

KIRKSVILLE WATER ASSOCIATION

1613 FOX HAVEN DRIVE
RICHMOND, KENTUCKY
40475

RATES & CHARGES
AND
RULES & REGULATIONS
FOR FURNISHING
WATER SERVICE
IN

MADISON COUNTY
KENTUCKY

FILED WITH THE
PUBLIC SERVICE COMMISSION
OF
KENTUCKY

DATE OF ISSUE _____ June 1, 2022
Month / Date / Year
DATE EFFECTIVE _____ August 1, 2022
Month / Date / Year
ISSUED BY _____ /s/ Wayne Long
(Signature of Officer)
TITLE _____ President
BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION
IN CASE NO. _____ DATED _____

KENTUCKY PUBLIC SERVICE COMMISSION
Linda C. Bridwell Executive Director

EFFECTIVE 8/1/2022 PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

FOR Kirksville/Baldwin/Cusick/Newby
Community, Town or City

P.S.C. KY. NO. 1

1st Revised SHEET NO. 1

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

I. RATES AND CHARGES

- A. Monthly Rates
- B. Deposits
- C. Meter Connections/Tap-on Charges
- D. Special Non-Recurring Charges
- E. Purchased Water Rates
- F. Leak Adjustments
- G. Wholesale Water Rates
- H. Fire Departments

II. RULES AND REGULATIONS

- A. Service Information
- B. Special Rules or Requirements
- C. Billings, Meter Readings, and Related Information
- D. Deposits
- E. Special Non-Recurring Charges
- F. Customer Complaints
- G. Bill Adjustments
- H. Status of Customer Accounts During Billing Disputes

N

DATE OF ISSUE June 1, 2022

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IN CASE NO. _____ DATED _____

KENTUCKY
PUBLIC SERVICE COMMISSION

Linda C. Bridwell
Executive Director



EFFECTIVE

8/1/2022

PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

FOR Kirksville/Baldwin/Cusick/Newby
Community, Town or City

P.S.C. KY. NO. 1

1st Revised SHEET NO. 2

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

- I. Customer Request for Termination of Service
- J. Partial Payment Plan
- K. Customer Relations
- L. Refusal or Termination of Service with Advance Notice
- M. Refusal or Termination of Service without Advance Notice
- N. Termination of Service Exceptions
- O. Meter Testing
- P. Meter Test Records
- Q. Customer Requested Meter Test
- R. Usage Investigation
- S. Access to Property
- T. Location of Records
- U. Safety Program
- V. System Inspections
- W. Reporting of Accidents, Property Damage, or Loss of Service
- X. Continuity of Service
- Y. Pressures

N

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1st Revised SHEET NO. 3

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

Z. Service Line and Connections

AA. Leak Adjustments

AB. Ownership of Mains, Services, and Appurtenances

AC. Notification of System Problems

AD. Legal Disclaimers

AE. Fire Departments

AF. Fire Hydrants

AG. Water Main Extensions

AH. Extension Procedures for Developers and/or New Subdivisions

N



III. ATTACHMENTS

A. ACH Withdrawal of Monthly Utility Bill

B. Leak Adjustment Contract

C. New Service Contract

D. Payment Plan Policy

E. Turn off Request

F. Copy of Bill

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PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

FOR Kirksville/Baldwin/Cusick/Newby
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P.S.C. KY. NO. 1
2nd Revised SHEET NO. 4

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. 1
1st Revised SHEET NO. 4

SECTION I. RATES AND CHARGES:

A. MONTHLY RATES

First 2,000 gallons	\$21.11 Minimum Bill
Next 3,000 gallons	.01020 per gallon
Next 5,000 gallons	.00873 per gallon
Over 10,000 gallons	.00751 per gallon

(I) ↓

DATE OF ISSUE July 15, 2022
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DATE EFFECTIVE July 1, 2022
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ISSUED BY /s/ Wayne Long
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TITLE President

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION

IN CASE NO. 2022-00185 DATE July 15, 2022



FOR Kirksville/Baldwin/Cusick/Newby
Community, Town or City

P.S.C. KY. NO. 1

1st Revised SHEET NO. 5

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

B. DEPOSITS:

Customers will pay equal deposits in the amount of \$80.00. This amount does not exceed 2/12 of the (N)(I) average annual bill.

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1st Revised SHEET NO. 6

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

C. METER CONNECTION/TAP ON CHARGES:

5/8 x 3/4 INCH \$1,156

1 Inch \$1,420

Any customer desiring a meter larger shall pay the actual cost of installation of such larger size meter.

