



# Kentucky Rural Water Association

Helping water and wastewater utilities help themselves

January 17, 2006

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

RECEIVED  
JAN 19 2006  
PUBLIC SERVICE  
COMMISSION

Dear Ms. O'Donnell:

*Case No. 2006-00030*

Kentucky Rural Water Association will host its 2006 Management Conference at the Sloan Convention Center in Bowling Green, Kentucky on February 13-15, 2006. We request that this training be approved for commissioners as referenced in HB-75, KRS 74.020.

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

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

Sincerely,

Janet Cole  
Education Services Coordinator

Enclosures

# TRAINING SUMMARY

Case No. 2006-00030

2006 Management Conference  
***Asset Management – Understanding, Improving, Expanding***  
February 14-15, 2006  
Sloan Convention Center/ Holiday Inn University Plaza  
Bowling Green, Kentucky

Presented By: Kentucky Rural Water Association

Learning Objective: This two-day management conference will be directed toward the operators, managers, office personnel, commissioners, board members, and decision-makers of water and wastewater utilities throughout Kentucky. The theme of our 2006 Management Conference is “***Asset Management – Understanding, Improving, Expanding.***” The goals and benefits of safe drinking water and properly treated wastewater will be examined and encouraged through partnerships, alliances, work groups, and the existing network of utilities, peers, technical assistance providers, industry professionals, and governmental agencies.

A timed agenda, speaker bios, and a brief description of each session follows:

## **DAY ONE – TUESDAY, FEBRUARY 14, 2006**

8:15 – 8:30 a.m.                      Welcome and Opening Introductions  
Allan VanMeter, President, Kentucky Rural Water Assn.

### **General Session, 1-1**

8:30 – 9:15 a.m.                      *Kentucky's Water & Wastewater Assets – How Do We Manage?*  
David Adkisson, President & CEO, KY Chamber of Commerce

The Physical assets of our water and wastewater utilities are critical to the goals of commerce, industry, and enterprise. In this keynote address, Mr. Adkisson will provide **.75 hrs.** of training and will recognize Kentucky's most critical assets – our people – in bringing new growth, expansion of services, and opportunities for economic development to our state.

### **General Session, 1-2**

9:15 – 10:00 a.m.                      *Protecting Our Assets through Compliance Management*  
Aaron Keatley, Division of Compliance Assistance

Session Two will provide **.75 hrs.** of classroom training which will focus on how the Division of Compliance Assistance helps identify and guarantee compliance with state regulations. Understanding asset management through compliance assistance and Kentucky Excel Stakeholders – going over and above to manage our assets and protect our environment.

10:00 – 10:15 a.m.                      Break

**General Session, 1-3**

10:15 – 11:00 a.m.                    *Asset Management Aspects of Capacity Development*  
Donna Marlin, Kentucky Division of Water

This session will offer **.75 hrs.** of classroom training and will address long-range planning; managing our assets by dealing with open records requests; important questions such as “What do you have? What condition is it in? How much longer do you expect it to last?” In short, managing our assets means providing safe and secure drinking water by taking care of your system’s facilities and equipment and planning for any needed rehabilitations and replacements (managerial, financial, and technical capacity).

**General Session, 1-4**

11:00 – 11:45 a.m.                    *Asset Management through Legislative Participation*  
Gary Larimore, Executive Director, Kentucky Rural Water Assn.  
Joe Liles, KRWA Legislative Committee Chair

Being aware of existing and pending laws that impact water and wastewater utilities is part of the educational enrichment process that enables us all to be better trained and better informed so that we can shape outcomes and plan our results. In this session, Gary Larimore and Joe Liles will provide **.75 hrs.** of training focusing on the bills or issues most current in the Kentucky General Assembly of 2006. Voters, candidates, and elected and appointed officials all play important rolls in managing utility assets.

11:45 a.m. – 1:15 p.m.                Lunch on your own

**1:15 – 4:30 p.m. Concurrent Sessions: Management Track and Administrative Track**

**Management Track**

1:15 – 2:45 p.m.                    *Asset Management – What Does EPA Have in Mind?*  
Jean Holloway, Training Mgr., Environmental Finance Center,  
University of Maryland  
Carryn Lee, Financial Analyst, Kentucky Rural Water Assn.

Session Three, providing **1.5 hrs.** of classroom training, will be the best session in which to learn a pure and clear definition of “Asset Management.” The presenters will show how asset management can help improve your system’s financial health and will demonstrate why asset management should be part of an overall plan for your system’s future. Ms. Holloway and Ms. Lee will spell out the basic intent of EPA’s Asset Management for Small System’s Handbook by expanding on the five-step process.

