



# MINUTES

## FPB Board Meeting

5:00 PM - Tuesday, April 16, 2019

Community Room

The Frankfort Plant Board met in FPB Board Meeting on Tuesday, April 16, 2019 at 5:00 PM in the Community Room.

### ATTENDANCE:

Anna Marie Pavlik-Rosen, Board Chair  
Walt Baldwin, Board Vice-Chair  
Dawn Hale, Board Secretary/Treasurer  
Stephen Mason, Board Member  
Jeff Bradshaw, Board Member  
James Liebman, Board Attorney  
Gary Zheng, General Manager  
David Billings, Water Engineer  
Harvey Couch, Marketing Video Content Coordinator  
Katrina Cummins, Assistant Finance Director  
David Denton, Finance Director  
Vent Foster, Assistant General Manager  
Cassie Estill, Customer Service Supervisor  
Ryan Henry, Assistant IT Director  
Mark Harrod, Asst. Electric Superintendent  
Casey Jones, IT Director  
Cathy Jennings, Executive Assistant  
Cathy Lindsey, Public Information Coordinator  
Kathy Poe, Executive Assistant  
Hance Price, Assistant General Manager/Staff Attorney  
Kim Phillips, Safety Director  
Leigh Ann Phillips, Support Services Director  
Juile Roney, Water Treatment Superintendent  
Alan Smith, Water Distribution Superintendent  
Scott Stafford, Media Services Manager  
State Journal

### 1 ACTION ITEM: APPROVAL OF MINUTES

1.1 Approve Minutes from April 2, 2019 Special Board Meeting.

*Dawn Hale moved approve minutes from April 2, 2019 special board meeting. Jeff Bradshaw seconded the motion.*

**CARRIED. 5 to 0.**

<i>Anna Marie Pavlik-Rosen</i>	<i>For</i>
<i>Walt Baldwin</i>	<i>For</i>
<i>Dawn Hale</i>	<i>For</i>
<i>Stephen Mason</i>	<i>For</i>
<i>Jeff Bradshaw</i>	<i>For</i>

1.2 Approve minutes from the March 19, 2019 Board Meeting.

*Dawn Hale moved approve minutes from the March 19, 2019 board meeting. Jeff Bradshaw seconded the motion.*

**CARRIED. 5 to 0.**

<b>Anna Marie Pavlik-Rosen</b>	<b>For</b>
<b>Walt Baldwin</b>	<b>For</b>
<b>Dawn Hale</b>	<b>For</b>
<b>Stephen Mason</b>	<b>For</b>
<b>Jeff Bradshaw</b>	<b>For</b>

**2 ACTION ITEM: ACCEPT FINANCIALS**

**2.1 March Financials**

**Stephen Mason moved Accept March Financials. Walt Baldwin seconded the motion.**

**CARRIED. 5 to 0.**

<b>Anna Marie Pavlik-Rosen</b>	<b>For</b>
<b>Walt Baldwin</b>	<b>For</b>
<b>Dawn Hale</b>	<b>For</b>
<b>Stephen Mason</b>	<b>For</b>
<b>Jeff Bradshaw</b>	<b>For</b>

**3 INFORMATIONAL ITEM: PUBLIC COMMENT**

**4 INFORMATIONAL ITEM: DEPARTMENTAL REPORTS**

- **WEBSITE CUSTOMER COMMENTS**
- **CABLE**
- **CUSTOMER SERVICE**
- **ELECTRIC DEPARTMENT**
- **SEPA**
- **KYMEA**
- **SAFETY**
- **WATER DISTRIBUTION**
- **WATER TREATMENT PLANT**

**5 ACTION ITEMS:**

**5.1 Action Item – Consider Award of Bid Invitation #1671 for Truck Customization to J. Edinger & Son in the Amount of \$46,641. (Leigh Ann Phillips will discuss)**

Staff prepared a bid for a custom utility body to be installed on a 2019 Kenworth T370 chassis that is currently on order (\$72,439). A HIPPO Power Unit is also on order (\$50,850) for this truck (truck customization includes installing this unit). The Kenworth chassis and HIPPO unit are due to arrive in May. Purchasing the chassis separately on a government contract is less expensive than bidding. The utility body needed is not available on contract so a bid was issued.

The bid invitation was sent to six vendors with one response received. After reviewing the bid, staff recommends awarding to J. Edinger & Son as they are the only bid and they meet specifications. This purchase is included in the current budget (Page 20, Line 730, for \$200,000). The total for the truck, power unit, and customization comes in under budget at \$169,930.

**Walt Baldwin moved Award Bid Invitation #1671 for Truck Customization to J. Edinger & Son in the Amount of \$46,641. Jeff Bradshaw seconded the motion.**

**CARRIED. 5 to 0.**

<b>Anna Marie Pavlik-Rosen</b>	<b>For</b>
<b>Walt Baldwin</b>	<b>For</b>
<b>Dawn Hale</b>	<b>For</b>
<b>Stephen Mason</b>	<b>For</b>
<b>Jeff Bradshaw</b>	<b>For</b>

**5.2 Action Item – Consider Award of Bid Invitation #1674 for a High Solid Silicone Roof Coating for the Telecom Building to PureFoam Roofing & Insulation in the Amount of \$32,888. (Leigh Ann Phillips will discuss)**

The roof at the telecom building is the original roof from 1993. It is a metal roof that has numerous leaks throughout. These leaks are from the seams. After researching options, staff recommends going with a high solid silicone roof coating. This is a process of applying layers of silicone to an existing roof until the coating covers the entire roof surface. Silicone roof coating repairs cracks and seams in the roof's surface by filling them in. Silicone roof coating is UV-resistant and reflective, it also deflects the sun's rays helping to keep the building cooler in hot weather and better-insulated in cold weather. Benefits include lower energy costs, less leaks, easy maintenance, and a seamless surface. This proposal also includes a 20 year warranty.

