COMMONWEALTH OF KENTUCKY

BEFORE THE PUBLIC SERVICE COMMISSION

In the Matter of:

OLDHAM WOODSSANITATION, INC.)REQUEST FOR DEVIATION FROM)CASE NO.807 KAR 5:006 AND 807 KAR 5:011)2017-00393

COMMISSION STAFF'S FIRST REQUEST FOR INFORMATION TO OLDHAM WOODS SANITATION, INC.

Oldham Woods Sanitation, Inc. ("OWS"), pursuant to 807 KAR 5:001, is to file with the Commission the original and six copies of the following information, with a copy to all parties of record. The information requested herein is due within 15 days of the date of this request. Responses to requests for information shall be appropriately bound, tabbed and indexed. Each response shall include the name of the witnesses responsible for responding to the questions related to the information provided.

Each response shall be answered under oath or, for representatives of a public or private corporation or partnership or association or a governmental agency, be accompanied by a signed certification of the preparer or the person supervising the preparation of the response on behalf of the entity that the response is true and accurate to the best of that person's knowledge, information and belief formed after a reasonable inquiry.

OWS shall make timely amendment to any prior response if it obtains information which indicates that the response was incorrect when made or, though correct when made, is now incorrect in any material respect. For any request to which OWS fails or refuses to furnish all or part of the requested information, it shall provide a written explanation of the specific grounds for its failure to completely and precisely respond.

Careful attention shall be given to copied material to ensure that it is legible. When the requested information has been previously provided in this proceeding in the requested format, reference may be made to the specific location of that information in responding to this request. When filing a paper containing personal information, OWS shall, in accordance with 807 KAR 5:001, Section 4(10), encrypt or redact the paper so that personal information cannot be read.

1. Refer to the Application, unnumbered page 1, which requests a deviation from 807 KAR 5:006 and 807 KAR 5:011. Also, refer to the Periodic Compliance Inspection Report attached as an Appendix to this request. OWS was cited for eight deficiencies related to 807 KAR 5:006 and six deficiencies related to 807 KAR 5:011. Identify the administrative regulations for which OWS requests a deviation by full citation, which includes the section and subparts (e.g., 807 KAR 5:006, Section 14(1)(b)(2)).

2. Refer to the Application, unnumbered page 1, which states that OWS has obtained a website for its customers.

a. Confirm that the website is active.

b. State whether OWS customers have utilized the website. If customers have utilized the website, provide any reactions or responses received from customers.

c. Provide an itemized statement of the costs associated with:

- i. Obtaining the website;
- ii. Maintaining and updating the website; and

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Any additional costs that OWS will be charged for this website.
Explain whether the costs incurred to operate and maintain the website will require OWS to file a request for a rate increase in the future.

3. Refer to the Application, unnumbered pages 1–2, which state that the increased costs of renting and staffing an office would result in a rate increase to pass through the increased costs.

a. Provide a detailed schedule of OWS's estimated annual cost to rent office space.

b. Provide a detailed schedule of the estimated annual cost to OWS to hire a new employee to staff its office for seven hours per week.

c. Provide an estimated monthly increase in OWS's rates if OWS were to rent and staff an office for seven hours per week.

4. Refer to the Application, unnumbered page 1, which states that Oldham County Water District ("Oldham District") provides online bill payments for OWS customers.

a. Explain whether Oldham District provides a representative to handle billing disputes and negotiate partial payments on behalf of OWS.

b. Confirm that Oldham District accepts payment on behalf of OWS by mail, in person, by direct bank withdrawal, and by credit card.

5. Refer to the Application, unnumbered page 1, which states that the proposed website would be used to contact OWS or the plant operator.

a. Confirm that OWS customers contact Camden Environmental Service Company ("Camden") to report service issues.

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Explain whether Camden staffs the emergency telephone number 24 hours per day.

