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ADMITTED IN KY AND WV



FEB 21 2017

Public Service Commission

February 16, 2017

Public Service Commission ATTN: David Spenard P.O. Box 615 Frankfort, KY 40602

RE: Martin County Water District PSC Case No. 2016-00142

Dear Mr. Spenard:

Enclosed please find an original and six (6) copies of Martin County Water District's Supplemental filing regarding updated pressure charts and utility inspection checklist.

Also enclosed is the Affidavit of Publication from the Mt. Citizen newspaper.

Thank you for your attention to this matter.

Very truly yours,

**BRIAN CUMBO** 

BC/ld Enclosure cc: Martin County Water District

MARTIN CIRCUIT COURT 7, 8b	MARTIN CO CIR CLK 6062984202 >>	P 1/1
COMMONWEALTH OF KENTUCKY		RECEIVED
BEFORE THE PUBLIC SERVICE COMMISSION		FEB 21 2017
In the Matter of: INVESTIGATION OF THE	AFFIDAVIT OF PUBLICATION	Public Service Commission
OPERATING CAPACITY OF MARTIN COUNTY WATER CASE NO. 2016-00142 DISTRICT PURSUANT TO	Image: Second Structure       Second Structure       Second Structure         Second Structure       Second Structure	Kentucky, do hat the MBO LAW
	NOTARY PUBLIC	

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My commission expires: APRIL 15, 2020. ID #: 551711.

#### COMMONWEALTH OF KENTUCKY

#### BEFORE THE PUBLIC SERVICE COMMISSION

In the Matter of:

INVESTIGATION OF THE OPERATING CAPACITY OF MARTIN COUNTY WATER DISTRICT PURSUANT TO KRS 278.280

CASE NO. 2016-00142

#### SUPPLEMENTAL FILING REGARDING UPDATED PRESSURE CHARTS AND UTILITY INSPECTION CHECKLIST

#### \*\*\*\*\*

Comes the Martin County Water District (District), by counsel, and for their Supplemental

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Filing, provide the attached information as follows:

- Updated pressure charts to supplement the District's initial Response to Information Requested, number 22(a).
- Utility Inspection Checklist to supplement the District's initial Response to Information Requested, number 22(e).

BRIAN CUMBO COUNSEL FOR MARTIN COUNTY WATER DISTRICT P.O. BOX 1844 INEZ, KY 41224 TELEPHONE: (606) 298-0428 TELECOPIER: (606) 298-0316 EMAIL: cumbolaw@cumbolaw.com



FEB 21 2017

**Public Service** 

Commission

#### **CERTIFICATE OF SERVICE**

This will certify that a true and correct copy of the foregoing was mailed, overnight mail, postage paid, on this the day of February, 2017, to the following:

Public Service Commission ATTN: David Spenard P.O. Box 615 Frankfort, KY 40602

nb

BRIAN CUMBO

**Martin County Utility District** 

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# **MARTIN COUNTY UTILITY DISTRICT**

# **PRESSURE CHARTS**















VACANY 6469 Rockcastle Rd INEZ, KY JUN 14, 2016 - Placed JUN 21, 2016 - Picked-uf JUN 21, 2016 - Picked-uf TUESDAY NEDNES MONORY DICKSON HURSDAY SUND<sub>4}</sub> SATURDAY YAOAUTA2 SUNDAY DICKEON MEDINESO, TACNOW - bireg 12 mm - bireg 12 mm - bireg רארט גיר היבאוב לא הערטיין









# **Martin County Utility District**

# **MARTIN COUNTY UTILITY DISTRICT**

# **INSPECTION CHECKLIST**

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# **Division of Engineering**

1

# Water and Sewer Branch

nspector:
Date:
UTILITY INFORMATION
Itility Contact Person:
Itility Name:
Itility Address:
ity, State Zip:
county(ies) Served: 1)
2)
3)
4)
5)
6)

