

COMMONWEALTH OF KENTUCKY  
BEFORE THE PUBLIC SERVICE COMMISSION

In the Matter of:

ELECTRONIC APPLICATION OF NORTH	)	CASE NO.
SHELBY WATER COMPANY FOR A RATE	)	2022-00317
ADJUSTMENT PURSUANT TO 807 KAR 5:076	)	

COMMISSION STAFF'S SECOND REQUEST FOR INFORMATION  
TO NORTH SHELBY WATER COMPANY

North Shelby Water Company (North Shelby Water), pursuant to 807 KAR 5:001, is to file with the Commission an electronic version of the following information. The information requested is due on December 23, 2022. The Commission directs North Shelby Water to the Commission's July 22, 2021 Order in Case No. 2020-00085<sup>1</sup> regarding filings with the Commission. Electronic documents shall be in portable document format (PDF), shall be searchable, and shall be appropriately bookmarked.

Each response shall include the question to which the response is made and shall include the name of the witness 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 a 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

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<sup>1</sup> Case No. 2020-00085, *Electronic Emergency Docket Related to the Novel Coronavirus COVID-19* (Ky. PSC July 22, 2021), Order (in which the Commission ordered that for case filings made on and after March 16, 2020, filers are NOT required to file the original physical copies of the filings required by 807 KAR 5:001, Section 8).

response is true and accurate to the best of that person's knowledge, information, and belief formed after a reasonable inquiry.

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

Careful attention shall be given to copied and scanned 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 applicable, the requested information shall be separately provided for total company operations and jurisdictional operations. When filing a paper containing personal information, North Shelby Water 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, Schedule of Adjusted Operations, Other Water Revenues.
  - a. Provide a breakdown of the Miscellaneous Service Revenues of \$234,423.
  - b. Provide a breakdown of the Other Water Revenues of \$13,401.
2. Refer to North Shelby Water's response to Commission Staff's First Request for Information (Staff's First Request), Item 1d\_Bonus.xlsx.

a. Describe eligibility for the Christmas bonus. Include reference to whether a minimum tenure period with North Shelby Water is required and whether classification as full time versus part time affects the amount paid.

b. State whether the Christmas bonus is payable under a written personnel policy or whether the Board of Directors must approve annually.

c. Describe eligibility and program amounts (i.e. how much per year) for the years of service bonus.

d. State whether the years of service bonus is payable under a written personnel policy or whether the Board of Directors must approve the continuation of the program each year.

3. Refer to North Shelby Water's response to Commission Staff's First Request, Item 5\_Commissioners\_Compensation.xlsx. The total authorized annual compensation for current directors cannot be determined from the information provided. Provide the total annual compensation for each director and the expiration date of each director's term.

4. Refer to North Shelby Water's response to Staff's First Request, Item 12, provide the amount collected in late fees that were assessed during the calendar years of 2017, 2018, 2019, 2020, 2021, and year to date of 2022.

5. Refer to North Shelby Water's response to Staff's First Request, Item 14.

a. For each of the cost justification sheets where a Clerical and Office Expense lists supplies of \$1.00, provide an explanation of what is included in the \$1.00 expense.

b. For the Membership Fee cost justification sheet, Clerical and Office Expense lists supplies of \$5.50, provide an explanation of what is included in the \$5.50 expense.

6. Provide an updated cost justification sheets for the 5/8 x 3/4 - Inch tap-on fee and for the 1-Inch tap-on fee found in North Shelby Water's Tariff on file with the Commission.



Linda C. Bridwell, PE  
Executive Director  
Public Service Commission  
P.O. Box 615  
Frankfort, KY 40602

DATED DEC 05 2022

cc: Parties of Record

Case No. 2022-00317

\*Robert K. Miller  
Straightline Kentucky LLC  
113 North Birchwood Ave.  
Louisville, KENTUCKY 40206

\*North Shelby Water Company  
4596 Bagdad Road  
P. O. Box 97  
Bagdad, KY 40003

\*David Hedges  
North Shelby Water Company  
4596 Bagdad Road  
P. O. Box 97  
Bagdad, KY 40003