1. Conducting a thorough asset inventory
2. Prioritizing the rehabilitation and replacement of your assets
3. Developing an annual estimate of needed reserves and an annual budget
4. Implementing an asset management plan
5. Reviewing and revising the asset management plan

2:45 – 3:00 p.m.                    Break

3:00 – 3:45 p.m.                      Asset Management – The Total Utility Experience  
Jim Bruce, Manager, Hardin Co. Water District #1

This session, providing **.75 hrs.** of training, will take a stage-by-stage look at how one utility has incorporated the essentials of Asset Management into a personal history of understanding, improving, and expanding. This presentation will afford insight into how a utility takes over a good-sized sewer utility (Ft. Knox). This major growth initiative offered the experience of adding assets to Hardin Co. Water District #1's overall responsibility. Those assets are now owned by the utility and are being operated by a large contract operations firm.

3:45 – 4:30 p.m.                      *Labor Issues – Managing Assets with Clear Policies and Existing Laws*  
Vernon Azevedo, Manager, Winchester Municipal Utilities

This presentation of labor laws from a manager's perspective will provide **.75 hrs.** training that will relate asset management to personnel and the laws that govern how we utilize and pay employees. Mr. Azevedo will explore Federal Law, Uniform Services of Employment & the Reemployment Rights Act. State labor laws will also be discussed. Issues will include: wage and hours; anti-discrimination; child labor; unemployment insurance; and workers compensation.

### **Administrative Track**

1:15 – 2:00 p.m.                      *Customer Assets*  
Alan Vilines, Manager, Butler, Simpson & Warren Co. Water Dist.

Communications with customers is more than the law, it is a modern utility management tool for improving relations with a valuable asset – the customer. Mr. Vilines will provide **.75 hrs.** of training on effective customer relations.

2:00 – 2:45 p.m.                      *Open Discussion*

As a continuation of the *Customer Assets* session, **.75 hrs.** will be spent in a facilitated discussion of issues related to customer service.

2:45 – 3:00 p.m.                      Break

3:00 – 4:30 p.m.                      *Asset Management – What Does EPA Have in Mind?*  
Jean Holloway, Training Mgr., Environmental Finance Center,  
University of Maryland  
Carryn Lee, Financial Analyst, Kentucky Rural Water Assn.

This session, a repeat of the same topic from the Management Track, will provide **1.5 hrs.** of classroom training and will be the best session in which to learn a pure and clear definition of "Asset Management." The presenters will show how asset management can help improve your system's financial health and will demonstrate why asset management should be part of an overall plan for your system's future. Ms. Holloway and Ms. Lee will spell out the basic intent of EPA's Asset Management for Small System's Handbook by expanding on the five-step process.

1. Conducting a thorough asset inventory

2. Prioritizing the rehabilitation and replacement of your assets
3. Developing an annual estimate of needed reserves and an annual budget
4. Implementing an asset management plan
5. Reviewing and revising the asset management plan

**TOTAL HOURS FOR DAY ONE                      6.0**

**DAY TWO – WEDNESDAY, FEBRUARY 15, 2006**

8:15 – 8:30 a.m.                      Welcome and Opening Introductions  
 Allan VanMeter, President, Kentucky Rural Water Assn.

**General Session, 2-1**

8:30 – 9:15 a.m.                      *Security Peer Review*  
 Ed Thomas, Environmental Engineer, National Rural Water Assn.

Offering **.75 hrs.** of training, this session will present a national approach to emergency response. Combining peer review with security and terrorist issues, long-term planning, and emergency response, Mr. Thomas will inform water and wastewater utility personnel in the state of Kentucky of our role in preparing to respond to any and all emergencies or threats to our utilities.

**General Session, 2-2**

9:15 – 10:00 a.m.                      *Local Emergency Response Planning & Asset Management*  
 Tony Keithley, Area 4 Manager, KY Div. of Emergency Mgmt.  
 Janarae Conway, Barren River District Health Dept.

This presentation (**.75 hrs.** of training) will be a critique of the area wide exercise of a staged catastrophic event which was held in the fall of 2005. This presentation, After Action Review for Wings of Fall Exercise, will examine the planning, implementation, obstacles, and results of the event and will summarize the suggestions for improvements that outcomes warrant. An evaluation of the effectiveness of the exercise in contributing to asset management and the need for greater participation by water and wastewater utilities will be identified.

10:00 – 10:15 a.m.      Break

**General Session, 2-3**

10:15 – 10:45 a.m.                      *Protecting Your Assets – Insuring that Assets are Covered*  
 Mari Shelton and Paulette McKinney, Insurors of Kentucky

Health, property, and liability coverage and other instruments for risk management will be explored in this session which offers **.50 hrs.** of training. Improving the health of employees, enhancing their benefit package, presenting current information on property, casualty, and umbrella coverage – all of these plays a role in understanding, improving, and expanding our asset management efforts. Learn how daily operator and personnel

practices – neat and orderly housekeeping and inventory, well maintained facilities, painted structures, and fenced properties affect underwriting costs for the typical water or wastewater utility while assuring adequate protection for employees, customers and property.