## II. TREATMENT FACILITY

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	Source	e of Wat	er:						Plant	t Capa	icity:								
	Avg. A	mount f	<sup>&gt;</sup> rod	uced:					Plant	t Cons	tructed	l:							
	Plant Expansion (if any) constructed:																		
III.	DISTI	RIBUTI	ON	<u>FACILITY</u>															
1.	Source	e(s) of V	Vatei	·															
	Avg. A	mt. Pure	chas	ed:					Year	ly Avg	. Loss:							%	
2.	Does purcha	the utilit ased in	y's u acco	inaccounted ordance with	d-fo 1 80	or wate 07 KAF	er loss e R 5:066	excee 3 Sec	ed fifte .6(3)?	en pei	rcent (	15%)	) of (	tota )	al wate Yes	r pr (	odu )	ced and No	
	a.	How d	oes	the utility co	ontr	rol its v	water lo	oss in	the sy	/stem'	?								_
	b.	Does t	the u	itility have a	pro	oactive	e water	loss	preve	ntion/l	eak de	etecti	ion ()		gram iı Yes			? No	-
	C.			y aware that by of KRWA'							Prever		() Pla		Yes	(	)	No	
	d.	Are yo	u av	vare of the F	°SC	C's Mic	crosoft	Exce	el wate	r loss	calcula	ation	she (    )		on line Yes		)	No	
	e.	training volunte	g fire eer tion	utility have a efighters to fire protectio and training )?	any on	y city, distric	county t, to n	<mark>/, urt</mark> nainta	an-co ain est	unty, timate	charte s of t	r cou he a	unty moi	, fil unt n a	re prot of wa	ecti Iter ar b	on use asis	district, c ed for fir per KR	or re
3.				l by contract ) No							of wat	ter pe	er m		th?				
4.				l by contract maximum a							per mo		-		Yes	(	)	No	
5.				olesale wate (s):					<u> </u>				( )	)	Yes	(	)	No	-

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## IV. NUMBER OF CUSTOMERS

1.	Number of customers last billing period:												
<b>2.</b>	Number of customers last inspection: Percent change:												
3.	Number of customers who have two (2) inch or larger meter:												
4.	Number of potential customers not being served within your service boundary?												
5.	Number of requests for service (meter connections) received by the utility.												
V.	LAST INSPECTION FOLLOW-UP												
1.	Date Inspected: Number of deficiency tracking r	epor	ts	note	ed:								
2.	If deficiency tracking reports were found, did the utility respond to insp			i rep )	ort?: Yes	(	)	N	lo				
3.	Were all deficiency tracking reports adequately addressed? If not, explain:			)			)		lo 				
VI.	OFFICE INFORMATION												
Manag	ger: Office Phone No.	:							<u> </u>				
Office	Hours: Office Location:			_									
Additi	onal Phone No.(s):												
1.	Does the utility display its rates and conditions for service or a sign s in accordance with KRS 278.160(1)?:								review Io				
2.	Does the utility provide in its place of business a suitable area available tariffs, rules and regulations, and statutes in accordance with 807 KA	ole to R 5:0	o tł D1	ne pi 1Seo	ublic for c.12?(	r in: )	spe Ye	ctior s (	n of its ) No				
3.	Does the utility have any special contracts in accordance with 807 KA	\R 5:		1 Se )	ec.13? Yes	(	)	Ν	10				
	Has the utility filed these contracts with the Commission?		(	)	Yes	(	)	N	lo				

4.		e utility posting and maintaining regular business hours and providing employees to assist the mers in accordance with 807 KAR 5:006 Sec.13(1)?: () Yes () No	eir
5.		elephone number published in all areas served (if service area extends to other counties) to permomens to contact the utility in accordance with 807 KAR 5:006 Sec.13(1)(a)?()Yes() No	nit
6.		the utility have at least one employee designated to resolve disputes, answer questions, ar tiate partial payment plans in accordance with 807 KAR 5:006 Sec.13 (1)(b)?()Yes() No	hd
7.	How r	many days a week is the office open in accordance with 807 KAR 5:006 Sec.13(1)(b)2?	
	utility	minimum for utilities under \$250,000 gross annual operating revenue, are the customers of the provided with a designated representative available during utility's established working hours at one day a week for (7) hours to answer questions they may have? () Yes () No	
8.		utility finds a customer's usage unduly high, are they notifying the customer in writing during or idiately after they do an investigation in accordance with 807 KAR 5:006 Sec.10(4)? ( ) Yes ( ) No	or
9.		utility have on file at its principal office an updated water distribution system map in accordance 307 KAR 5:006 Sec.22? () No	се
	Has u	utility filed a copy of such map upon request with the Commission? ( ) Yes ( ) No	
10.		Il records required by PSC regulations kept in the office of the utility and available to staff of th upon reasonable notice at all reasonable hours per 807 KAR 5:006 Sec. 23?	ne
		() Yes () No	
11.		the utility have an Operation and Maintenance Manual per DOW's regulation 401 KAR 8:020 on 2(13) and PSC regulation 807 KAR 5:066 Section 3(1)? () Yes () No	
	а.	Does this manual contain a facilities' inspection/maintenance plan of which PSC require inspection procedures should be a part? () Yes () No	эd
	b.	Does this manual contain a proactive meter testing/replacement (change out) plan? () Yes () No	
	C.	Does this manual contain a proactive leak detection/water loss prevention plan? ( ) Yes ( ) No	
	d.	Does this manual contain a proactive asset management/replacement plan? ( ) Yes ( ) No	