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Kirksville Water Association
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SHEET NO. _____

D. SPECIAL NON-RECURRING CHARGES:

Late Payment Charge	10%
Meter Reading Recheck	\$58.00
Service Reconnection Charge	\$58.00
Service Charge	\$58.00
Returned Payment Charge	\$20.00
Meter Test Request	\$135.00
Damage to Meter Setting or Lid	Actual Cost
Meter Relocate	Actual Cost

N
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Kirksville Water Association
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CANCELLING P.S.C. KY. NO. Original
SHEET NO. _____

Credit/Debit Card Policy

All customers may pay their bill by credit or debit card. This method of payment may be made in person at the utility office, online, or by telephone. Customers must have the current month's bill to pay by telephone.

If on the bill due date an attempt to pay with a credit/debit card is made and the card is declined for any reason, payment is still due in full on that date and will be considered late on that date. All late charges will be applied. If a customer is paying on the disconnect day and the card is denied, the same rules as above apply, in addition to service being disconnected.

When a customer makes a payment by credit card, the processor (not the Association) will assess a convenience fee for providing this service. Prior to processing the transactions, the customer will be informed of the fee amount.

ACH-Bank Draft/ Automatic Withdraw Policy

All customers may pay their bill by ACH-Bank Draft/Automatic Withdraw. The ACH-Bank Draft/Automatic Withdraw will be scheduled for the within two days if the due date of each month. Between the 13th and the 15th of each month the payment will be processed. If for any reason payment is declined the payment will still be due by the 15th of the month. All late charges and penalties will apply if payment is not made by the 15th of the month.

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1st Revised SHEET NO. 9

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

E. PURCHASED WATER RATES:

See the Richmond Utilities Tariff on file with the Public Service Commission

F. LEAK ADJUSTMENTS:

Refer to Section II AA

G. FIRE DEPARTMENTS:

See Section AE.



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1st Revised SHEET NO. 10

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original
SHEET NO. _____

SECTION II. RULES AND REGULATIONS:

The following are the rules and regulations of the Kirksville Water Association. The schedule of rates prescribed herein will be uniformly charged to all customers of the utility. No one will receive or be entitled to free service by the utility. No employee or individual commissioner of the utility is permitted to make an exception to these rates, rules, or regulations. The rules and regulations are subject to change by the utility at any time, subject to the approval of the Public Service Commission. All customers will be responsible for paying a minimum bill whether any water is used or not as long as a meter is installed on the customer's premises.

A. Service Information

1. Upon request the utility will give its customers or prospective customers such information as is reasonably possible in order that they may secure safe, efficient and continuous service. The utility will inform its customers of any change made or proposed in the character of its service that might affect the efficiency, safety, or continuity of operation.
2. The utility will obtain the approval of the Public Service Commission prior to making any substantial change in the character of the service furnished that would affect the efficiency, adjustment, speed, or operation of the equipment or appliances of any customer. The application will show the nature of the change to be made, the number of customers affected, and the manner in which they will be affected.
3. The utility will inform each applicant for service of each type, class, and character of service available at his/her service location.
4. Upon request the utility will provide the following information to any applicant/customer:
 - a) Reading Meters. Information about the method of reading meters.
 - b) Bill Analysis. A statement of the past readings of a customer's meter for a period of two (2) years.

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1st Revised SHEET NO. 11

Kirksville Water Association
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CANCELLING P.S.C. KY. NO. Original

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B. Special Rules or Requirements

1. The utility cannot establish any special rule or requirement without first obtaining the approval of the Public Service Commission.
2. A customer that has complied with Public Service Commission rules and regulations cannot be denied service for failure to comply with the utility's rules that have not been approved by the Public Service Commission.
3. Each prospective customer desiring water service will be required to sign the utility's Water Service Contract before service is supplied by the utility. **All applicants for water service must present identification card containing the applicant's photo. In lieu of photo identification, the applicant may present an alternate form of identification such as an identification card with applicant's name issued by a Kentucky county government or any food stamp identification card, electronic benefit transfer card, or supplemental nutrition assistance card issued by Kentucky state government that shows the applicant's name. A credit card or debit card showing the applicant's name is not an acceptable alternate form of identification.**
4. No customer is allowed to resell water except under the terms of a special contract executed by the utility and approved by the Public Service Commission.