**General Session, 2-4**

10:45 – 11:15 a.m.                      *Background Checks for Water and Wastewater Employees*  
Scott Viebranz, Kroll, Inc.

Learn how this organization can assist utilities who want to conduct credible and reliable background screening that complies with all applicable privacy laws and protects the employee and employer. Kroll, Inc., the world’s leading investigative firm, will offer **.50 hrs.** of training on this aspect of managing and protecting the human resource assets of your water and wastewater utility.

**General Session, 2-5**

11:15 – 11:45 a.m.                      *Distance Learning*  
Dr. Dawn Bolton, Asst. Vice President for Program Dev. &  
Academic Relations, Western KY University  
Andy Lange, Assistant Director, Kentucky Rural Water Assn.

Distance learning – new online opportunities that help us manage our modern training needs will be the focus of this presentation offering **.50 hrs.** of training. From available online college credit to specialized unique certifications and operator certification renewal hours available through KRWA, this presentation will show further how training helps protect and inventory our assets. Who needs training? What is e-Learning? Is it the future of operator certification training? Convenience, no travel costs, and self-paced lessons – Is this the training trend for the water and wastewater industry of the future?

**TOTAL HOURS FOR DAY TWO                      3.0**

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**TOTAL HOURS FOR BOTH DAYS                      9.0**

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

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

**Dave Adkisson, President and Chief Executive Office**  
**Kentucky Chamber of Commerce**  
464 Chenault Road  
Frankfort, KY 40601  
Ph.: 502.695.4700

After serving as the President of the Birmingham Regional Chamber of Commerce in Alabama for five years, **Dave Adkisson** returned to Kentucky in March, 2005 when he accepted the position of President and CEO of the Kentucky Chamber of Commerce.

Adkisson, who has strong ties to Kentucky, was Mayor of Owensboro from 1987 to 1995. Today leaders in Owensboro point to the William H. Natcher Bridge, the International Bar-B-Q Festival, the push to land Scott Paper Co. and a popular walking trail as just a few of the projects David C. Adkisson had a strong hand in establishing.

Mr. Adkisson, an Owensboro native, is a graduate of Georgetown College and Harvard University.

## Department for Environmental Protection

Aaron Keatley, Director  
KY Division of Compliance Assistance  
14 Reilly Road  
Frankfort, KY 40601

Aaron, Keatley, Director of the Division of Compliance Assistance, will oversee the new KY EXCEL program. This voluntary environmental leadership program offers unique opportunities for public, corporate, and private sectors to improve Kentucky's diverse and wonderful environment.

For more information visit [www.dca.ky.gov/KYEXCEL](http://www.dca.ky.gov/KYEXCEL) or call the Kentucky Division of Compliance Assistance at 800.926.8111.



*Donna S. Marlin*, Drinking Water Branch Manager

Department for Environmental Protection  
Division of Water  
14 Reilly Road  
Frankfort, KY 40601

Current Position:

Manager, Drinking Water Branch, Division of Water

Previous Positions within Department for Environmental Protection:

Environmental Engineer Assistant, Drinking Water Branch  
Co-op Engineer, Facilities Construction Branch  
Office Supervisor, Enforcement Branch, Certification Section

Education:

B. S. in civil engineering, 1995  
University of Kentucky, Lexington, Kentucky

## **Biography Gary Larimore**

Gary Larimore has been Executive Director of the Kentucky Rural Water Association since its formation in March, 1979. He received both Bachelor of Science and Master of Public Service Degrees from Western Kentucky University in Bowling Green, Kentucky.

Mr. Larimore is responsible for the administration and day-to-day operation of the Association's office and supervision of a nineteen-member staff. These duties include budgeting and financial management, personnel management, and acting as the primary representative with the membership, the board of directors, National Rural Water Association, various funding agencies, and other outside organizations. Additionally, Mr. Larimore serves as Secretary/Treasurer of the Kentucky Rural Water Finance Corporation, which was incorporated in 1995 for the purpose of assisting communities in obtaining competitive financing. Other primary duties include representing the Association's legislative and regulatory interests as a full-time lobbyist and working with water-related groups and organizations.

Mr. Larimore is the co-author of the *Kentucky Rural Wastewater Manual for Policymakers*, June 1993; *Kentucky Rural Water Assistance Manual*, January, 1990; *Water System Decision Makers – An Introduction to Water System Operation and Maintenance*, January 1988; and *Conserving Water and Energy – A Manual for Managers of Rural Water Utilities*, September, 1982. He has served on a variety of National Rural Water Association (NRWA) committees.

Gary is a native of Horse Cave, Kentucky. He lives in Warren County, Kentucky with his wife Rita Tupts Larimore, who teaches third grade at St. Joseph Catholic School in Bowling Green, Kentucky.