 Explain how customers contact OWS to request new service or discontinue existing service. Provide the address and telephone number if contact is in person, by mail, or by telephone.

7. If OWS has a telephone number for non-billing and non-emergency customer service, provide the telephone number and the name and position of the contact person or persons for OWS.

8. If OWS's deviation request is approved, explain how customers who do not have access to a computer will contact OWS.

9. Refer to the Application, unnumbered page 3, which states that a copy of a March 25, 2016 request to deviate from KAR 5:076 and a copy of the Commission's response to that request was attached to the application. These documents were omitted from the Application. Provide a copy of the referenced documents.

en R. Pinson

Gwen R. Pinson Executive Director Public Service Commission P.O. Box 615 Frankfort, KY 40602

DATED OCT 2 6 2017

cc: Parties of Record

Case No. 2017-00393

APPENDIX

APPENDIX TO A REQUEST FOR INFORMATION OF THE KENTUCKY PUBLIC SERVICE COMMISSION IN CASE NO. 2017-00393

Periodic Compliance Inspection

Utility: Oldham Woods Sanitation, Inc

Utility location: P.O. Box 23226 Anchorage, KY 40223

Utility representative during inspection: Lawrence Smither

Counties served: Oldham

Customers: 140

Investigator: Brian L. Rice

Date(s) of inspection: 5/18/2017

Date(s) of last inspection: November 13, 2014

Deficiencies noted during last inspection: Not current on manhole inspections, inoperable exhaust fan, opening in chain link fence. These have been addressed.

Have deficiencies been corrected since last inspection:

Yes 🛛 🛛 No 🗌 🛛 N	V/A
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If no, provide a response as to why these deficiencies have not been addressed.

Primary utility representative(s) involved with inspection:

Name	Title
Lawrence Smither	Operator

Who with the utility should receive the inspection report cover letter from the commission?

Name: Patience Martin

Title: Owner

Periodic Compliar	nce Inspectio	on		
Mailing address: P.O. Box 23226 Anchorage, KY 40223				
Name: cc Lawrence Smither	Title: Opera	ator		
Mailing Address: PO Box 137, Crestwood, K	Y 40014			
Email Address: larrys76@yahoo.com General Question	Phone number: (502) 693-8634 ions			
Treatment Facility:	Yes 🖂	No	N/A 🗌	
Address of Treatment facility and/or area of	f operation(s	<u>;):</u>		
No actual physical address – closest house to LaGrange, KY 40031.	facility is 231	5 Dogwood (Cross Road,	
Mailing address is PO Box 23226, Anchorage,	KY 40223.			
Type of Treatment. (Ex. Extended Aeration, SBR, Trickling Filter, etc.): Aerated Lagoon System				
Plant Design Capacity: Permitted capacity 140,000 – scaled down	to 100,000 g	allons/day		
Age of Plant(s): Established 1987				
Collection System:	Yes 🛛	No 🗌	N/A 🗌	
Type of Collection system. (Ex. Gravity, low Gravity	v pressure s	ystem, etc.):		
Type of Collection line, (Ex. PVC, Clay, etc.)):			

Periodic Compliance Inspection

Туре	Feet	Size
PVC	Uncertain	8 inch

Total No. of Lift/Pump Stations: 1

Please provide a list of all Lift Stations with the following information:

Location	No. Pumps	Gallons per Minute/Horsepower	
Next to 3054 Fallen Wood Lane, LaGrange, KY 40031	2	75 gal/min 5hp	
		£1	

from exposure to
N/A 🗌

Does utility have any residential grinde	er stations in th	eir system?	
	Yes 🗌	No 🖂	N/A 🗌
If so, please provide the following info	rmation:		
Utility			Page 3

Periodic Compliance Inspection

No. of Grinder Stations: N/A

Type: N/A

Who owns these grinder stations, Utility or Residents? N/A

Who operates and maintains these individual grinder stations, Utility, Residents or other? N/A