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1st Revised SHEET NO. 12

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

C. Billings, Meter Readings, and Related Information

1. Information on bills. Each bill issued by the utility will clearly show the following, if applicable: class of service; present and last preceding meter readings; date of the present reading; number of units consumed; net amount for service rendered; all taxes; any adjustments; and the gross amount of the bill. The date after which a late payment charge applies to the gross amount will also be indicated. Estimated or calculated bills will be distinctly marked as such. The rate schedule under which the bill is computed will be furnished by providing a place on each bill where a customer may request a copy of the applicable rates. The utility will mail the customer a copy by return first class mail.
2. Bill format. A copy of the utility's billing form will be included in the utility's tariff.
3. Meter readings. Registration of each meter shall read in the same units as used for billing unless a conversion factor is shown on the billing form.
4. Frequency of meter reading. Unless prevented by reasons beyond the utility's control, meter readings will be taken every month. Records will be kept by the utility to ensure that this information is available to Public Service Commission staff and any customer requesting this information. If, due to reasons beyond its control, the utility is unable to read a meter in accordance with this subsection, the utility will record the date and time the attempt was made, if applicable, and the reason the utility was unable to read the meter.
5. Related Information
 - a) Bills and notices related to the utility's business will be mailed to the customer at the address listed on the Water Service Contract unless a change has been filed with the utility in writing. The utility will not otherwise be responsible for delivery of any bill or notice nor will the customer be excused from payment of any bill or any performance required in the notice.

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FOR Kirksville/Baldwin/Cusick/Newby
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1st Revised SHEET NO. 13

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original
SHEET NO. _____

- b) Water service will be billed monthly.
- c) Bills are payable and due on the date of issuance.
- d) Payment must be received by the due date, otherwise, the delinquent bill will be assessed the late payment charge approved and on-file with the Public Service Commission. If the due date falls on the weekend or a Holiday the payment will need to be in the night deposit box before the office opens on the following business day.
- e) The late payment charge will be assessed on the delinquent amount of the bill, less taxes and prior late payment charges. Pursuant to Public Service Commission rules and regulations, a late payment charge may be assessed only once on any bill for rendered services.
- f) With the exception of existing connections, the existence of a special contract or unusual circumstances requiring approval of the utility, a single meter can serve no more than one residential or commercial unit on and after the effective date of this tariff.
- g) For existing connections, special contract, or other utility approved situations, where two or more units are being served by one meter, the following rules will apply:
 - 1. One bill per meter will be sent to the customer that signed the Water Service Contract.
 - 2. The customer that signed the Water Service Contract will be fully and solely responsible for the charges associated with the connection including payment for all water passing through the meter, regardless of which unit is responsible for the water consumption.

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1st Revised SHEET NO. 14

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

D. Deposits

1. Equal Deposits. The utility requires a cash deposit to secure payment of bills, an equal amount for each class of customers, not exceed two-twelfths (2/12) of the average annual bill of customers. Service may be refused or disconnected if payment of requested deposits is not made.
2. Additional deposit requirements. The utility may require a deposit in addition to the initial deposit if the customer's classification of service changes or if there is a substantial change in usage, except that an additional deposit will not be required of a residential customer whose payment record is satisfactory unless the customer's classification of service changes or the deposit is recalculated at the customer's request in accordance with Public Service Commission rules and regulations. A satisfactory payment record is defined as having no more than one late payment in the last 12 months of service.
3. Receipt of deposit. The utility will issue a receipt for every deposit that lists the name of the customer, location of the service or customer account number, date, and amount of deposit.
4. Upon termination of service, the deposit, any principal amounts, and interest earned and owing will be credited to the final bill with any remainder refunded to the customer.
5. Recalculation of deposit. If a deposit is held longer than 18 months, the deposit will be recalculated at the customer's request based on the customer's actual usage. If the deposit on account differs from the recalculated amount by more than \$10.00 for a residential customer or 10 percent for a non-residential customer, the Company may collect any underpayment and shall refund any overpayment by check or credit to the customer's bill. No refund will be made if the customer's bill is delinquent at the time of the recalculation.
6. Interest will accrue on all deposits at the rate prescribed by law beginning on the date of the deposit. Interest accrued will be refunded to the customer or credited to the customer's bill on an annual basis. If interest is paid or credited to the customer's bill prior to twelve (12) months from the date of deposit or the last interest payment date, the payment or credit shall be on a prorated basis.

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Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

