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David L. Armstrong
Chairman

James W. Gardner
Vice Chairman

March 6, 2012

Mr. Jeff Derouen
Executive Director
Public Service Commission
P. O. Box 615
Frankfort, KY 40602

Re: Shelby Energy Cooperative, Inc.
Case No. 2011-00403

Dear Mr. Derouen:

Attached hereto for filing in this case is Exhibit A to the Stipulation of Facts and Settlement Agreement that was filed in this case on February 17, 2012. Exhibit A was inadvertently omitted from the February 17, 2012 filing.

Sincerely ,

A handwritten signature in black ink, appearing to read "Richard G. Raff".

Richard G. Raff
Assistant General Counsel

RGR/kar

cc: Donald T. Prather, Esquire

Enclosure

EXHIBIT A

REVISED

9;66 bn - Pdu37- 3122

**SHELBY ENERGY COOPERATIVE
POSITION DESCRIPTION**

JOB TITLE: Manager of Engineering **LOCATION:** Engineering
FLSA STATUS: Exempt **EEO CODE:** 01-A
REPORTS TO: VP of Operations & Engineering **NRECA JOB CODE:** 16C

GENERAL SUMMARY:

Under general supervision of the VP of Operations & Engineering, the primary responsibility is to manage, direct, coordinate and control the design and quality of the distribution facilities necessary to provide the safest and most efficient and reliable delivery of service consistent with sound engineering practices. This includes providing reliable metering services that take in testing, installation and other various functions.

ESSENTIAL DUTIES AND TASKS:

1. *Manage and direct an engineering and technical support staff, addressing conflicts and issues as they occur.*
2. *Manage and direct information technology functions and staff.*
3. *With assistance of engineering and other employees accountable for preparing multi-year construction work plans. Work directly with system engineer and assist with appropriate filings to obtain RUS approval and the Kentucky Public Service Commission Certificate of Public Convenience and Necessity (CPCN) prior to construction of plant. Preparation of the CWP will require Financial Forecasting coordination with the accounting and finance department of the Cooperative.*
4. *Learn and remain current about the Cooperative's service territory, facilities and system design.*
5. *Learn and remain current about Kentucky Public Service Commission (PSC) rules and regulations along with those of the Cooperative including established policies and procedures.*
6. *Learn and remain current about RUS standards and bulletins relating to engineering, loans, contracts, construction work plan coding and other requirements.*
7. *Monitor construction projects to assure compliance with NEC, NESC, RUS and Cooperative requirements.*

REVISED

8:58 am, Oct 26, 2011

**SHELBY ENERGY COOPERATIVE
POSITION DESCRIPTION**

JOB TITLE: Vice President of Operations & Engineering **LOCATION:** Operations & Engineering
FLSA STATUS: Exempt **EEO CODE:** 01-A
REPORTS TO: President & CEO **NRECA JOB CODE:** 16A

GENERAL SUMMARY:

Direct engineering, operations, safety, and maintenance functions and department personnel, in the design of the optimum electric system consistent with RUS requirements, safe practices, current regulations, codes, and sound engineering, construction, and maintenance principals that produce quality, effective and efficient electric service to our customers. Maintain and enhance key accounts program. Supervise and direct engineering and construction personnel and provide overall direction and control.

Provide leadership and direction which will prompt high morale, job satisfaction, and team effort. Maintain excellent communications and cooperative behavior with all departments and areas of the Cooperative.

Keep President & CEO informed of what is happening in assigned areas of responsibility with routine updates. To inform the President & CEO of concerns, emergencies, and /or cooperative news while the CEO is away from the office.

ESSENTIAL DUTIES AND TASKS:

A. Electric System Planning:

1. Direct preparation of a Long-Range Plan for the orderly development of the electric system while analyzing various alternatives to determine the best possible plan.
2. Assist East Kentucky Power Cooperative in the preparation of Power Requirement Studies.
3. Develop system protection studies to optimize protection of the system, customers, and minimize outages. Prepare and maintain outage analysis reports.
4. Accountable for directing the timely preparation of Construction Work Plans. Responsible for verifying appropriate filings are prepared to obtain RUS approval and the Kentucky Public Service Commission Certificate of Public Convenience and Necessity (CPCN) prior to construction of plant. Preparation of the CWP will require Financial Forecasting coordination with the accounting and finance department of the Cooperative.
5. Develop and administer a comprehensive Right of Way plan for the cooperative. This plan should also consider the use of herbicides and other alternative solutions.

SHELBY ENERGY COOPERATIVE

KY 30 Shelby

Shelbyville, Kentucky

YYYY ~ YYYY Construction Work Plan

Date: _____

Process Schedule for Preparation of Construction Work Plan

Step	Process	Employee Responsible for Process *	Projected Completion **	Date Complete	Employee Certification (Initial)
1	Meet with CEO and Staff to Discuss Plan Outline		Week 01		
2	Meet with RUS GFR to Discuss Plan Details / Guidelines		Week 01		
3	Gather County and Other Agency Comprehensive Plans		Week 02		
4	Discuss Specific System Issues w / Operations		Week 04		
5	Develop and Run Engineering Models per Current Load Forecast		Week 08		
6	Examine CWP Engineering Analysis Results for Validity		Week 09		
7	Develop CWP Recommendations		Week 13		
8	Submit "Letter of Intent to File" for CWP CPCN to PSC		Week 14		
9	Prepare Historical and Projected Cost Data		Week 15		
10	Meet with RUS GFR to Discuss Historical / CWP Costs		Week 15		
11	CEO and Staff Final CWP Budget Consideration		Week 17		
12	Review / Obtain Final Approval for CWP with RUS GFR		Week 17		
13	Prepare Board of Directors CWP Exec Summary		Week 18		
14	Board Presentation / Approval Resolution		Week 19		
15	Develop / File Application for CPCN with the KY PSC		Week 20		
16	Submit CWP to RUS Washington, D.C.(Inc. BER)		Week 20		
17	Await Final RUS Washington Comments on CWP / BER et.al.		Target		
18	Submit Final RUS Washington CWP Approval to PSC		Target		
19	Await Order on CWP CPCN from PSC		Target		
Final	Begin Construction Upon Receipt of PSC Order for CWP CPCN				

RUS: Rural Utilities Service

GFR: General Field Representative for RUS

BER: RUS-Required "Borrowers Environmental Reports" that Certifies CWP will have minimum impact

CWP: Construction Work Plan

CPCN: Certificate of Public Convenience and Necessity

notes:

(*) Employee responsibilities will be assigned prior to beginning the CWP

(**) The above schedule is subject to change based on the flow of work after beginning the CWP