Utility Information

Number of Employees: 0

Number of Office Employees: 0

Number of Certified Wastewater Treatment Employees: 0

Number of Certified Collection Employees: 0

Number of Operator(s) in Training: 0

Utility Chairperson/President: N/A

Utility Owner: Patience Martin

Does the utility have its own maintenance staff? Yes No N/A

If not, give the name and address of person(s) doing the work:

No Staff – Independent Contractor – Larry Smither - Camden Environmental Service Company, run by Lawrence Smither

Provide a list of all Certified WW Operators, and indicate what class and what license they currently hold (ex. Certified operator, Collections or both). Lawrence Smither, Certified Operator, Class 2, License #13390

807 KAR 5:006 (General Rules)

<u>Section 2:</u> General Provisions. Reference to standards or codes in 807 KAR Chapter 5 shall not prohibit a utility from continuing or initiating experimental work and installations to improve, decrease the cost of, or increase the safety of its service.

Section 4: Reports

Has the utility filed its gross annual operating revenue report?

Yes	\boxtimes	No 🗌	N/A 🗌
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Section 7: Billings, Meter Readings, and Information.

Billing and Collection is done by: Oldham County Water District

Does each bill for utility service issued periodically by a utility clearly show the following?

The date the bill was issued:	Yes	\boxtimes	No 🗌	N/A 🗌
Class of service:	Yes	\mathbf{K}	Νο	N/A 🗌
Present and last preceding meter readings:	Yes	κ	No 🗌	N/A 🗌
Date of the present reading:	Yes		Νο	N/A 🖂
Number of units consumed:	Yes	\boxtimes	No 🗌	N/A 🗌
Meter constant, if applicable:	Yes		No 🗌	N/A 🖂
Net amount for service rendered:	Yes	\boxtimes	No 🗌	N/A 🗌
All taxes:	Yes	\boxtimes	Νο	N/A 🗌
Adjustments, if applicable:	Yes	\boxtimes	No 🗌	N/A 🗌
The gross amount of the bill:	Yes	\boxtimes	Νο	N/A 🗌
The date after which a penalty may apply to the	e gros	s amoui	nt:	
	Yes	\boxtimes	No 🗌	N/A 🗌

Periodic Compliance Inspection					
If the bill is estimated or calculated:	Yes 🗌	No 🗌	N/A	\boxtimes	
Is the rate schedule under which the bill is com maintains a Web site)?	nputed posted Yes	on the utility's No	Web N/A	8	
Also furnished by one (1) of the following meth	ods, by:				
Printing it on the bill:	Yes 🖂	No 🗌	N/A		
Publishing it in a newspaper of general circulat	ion once each	n year:			
	Yes 🗌	No 🖂	N/A		
Mailing it to each customer once each year; or	:				
	Yes 🗌	No 🖂	N/A		
Provide a place on each bill for a customer to of the applicable rates:	indicate the of Yes	customer's des No 🗌	ire for N/A		
Does the utility maintain the information requi to the commission and any customer requestin	and a second		is it a N/A		
Section 8. Deposits.					
Is the utility requiring a minimum cash deposisecure payment of bills?	sit or other gu Yes 🗌	arantee from No ⊠	custo N/A		
Section 10: Customer Complaints to	the Utility				
Upon complaint to a utility by a customer at the does the utility make a prompt and complete the utility's findings?		21 - CC - CC		omer of	
Note: We haven't had any complaints.					
Does the utility keep a record of all written com	plaints conce	rning the utility	's ser	vice?	
	Yes 🗌	No 🗌	N/A	\square	
Does the record include the following?					
The customer's name and address:	Yes 🗌	Νο	N/A	\boxtimes	
Utility				Page 6	