# **JOE LILES**

P. O. Box 10180  
Bowling Green, Kentucky 42102-10180  
270/842-0052 ext. 510

## **EXPERIENCE**

2005 – Present	<b>CONSULTANT</b> Butler, Simpson & Warren County Water Systems
1967 – 2005	<b>MANAGER</b> Butler, Simpson & Warren County Water Systems

## **EDUCATION**

1966	<b>WESTERN KENTUCKY UNIVERSITY</b> Bachelor of Science with area of concentration in Management
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## **OTHER**

- Class III Water Distribution System Operator
- Kentucky Rural Water Association Treasurer, Past President, Past Vice-President
- National Rural Water Association, Secretary, Executive Board
- American Water Works Association Member
- Bowling Green-Warren County Chamber of Commerce Divisional Vice-President
- Kentucky Blaster License Holder
- Class A CDL Operator

**JEAN HOLLOWAY, Training Manager**  
**Environmental Finance Center**  
**Institute for Governmental Service**  
**The University System of Maryland**  
**4511 Knox Road, Ste. 205**  
**College Park, MD 20740**  
**410.632.1853**

Jean Holloway has worked for county, state and municipal governments in various capacities since 1974. She has been a grants administrator, a full-time town administrator, a town manager for 3 towns simultaneously, and a town administrator for a town of 3,000 on Maryland's Eastern Shore.

Jean has worked for the Environmental Finance Center as their training manager since August 1999. As training manager she helps small communities with their drinking water and wastewater problems. Ms. Holloway served on the Maryland Training Review and Evaluation Committee (for the licensing board) and was a member of the advisory committee to develop Maryland's Capacity Development Program.

## BIOGRAPHY

### CARRYN LEE

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

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

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

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

A native of Pulaski County, Carryn currently resides in Harrodsburg. Her interest include traveling, water skiing and riding horses.

**JIM BRUCE**

Hardin Co. Water District #1  
1400 Rogersville Road  
Radcliff, KY 40160  
270.351.3222

Jim Bruce has been General Manager for the Hardin Co. Water District #1 since 1994. Before that he worked twelve years with the Loveland, Colorado Water & Power Department as a Project Coordinator, Associate Engineer, Rate Analyst, Business/Finance Manager and Finance/Accounting Manager.

Prior to the utility business, Mr. Bruce worked four years for M & I Consulting Engineers as an Engineering Technician and eight years with the Goodyear Tire & Rubber Co. as a Credit Sales Manager in Michigan and Colorado.

Jim holds a B.S. in Business Administration/Finance from Regis University in Denver, Colorado with minors in Economics and Computer Science.

**WILLIAM VERNON AZEVEDO**  
**GENERAL MANAGER**  
**Winchester Municipal Utilities**  
150 N. Main Street, PO Box 4177  
Winchester, Kentucky 40392-4177

**PROFESSIONAL EXPERIENCE**

- Utilities General Manager: Winchester Municipal Utilities, Winchester, Kentucky – Planned and managed operations of a city-owned water/wastewater/solid waste utility including administration, finance, personnel, engineering and operations. Seventy-five, full-time staff. Annual Operating Budget: \$9.3 million. Annual Capital Budget: \$6.2 million.
- Public Works Director/City Engineer: City of Paris, Paris, Kentucky – Planned and supervised operations and capital projects for a city-owned water/wastewater/solid waste utility and public works department. Thirty-seven, full-time staff and annual budget of \$3.6+ million.
- Interim Utilities General Manager: Georgetown Water and Sewer Service, Georgetown, Kentucky – Planned and supervised operations of a city-owned water/wastewater utility including administration, finance, personnel, engineering and operations. Thirty-five, full-time staff and annual budget of \$4.0+ million.
- Consulting Engineer: Quest Engineers and Proctor Davis Ray Engineers – Owner/Office Manager for consulting engineering firms. Responsibilities included business development, client relations and project development including planning, funding, design and construction.