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# VII. CONSTRUCTION

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| 1.    | What          | was the last calendar year the utility performed any construction?                                                                                                                   |
|-------|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       | a.            | How was the project financed?                                                                                                                                                        |
|       | b.            | The construction project consists of:                                                                                                                                                |
|       |               | Length of water line:                                                                                                                                                                |
|       |               | Number of pump stations:                                                                                                                                                             |
|       |               | Number of water storage facilities:                                                                                                                                                  |
|       |               | Additional construction:                                                                                                                                                             |
|       | C.            | Did the utility receive Commission approval for this project in accordance with KRS 278.020 or KRS 278.023?                                                                          |
|       | d.            | If yes, were as-built plans and a certified statement submitted to the Commission within 60 days of substantial project completion?                                                  |
|       | e.            | If not, was a written opinion by Commission staff regarding ordinary course of business (807<br>KAR 5:001 Sec.9) received by utility? () Yes () No                                   |
| 2.    | Prop          | osed construction projects:                                                                                                                                                          |
|       | a.            | Will the utility be applying for a Certificate of Public Convenience and Necessity (CPCN)? () Yes () No                                                                              |
|       | b.            | If not, explain:                                                                                                                                                                     |
|       | C.            | Will the utility be requesting Commission staff opinion to see if proposed construction is within ordinary course of business per 807 KAR 5:001, Sec.9? () Yes () No                 |
| VIII. | <u>MET</u>    | ER TESTING INFORMATION                                                                                                                                                               |
| 1.    | Does<br>of cu | the utility make quarterly reports on forms prescribed by the Commission, of meter tests, number stomers and amount of refunds in accordance with 807 KAR 5:006 Sec.3(2)?()Yes () No |
|       | Is the        | eutility aware of the Microsoft Excel form on PSC the PSC website? ( ) Yes ( ) No                                                                                                    |
| 2.    | Does          | the utility test its own meters? () Yes () No                                                                                                                                        |
|       | a.            | Are utility employees certified by the Commission to do their own meter testing in accordance with 807 KAR 5:006 Sec.16(1)?                                                          |

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|    | b.               | How do you ensure utility meter testing staff are trained and updated on the latest procedures?                                                                |  |  |  |  |  |  |  |  |  |  |
|----|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|--|--|--|--|
|    | C.               | How does the utility ensure that meter testing equipment remain in a condition to deliver reliable testing results?                                            |  |  |  |  |  |  |  |  |  |  |
|    | d.               | Does the utility have an outside agency perform its meter testing per KAR 5:006 Sec.16(2)?<br>() Yes () No                                                     |  |  |  |  |  |  |  |  |  |  |
|    | e.               | If yes, provide outside agency name:                                                                                                                           |  |  |  |  |  |  |  |  |  |  |
|    | f.               | Has the Commission been notified? () Yes () No                                                                                                                 |  |  |  |  |  |  |  |  |  |  |
|    | g.               | What controls does the utility have in place to ensure the meter testing entity is able to delivery a competent job?                                           |  |  |  |  |  |  |  |  |  |  |
| 3. | Verify<br>Sec.17 | that utility is keeping a written record on meter history information in accordance with KAR 5:006<br>( ) Yes ( ) No                                           |  |  |  |  |  |  |  |  |  |  |
| 4. | Verify<br>Sec.17 | that utility is keeping a written record on meter test information in accordance with KAR 5:006<br>(1). (1) Yes (1) No                                         |  |  |  |  |  |  |  |  |  |  |
| 5. | ls the<br>system | utility storing any or all of its meter test and historical data in a computer storage and retrieval<br>n in accordance with KAR 5:006 Sec.17(4)? () Yes () No |  |  |  |  |  |  |  |  |  |  |
|    | a.               | Has the utility notified the Commission of this? ( ) Yes ( ) No ( ) N/A                                                                                        |  |  |  |  |  |  |  |  |  |  |
|    | b.               | Does the utility keep a backup of this information? () Yes () No                                                                                               |  |  |  |  |  |  |  |  |  |  |
|    | C.               | How often is this information backed up? 🛛 Daily 🛛 Weekly 🗂 Monthly 🖾 Never                                                                                    |  |  |  |  |  |  |  |  |  |  |
| 6. | Is the h         | nistory & test information kept in a ( ) fire-proof area or at a ( ) remote site?                                                                              |  |  |  |  |  |  |  |  |  |  |
| 7. | Does t<br>807 KA | he utility have installed at each source of supply a suitable measuring device (master meter) per<br>AR 5:066 Sec.6(1)? () Yes () No                           |  |  |  |  |  |  |  |  |  |  |
|    | a.               | Who is responsible for the testing of the master meters?                                                                                                       |  |  |  |  |  |  |  |  |  |  |