Periodic Compliance Inspection				
The date and nature of the complaint:	Yes 🗌	No 🗌	N/A	\boxtimes
The disposition of the complaint:	Yes 🗌	No 🗌	N/A	\boxtimes
Does the utility maintain these records for two the complaint?	o (2) years fro Yes 🗌	om the date o No 🗌	f resc N/A	
If a written complaint or a complaint made in p does the utility provide written notice to the complaint with the commission?		NAMES OF TAXABLE PARTY AND A DESCRIPTION OF TAXABLE PARTY.		to file a
Does the utility provide the customer with the telephone number of the commission?	mailing addr	ess, Web site	addro	ess, and
	Yes 🗌	Νο	N/A	\boxtimes
If a telephonic complaint is not resolved, does the customer of his or her right to file a complain			oral i N/A	(1) A. C. Sandar, and M. K. L. M. D. Davids, and S. C. Barra, A. S. Sandar, S
Section 14: Utility Customer Relations	5			
Does the utility post and maintain re representatives available to assist its custo the commission regarding customer comple	mers and to			• 100 E.1 C.2 C.140
3 3	Yes 🗌	No 🗌	N/A	\boxtimes
Does the utility designate at least one (1) re customer questions, resolve disputes, and utility's office?	67) my m			
	Yes 🗌	No 🗌	N/A	\boxtimes
Note: No office.				
If the utility has an annual operating revenue have a designated representative availat working hours not fewer than seven (7) he excluding legal holidays?	ble during	the utility's	esta	blished
	Yes 🗌	No 🗌	N/A	\boxtimes

If the utility has an annual operating revenue of less than \$250,000, does the utility have a designated representative available during the utility's established working hours not fewer than seven (7) hours per day, one (1) days per week?

	Yes 🗌	No 🖂	N/A	
Does the utility provide the following?				
Maintain a telephone:	Yes 🗌	No 🗌	N/A	\boxtimes
Publish the telephone number in all service	areas:			
	Yes 🗌	No 🗌	N/A	\bowtie
Permit all customers to contact the utilit charge:	y's designat₀ Yes □	ed represent No 🗌	ative N/A	
Does the utility prominently display in each service (and shall post on its Web site, it prepared and provided by the commission this section and Section 16 of this administ	f it maintains n, of the cust	a Web site omer's right) a sı	ummary, suant to
Section 20: Access to Property				
Do employees of the utility (whose duties premises) wear a distinguishing uniform o employee of the utility, and show a badge o them as an employee of the utility?	r other insign	nia, identifyin	g the	m as an identify
Section 23: System Maps and Record	ls			
Does the utility have on file at its principal file upon request with the commission a general territory it serves or holds itself rea	map or map	s of suitable		e of the
Note: No office - maps are maintained by the	Operator			
Is the map or maps available in electroni geographic database?	c format as Yes ⊡	a PDF file o No ⊠	rasa N/A [
Utility				Page 8

Periodic Cor	mpliance Inspecti	on	
Is following data available on the map	o or maps?		
Operating districts:	Yes 🗌	No 🗌	N/A 🖂
Rate districts	Yes 🗌	No 🗌	N/A 🖂
Communities served:	Yes 🖂	No 🗌	N/A 🗌

Section 24: Location of Records.

All records required by 807 KAR Chapter 5 shall be kept in the office of the utility and shall be made available to representatives, agents, or staff of the commission upon reasonable notice at all reasonable hours.

Are	all reco	ords requir	red	by 807 KA	R Chap	oter 5 ke	pt ir	the o	offic	e of	the utility an	d shall
be	made	available	to	representa	atives,	agents,	or	staff	of	the	commission	upon
reas	sonable	e notice at	all r	easonable	hours?	Yes			No		N/A 🗌	

Section 25: Safety Program:

Each utility shall adopt and execute a safety program, appropriate to the size and type of its operations. At a minimum, the safety program shall:

(1) Establish a safety manual with written guidelines for safe working practices and procedures to be followed by utility employees;

(2) Instruct employees in safe methods of performing their work. For electric utilities, this is to include the standards established in 807 KAR 5:041, Section 3; and

(3) Instruct employees who, in the course of their work, are subject to the hazard of electrical shock, asphyxiation, or drowning, in accepted methods of artificial respiration.