E. Special Non-Recurring Charges.

1. The utility will collect for special nonrecurring charges to recover customer-specific costs incurred which would otherwise result in monetary loss to the utility or increased rates to other customers to whom no benefits accrue from the service provided or action taken. The utility may establish or change any special nonrecurring charge by applying for Public Service Commission approval of such charge in accordance with the provisions of 807 KAR 5:011, Section 10.
2. Special nonrecurring charges will be applied uniformly throughout the area served by the utility. Such charges will relate directly to the service performed or action taken and only yield enough revenue to pay the expenses incurred in rendering the service.
3. The utility will assess a charge for the following non-recurring services:
 - a) Late Payment Charge: Will be assessed on the delinquent amount of the bill, less taxes and prior late payment charges. Pursuant to Public Service Commission rules and regulations, a late payment charge may be assessed only once on any bill for rendered services.
 - b) Meter Test Charge: Will be assessed when a customer requests the utility perform a test on the customer's meter to check for accuracy, and the test shows the customer's meter is not more than two percent (2%) fast.
 - c) Reconnection Charge: Will be assessed to reconnect service that has been terminated for non-payment of service or for violation of Utility or Public Service Commission rules and regulations. The charge will also be assessed when a customer, who had previously requested their meter to be disconnected, requests the meter to be turned back on.
 - d) Returned Payment Charge: Will be assessed when a customer's payment is not honored by the customer's financial institution either due to insufficient funds or other reason when the customer is at fault.

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- e) Service Charge: Will be assessed to transfer an account or open an account on an existing service.
- f) Damage to Meter Setting or Lid: Will be assessed when a customer maliciously, willfully, or negligently breaks, damages, destroys, uncovers, defaces, or tampers with any structure, appurtenance, or equipment which is part of the Association's water works. Any person violating this provision shall be subject to disconnection of water service and shall pay the cost of repairing or replacing the appurtenances as may be determined by a court of law having jurisdiction.
- g) Meter Relocation /Re-setting: Will be assessed when a customer or other authorized person requests that a meter be relocated, changed, modified or re-set a meter that has been removed at the customer's request. Those requesting a change must reimburse the utility for the actual costs incurred, including but not limited to appropriate legal, administrative, engineering, overhead, or other related costs.

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Kirksville Water Association
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F. Customer Complaints.

A customer may file a complaint with the utility or with the Public Service Commission. If the customer chooses to file the complaint with the utility, it can be made at the utility's office, by telephone, or in writing, whereupon the utility will make a prompt and complete investigation and notify the complainant of its findings. The utility's operator/manager will make a decision within ten (10) days, which the complainant will then have ten (10) days to appeal to the utility's board of commissioners. The customer will receive a final decision from the utility no later than thirty (30) days following the date the complaint was made. If the complainant is not satisfied with the utility's decision, the utility will provide written notice to the complainant of his/her right to appeal the utility's decision by filing a complaint with the Public Service Commission. The utility will keep a record of all written complaints. This record will show the name and address of the complainant, the date and nature of the complaint, and the adjustment or disposition of the complaint. Records will be maintained for two (2) years from the resolution date of the complaint.

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G. Bill Adjustments:

1. Fast or slow reading meter:

- a) If upon periodic test, requested test, or complaint test, a meter in service is found to be more than two (2) percent fast, additional tests will be made to determine the average error of the meter. The tests will be made in accordance with Public Service Commission rules and regulations applicable to the type of meter involved.
- b) If test results on a customer's meter show an average error greater than two (2) percent fast or slow, or if a customer has been incorrectly billed for any other reason, except in an instance where a utility has filed a verified complaint with the appropriate law enforcement agency alleging fraud or theft by a customer, the utility will immediately determine the period during which the error has existed, and will re-compute and adjust the customer's bill to either provide a refund to the customer or collect any under-billed amount.
- c) The utility will readjust the account based upon the period during which the error is known to have existed. If the period during which the error existed cannot be determined with reasonable precision, the time period will be estimated. In all instances of customer over-billing, the customer's account will be credited or the over-billed amount refunded at the discretion of the customer within thirty (30) days after final meter test results. A utility will not require customer repayment of any under-billing to be made over a period shorter than a period coextensive with the under-billing.

2. Meter read failure. When a meter has ceased to register, or a meter reading cannot be obtained, the quantity of water to be billed will be based upon an average of six months' consumption. If said meter readings are not available for an entire six month period, the water bill will be estimated by the utility, subject to an upward or downward adjustment once a six month average of actual meter readings can be calculated.

DATE OF ISSUE June 1, 2022
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DATE EFFECTIVE August 1, 2022
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ISSUED BY /s/ Wayne Long
(Signature of Officer)

TITLE President

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION
IN CASE NO. _____ DATED _____



N ↓

FOR Kirksville/Baldwin/Cusick/Newby
Community, Town or City

P.S.C. KY. NO. 1

1st Revised SHEET NO. 19

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

H. Status of Customer Accounts during Billing Disputes:

With respect to any billing dispute, customer accounts shall be considered to be current while the dispute is pending as long as the customer continues to make undisputed payments and stays current on subsequent bills.