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b. Is meter testing responsibility explicitly specified in water purchase contract? ( ) Yes ( ) No

|                  |                                                            | Master Meter Size (location)                                                                                                                                                                                                                                                                                                                                                   | Date Last Tested                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------|------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                  |                                                            |                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                  |                                                            |                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                  |                                                            |                                                                                                                                                                                                                                                                                                                                                                                | ·····                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                  |                                                            |                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 0                | In 4h -                                                    |                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 8.               | is the                                                     | utility testing all water meters periodically in acc                                                                                                                                                                                                                                                                                                                           | ordance with the 807 KAR 5:066 Sec.16(1)?<br>() Yes () No                                                                                                                                                                                                                                                                                                                                                               |
|                  | a.                                                         | What test period is the utility on for meters 1" a                                                                                                                                                                                                                                                                                                                             | and smaller?                                                                                                                                                                                                                                                                                                                                                                                                            |
|                  |                                                            |                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                  | b.                                                         | In the past 10 years, how many meters 1" and                                                                                                                                                                                                                                                                                                                                   | smaller has utility tested?                                                                                                                                                                                                                                                                                                                                                                                             |
|                  | b.                                                         | In the past 10 years, how many meters 1" and<br>Compare with total number of 1" and smaller m                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                  | b.<br>c.                                                   |                                                                                                                                                                                                                                                                                                                                                                                | neters in whole system.                                                                                                                                                                                                                                                                                                                                                                                                 |
| 9.               | c.<br>Is the                                               | Compare with total number of 1" and smaller m                                                                                                                                                                                                                                                                                                                                  | neters in whole system.<br>In service for 10 years without being tested, if a<br>high without explanation conducting any testing                                                                                                                                                                                                                                                                                        |
| 9.<br><b>IX.</b> | c.<br>Is the<br>the cu                                     | Compare with total number of 1" and smaller m<br>How many 1" and smaller meters have been in<br>                                                                                                                                                                                                                                                                               | neters in whole system.<br>In service for 10 years without being tested, if a<br>high without explanation conducting any testing                                                                                                                                                                                                                                                                                        |
|                  | c.<br>Is the<br>the cu                                     | Compare with total number of 1" and smaller m<br>How many 1" and smaller meters have been in<br>                                                                                                                                                                                                                                                                               | neters in whole system.<br>In service for 10 years without being tested, if a<br>high without explanation conducting any testing<br>106 Sec.10(3)? () Yes () No                                                                                                                                                                                                                                                         |
| IX.              | c.<br>Is the<br>the cu<br><u>SAFE</u><br>Has th<br>Does    | Compare with total number of 1" and smaller m<br>How many 1" and smaller meters have been in<br>utility upon finding a customer's usage unduly h<br>stomer's meter in accordance with 807 KAR 5:0<br>ETY PROGRAM<br>ne utility adopted and executed a safety program<br>the utility have on site a safety manual with v<br>dures to be followed by utility employees in accord | neters in whole system.<br>a service for 10 years without being tested, if an<br>high without explanation conducting any testing<br>06 Sec.10(3)? () Yes () No<br>a in accordance with 807 KAR 5:006 Sec.24?<br>() Yes () No<br>written guidelines for safe working practices a<br>ordance with 807 KAR 5:006 Sec.24(1)?                                                                                                |
| <b>IX.</b><br>1. | c.<br>Is the<br>the cu<br>SAFE<br>Has th<br>Does<br>procee | Compare with total number of 1" and smaller m<br>How many 1" and smaller meters have been in<br>utility upon finding a customer's usage unduly h<br>stomer's meter in accordance with 807 KAR 5:0<br>ETY PROGRAM<br>ne utility adopted and executed a safety program<br>the utility have on site a safety manual with v<br>dures to be followed by utility employees in accord | neters in whole system.<br>a service for 10 years without being tested, if an<br>high without explanation conducting any testing<br>106 Sec.10(3)? ( ) Yes ( ) No<br>a in accordance with 807 KAR 5:006 Sec.24?<br>( ) Yes ( ) No<br>written guidelines for safe working practices a<br>ordance with 807 KAR 5:006 Sec.24(1)?<br>) No (If no, provide sample guideline<br>hods of performing their work per 807 KAR 5:0 |