Has the utility adopted and executed a safety	program,	appropriate to	the size and type
of its operations?	Yes 🛛	No 🗌	N/A 🗌

At a minimum, does the safety program include the following?	
Utility	Page

Periodic Compliance Inspection

A safety manual with written guidelines for safe working practices and procedures to be followed by utility employees: Yes No No N/A						
Instruct employees in safe methods of performing their work. For electric utilities, this is to include the standards established in 807 KAR 5:041, Section 3: Yes No N/A						
Note: No employees						
Instruct employees who, in the course of their work, are subject to the hazard of electrical shock, asphyxiation, or drowning, in accepted methods of artificial respiration:						
Yes 🗌 No 🗌 N/A 🖂						
Note: No Employees						
Section 26: Inspection of Systems:						
(1) A utility shall adopt inspection procedures to assure safe and adequate operation of the utility's facilities and compliance with KRS Chapter 278 and 807 KAR Chapter 5 and shall file these procedures with the commission for review.						
(2) Upon receipt of a report of a potentially hazardous condition at a utility facility, the utility shall inspect all portions of the system that are the subject of the report.						
(3) Appropriate records shall be kept by a utility to identify the inspection made, the date and time of inspection, the person conducting the inspection, deficiencies found, and action taken to correct the deficiencies.						
Has the utility adopted inspection procedures to assure safe and adequate operation of the utility's facilities and compliance with KRS Chapter 278 and 807 KAR Chapter 5?						
Yes 🛛 No 🗌 N/A 🗌						
Have these inspection procedures been filed with the commission for review?						
Yes 🛛 No 🗌 N/A 🗌						
Utility						

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Periodic Compliance Inspection

Upon receipt of a report of a potentially hazardous condition	on at a utility facility, does the
utility inspect all portions of the system that are the subject	of the report?

Are appropriate records kept by a utility to	identify the ir	nspection ma	ade, the date and
time of inspection, the person conducting th	ne inspection,	deficiencies	found, and action
taken to correct the deficiencies?	Yes 🖂	No 🗌	N/A 🗌

Yes 🖂

No

N/A

(8) Sewage utility inspection. <u>Each sewage utility shall make systematic</u> inspections of its system in the manner established in 807 KAR 5:071 to ensure that the commission's safety requirements are being met. These inspections shall be made as often as necessary but not less frequently than as established in 807 KAR 5:071.

Section 27: Reporting of Accidents, Property Damage, or Loss of Service.

(1) Within two (2) hours following discovery each utility, other than a natural gas utility, shall notify the commission by telephone or electronic mail of a utility related accident that results in:

(a) Death or shock or burn requiring medical treatment at a hospital or similar medical facility, or any accident requiring inpatient overnight hospitalization;

(b) Actual or potential property damage of \$25,000 or more; or

(c) Loss of service for four (4) or more hours to ten (10) percent or 500 or more of the utility's customers, whichever is less.

(2) A summary written report shall be submitted by the utility to the commission within seven (7) calendar days of the utility related accident. For good cause shown, the executive director of the commission, shall, upon application in writing, allow a reasonable extension of time for submission of this report.

Within two (2) hours following discovery does the utility notify the commission by telephone or electronic mail of a utility related accident that results in the following:

