December 18, 2006

Ms. Beth O’Donnell, Executive Director
Public Service Commission
P. O. Box 615
Frankfort, KY 40602-0615

Dear Ms. O’Donnell:

Kentucky Rural Water Association will host its 2007 Management Conference at the Sloan Convention Center in Bowling Green, Kentucky on February 12-14, 2007. We request that this training be approved for commissioners as referenced in HB-75, KRS 74.020.

Please find enclosed a training summary, which includes a timed agenda, a description of each session, and speaker biographies. The Kentucky Board of Water Treatment and Distribution System Operators has approved this course for nine (9) hours of continuing education training. A copy of their approval is also enclosed.

With this letter and enclosures, Kentucky Rural Water Association is requesting the approval of nine (9) hours for commissioner and board member training. If additional information is needed, please do not hesitate to call.

Sincerely,

Clem Wethington
Education Director

Enclosures
Dear Ms. Cole,

At the December 2006 meetings of the Kentucky Boards of Certification of Wastewater System Operators and Drinking Water Treatment and Distribution System Operators your training requests were reviewed.

<table>
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<tr>
<th>Course Title &amp; Date</th>
<th>DW Continuing Education Hours Approved</th>
<th>WW Continuing Education Hours Approved</th>
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Within thirty days of completion of the course, please forward a list of attendees to this office. Include the appropriate wastewater or water treatment and/or water distribution certification number and the hours earned for each. When forwarding this information, please reference the DCA event ID number provided above.

If you have any questions or need additional information, please contact the Division of Compliance Assistance, Operator Certification at (502) 564-0323 or (800) 926-8111.

Sincerely,

Lisa Butler
Certification Program Coordinator
Division of Compliance Assistance
Learning Objective: This management conference will be directed toward the operators, managers, office personnel, and decision-makers of water and wastewater utilities throughout Kentucky. This year’s conference will focus on potential challenges waiting just around the bend for those in the water and wastewater business. The goals and benefits of safe drinking water and properly treated wastewater will be examined and encouraged through partnerships, alliances, work groups, and the existing network of utilities, peers, technical assistance providers, industry professionals, and governmental agencies.

A timed agenda, brief description of each session and bios for speakers follows.

**Tuesday, February 13, 2007**

**General Session-Session One**

| Topic #1 | 8:00 - 9:00 A.M. | Kentucky WARN (Water/Wastewater Agency Response Network) (NPC)  
*Dwight Williams, Bowling Green Municipal Utilities*  
Disasters of any type, whether natural or man-made, can overwhelm any utility. This session will provide information about the emergency support network that water and wastewater utilities can use to help other utilities in times need. |
| --- | --- | --- |
| Topic #2 | 9:15 - 10:15 A.M. | Regulatory Changes / Impact on Budgets --  
*Julie Roney, Kentucky Division of Water*  
New regulations will force changes in water and wastewater systems operation and monitoring requirements. When budgets are being prepared, the increased monitoring and reporting requirements of the Safe Drinking Water Act and the Clean Water Act need to be taken into consideration. This session will address these issues and the potential costs that water and wastewater systems may incur. |
| Topic #3 | 10:30 - 11:30 A.M. | System Development Charges –  
*Caryn Lee, Kentucky Rural Water Association*  
Is a system development charge a tool or a weapon? System Development Charges are being considered to offset expansion costs due to growth and demand. This session will provide information about what water and wastewater systems may consider doing to offset the cost of system or facility expansions. Attendees will learn about the latest developments in Kentucky. |

**General Session-Session Two**

| Topic #4 | 1:00 - 2:00 P.M. | Rapid Growth / Aging Infrastructure –Dealing With Both  
*Vernon Brown, Rural Development*  
*Clay Kelly, Strand Associates*  
*David Peterson, Caveland Environmental*  
Which is more important, expanding into new areas or maintaining existing infrastructure? This is a question that managers and decision makers struggle with when setting their priorities. This panel discussion will provide information that will help decision makers deal with both issues when it comes to funding, design, and operation. |
### Topic #5  2:15 - 3:15 P.M.  
**Leaders, Managers, and Entrepreneurs**  
*Dr. Bob Spinks, Oklahoma Christian University*  
New ideas can affect behavior in the workplace. Leaders and managers need to make adjustments to address the ever-changing regulatory requirements, new technologies, and workforce personnel changes. Water or wastewater systems should be operated as a business and every manager should be looking for new ideas that will make operations more effective and efficient. Learn how an “entrepreneur mind-set” can be beneficial.