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| 4.  | Do certain employees receive instruction in accepted methods of artificia 807 KAR 5:006 Sec.24 (3)?                                    | al re<br>( | espira<br>)  | ition in a<br>Yes | aco<br>(  | orda<br>) | ance with<br>No |
|-----|----------------------------------------------------------------------------------------------------------------------------------------|------------|--------------|-------------------|-----------|-----------|-----------------|
| 5.  | Are all vehicles equipped with First Aid Kits?                                                                                         | (          | )            | Yes               | (         | )         | No              |
| 6.  | Are all vehicles equipped with Fire Extinguishers?                                                                                     | (          | )            | Yes               | (         | )         | No              |
| 7.  | Are safety lights used on all vehicles?                                                                                                | (          | )            | Yes               | (         | )         | No              |
| 8.  | Who is the utility's safety officer?                                                                                                   |            |              |                   |           | <u></u>   |                 |
| 9.  | Are all employees given prior training before the operation of any equipn                                                              | nen<br>(   | t or to<br>) | ools bet<br>Yes   | fore<br>( |           | ir use?<br>No   |
| 10. | Did the utility experience any work related accidents of its employees will                                                            | thin<br>(  | the I<br>)   | ast 12 ı<br>Yes   | moi<br>(  |           | ?<br>No         |
| 11. | Was there a record kept of these accidents?                                                                                            | (          | )            | Yes               | (         | )         | No              |
| 12. | Was the accident(s) reported to the Public Service Commission in ac Sec.26?                                                            | cor<br>(   | danc<br>)    | e with<br>Yes     | 807<br>(  |           | R 5:006<br>No   |
| 13. | Do all employees have identification that will identify them as an emplo<br>with 807 KAR 5:006 Sec.19?                                 | yee<br>(   | e of t<br>)  | he utilit<br>Yes  | yir<br>(  |           | cordance<br>No  |
| Х.  | INSPECTION PROCEDURES                                                                                                                  |            |              |                   |           |           |                 |
| 1.  | Does the utility inspect all its facilities per 807 KAR 5:006 Sec. 25(6)(a),                                                           |            |              |                   |           | íes i     | ( ) No          |
|     | Identify utility inspection personnel:                                                                                                 |            |              |                   |           |           |                 |
|     | Note: If the utility has not made a physical inspection of its tanks and inspection forms as necessary.                                | pui        | np st        | ations,           | pro       | ovide     | e sample        |
| 2.  | Has the utility adopted a written inspection procedure to assure safe facilities per 807 KAR 5:006 Sec.25(1)?                          |            | d ad<br>)    | equate<br>Yes     | op<br>(   |           | on of its<br>No |
|     | Has the utility conducted a vulnerability study for terrorist and other inte<br>the Safe Drinking Water Act Title XIV Sec.1433? () Yes |            | onal a<br>)  | acts in a<br>No   | acc<br>(  |           | nce with<br>N/A |
| 3.  | Is a written inspection record kept on the following per 807 KAR 5:006 S                                                               | ec.        | 25(3         | )?                |           |           |                 |
|     | a. Wells and/or raw water pumps () Yes                                                                                                 | (          | )            | No                | (         | )         | N/A             |

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|    |                  | ( ) | Vaa | () | Ma | 7.5 | NI/A |
|----|------------------|-----|-----|----|----|-----|------|
| D. | Treatment Plants | ()  | 162 | () | NU | ()  |      |

|     | C.         | Valve Program                                                                                                  | ()          | Yes              | ()              | No              | ()            | N/A             |
|-----|------------|----------------------------------------------------------------------------------------------------------------|-------------|------------------|-----------------|-----------------|---------------|-----------------|
|     | d.         | Pump Stations                                                                                                  | ()          | Yes              | ()              | No              | ()            | N/A             |
|     | e.         | Blow-off Hydrants/Valves                                                                                       | ()          | Yes              | ()              | No              | ()            | N/A             |
|     | f.         | Water Storage Facilities                                                                                       | ()          | Yes              | ()              | No              | ()            | N/A             |
|     | g.         | Vehicles & Construction Equipment                                                                              | ()          | Yes              | ()              | No              | ()            | N/A             |
|     | h.         | Buildings                                                                                                      | ()          | Yes              | ()              | No              | ()            | N/A             |
| 4.  |            | the utility filed a copy of its inspection procedure wit<br>6 Sec.25(1)?                                       | th the Co   | ommissi          | ion in ac<br>() | cordan<br>Yes   | ce wit        |                 |
| 5.  |            | the utility received any reports of a potentially loyee, public official or customer in accordance with        |             |                  |                 |                 | diby<br>()    |                 |
| 6.  |            | he inspection records identify the inspections made<br>leficiencies in accordance with 807 KAR 5:006 Sec.      |             | ncies fo         | ound and        | l action<br>Yes | takei         |                 |
| 7.  |            | e utility allowed access to all utility's equipment loca<br>s for operation and maintenance in accordance with |             |                  |                 |                 | uring         |                 |
| 8.  |            | s the utility inspect all service lines between the rdance with 807 KAR 5:066 Sec.9(3)?                        | water m     | eter an          | dthep<br>()     | lace of<br>Yes  | f cons        | <u>.</u>        |
|     | а.         | If not, does the utility substitute its inspection for local plumbing inspector?                               | the insp    | ection b         | y an ap<br>()   | propria<br>Yes  | te stat<br>() |                 |
|     | b.         | Is proof of this inspection presented to the utility?                                                          | 2           |                  | ()              | Yes             | ()            | No              |
| XI. | <u>MET</u> | ER READING                                                                                                     |             |                  |                 |                 |               |                 |
| 1.  | How        | often are the utility's meters read?<br>() Monthly () Ever                                                     | ry other i  | nonth            |                 | ()              | Qua           | arterly         |
|     | a.         | Who reads the utilities meters?                                                                                | ( )<br>( )  | Utility<br>Priva | ,<br>te metei   | ()<br>readin    |               | stomer<br>npany |
|     | b.         | Is the utility keeping a record of all meter reading                                                           | informa     | tion per         | 807 KA<br>()    | R 5:00<br>Yes   | 6 Sec<br>()   |                 |
|     | C.         | Is the meter registration the same units as used t                                                             | for billing | ) per 80         | 7 KAR 5<br>()   | 5:006 S<br>Yes  | ec.6(4<br>()  |                 |