Periodic Compliance Inspection

Death or shock or burn requiring medical treatment at a hospital or similar medical facility, or any accident requiring inpatient overnight hospitalization:					
	Yes 🗌	Νο	N/A 🖂		
No such incidents have occurred.					
Actual or potential property damage of \$25,000) or more:				
	Yes 🗌	No 🗌	N/A 🖂		
Loss of service for four (4) or more hours to utility's customers, whichever is less:	ten (10) per	cent or 500 o	r more of the		
	Yes 🗌	No 🗌	N/A 🖂		
Are summary written reports submitted by the calendar days of the utility related accident?	utility to the c	commission wi	thin seven (7)		
	Yes 🗌	No 🗌	N/A 🖂		
Section 28: Deviations from Administrative Regulation: In special cases, for good cause shown, the commission shall permit deviations from this administrative regulation.					
Has the utility been permitted by the commission	on to deviate f	rom these adr	ninistrative		
regulations?	Yes 🛛	Νο	N/A 🗌		

to each of its customers. Based on a review of Oldham Woods' request, the Commission finds that Oldham Woods has established good cause to permit it to deviate from the requirement of 807 KAR 5:076, Section 5(4)(e), and that its request should be granted. IT IS THEREFORE ORDERED that: 1. Oldham Woods' request for deviation from the requirement of 807 KAR 5:076, Section 5(4)(e), is granted.

807 KAR 5:011 (Tariffs)

Section 12: Posting tariffs, Administrative Regulations, and Statutes

Does the utility display a suitable placard, in large type, that states that the utility's tariff and statutes are available for public inspection?

	Yes 🗌	Νο	N/A 🖂
Does the utility provide a suitable table or de which the public may view all effective tariffs?		ce or place No	of business on N/A
Section 13: Special Contracts			
Does the utility have any special contracts that service not contained in its tariff? Yes			
If yes, has the utility filed the special contracts Yes	with the PSC [*]	?] N/A	\boxtimes

807 KAR 5:071 (Sewage):

<u>Section 1: General.</u> The purpose of this administrative regulation is to provide standard rules administrative regulations governing the service of sewage utilities operating under the Jurisdiction of the Public Service Commission.

Section 4: Information Available to Customers.

(1) System maps or records. Each utility shall maintain up-to-date maps, plans, or records of its entire force main and collection systems, with such other information as may be necessary to enable the utility to advise prospective customers, and others entitled to the information, as to the facilities available for serving any locality.

(2) Rates, rules, and regulations. A schedule of approved rates for sewage service applicable for each class of customers and the approved rules and regulations of the sewage utility shall be available to any customer or prospective customer upon request.

Periodic Compliance Inspection

Does the Utility have a current map and/or plans for its system?

Yes	\boxtimes		
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- 25	N/	~		
	M/	<u></u>	1	

Section 5. Quality of Service.

(1) General. Each utility shall maintain and operate sewage treatment facilities of adequate size and properly equipped to collect, transport, and treat sewage, and discharge the effluent at the degree of purity required by the health laws of the State of Kentucky, and all other regulatory agencies, federal, state, and local, having jurisdiction over such matters.

(2) Limitations of service. No sewage disposal company shall be obliged to receive for treatment or disposal any material except sewage as defined by Section 2(7) of this administrative regulation. In compliance with the administrative regulation, the utility shall make all reasonable efforts to eliminate or prevent the entry of surface or ground water, or any corrosive or toxic industrial liquid waste into its sanitary sewer system. A utility may request assistance from the appropriate state, county, or municipal authorities in its efforts, but such a request does not relieve the utility of its aforementioned responsibilities.

Is the utility in compliance with the Division of Water?

Yes 🛛 No 🗌 N/A [
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No

Is the utility making every reasonable effort to eliminate or prevent the entry of surface or ground water, or any corrosive or toxic industrial liquid waste into its sanitary sewer system? Yes No N/A

Section 6: Continuity of Service.

(1) Emergency interruptions. Each utility shall make all reasonable efforts to prevent interruptions of service and when such interruptions occur shall endeavor to reestablish service with the shortest possible delay consistent with the safety of its customers and the general public.

(2) Scheduled interruptions. Whenever any utility finds it necessary to schedule an interruption of its service, it shall notify all customers to be affected by the interruption stating the time and anticipated duration of the interruption. Whenever possible, scheduled interruptions shall be made at such hours as will provide least inconvenience to the customers.