**CAREER HIGHLIGHTS**

- Water Supply Plan – Participated in the formation of a water supply commission and water supply plan to serve the potable water needs of nine central Kentucky counties with population totaling 600,000.
- Wastewater Authority Management Plan – Developed management plan to consolidate two public wastewater utilities and 37 private wastewater systems and to provide service to unsewered areas in Owensboro/Daviess County Kentucky.
- Water Consolidation Feasibility Study – Prepared feasibility analysis and implementation plan for consolidation of 11 northern Kentucky water utilities serving a population of 280,000.
- Utility Extension Policies – Developed and facilitated implementation of water/wastewater utility extension policies for the Winchester Municipal Utilities and the cities of Owensboro, Lebanon, Paris, and Georgetown, Kentucky.
- Storm Water Utility – Prepared management plan, legal basis and preliminary budget concepts for a proposed city-owned, storm water utility for Danville, Kentucky.
- Public Information – Initiated and facilitated implementation of public information programs relating to water/wastewater/storm water services in Owensboro, Lebanon, Georgetown, Paris, Marion, and Stamping Ground, Kentucky.
- User Charges – Analyzed charges relating to water/wastewater/storm water/solid waste services in Winchester, Owensboro, Georgetown, Paris, Lebanon, Marion, Stamping Ground, Kentucky and Oxford, Ohio.
- System Development Charges – Documented legal basis and developed a schedule of charges to pay for growth in Georgetown, Kentucky and for the Louisville Water Company.
- Facilities Planning/Wastewater – Developed 20-year facilities plans for wastewater collection and treatment systems in Winchester, Owensboro, Georgetown, Lebanon and Paris, Kentucky.
- Facilities Planning/Water – Developed 20 – and 50- year facilities plans for water supply, treatment, distribution and storage for the Winchester Municipal Utilities, the Louisville Water Company, Hardin County, Marion, Lebanon, Paris and Stamping Ground, Kentucky.
- Facilities Planning/Storm Water – Prepared facilities plans for major and minor system improvements for Louisville and Jefferson County Metropolitan Sewer District, Danville, Lebanon and Paris, Kentucky.

**PROFESSIONAL LICENSES**

- Professional Engineer – Kentucky, Indiana
- Registered Land Surveyor – Kentucky

**EDUCATION**

- Bachelor of Science in Civil Engineering, University of Kentucky, 1974

**PROFESSIONAL MEMBERSHIPS**

- Water Environment Federation / Water Environment Association
- American Water Works Association
- Kentucky Water and Wastewater Operations Association
- American Public Works Association
- Kentucky Rural Water Association

# ALAN H. VILINES

## EDUCATION

1982, University of Tennessee, Knoxville, TN, Master of Science in Engineering Administration.

1974, Western Kentucky University, Bowling Green, KY, Bachelor of Science in Civil Engineering Technology.

## REGISTRATIONS

Professional Engineer - Commonwealth of Kentucky.

Licensed Land Surveyor - Commonwealth of Kentucky.

## EXPERIENCE

1980 - Present

Warren County Water District, Bowling Green, KY. Held several engineering positions, Assistant General Manager and began serving as General Manger in October 2005. Responsibilities have included design and contract administration of various water and sewer improvement projects. Conducted capital improvement plans, management studies, hydraulic analyses, financial and rate studies. Worked extensively with various groups, agencies and leaders in the community. Now responsible for all aspects of the Water District's activities including operations, engineering, finance & administration, and customer service.

1975 - 1980

Robert S. Miller Co., Inc., Nashville, TN. Engineer. Performed design work on sewage collection systems, sewage treatment plants, water transmission and distribution projects, and water treatment plants. Also designed streets, curbs and gutters, storm drainage, retaining walls, and other general municipal projects.

1974 - 1975

Kenco Associates, Inc., Ashland, KY. Associate Engineer. Responsible for field and office work on industrial sites, property, and sewer system surveys. Assisted in design of water and sewer systems.



# Edwin A. Thomas, II

405 Elm Avenue  
Glen Burnie, MD 21061  
(H) 410-760-6610  
(W) 202-260-0910  
[thomas.edwin@epa.gov](mailto:thomas.edwin@epa.gov)

**EDUCATION:** **M.S., Environmental Engineering**, 1996, Johns Hopkins University, Baltimore, MD  
**B.S., Biology**, 1993, Virginia Tech, Blacksburg, VA

## PROFESSIONAL EXPERIENCE:

U.S. ENVIRONMENTAL PROTECTION AGENCY, OFFICE OF WATER – Washington D.C.  
to present

2/98

Associate Team Leader – Responsible for assisting in the management of the Office of Ground Water and Drinking Water Chemical, Radiological and Right-to-Know Implementation Team. Primary duties include development of operating budgets, provide management with budget and spending justifications, and oversight of staff spending and extramural funds.

- Present briefings to U.S. Senators and U.S. House of Representative Congressional Staff.
- Liaison between the Office of Water and the Office of Prevention, Pesticides and Toxic Substances.
- Prepare and present briefings/training sessions to management, stakeholders, trade organizations, media, and industrial representatives.
- Provide assistance to States and training service providers (e.g. The National Rural Water Association and the Rural Community Assistance Program) in developing plans to ensure facilities have the necessary resources to comply with regulatory requirements.
- Received two Bronze Awards from the Office of Water's, Assistant Administrator for "extraordinary effort, and exemplary commitment of EPA's drinking water standards for the Radionuclides and Arsenic Regulations".

Environmental Scientist – Primary responsibilities in the Office of Ground Water and Drinking Water include Underground Injection Control (UIC) support; public drinking water rule development, support and implementation assistance; evaluation of source water protection criteria; and collect, assimilate, and analyze contaminant occurrence data to evaluate alternative approaches for protecting source water.