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|      | d.           | Does the utility verify customer-read-meters at least once in a ca<br>Sec.6(5)?        |           |            | ear per<br>Yes |   |            | AR 5:006<br>No |
|------|--------------|----------------------------------------------------------------------------------------|-----------|------------|----------------|---|------------|----------------|
| 2.   | Has th       | e utility included the form of bill to be used in its tariffed rules per               | 807<br>(  | KAR<br>)   | 5:006<br>Yes   |   |            | 3)?<br>No      |
| 4.   | Does f       | the utility charge any flat rates for unmetered service per 807 KAR                    | 5:0<br>(  | 06, S<br>) | Section<br>Yes |   |            | No             |
| 5.   | Does         | your utility provide free or reduced rate service to any person or e                   |           |            | KRS 27<br>Yes  |   |            | No             |
|      | a.           | If yes, who?                                                                           |           |            |                |   |            |                |
|      | b.           | Do you have a PSC approved tariff setting those conditions?                            | (         | )          | Yes            | ( | )          | No             |
| XII. | CUST         | OMER COMPLAINTS                                                                        |           |            |                |   |            |                |
| 1.   | Is the       | utility keeping a record of all customer complaints in accordance v                    | vith<br>( | 807  <br>) | KAR 5:<br>Yes  |   | i Sec<br>) | 2.9?<br>No     |
| 2.   | Does t<br>a. | this record show the following in accordance with 807 KAR 5:006<br>Name of complainant |           | .9?<br>)   | Yes            | ( | )          | No             |
|      | b.           | Address of complainant                                                                 | (         | )          | Yes            | ( | )          | No             |

# b.Address of complainant( )Yesc.Date and nature of complaint( )Yes

3. Are complaint records kept for two (2) years from the date of resolution? () Yes () No

()

()

Yes

()

No

No

Does the utility provide the complainant an oral or written notice of their right to file a complaint with the Commission including Commission's address and phone number for all complaints that are not resolved per 807 KAR 5:006 Sec.9?
 Yes

#### XIII. CUSTOMER SERVICE INFORMATION

Adjustment or disposition

d.

- 1. Does the utility provide to any customer, upon request, a description in writing of chemical constituents and bacteriological standards of the treated water (such as the Consumer Confidence Reports "CCR" required by Natural Resources Cabinet) per 807 KAR 5:066 Sec.2(1)? () Yes () No
- 2. Does the utility provide a schedule of rates for water service applicable to the service being rendered to the customer per 807 KAR 5:066 Sec.2(2)? () Yes () No
- Does the utility provide information to customers on the method of reading meters per 807 KAR 5:066 Sec.2(3)?
   () Yes
   () No

4. Does the utility have a statement of the past meter reading of a customer for a period of two years per 807 KAR 5:066 Sec.2(4)? ( ) Yes ( ) No

#### XIV. WATER QUALITY/RECORDS

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3.

- 1. Has the utility been in compliance with the water quality requirements of the Division of Water within the last twelve months per 807 KAR 5:066 Sec.3(1)? () Yes () No
  - a. If not, how many violations did the utility receive, and what were they?\_\_\_\_\_

|               |                                                                                                                                                                                                        |   |            | - <u></u> .    |          |           |               |
|---------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|------------|----------------|----------|-----------|---------------|
| b.            | Is the utility under an Agreed Order with the Division of Water?                                                                                                                                       | ( | )          | Yes            | (        | )         | No            |
| C.            | If yes, what are the issues?                                                                                                                                                                           |   |            |                |          |           |               |
| d.            | Does DOW have utility on () tap-on ban?                                                                                                                                                                | ( | )          | line e         | xter     | nsio      | n ban?        |
| advi:<br>Sec. | the utility have any public notifications required by Division of Wate<br>sories, notices, CCR, etc. that need to be reported to the Co<br>3(4)(b)?<br>the PSC notified of these public notifications? |   |            |                | 807<br>( | ′ К/<br>) |               |
| ls a          | cross-connection prevention program available?                                                                                                                                                         | ( | )          | Yes            | (        | )         | No            |
|               | the utility made a physical connection between its distribution system<br>ly in the past year per 807 KAR 5:066 Sec.3(3)(b)?                                                                           |   | and<br>)   | that of<br>Yes |          |           | her wat<br>No |
| lf ye         | s, what system?                                                                                                                                                                                        | - | . <u> </u> |                |          |           |               |
| a.            | Was the Commission notified prior to such connections?                                                                                                                                                 | ( | )          | Yes            | (        | )         | No            |
| b.            | Is there a contract between systems?                                                                                                                                                                   | ( | )          | Yes            | (        | )         | No            |