### Topic #6  3:30 - 4:00 P.M.  
**Strategic Planning**  
*Tim Williams, Governor’s Office for Local Development (GOLD)*  
Water and wastewater services are critical for any development plans in any locality. This informative session will provide the five keys to success for any strategic planning process. The session will also cover the basics steps that a community can follow to assure success in local development planning.

### Topic #7  4:00 - 4:30 P.M.  
**Utility Optimization Program**  
*Barry Back, Kentucky Rural Water Association*  
Some water and wastewater systems struggle to maintain compliance while other systems wish to fine tune an already well-run operation. The new Utility Optimization Program will enable utilities to enhance their operations, be more efficient, and meet regulatory requirements. This session will explain the basics of the new program and how systems can become involved.

### Administrative Track: 1:00-4:30 P.M.

| Topic #1 | 1:00 – 2:00 P.M. | **Benefits of Proactive Community Relations**  
*Karen Snyder, Snyder Communication*  
You may have a crisis “just around the bend”. Learn the benefits of building a good public relations program before a crisis occurs. |
|----------|----------------|-----------------------------------------------------------------------------------|
| Topic #2 | 2:15 – 3:15 P.M. | **PR Programs on a Shoestring Budget**  
*Karen Snyder, Snyder Communication*  
Having a good public relations program that works is “priceless”. Developing the program can be “cheap”. |
| Topic #3 | 3:30 – 4:30 P.M. | **Office Communication, Not Gossip**  
*Dr. Bob Spinks, Oklahoma Christian University*  
Good communication skills are essential in any workplace. This session will teach you how to improve your communication skills. It will also provide advice on situations to avoid. |

### TOTAL HOURS FOR DAY ONE  
6.0

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**Wednesday, February 14, 2007**

**Session Three**

| Topic #1 | 8:00 - 9:00 A.M. | **Generation Diversity**  
*Dr. Bob Spinks, Oklahoma Christian University*  
This session provides information on the characteristics of the various generation groups and how each group is affected by the current technological changes. Many of the leaders in the water and wastewater industry have concerns about the aging workforce and the work ethics of the various generations. This session provides information on how the various age groups can better understand and work with each other. |
Changes in the Workforce – Hiring & Keeping Staff –
Gayle McGrath, Wyatt, Tarrant, & Combs
Younger generations have different work ethics, goals, and ambitions. Hiring and keeping competent employees in the water and wastewater systems has become a challenge for many managers. This session provides instruction on how to design and implement benefits, compensation, and advancement policies to be more attractive to the future workforce.

Retiring Workforce/Insurance for Retirees –
Gayle McGrath, Wyatt, Tarrant, & Combs
The “baby boomers” are looking at retirement. What can the water and wastewater industry do to “stay connected” to this vast source of knowledge? What can water and wastewater systems offer to entice these former “employees” to be willing to become “consultants”? This session explores some of the options.

TOTAL HOURS FOR DAY TWO 3.0

Kentucky Rural Water Association requests the Public Service Commission approve nine (9) hours for this conference which can be applied toward commissioner and board member training.

Criteria for Training Credits: Credit will be granted for actual time attending or participating in the training sessions. The maximum number of hours earned for day one will be six (6) hours and the maximum number of credit hours for day two will be three (3). An individual sheet will be given to each attendee to record their attendance. Each individual must return the completed sheet to KRWA to be retained as a record of their attendance.
Dwight Williams  
Superintendent of Engineering  
Water and Wastewater Division

Bowling Green Municipal Utilities  
PO Box 10300  
Bowling Green, KY 42102  
270.782.1220

Dwight Williams has worked for Bowling Green Municipal Utilities for 18 years and in his present position he is the Superintendent of Engineering for the Water and Wastewater Division.