- Prepare written responses to Congressional, Regional/State inquiries and inquiries from outside organizations such as industrial or environmental groups.
- Participate in the development and implementation of underground injection control regulations, and source water protection criteria.
- Implementation Rule Manager for, Arsenic, Radionuclide, Unregulated Contaminant Monitoring, 6 Year Regulatory Review, Contaminant Candidate List, Phase II/V rules, and Chemical Monitoring Reform; including leading EPA and State workgroups, rule development, and contract management.
- Completed EPA's most extensive analysis of regulated contaminant occurrence in public drinking water systems. The study evaluated over 10.7 million analytical results from 26,000 water systems.

GENERAL PHYSICS CORPORATION – Edgewood, MD

12/94 to 2/98

Project Manager - Provided environmental compliance support to the U.S. Postal Service, and several industrial and Department of Defense (DOD) facilities. As a project manager provided oversight to ensure facilities maintain compliance with applicable environmental regulations and reviewed engineering designs to ensure specifications conformed to environmental requirements. Supervised five (5) engineers and scientists.

- Provided environmental compliance support to industrial facilities including site assessments and environmental compliance audits.

## PROFESSIONAL EXPERIENCE (Cont.):

### GENERAL PHYSICS CORPORATION

- Provided routine inspections of backflow devices and conducted water loss study evaluating water use and water reduction strategies.
- Developed and implemented numerous compliance programs for a DOD facility; i.e., landfills, sewage sludge, nutrient management plans, used oil, oil contaminated soil, wastewater treatment plants NPDES permits, used tires, medical waste, asbestos, lead, and composting programs. Also managed DOD recycling and waste minimization programs.
- Responsibilities included procuring contracts, negotiating rates, developing proposals, contract management, and daily interaction with client to manage day-to-day environmental issues.
- Developed environmental, safety and health SOP's in accordance with OSHA for field operations.
- Conducted environmental compliance audits to ensure facilities were in compliance with the CWA, SDWA, RCRA (Subtitle C, Subtitle D, and UST requirements), OPA, TSCA, FIFRA, CAA, and EPCRA.

Environmental Engineer - Provided environmental compliance support to several government and private industrial facilities. Provided technical support to both the water and waste management groups. Responsibilities included evaluation and inspections for recycling and disposal facilities, stormwater management, drinking water compliance, and proper operation of wastewater treatment plants.

- Developed RCRA Sampling and Analysis Plans including Phase I environmental site assessments.
- Prepared Environmental Assessments (NEPA documents) and feasibility studies. Developed solid waste management plans and provided technical revisions for the overhaul of recycling programs.
- Conducted special pollution prevention and source reduction studies.
- Prepared EPA and Maryland Department of the Environment (MDE) operating permits and conducted compliance audits prior to escorting MDE Environmental Compliance Inspectors.
- Monitored and performed stormwater management evaluations; conducted studies to investigate sources of contamination in industrial, commercial and residential wastewater treatment plants.
- Evaluated/Monitored wastewater treatment NPDES and sewage sludge permit compliance.

### EA ENGINEERING, SCIENCE, AND TECHNOLOGY, INC. -- Hunt Valley, MD

8/93 to 12/94

Laboratory Technician - Responsibilities as a laboratory technician in the toxicology lab included conducting acute and chronic bioassays with municipal and industrial wastewater to ensure compliance with NPDES permits. Additional responsibilities included researching toxicological literature for studies; training entry-level technicians in safe and standard laboratory operating procedures; performing quality control evaluations; reviewing data for client report preparation; and collecting samples for NPDES discharge points to evaluate ambient water quality.

### VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY -- Charlottesville, VA

5/93 to 8/93

Geologist Technician (Summer Position) – Responsibilities included collection of stream discharge measurements and monitoring ground water levels; verification of surface water data calculations (Quality Assurance); field inspections of stream-gauging stations and evaluating scientific continuous monitoring equipment.

### BOARD EXPERIENCE:

Former Secretary - Planning and Zoning Commission; the Bureau of Glen Rock, Pennsylvania  
Former Board Member - Southern York County Regional Planning Commission, Pennsylvania  
Former Board Member - Southern York County Water and Sewer Authority, Pennsylvania  
Former Board Member - Unlined Rubble Landfill Work Group; Maryland Department of Environment

### CERTIFICATIONS:

PWS Comprehensive Performance Evaluation (CPE) Certification, 2001  
ISO 14000 - EMS Certified Lead Auditor, SGS International Certification Services, 1996  
40-hour OSHA hazardous materials trained, HAZMAT, Inc., 1994  
Annual 8-hour health and safety refresher training, 1995 - 1997  
Confined space training, University of Maryland Fire and Rescue Institute, 1995