# XV. CONTINUITY OF SERVICE

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| 1. | Does           | the utility keep a record of all interruptions per 807 KAR 5:066 Sec                                                                    | .4(       | · .           |                 |           |            |                 |
|----|----------------|-----------------------------------------------------------------------------------------------------------------------------------------|-----------|---------------|-----------------|-----------|------------|-----------------|
| 2. | Does           | this record contain the following information:                                                                                          | (         | )             | Yes             | (         | )          | No              |
|    | а.             | Date of interruption                                                                                                                    | (         | )             | Yes             | (         | )          | No              |
|    | b.             | Cause of interruption                                                                                                                   | (         | )             | Yes             | (         | )          | No              |
|    | C.             | Time of interruption                                                                                                                    | (         | )             | Yes             | (         | )          | No              |
|    | d.             | Duration of interruption                                                                                                                | (         | )             | Yes             | (         | )          | No              |
|    | e.             | Remedy and steps taken to prevent recurrence                                                                                            | (         | )             | Yes             | (         | )          | No              |
| 3. | Does<br>per 80 | the utility notify all customers and fire officials, if applicable, affect<br>07 KAR 5:066 Sec.4(2)?                                    | ted<br>(  | by a<br>)     | a sched<br>Yes  |           | d inf<br>) | erruption<br>No |
|    | a.             | If yes, does this information state time and anticipated duration?                                                                      | (         | )             | Yes             | (         | )          | No              |
|    | b.             | If applicable, does this information also pertain to fire officials?                                                                    | (         | )             | Yes             | (         | )          | No              |
| 4. | Does<br>5:006  | utility notify fire protection officials, if applicable during emerger Sec.4(1)?                                                        | יסר<br>(  | inte<br>)     | rruptior<br>Yes |           | per (      | 307 KAR<br>No   |
| 5. |                | the utility have available dual/standby pumps capable of providin<br>nd of system for use when any pump is out of service pursuant to 8 |           |               |                 | , Se      |            |                 |
|    | a.             | Will one pump meet the maximum daily pumping demand for its a                                                                           |           | cted<br>) Ye  |                 |           | s?<br>)    | No              |
|    | b.             | Do both pumps need be operated simultaneously to meet maximum                                                                           |           | daily<br>) Ye |                 |           | ,<br>)     | No              |
|    | C.             | Are both pumps operational at this time?                                                                                                | (         | )             | Yes             | (         | )          | No              |
|    | d.             | How does utility ensure that both pumps are operational?                                                                                |           |               |                 |           |            |                 |
|    | e.             | How does utility operate/control its pump stations:<br>( ) manually on-site ( ) remot                                                   | ely       | from          | n main d        | offic     | ce/of      | f-site.         |
|    | f.             | If utility does not have dual pumps, are standby pumps ava<br>daily demand?                                                             | aila<br>( | ble<br>)      | to mee<br>Yes   | t ti<br>( | her<br>)   | naximum<br>No   |
|    | g.             | Identify those locations of pumping stations in your system v available, if any.                                                        | vhe       | ere s         | tandby          | pu        | mps        | are not         |