Mr. Williams currently serves as the Chairman of the Steering Committee for the seven-member team that is working to establish the Kentucky Water/Wastewater Agency Response Network (WARN). WARN is a formalized network of utilities and local and state governments working together to address a utilities-helping-utilities approach during emergency situations. WARN systems currently exist in Texas, California, Florida, and Louisiana.
Julie Roney, Supervisor
Technical Assistance and Outreach Branch
Division of Water
14 Reilly Road
Frankfort, KY 40601
(502) 564-3410

Education:
- Bachelors of General Studies (developed my own curriculum with emphasis in Environmental Sciences)
  University of Kentucky, Lexington, KY
  December 1979 (with High Distinction)

- Bachelors of Science in Biology
  University of Kentucky, Lexington, KY
  December 1990 (with High Distinction & Departmental Honors)

- Masters in Biology
  Eastern Kentucky University, Richmond, KY

Experience:
- 21+ years in the environmental field

- Drinking Water Branch/Division of Water
  February, 1999 to Present

- Kentucky-American Water Company, Lexington, KY
  Director of Water Quality
  September 1987 to January 1999

- Commonwealth Technology, Inc., Lexington, KY
  Water/Biology Lab Supervisor
  March 1980 to September 1987
BIOGRAPHY
CARRYN LEE

Prior to coming to work for the Kentucky Rural Water Association, Carryn Lee was employed for 24 years with the Kentucky Public Service Commission. Most recently she served as Assistant Director of the Financial Analysis Division of the Kentucky Public Service Commission. The Division is responsible for determining the revenue requirement and rate design for all jurisdictional utilities. Carryn also served as Branch Manager of the Water and Sewer Rate Design Branch. This branch is responsible for preparing cost of service studies and designing water and sewer rates. The branch additionally reviews water and sewer tariff filings, purchased water adjustments and non-recurring charge cases filed with the Commission.

Carryn has been involved in various research and studies conducted at the Commission, including The Design and Use of System Development Charges, Rate Indexing, Phased Rates, Fire Protection Rates and Extension of Service issues.

Carryn began employment as a Rate Analyst with the Kentucky Rural Water Association in October 2002. In this position, she will prepare cost of service studies for water and sewer utilities enabling them to meet state and federal requirements of charging cost based rates.

Carryn has a B.A from Western Kentucky University and an M.P.A. from Kentucky State University. She has attended various training seminars including the Annual Regulatory Studies Program, NARUC Utility Seminars, Eastern Utility Rate Seminar and a Cost of Service Rate Making Seminar. Carryn has served on the NARUC Staff Subcommittee on Water and is an active member of the American Water Works Association.

A native of Pulaski County, Carryn currently resides in Harrodsburg. Her interest include traveling, water skiing and riding horses.
Rural Development is the primary federal provider of assistance to rural areas. Their mission is to promote sustainable rural communities and to assist the residents of those communities improve their quality of life.

The Office of Community Development administers rural community development programs within USDA Rural Development. Each program and initiative promotes self-sustaining, long-term economic and community development in rural areas. The programs demonstrate how every rural community can achieve self-sufficiency through innovative and comprehensive strategic plans developed and implemented at a grassroots level. The programs stress continued local involvement and decision making which is supported by partnerships among private, public and nonprofit entities.
D. Clay Kelly, PE

Education
B.S. Mechanical Engineering – University of Louisville, 1993

Registration
Professional Engineer in Kentucky, Civil

Field of Expertise
Design, project management and construction administration of community water supplies; Business development; Client maintenance; Right of way acquisition; and Staff training.

Positions Held
Strand Associates/PEH Engineers
Business Development/Project Engineer, Assistant Director of Marketing

Baptist Mission of Ethiopia
Water Development Engineer

1993-1996

Professional Experience
Water Development – Responsible for design, construction, and implementation of seven rural water systems for villages and communities in Ethiopia. These projects included both gravity and pump supplied systems, constructed under challenging conditions while working in the Amharic language. Water customers ranged from 150 to 3,000 people. Facilitated community meetings involving local customers and government officials; analyzed water needs and source quantity and quality; surveyed routes and facility sites; completed preliminary and final designs; developed construction schedule, materials list, and costs; wrote project reports in order to apply for funding; purchased and transported materials; oversaw importation of materials into Ethiopia; managed laborers; hand dug pipelines; hand mixed concrete and performed masonry work; cut, threaded and connected pipes. Projects included spring eye protection; stone masonry storage tanks up to 10,000 gallons; pump and motor sizing; distribution lines including pipe sizing, depth, material and routes, up to 16,000 lineal feet; overflow usage including buffer tanks, laundry facilities, and livestock watering troughs; distribution points of single and multi-tap outlets. Assisted in the retrieval and replacement of a water well pump which had fallen from the riser pipe in a 385’ well shaft. Aided in design and construction of hand dug wells and surface mounted hand pumps. Provided assistance to erosion control programs, selecting new rural roadway routes, and designing improvements to existing roads.