**TONY KEITHLEY**  
**AREA 4 MANAGER**  
**KY DIVISION OF EMERGENCY MANAGEMENT**  
920 Morgantown Road  
Bowling Green, KY 42101  
Office: (270) 746-7843  
Cell: (270) 202-3720

As Area Manager, Tony Keithley assists the 10 county Barren River Area Development District jurisdictions in developing emergency preparedness capabilities and updating their counties emergency operations plans. If an emergency or disaster occurs beyond the capabilities of a city or county he may respond to assist them at the scene or via the telephone. In the event one of his counterparts are overwhelmed or out of their respective area he may respond anywhere in the State of Kentucky. In the event of a disaster, he responds to emergency incidents and coordinates state government response efforts.

In 1995 Mr. Keithley was one of the ten members representing the Kentucky community Crisis Response Team at the Oklahoma Bombing. He spent a week there doing Critical Incident Stress Debriefing to the emergency response personnel. In 1997 he served as the State Coordinating Officer at the Bowling Green Branch Disaster Field Office as a result of the flooding, hail storm and tornadoes that affected the area. In 2000 he was on loan to the state of Montana during the fires in the Northern Rockies. During a two-week period Tony served as an EMAC A-team member that located assets needed to combat the fires.

## **Janarae S. Conway, RS**

Barren River District Health Department

1109 State St.

Bowling Green, KY 42171

(270) 781-8039

Fax: (270) 796-8946

Email: [janaraes.conway@ky.gov](mailto:janaraes.conway@ky.gov)

### **Biographical Sketch**

Janarae Conway is a graduate of Western Kentucky University. It was there she earned a Bachelors of Science degree in Biology in 1993. She has been with the Barren River District Health Department since 1999 when she became a Health Environmentalist for Butler County. While in that role, she became a Registered Sanitarian in 2000. In 2002 Janarae moved to the District Office and began her role as a Public Health Disaster Preparedness Planner where she writes disaster response plans for the Health Department. Janarae is Operational level HazMat and currently serves on the Warren County Citizen's Corps Council where she is a certified Community Emergency Response Team trainer. Before working at the health department, Janarae spent 9 years at Mammoth Cave National Park as a Park Guide where she led tours both above and below ground and educated the public about the park and its surroundings.

## **Mari Shelton**

Marketing Manager  
Insurors of Kentucky  
1415 31-W By-Pass  
Bowling Green, KY 42101  
270.842.0304

Mari Shelton is a licensed insurance agent and marketing manager with 24 years of insurance experience. Mari graduated from the University of Virginia in Charlottesville, Virginia with a degree in Business/Finance. Her career stems from the agency side of the insurance industry with experience in personal lines and niche market programs for associations both state and nationwide. Mrs. Shelton worked for the Daniel & Henry Company and Lockton Companies of St. Louis, Missouri before joining Insurors of Kentucky in 2004. Her current duties include agency marketing strategies and account management.

Mrs. Shelton attained her CIC (Certified Insurance Counselor) designation in 1996, completed FEMA training in 1995 and instructed National Flood Insurance seminars for continuing education. She was the recipient of the "Sandbag Award" from President Clinton in 1994.

## **Paulette McKinney**

Office Manager  
Insurors of Kentucky  
1415 31-W By-Pass  
Bowling Green, KY 42101  
270.842.0304

Paulette McKinney is a licensed insurance agent and commercial account service representative with 38 years of experience in insurance. Mrs. McKinney worked for the Travelers Insurance Company as a property-casualty rater and advanced to Commercial Lines Service Unit Supervisor. In 1973 she left the Travelers and joined Insurors of Kentucky. Her current duties include that of office manager, overseeing agency accounting, and commercial lines service representative with full agency authority.

Mrs. McKinney has completed various company commercial lines courses as well as numerous IIA courses and attends annual RIMS conferences. She founded and is past president of the Local AMS Users' Group, a software management system for independent insurance agents.

**Scott Viebranz, Vice President, Sales**

**Kroll Background America**

**1900 Church St., Ste. 400**

**Nashville, TN 37203**

Ph: 615.320.9800 ext. 1274

[sviebranz@krollworldwide.com](mailto:sviebranz@krollworldwide.com)

Scott Viebranz manages all aspects of sales, customer management and sales support for Kroll Background America. He has over thirty years experience in sales management, general management and consulting. He has led the sales organizations of such companies as Energizer Battery Company, Doane Pet Care, and Ingram Periodicals, Inc. He also led the Global Human Resources Group for Energizer, which included responsibility for worldwide human resource policy and procedures. He has broad experience in all parts of the recruiting and hiring process. He is a 1973 graduate of Duke University with a B.A. in English.