I. Customer's Request for Termination of Service:

1. Any customer desiring service terminated or changed from one address to another shall give the utility three (3) working days' notice in person, in writing, or by telephone, provided such notice does not violate contractual obligations. The customer will not be responsible for charges for service beyond the three (3) day notice period if the customer provides proper notification and reasonable access to the meter during the notice period. If the customer notifies the utility of his/her request for termination by telephone, the burden of proof is on the customer to prove that service termination was requested if a dispute arises.
2. Upon request that service, be reconnected at any premises subsequent to the initial installation or connection to its service lines, the utility will charge the applicant a deposit as set out in this tariff and approved by the Public Service Commission.

J. Partial Payment Plans:

The utility shall negotiate and accept reasonable partial payment plans at the request of residential customers who have received a termination notice for failure to pay, except that a utility is not required to negotiate a partial payment plan with a customer who is delinquent under a previous partial payment plan. Partial payment plans must be mutually agreed upon. Plans which extend for a period longer than thirty (30) days will be in writing and will advise customers that service may be terminated without additional notice if the customer fails to meet the obligations of the plan.

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ISSUED BY /s/ Wayne Long
(Signature of Officer)

TITLE President

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KENTUCKY PUBLIC SERVICE COMMISSION
Linda C. Bridwell Executive Director

EFFECTIVE 8/1/2022 PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

FOR Kirksville/Baldwin/Cusick/Newby
Community, Town or City

P.S.C. KY. NO. 1

1st Revised SHEET NO. 20

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

K. Customer Relations:

1. Display of customer rights. The utility will prominently display in the office in which payment is received a copy of Customer's Rights. If a customer indicates to any utility personnel that he is experiencing difficulty in paying a current utility bill, that employee will refer the customer to the designated representative for explanation of the customer's rights.
2. Utility inspections of service conditions prior to providing service. The utility will inspect the condition of the meter and service connections before providing service to a new customer so that prior or fraudulent use of the facilities will not be attributed to the new customer. The new customer will be afforded the opportunity to be present at such inspections. The utility will not be required to render service to any customer until any defects in the customer owned portion of the service facilities have been corrected.
3. Prompt connection of service. The utility will reconnect existing service within twenty-four (24) hours or close of the next business day, whichever is later, and will install and connect new service within seventy-two (72) hours or close of the next business day, whichever is later, if the cause for refusal or discontinuance of service has been corrected and the rules and regulations of both the utility and the Public Service Commission have been met.
4. Advance termination notice. When advance termination notice is required, the termination notice will be mailed or otherwise delivered to the last known address of the customer. The termination notice will be in writing, distinguishable and separate from any bill. The termination notice will plainly state the reason for termination, that the termination date will not be affected by receipt of any subsequent bill, and that the customer has the right to dispute the reasons for termination.

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DATE OF ISSUE June 1, 2022
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ISSUED BY /s/ Wayne Long
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FOR Kirksville/Baldwin/Cusick/Newby
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P.S.C. KY. NO. 1

1st Revised SHEET NO. 21

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

L. Refusal or Termination of Service with Advance Notice:

The utility may refuse or terminate service to a customer if the following conditions exist provided the customer has been given proper written notice pursuant to the laws and regulations of the Public Service Commission along with notice of the customer's right to challenge the termination by filing a complaint with the Public Service Commission. Termination of service is in addition to any legal remedies the utility may pursue, and the utility is not required to restore service until the customer has complied with the utility's tariff and the laws and regulations of the Public Service Commission.

1. For noncompliance with the utility's tariff or PSC laws and regulations, the utility may refuse service or terminate service with proper advance notice.
2. For dangerous conditions, the utility may refuse service until any and all dangerous conditions have been properly corrected.
3. For refusal of access, the utility may refuse service or terminate service with proper advance notice.
4. For outstanding indebtedness, the utility may refuse service until the customer has paid the outstanding debt.
5. For noncompliance with state, local, or other codes, the utility may refuse service or terminate service with proper advance notice.
6. For non-payment of bills, a utility may terminate service with proper advance notice.

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KENTUCKY PUBLIC SERVICE COMMISSION
Linda C. Bridwell Executive Director

EFFECTIVE 8/1/2022 PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

FOR Kirksville/Baldwin/Cusick/Newby
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P.S.C. KY. NO. 1
1st Revised SHEET NO. 22

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original
SHEET NO. _____

M. Refusal or Termination of Service Without Advance Notice.

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The utility may refuse or terminate service to a customer if the following conditions exist without an advance termination notice. Within 24 hours after termination, the utility shall send written notification to the customer stating the reason(s) for termination and providing notice of the customer's right to challenge the termination by filing a complaint with the Public Service Commission. Termination of service is in addition to any legal remedies the utility may pursue, and the utility is not required to restore service until the customer has complied with the utility's tariff and the laws and regulations of the Public Service Commission.