Water Quality – Performed stream and river sampling on the Ohio River and its tributaries as part of the federal Combined Sewer Overflow program and for the regional Ohio River Valley Sanitation Commission.

Client Maintenance and Development – Responsible for developing new client base from which future projects will emerge. Extensive training focused around gaining working knowledge of several aspects of design engineering. These include: wastewater conveyance and treatment, water treatment and distribution, site development, industrial permitting and environmental regulation compliance, and comprehensive infrastructure planning.

Right of Way Acquisition – Served as Acquisition Agent/Negotiator on the Kentucky Transportation Cabinet’s KY555 Project.

Presentations
“Water Development in Ethiopia”
   American Society of Civil Engineers
   International Right of Way Association
   City of Elizabethtown Rotary Club

“Regional Water Supply – The Logan-Todd Project”
   Kentucky Rural Water Association Training Siminars
Biography

David Peterson
Caveland Environmental Authority, Inc.
P.O. Box 463
Cave City, KY 42127
270/773-2887

David Peterson has been employed with Caveland Environmental Authority, Inc. since 1989. His present position with the corporation is CEO.

Duties over the past years have included being Head Wastewater Operator for Horse Cave and Cave City plants and the Pretreatment Coordinator. David holds a Class III Wastewater Operator license (#6132) and is a certified Wastewater Lab Analyst (#1-91-14).

He is currently working on a Business Management degree through Western Kentucky University. In the past he has taken Water Environment Federation Courses in Activated Sludge Process Control, Filamentous Microorganisms, and Filament Identification Lab. Additional continuing education in the area of wastewater includes in-depth study of the California state University Vols. I & II Treatment Plants, Pretreatment Inspection; Volume I Collection Systems; and Advanced Waste Treatment.
Robert Spinks

Dr. Robert Spinks is the President and CEO of the United Way of Central Oklahoma. Dr. Spinks also serves as one of the professors in the FastTrack MBA program in the School of Business Administration at Oklahoma Christian University.

The FastTrack MBA program is an accelerated program that is tailored to fit the busy lives of working adults. By attending classes two nights a week, FastTrack MBA candidates earn their graduate degrees while balancing a busy work schedule, family life and other activities. Highly-motivated students can complete the program in 12-16 months. Students who prefer to take only one class per week can complete the program in two years.

Instructions offered by Dr. Spinks places emphasis on ethics, practical knowledge and real-world applications. The FastTrack MBA program offers courses in leadership, marketing, economics, management, communication, organizational issues, global perspectives, finance and technology.

Robert Spinks, President and CEO
United Way of Central Oklahoma
1315 N. Broadway Place
P.O. Box 837
Oklahoma City, Oklahoma, 73101
Main Number: (405) 236-8441
Main Fax: (405) 235-2011

Bob Spinks – ext. 268
Email – bobspin@msn.com
Tim Williams Bio

Native of Hardin County, KY
Attended Undergraduate and Graduate School at the University of Kentucky with Degrees in Economics and Political Science
Work experience includes Director Finance and Administration in Danville, KY
General Manager of a Utility District in TN
City Administrator/City Manager in three communities
Adm. Aide in Mayor’s Office at Lexington-Fayette Urban County Government
Rotarian
Enjoy Golf, Tennis, Hiking, and live music
Reside in the beautiful hamlet of Midway, Kentucky with wife and two children, ages 7 and 15, and chocolate lab Mattie

Significant accomplishments include upgrading two wastewater facilities, one water plant, overseeing construction of 4.2 million dollar greenway, producing 5 GFOA Distinguished Budgets and 8 CAFRs, revamping acct. procedures, establishing commercial design standards, updating comprehensive plan, establishing strategic plans, CIP programming, and guiding a large city through a space utilization study and space consolidation.