Periodic Compliance Inspection

(3) Record of interruptions. Each utility shall keep a complete record of all interruptions on its system. This record shall show the cause of interruption, date, time, duration, remedy, and steps taken to prevent recurrence.

Is the utility making all reasonable efforts to prevent interruptions of service and when such interruptions occur shall endeavor to reestablish service with the shortest possible delay consistent with the safety of its customers and the general public?

Yes 🖂	No 🗌
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No	N/A

If the utility schedules an interruption of	of service are all	customers	notified that are
affected by the interruption?	Yes 🗌	No 🗌	N/A 🖂

Does the utility make all reasonable efforts to schedule interruptions at such hours as will provide least inconvenience to the customers?

Yes 🗌	No 🗌	N/A	\boxtimes

Does the utility maintain a record of all	interruptions of	service with	regard to the
following items?	Yes 🗌	No 🗌	N/A 🖂
Cause of interruption	Yes 🗌	No 🗌	N/A 🖂
Date	Yes 🗌	No 🗌	N/A 🖂
Time	Yes 🗌	No 🗌	N/A 🖂
Duration	Yes 🗌	No 🗌	N/A 🖂
Remedy	Yes 🗌	No 🗌	N/A 🖂
# of customers affected	Yes 🗌	No 🗌	N/A 🖂
steps taken to prevent recurrence	Yes 🗌	No 🗌	N/A 🖂

Is standby pumping equipment provided in t	the event of	failure of the	primary pumping
equipment?	Yes 🖂	No 🗌	N/A 🗌

Section 7. Design, Construction, and Operation.

(1) General. The sewage treatment facilities of the sewage utility shall be constructed, installed, maintained and operated in accordance with accepted good engineering practice to assure, as far as reasonably possible, continuity of service, uniformity in the quality of service furnished, and the safety of persons and property.

Periodic Compliance Inspection

(2) Design and construction requirements. The design and construction of the sewage utility's collecting sewers, treatment plant and facilities, and all additions thereto and modifications thereof, shall conform to the requirements of the Kentucky Department for Natural Resources and Environmental Protection, Bureau of Environmental Quality, Division of Water Quality.

(3) Adequacy of facilities. The capacity of the sewage utility's sewage treatment facilities for the collection, treatment and disposal of sewage and sewage effluent must be sufficiently sized to meet all normal demands for service and provide a reasonable reserve for emergencies.

(4) Inspection of facilities. Each sewage utility shall adopt procedures for inspection of its sewage treatment facilities to assure safe and adequate operation of its facilities and compliance with commission rules. These procedures shall be filed with the commission. Unless otherwise authorized in writing by the commission, the sewage utility shall make inspections of collecting sewers and manholes on a scheduled basis at intervals not to exceed one (1) year, unless conditions warrant more frequent inspections and shall make inspections of all mechanical equipment on a daily basis. The sewage utility shall maintain a record of findings and corrective actions required, and/or taken, by location and date.

Is the utility operating and maintaining their facility in accordance with accepted good engineering practice to assure, as far as reasonably possible, continuity of service, uniformity in the quality of service furnished, and the safety of persons and property?

Yes	\bowtie	No	N/A

Is the utility adhering to their inspection procedures to assure safe and adequate operation of its facilities and compliance with the Commission rules?

Yes 🛛	No 🗌	N/A 🗌
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Unless otherwise authorized in writing by the commission, does the sewage utility make inspections of their collecting sewers and manholes on a scheduled basis at intervals not to exceed one (1) year, unless conditions warrant more frequent inspections?

Yes 🛛 🛛 No 🗌	N/A 🗌
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Does the utility make inspections of all mechanical	equipmer	nt on a daily	basis?
Yes	\boxtimes	No 🗌	N/A 🗌

Does the utility maintain a record of findings and corrective actions required, and/or taken, by location and date?