1. For dangerous conditions relating to the utility's service.
2. Unauthorized service by illegal use or theft.
3. Extensions or additions to an existing service connection that have not been approved by the utility.
4. Misrepresentation in the application or contract as to the property or fixtures to be supplied or additional use to be made of water.
5. Resale of water except under the terms of a special contract executed by the utility and approved by the PSC.
6. Waste or misuse of water due to improper, imperfect, or deteriorated service pipes.
7. Tampering with the meter, meter seal, valves, or other system facilities or permitting any tampering by others.
8. Connections, cross-connections, or permitting the same, of any separate water supply to premises that receive water from the utility.

DATE OF ISSUE June 1, 2022
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**KENTUCKY
PUBLIC SERVICE COMMISSION**

Linda C. Bridwell
Executive Director



**EFFECTIVE
8/1/2022**
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FOR Kirksville/Baldwin/Cusick/Newby
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P.S.C. KY. NO. 1

1st Revised SHEET NO. 23

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

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N. Termination of Service Exceptions.

The utility will not terminate service to a customer if the following conditions exist:

1. If payment for services is made. Service will not be terminated to a customer that was sent a termination notice if the customer delivers full payment to the utility prior to the actual termination of service.
2. If a partial payment agreement is in effect. Service will not be terminated for nonpayment if the customer and the utility have entered into a partial payment plan and the customer is meeting the requirements of the plan.
3. If a medical certificate is presented. Service will not be terminated for thirty (30) days beyond the termination date if a physician, registered nurse or public health officer certified in writing that termination of service will aggravate a debilitating illness or infirmity on the affected premises. The utility may refuse to grant consecutive extension for medical certificates past the original thirty (30) days unless the certificate is accompanied by an agreed partial payment plan. The utility will not require a new deposit from a customer to avoid termination of service for thirty (30) day period who presents to the utility a medical certificate certified in writing by a physician, registered nurse, or public health officer.

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KENTUCKY PUBLIC SERVICE COMMISSION
Linda C. Bridwell Executive Director

EFFECTIVE 8/1/2022 PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

FOR Kirksville/Baldwin/Cusick/Newby
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P.S.C. KY. NO. 1
1st Revised SHEET NO. 24

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original
SHEET NO. _____

O. Meter Testing.

1. Water meters will be tested before being installed for use by any customer. The water meter will be in good working order and adjusted as close to the optimum operating tolerance as possible, in accordance with Public Service Commission rules and regulations.
2. The utility may have all or part of its meter testing performed by another utility or agency approved by the Public Service Commission. The utility will notify the Public Service Commission of the make, type, and serial number of standards used for testing.
3. The utility cannot place in service any basic measurement standard unless the Public Service Commission has approved the calibration. The Public Service Commission will be notified promptly of the adoption or deletion of any basic standards requiring approval of the calibration.
4. Meter testers must be certified by the Public Service Commission. Certified meter testers will perform tests necessary to determine the accuracy of the utility's meters and to adjust the utility's meters to the degree of accuracy required by the rules and regulations of the Public Service Commission.

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DATE OF ISSUE June 1, 2022
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FOR Kirksville/Baldwin/Cusick/Newby
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P.S.C. KY. NO. 1

1st Revised SHEET NO. 25

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

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P. Meter Test Records.

1. A complete record of all meter tests and adjustments and data sufficient to allow checking of test calculations will be recorded by the meter tester. Such record will include: information to identify the unit and its location; date of test; reason for such tests; reading before and after test; statement of “as found” and “as left” accuracies sufficiently complete to permit checking of calculations employed; notations showing that all required checks have been made; statement of repairs made, if any; identifying number of meter; type and capacity of the meter; and the meter constant. The complete record tests of each meter will be continuous for at least two (2) periodic test periods and will in no case be less than two (2) years
2. The utility will keep numerically arranged and properly classified records for each meter owned, used and inventoried by the utility. The identification number, date of purchase, name of manufacturer, serial number, type, rating, and name and address of each customer on whose premises the meter have been in service with date of installation and removal will be included in the records. These records will also contain condensed information concerning all tests and adjustments including dates and general results of such adjustments. The records will reflect the date of the last test and indicate the proper date for the next periodic test required by the applicable Public Service Commission rule and/or regulation.
3. Upon completion of adjustment and test of any meter pursuant to Public Service Commission rules and regulations, the utility will affix to the meter a suitable seal in such a manner that adjustments or registration of the meter cannot be altered without breaking the seal.