Tim Williams
Local Government Advisor
Cities and Special Districts
Governor’s Office for Local Development
Commonwealth of Kentucky
1024 Capital Center Drive, Suite 340
Frankfort, KY 40601
800.346.5606 x216
BIOGRAPHY

BARRY R. BACK

Barry Back has thirty years of experience in the water industry which includes twenty-four years with the Kentucky Rural Water Association. Before joining the Kentucky Rural Water Association staff in March of 1982, he worked as a Class IV water treatment plant operator in the cities of Hopkinsville, KY, and Bowling Green, KY. He is a licensed operator in both water treatment and distribution, Class IV A and Class IV D respectively. This is the maximum obtainable classification for water system operators in Kentucky.

Barry was Circuit Rider for five years before accepting the position of Program Manager (now termed Program Specialist). He received the “Program Manager of the Year” award from National Rural Water Association in 1990. After seven years as Program Manager he held the position of “State” Circuit Rider for four years. In August 2000, he returned to his current position of NRWA Circuit Rider. Barry is also a coordinator of the Kentucky Small Drinking Water System Peer Review Program and advisor to other KRWA field staff.

Barry has a Bachelors of Science Degree from Western Kentucky University in Bowling Green, KY, in General Agriculture with a Minor in Business Administration.

Barry has served in the U.S. Army with the 82nd Airborne Division. He and his wife, Cathy, reside in Russell County, KY and own a small farm. They have a son and daughter and four grandchildren. He participates in church activities as a Sunday School teacher at Mt. Pleasant United Methodist Church.
Karen P. Snyder – has worked in the water and wastewater profession for 19 years focusing on all areas of public relations and community outreach. Prior to launching Snyder Communication as a public relations consultant in 1998, Mrs. Snyder worked for 14 years with Lehigh County Authority in Pennsylvania, a water and wastewater utility where she managed all areas of public relations and responded to numerous localized crises.

As part of her consulting activities, Mrs. Snyder has worked with multiple organizations on outreach and crisis communications, and has developed model materials for the full-day crisis communications seminar held at the 2001 AWWA/WEF Joint Management Conference in Portland, Oregon. She has also partnered with members of the AWWA Public Affairs Council to author a chapter on crisis communications for use in AWWA’s Emergency Planning Manual.

Throughout her 19 years in the profession, Mrs. Snyder has remained active in advancing strategic communications and outreach in the industry. She has served as a member of the Vice Chair of the AWWA Public Affairs Council, she now serves on the AWWA Management Division she has chaired public information committees in both the Pennsylvania and Kentucky/Tennessee AWWA Sections, she serves on the Utility Accreditation Policy Committee, and on two three-member AWWARF Project Advisory Committees focusing on customer and public outreach. In 1997, Mrs. Snyder represented Water For People during a 10-day visit with the Krakow (Poland) Water and Wastewater Utility to introduce public relations practices. In 1997 and 1998, she served as adjunct professor at Lehigh University where she taught senior-level public relations courses.
Emphasis in the area of employee benefits

Gayle B. McGrath is Chair of the Firm’s Employee Benefits Practice Group. She concentrates her practice in the area of employee benefits and assists clients in the design, implementation, maintenance and termination of benefits plans, in benefits issues arising from mergers and acquisitions, and in benefits litigation issues. Prior to joining the Firm, she was a Benefits Attorney for Ashland Inc. in Lexington, Kentucky and Anchor Hocking Corporation in Lancaster, Ohio. Ms. McGrath has served in various officer functions, including President, of the Lexington Employee Benefits Council, a group of professionals who work in the employee benefits and human resources field. She was a contributing author for The Kentucky Employer’s Guide to Hiring and Firing, published in 1999 by the Kentucky Chamber of Commerce. Ms. McGrath has spoken on numerous topics in employee benefits, including nonqualified deferred compensation, COBRA, non-discrimination testing, §401(k) plans and employee stock ownership plans. She is a 1999 graduate of Leadership Bluegrass and a member of the Fayette County, Kentucky, Ohio, and American Bar Associations. Ms. McGrath received her B.B.A. degree in 1979 from Ohio University and her J.D. degree in 1982 from Capital University.