**Dr. Dawn Bolton**

Assistant Vice President for Program Development & Academic Relations  
Office of Academic Affairs  
Western Kentucky University  
1906 College Heights Blvd #11008  
Bowling Green, KY 42101-1008  
270.745.6237

**Dr. Dawn Bolton came to Western Kentucky University in 1991 as an assistant professor in the Marketing Department. In 1996 she joined the Bowling Green Community College as the Business & Computer Studies Division Chair. Dr. Bolton joined the newly-formed Division of Extended Learning and Research (DELO) in the summer of 2003 as its Marketing Director. In July 2005, Dawn assumed the responsibilities of Assistant Vice President of Academic Affairs for Program Development and Academic Relations. She has experience in many programs including study abroad, on-line and ITV course-delivery, and was primarily responsible for the Weyerhaeuser on-line associate degree in Business Technology which will have its first graduates in December of 2005. Dawn worked with the Kentucky Rural Water Association in the development of WKU on-line courses in Water Utilities Management. Dr. Bolton holds degrees from University of Wisconsin - Platteville and UW- Oshkosh and Mississippi State University.**



## BIOGRAPHY

### **Andrew C. Lange**

Andy Lange is the Assistant Director for the Kentucky Rural Water Association (KRWA) and has been employed there since 1989. Prior to joining KRWA, Mr. Lange worked for the Barren River Area Development District for five (5) years, providing administrative and financial assistance to local governments in the ten-county BRADD region. Mr. Lange has earned a Bachelor of Science in Geography and a Master of Public Administration from Western Kentucky University in Bowling Green, Kentucky.

As Assistant Director, Mr. Lange is involved with all management and administrative activities of the Association. He was originally responsible for performing loan sub-servicing under the Asset Management Program contract with National Rural Water Association (NRWA) for eight (8) years, ending in 1997. He also currently oversees KRWA's partnership with Western Kentucky University (WKU). These programs are the WKU Small System Circuit Rider, the Utility Management Institute (UMI), and the Technology Demonstration Project. Mr. Lange received the "Field Representative of the Year" award at NRWA's 1996 Annual Conference.

Mr. Lange's other responsibilities at KRWA include: coordinating and monitoring internal membership activities, producing and editing KRWA printed publications, and assisting in the administration of KRWA finance programs. In addition, Mr. Lange has been involved in the production of over seventy-five operation and maintenance manuals for water systems, has produced the final report for the Kentucky River Authority Water Counts project, and has participated in, and written, Operation Review studies for three (3) water and wastewater utilities since 1995.

Andy is a native of Dallas, Texas and has lived in Bowling Green, Kentucky since 1962. He is married to Janice Sims Lange, a Catholic Elementary School Principal, and has two children, Katherine and Jacob.

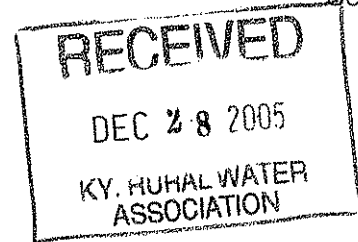


ENVIRONMENTAL AND PUBLIC PROTECTION CABINET  
DEPARTMENT FOR ENVIRONMENTAL PROTECTION

Ernie Fletcher  
Governor

Frankfort Office Park  
14 Reilly Road  
Frankfort, Kentucky 40601  
www.kentucky.gov

LaJuana S. Wilcher  
Secretary



December 20, 2005

Janet Cole  
Kentucky Rural Water Assoc.  
P.O. Box 1424  
Bowling Green, KY 42102-1424

RE: Training Request

Dear Ms. Cole:

At the December 2005 meeting of the Kentucky Boards of Certification of Wastewater, Drinking Water Treatment, and Drinking Water Distribution System Operators, your training request was reviewed.

**Results: Approved**

**Title: 2006 Management Conference: Asset Management**

**Date: 2/14/06 - 2/15/06**

**Hours Approved and type: 9 hours wastewater non-process and  
9 hours drinking water of continuing education**

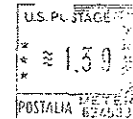
**DCA Event ID #3869**

Within thirty days of completion of the course, please forward to this office, a list of attendees. Include their appropriate water treatment and/or water distribution certification number and the hours earned by each. When forwarding this information, please reference the DCA event ID number provided above.

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

Sincerely,

Lisa Butler  
Division of Compliance Assistance  
Operator Certification



## Kentucky Rural Water Association

3251 Spring Hollow Avenue  
Post Office Box 1424  
Bowling Green, KY  
42102-1424



**Telephone**  
270.843.2291  
**Facsimile**  
270.796.8623

.....  
**TO:**

**MS. BETH O'DONNELL, EXECUTIVE DIRECTOR  
PUBLIC SERVICE COMMISSION  
P. O. BOX 615  
FRANKFORT, KY 40602-0615**

ED  
JAN 19 2000  
PUBLIC SERVICE  
COMMISSION