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Linda C. Bridwell Executive Director

EFFECTIVE 8/1/2022 PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

FOR Kirksville/Baldwin/Cusick/Newby
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P.S.C. KY. NO. 1
1st Revised SHEET NO. 26

CANCELLING P.S.C. KY. NO. Original
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Kirksville Water Association
(Name of Utility)

Q. Customer Requested Meter Test.

1. The utility will make a test of any meter upon written request of any customer if the request is not made more frequently than once every twelve (12) months. The customer shall be given the opportunity to be present at the requested test. If the test shows that the meter was not more than two (2) percent fast, the utility will make a reasonable charge for the test, the amount being approved by the Public Service Commission and set out in the utility's tariff.
2. After having first obtained a test from the utility, any customer may request a meter test by the Public Service Commission upon written application. Such request shall not be made more frequently on one (1) meter than once every twelve (12) months.

R. Monitor Usage/ Usage Investigation.

The utility at least quarterly monitors the customers usage using its billing report. If a customer usage is unduly high and the deviation cannot be explained the utility shall test the customer's meter to determine if the meter shows and average meter error greater than 2 (two) percent fast or slow.

If an investigation of a customer's usage is necessary, the utility will notify the customer by telephone or in person either during or immediately after the investigation of the reasons for the investigation, and of the findings of the investigation

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FOR Kirksville/Baldwin/Cusick/Newby
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1st Revised SHEET NO. 27

Kirksville Water Association
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CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

S. Access to Property.

1. The utility shall at all reasonable hours have access to meters, service connections, and other property owned by it and located on customer's premises for purposes of installation, maintenance, meter reading, operation, replacement or removal of its property at the time service is terminated. Any employee of the utility whose duties require him/her to enter the customer's premises will wear a distinguishing uniform or other insignias identifying him/her as an employee of the utility, and show a badge or other identification which will identify him/her as an employee.
2. Obtaining easements and right-of-way necessary to extend service will be the responsibility of the utility.
3. All customers must grant, convey, or cause to be granted or conveyed to the utility a perpetual easement and right-of-way across any property owned or controlled by the customer wherever necessary for the utility's facilities in order to provide service.
4. The utility cannot require a prospective customer to obtain easements or right-of-way on property not owned by the prospective customer as a condition for providing service. However, the cost of obtaining easements and right-of-way will be included in the total per foot cost of an extension, and will be apportioned among the utility and customer in accordance with the applicable extension administration regulation.

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FOR Kirksville/Baldwin/Cusick/Newby
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1st Revised SHEET NO. 28

Kirksville Water Association
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CANCELLING P.S.C. KY. NO. Original

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T. Location of records.

All records required by Public Service Commission rules and regulations will be kept in the office of the utility and will be made available to representatives, agents or staff of the Public Service Commission upon reasonable notice at all reasonable hours.

U. Safety Program.

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

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.
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.

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1st Revised SHEET NO. 29

CANCELLING P.S.C. KY. NO. Original
SHEET NO. _____

Kirksville Water Association
(Name of Utility)

V. System Inspections.

1. The utility will adopt inspection procedures to assure safe and adequate operations of its facilities and compliance with Public Service Commission rules and regulations.
2. Upon receipt of a report of a potentially hazardous condition at any utility facility made by a qualified employee, public official, or customer, the utility will inspect all portions of the system which are the subject of the report.
3. Appropriate records will be kept by the utility to identify the inspection made, deficiencies found and action taken to correct the deficiencies.
4. Inspections. The utility will make systematic inspections of its system in the manner set out below to ensure that the Public Service Commission's safety requirements are being met. These inspections will be made as often as necessary but not less frequently than is set forth below for various classes of facilities and types of inspection.
 - a) The utility will annually inspect all pumping equipment and water storage facilities, including electric power wiring and controls; hydrants, mains, and valves.
 - b) The utility will monthly inspect construction equipment and vehicles for defects, wear, operational hazards, and safety features.

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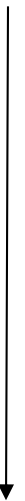
CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

W. Reporting of Accidents, Property Damage, or Loss of Service.

1. Within two (2) hours following discovery the utility will notify the Public Service Commission by telephone or electronic mail of any utility related accident which 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 customers, whichever is less.
2. A summary written report will be submitted by the utility to the Public Service Commission within seven (7) calendar days of the utility related accident.

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DATE OF ISSUE June 1, 2022
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ISSUED BY /s/ Wayne Long
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FOR Kirksville/Baldwin/Cusick/Newby
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1st Revised SHEET NO. 31

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CANCELLING P.S.C. KY. NO. Original

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X. Continuity of Service.

