehead News

**Call to Order & Confirmation of Quorum**

Chairman, Russ Ward declared a quorum and called the meeting to order at 12:00 p.m. He welcomed all visitors and staff.

**Approval of April 24, 2018 Board Meeting Minutes**

A motion was made by Tracy Williams, and seconded by Glen Teager to approve the minutes of the board meeting held on April 24, 2018. The motion was unanimously approved.

## **Accept April 2018 Financial Reports**

Holly McGrath-Rosas, General Manager, goes over the financial highlights for April 2018. This includes:

- (1) Water and sewer service revenue nets together is \$81,000 (1.3%) below budgeted amounts year to date. Water revenue continues to trend over budget, while Sewer revenue continues to trend under budget.
- (2) The WTP expenditures are \$139,000 (9.5%) below budget. Chemicals account for \$99,000 of that amount while several other accounts continue to be under budget through 10 months.
- (3) The WWTP expenses are 13.1% or (\$151,000) over year to date budget. Lift Station expense and utilities account for about \$103,000 of the amount while maintenance and pre-treatment costs add another \$48,000 exceeding their year to date budgeted amounts.
- (4) The maintenance department is about \$35,000 (2.6%) under budgeted expense year to date. This calculation excludes any variance between the actual and budgeted cost of purchased gas since it directly relates to the current unit price of natural gas.
- (5) The margin on the gas sold for the year is favorable to budget by about \$292,000. This reflects a somewhat colder more extended winter this year. It appears this margin should hold up for the remainder of the year.
- (6) \$667,000 (54%) of the budgeted \$1,235,000 in capital projects have been expended. In addition over \$1,065,000 has been spent to date toward the KY 158/801 sewer extension project and \$205,000 has been spent towards preliminary planning and design of new water projects.
- (7) Overall through 10 months of the year, operations show a favorable variance of actual to budget for operating income by approximately \$315,000.

A motion was made by Glen Teager, and seconded by Heather Neff-Perkins to approve financial reports for April 2018. The motion was unanimously approved.

## **Reports-General Manager**

### **Water Treatment Plant (WTP)-**

Ms. McGrath-Rosas states that the maximum daily treated for the month was April was 6.05 million gallons. (81%) and a daily average of 5.28 million gallon (71%) The General Manager also informed the board that MUPB was granted permission from the Centers for Disease Control and Prevention and the American Dental Association to link to their website for consumer education on drinking water fluoridation. See the May 2018 WTP Report for additional information.

### **Wastewater Treatment Plant (WWTP)-**

The General Manager reports that the WWTP has performed routine operations and maintenance. Ms. McGrath-Rosas also informs the board that Josh Dehaven, Jesse Jennings, and Dean Johnson passed their Wastewater Certifications. See the May 2018 WWTP Report for additional information.

### **Maintenance Department-**

The General Manager reports that the maintenance department is running as normal. Ms. McGrath-Rosas informs the board that crews have started CIPP on North Toliver and plan to line about 4000 feet of sewer line. See attached May 2018 Maintenance Department Report for additional information.

### **Administration Department-**

The Administrative Department reports a water loss of 6.99% for April 2018 the yearly average is 15.12%. Automatic bank draft payments are at 1216. See the Administrative Office May 2018 Report for additional information.

A motion was made by Heather Neff -Perkins and seconded by Jeff Barker to accept the General Managers report. The motion was unanimously approved.

## **New Business**

### **Ratify Payment of Monthly Bills**

Mr. Mayhorn, presented the board with checks that had been written for the month.

A motion was made by Glen Teager, seconded by Tracy Williams to ratify payment of monthly bills for April 2018. The motion was unanimously approved.

## **Old Business**

### **Executive Session to Discuss Property Purchase**

A motion was made by Glen Teager and seconded by Jeff Barker to go into Executive Session to Discuss Property Purchase at 12:30.

A motion was made by Tracy Williams and seconded by Heather Neff-Perkins to come out of Executive Session at 12:52.

## **Meeting Adjourned**

A motion was made by Jeff Barker, seconded by Glen Teager to adjourn the meetings.

Meeting Adjourned at 12:53 p.m.

The next meeting is on June 26, 2018 at noon.

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Russ Ward, Chairman

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Holly McGrath- Rosas, General Manager