Yes 🖂	No 🗌	N/A 🗌
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Deficiency(s)

The following are deficiencies related to the utility not having a principal office on file with Commission:

- 1. 807 KAR 5:006, Section 3 which states, a utility shall notify the commission in writing:
 - (a) The address of its main corporate and Kentucky offices, including street address and post office box, city, state, and zip code.
- 807 KAR 5:006, Section 10(1) which states, upon complaint to a utility by a customer at the utility's office, by telephone or in writing, the utility shall make a prompt and complete investigation and advise the customer of the utility's findings.
- 807 KAR 5:006, Section 14(1), Utility Customer Relations. (1) A utility shall post and maintain regular business hours and provide representatives available to assist its customers and to respond to inquiries from the commission regarding customer complaints.
- 4. 807 KAR 5:006, Section 14(3b). Designated representatives. Each utility shall designate at least one (1) representative to be available to answer customer questions, resolve disputes, and negotiate partial payment plans at the utility's office. The designated representative shall be knowledgeable of this administrative regulation; 807 KAR 5:001, Section 20; KRS 278.160(2); and KRS 278.225 regarding customer bills and service and shall be authorized to negotiate and accept partial payment plans.
- 5. 807 KAR 5:006, Section 14(1)(b)(2), regarding a utility having an annual operating revenue of less than \$250,000, shall make the designated

representative available during the utility's established working hours not fewer than seven (7) hours per day, one (1) day per week.

- 6. 807 KAR 5:006, Section 14(1)(c)(1), Each utility shall prominently display in each office open to the public for customer service, and shall post on its Web site, if it maintains a Web site, a summary, prepared and provided by the commission, of the customer's rights pursuant to this section and Section 16 of this administrative regulation.
- 7. 807 KAR 5:006, Section 23. System Maps and Records. (1) Each utility shall have on file at its principal office located within the state and shall file upon request with the commission a map or maps of suitable scale of the general territory it serves or holds itself ready to serve. The map or maps should be available preferably in electronic format as a PDF file or as a digital geographic database.
- 8. 807 KAR 5:006, Section 24. Location of Records. All records required by 807 KAR Chapter 5 shall be kept in the office of the utility and shall be made available to representatives, agents, or staff of the commission upon reasonable notice at all reasonable hours.
- 9. 807 KAR 5:011, Section 2(4), A utility shall make available a paper or electronic copy of the utility's current tariff for public inspection in the utility's office or place of business.
- 10.807 KAR 5:011, Section 3 (2)(a), The utility's name, mailing address, street address of the utility's principal office if different from the mailing address, and Web site if applicable.
- 11.807 KAR 5:011, Section 8(4)(e), A statement that a person may examine this tariff filing at the offices of (utility name) located at (utility address).
- 12.807 KAR 5:011, Section 12. Posting Tariffs, Administrative Regulations, and Statues. (1) Each utility shall display a suitable placard, in large type, that states

that the utility's tariff and the applicable administrative regulations and statutes are available for public inspection.

- 13.807 KAR 5:011, Section 12(2), Each utility shall provide a suitable table or desk in its office or place of business on which it shall make available for public viewing:
- 14.807 KAR 5:011, Section 12(2)(a), A copy of all effective tariffs and supplements establishing its rates, classifications, charges, rules, and requirements, together with forms of contracts and applications applicable to the territory served from that office or place of business.

Areas of Concern

The utility has two piers at the wastewater facility. One of them is located in the first lagoon and the other is located in the second lagoon. Both appear to be unsafe to walk on.

Additional Inspector Comments

Comment: During this periodic regulatory compliance inspection, it was not possible to review/discuss every record relating to all Commission requirements. Therefore, in some instances the results contained in this report are indicative of those items inspected and reviewed on a sample basis.

Report by:

Date: August 11, 2017

Bund. Non

Brian L. Rice Utility Regulatory & Safety Investigator Kentucky Public Service Commission

Attachment(s):

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