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|    | h.          | How soon can available standby pumps be installed?                                                                                   |             | _          |                 |        |   |         |
|----|-------------|--------------------------------------------------------------------------------------------------------------------------------------|-------------|------------|-----------------|--------|---|---------|
| 6. | Does        | the utility keep a record of all water flushed from hydrants?                                                                        | (           | )          | Yes             | (      | ) | No      |
|    | a.          | Are all deadends provided with a flushing device per 807 KAR 5:0                                                                     |             |            |                 | ,      |   |         |
|    |             | If no, how many need a flushing device?                                                                                              | (           | )          | Yes             | (      | ) | No      |
|    | b.          | Are all deadends flushed at least annually per 807 KAR 5:066 Se                                                                      |             | (2)?<br>)  | Yes             | (      | ) | No      |
|    | <b>C.</b> ` | Are all flush hydrants properly sized in accordance with 807 KAR                                                                     |             | )<br>)     | Sec.8(2<br>Yes  | )<br>( | ) | No      |
|    | d.          | Does the utility keep a maintaining record on flush valves?                                                                          | (           | )          | Yes             | (      | ) | No      |
|    | e.          | Who is in charge of the flushing program?                                                                                            |             |            |                 |        |   |         |
| 7. | Does        | the utility keep a record of its valves in its distribution system?                                                                  | (           | )          | Yes             | (      | ) | No      |
|    | a.          | Does the utility have a periodic exercise program for its valves?                                                                    | (           | )          | Yes             | (      | ) | No      |
|    | b.          | Does the utility mark the location of its valves?                                                                                    | . (         | )          | Yes             | (      | ) | No      |
|    | c.          | Who is in charge of the valve program?                                                                                               |             |            |                 |        | _ |         |
| 8. | Does        | the utility provide fire hydrants for fire protection? () Yes                                                                        | (           | )          | No              | (      | ) | N/A     |
|    | a.          | Do the local fire officials provide the utility with records of water us                                                             |             |            | fire pro<br>Yes |        |   | ?<br>No |
|    | b.          | Are fire hydrants constructed after 1992 certified as having adeque professional engineer with a Kentucky registration per 807 KAR 5 | <b>:0</b> 6 | 6 S        | ec.10(2         | )(b)   | ? |         |
|    | C.          | Who is responsible for maintenance of fire hydrants?<br>() Utility() Fire Department () Other                                        | (           | )          | Yes             | (      | ) | No      |
|    | d.          | Does fire protection adversely affect utility customers' service qua                                                                 | ality<br>(  | / dui<br>) | ring use<br>No  | ?      | ) | N/A     |
|    |             | If yes, how:                                                                                                                         |             |            | <u> </u>        |        |   |         |

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#### XVI. WATER PRESSURE

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| 1. | Does t           | the utility own at least one recording pressure gauge per 807 KAR 5:066 Sec.5(2)?                                                                                  |
|----|------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    |                  | () Yes () No                                                                                                                                                       |
|    | а.               | Number of pressure recorders owned                                                                                                                                 |
|    | b.               | Number of pressure recorders in working order                                                                                                                      |
| 2. | ls the<br>month  | utility maintaining a recording pressure gauge in its distribution system at least one week per per 807 KAR 5:066 Sec.5(2)? () Yes () No                           |
|    | a.               | Number of pressure charts over the last twelve months                                                                                                              |
|    | b.               | Do pressure charts show the date and time of beginning and ending of the test and the location at which the test was made per 807 KAR 5:066 Sec.5(3)? () Yes () No |
|    | C.               | Are pressure survey records maintained at the utility's principal office per 807 KAR 5:066 Sec.5(3)?                                                               |
| 3. | Does t<br>exceed | the pressure at any customer's service pipe anywhere in system area fall below (30) psig or<br>d (150) psig per 807 KAR 5:066 Sec.5(1)? () Yes () No               |
|    | lf yes,          | explain:                                                                                                                                                           |

#### XVII. WATER SHORTAGE RESPONSE PLAN

1. Has the utility filed a Water Shortage Response Plan with the Natural Resources Cabinet?

() Yes () No

2. Has the utility filed a copy of this plan with the Public Service Commission per 807 KAR 5:066 Sec.17? ( ) Yes ( ) No

# XVIII. WATER STORAGE FACILITIES

|                                     | Tank and Location                                  | Storage Capacity                      | Last Inspection/<br><u>Maintenance</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------------------------|----------------------------------------------------|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.                                  |                                                    |                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 2.                                  |                                                    |                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 3.                                  |                                                    |                                       | ·                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 4.                                  |                                                    |                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 5.                                  |                                                    |                                       | an a                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 6.                                  |                                                    |                                       | · · · · · · · · · · · · · · · · · · ·                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 7.                                  |                                                    |                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 8.                                  |                                                    |                                       | ·                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 9.                                  |                                                    |                                       | ·                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 10                                  | - <u></u>                                          |                                       | gen and the generative and a set of the set |
| Total Storage C                     | Capacity:                                          | Gal. Avg Daily Consumption            | :GPD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| If total storage of 4(4) be request | capacity is less than average c<br>ed? () Yes () N | laily consumption, will a deviation f | from 807 KAR 5:066 Section                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Will more storag                    | ge facilities be proposed? ( )                     | Yes () No When                        | ?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

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### XIX. PUMPING FACILITIES

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| Pump Location<br>and Location                   | No. of Pumps/GPM                         | Last Inspection/<br><u>Maintenance</u>                                             |  |  |  |  |  |
|-------------------------------------------------|------------------------------------------|------------------------------------------------------------------------------------|--|--|--|--|--|
|                                                 |                                          | <b>~</b>                                                                           |  |  |  |  |  |
|                                                 |                                          | *******                                                                            |  |  |  |  |  |
|                                                 |                                          |                                                                                    |  |  |  |  |  |
| alamatan sa | an a | aranın mirində aranın marinda yaşışı yaşışı aranı aran aran aran aran aran aran ar |  |  |  |  |  |
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|                                                 |                                          |                                                                                    |  |  |  |  |  |
|                                                 |                                          | Revised 09/01                                                                      |  |  |  |  |  |

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