The bid invitation was sent to six vendors with two responses received. After reviewing all bids and checking references, staff recommends awarding to PureFoam Roofing & Insulation as they are the lowest bid meeting specifications. The roof has been leaking for a while but the leaks have become progressively worse in the past six to nine months. There are funds available in the current budget due to the Service Center Warehouse Roof Replacement (page 19, line 660, \$250,000) coming in under budget (\$176,088).

**Walt Baldwin moved Award Bid Invitation #1674 for a High Solid Silicone Roof Coating for the Telecom Building to PureFoam Roofing & Insulation in the Amount of \$32,888. Jeff Bradshaw seconded the motion.**

**CARRIED. 5 to 0.**

<b>Anna Marie Pavlik-Rosen</b>	<b>For</b>
<b>Walt Baldwin</b>	<b>For</b>
<b>Dawn Hale</b>	<b>For</b>
<b>Stephen Mason</b>	<b>For</b>
<b>Jeff Bradshaw</b>	<b>For</b>



5.3 **Action Item – Consider Award of Bid Invitation #1675 for two (2) 1000KVA Pad Mounted Transformers to Brownstown Electric Supply in the Amount of \$37,472.00. (Leigh Ann Phillips will discuss)**

Staff prepared a bid invitation for two (2) 1000kva pad mounted transformers. The invitation was sent to eight vendors with four responses received. After reviewing all bids, staff recommends awarding to Brownstown Electric Supply as they are the lowest bid meeting specifications.

These transformers will replenish depleting inventory levels.

***Walt Baldwin moved Award Bid Invitation #1675 for two (2) 1000KVA Pad Mounted Transformers to Brownstown Electric Supply in the Amount of \$37,472.00. Stephen Mason seconded the motion.***

***CARRIED. 5 to 0.***

<i>Anna Marie Pavlik-Rosen</i>	<i>For</i>
<i>Walt Baldwin</i>	<i>For</i>
<i>Dawn Hale</i>	<i>For</i>
<i>Stephen Mason</i>	<i>For</i>
<i>Jeff Bradshaw</i>	<i>For</i>

5.4 **Action Item - Consider Approval of Cable Advisory Committee Appointment. (Harvey Couch will discuss).**

Staff recommends the Board appoint Mr. Clay Baxter to the Cable Advisory Committee with a term beginning May 1, 2019 through April 30, 2022. The appointment is needed to fill the vacancy created by the expiration of Mr. Larry Dukes' term on March 31, 2019. Staff advertised the opening of the volunteer position in the State-Journal, on the FPB website, Facebook, and Twitter pages. It was also advertised on the Cable 10 bulletin board. The information was disseminated to the public over a six-week period from February 14, 2019 through March 31, 2019.

Staff received two applications for the position. Mr. Baxter has been attending Cable Advisory Committee meetings regularly for the past two years and has expressed an interest in position and eagerness to assist FPB in their Cable TV decisions. A copy of Mr. Baxter's resume is included for your review.

There will be an additional vacancy in September 2019 when Mr. John Paul's second term expires.

Staff would like to recognize Larry Duke's service to the Cable Advisory Committee. He served from 2013 to 2019. He was elected chairman of the committee in September 2014 and served as chair until his retirement on March 31, 2019. We appreciate his service and his contribution to the FPB and this community.

***Dawn Hale moved Appoint Mr. Clay Baxter to the FPB Cable Advisory Committee. Jeff Bradshaw seconded the motion.***

***CARRIED. 5 to 0.***

<i>Anna Marie Pavlik-Rosen</i>	<i>For</i>
<i>Walt Baldwin</i>	<i>For</i>
<i>Dawn Hale</i>	<i>For</i>
<i>Stephen Mason</i>	<i>For</i>
<i>Jeff Bradshaw</i>	<i>For</i>

6 INFORMATIONAL ITEMS:

7 INFORMATIONAL ITEM: GENERAL MANAGERS COMMENTS

8 INFORMATIONAL ITEM: OLD & NEW BUSINESS

Mr. Mason discussed board members speaking at public meetings.

9 REQUEST PERMISSION TO HAVE CHAIR CALL FOR A CLOSED SESSION

9.1 Move to call a closed session pursuant to KRS 61.810(1)(c) to discuss pending litigation regarding reservoir construction.

*Walt Baldwin moved to go into closed session pursuant to KRS 61.810(1)(c) to discuss pending litigation regarding reservoir construction. Jeff Bradshaw seconded.  
CARRIED. 5 to 0.*

10 CLOSED DOOR SESSION

*Stephen Mason moved to return to open session. Dawn Hale seconded.  
CARRIED. 5 to 0.*

11 ADJOURNMENT

*Walt Baldwin moved to adjourn. Dawn Hale seconded.  
CARRIED. 5 to 0.*

  
Board Chair

  
Board Secretary/Treasurer