1. Emergency interruptions. The utility will make all reasonable efforts to prevent interruptions of service and when such interruptions occur will endeavor to reestablish service with the shortest possible delay consistent with the safety of its customers and the general public. If an emergency interruption of service affects service to any public fire protection device, the utility will immediately notify the fire chief or other public official responsible for fire protection.
2. Scheduled interruptions. When the utility finds it necessary to schedule an interruption of its service, it will notify all customers to be affected by the interruption, stating the time and anticipated duration of the interruption. Whenever possible, scheduled interruptions will be made at hours of least inconvenience to customers. If public fire protection is provided by mains affected by the interruptions, the utility will notify the fire chief or other officials responsible for fire protection of the interruption, stating the time and anticipated duration. The fire chief or other official responsible for fire protection will be notified immediately upon restoration of service.
3. Record of interruptions. The utility will keep a complete record of all interruptions on its entire system. This record will show the cause of interruption, date, time, duration, remedy and steps taken to prevent recurrence.

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DATE OF ISSUE June 1, 2022
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FOR Kirksville/Baldwin/Cusick/Newby
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1st Revised SHEET NO. 32

Kirksville Water Association
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CANCELLING P.S.C. KY. NO. Original
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Y. Pressures.

1. Standard pressure. The utility will maintain a standard pressure in its distribution system at locations to be designated as the point or points of “standard pressure.” The selection of such points will be confined to locations fairly representative of average conditions. In selecting points for fixed standard pressure, the utility may divide its distribution system into districts if division is necessary due to differences of elevation or loss of pressure because of friction, or both, and may either adopt a standard pressure for each division or establish a single standard pressure for its distribution system as a whole. In no case will the constant difference between the highest and lowest pressures in a district for which a standard has been adopted exceed fifty (50) percent of such standard. The utility may, in extenuating circumstances, furnish service that does not comply with the foregoing specifications if the customer is fully advised of the conditions under which average service may be expected. The Public Service Commission, upon investigation, may require improvements when it appears right and proper that such upgrades should be made. In no event will the pressure at the customer’s service pipe under normal conditions be allowed to fall below thirty (30) psi nor will the static pressure exceed 150 psi.
2. Pressure surveys. At least once a year the utility will make a survey of pressures in its distribution system of sufficient magnitude to indicate the quality of service being rendered at representative points in its system. Pressure charts for these surveys will show the date and time of beginning and end of the test and the location at which the test was made. Records of these pressure surveys will be maintained at the utility’s office and will be made available to the Public Service Commission upon request.

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**KENTUCKY
PUBLIC SERVICE COMMISSION**

Linda C. Bridwell
Executive Director



**EFFECTIVE
8/1/2022**

PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

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1st Revised SHEET NO. 33

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CANCELLING P.S.C. KY. NO. Original

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Z. Service Lines & Connections.

1. The utility will furnish and install at its own expense for the purpose of connecting its distribution system to the customer's premises that portion of the service connection from its main to and including the meter and meter box. The prospective customer shall apply for and contract to use the water service for a minimum on one (1) year. The utility will recoup this expense from the customer as allowed by KRS 278.0152.
2. In areas where the distribution system follows well-defined streets and roads, the customer's point of service will be located at that point on or near the street right-of-way or property line most accessible to the utility from its distribution system. In areas where the distribution system does not follow streets and roads, the point of service will be located as near the customer's property line as practicable. Prior to installation of the meter the utility will consult with the customer as to the most practical location. If possible, meters will be installed within 10 feet of the existing main or the applicant's property at a point which is closest to the existing water main.
3. Depth of service line. All service lines must be laid at a sufficient depth (a minimum of 24 inches) to prevent freezing during the coldest weather normally experienced except where services are not intended for use during freezing weather and are actually drained during such periods.
4. A plumbing permit from the appropriate regulatory agency is required before the utility can establish service.
5. The applicant/customer must furnish and lay the necessary pipe to make the connection from the point of service to the point of usage and be financially responsible for all costs associated with the installation and maintenance of his/her service line plumbing, including a shut-off valve and one-way check valve, installed on his/her property beginning at the outlet side of the water meter. The service line must be kept in good repair and in accordance with utility and Public Service Commission rules and regulations.

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EFFECTIVE 8/1/2022 PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

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1st Revised SHEET NO. 34

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6. The installation and maintenance of the water service line must be in accordance with the rules and regulations of the Kentucky Department of Health.
7. A cross-connection of the utility's system with any other source is strictly prohibited.
8. A well that has or is being used on the premises must be inspected by utility personnel to verify disconnection and separation.
9. Absolutely no galvanized pipe or fittings can be used in the installation.
10. Public Service Commission Regulations provide that in no event shall the pressure at a customer's service pipe under normal conditions fall below thirty (30) pounds per square inch. Accordingly, no meter shall be located on the service line of an applicant for service at a point that does not deliver a minimum pressure of 30 pounds per square inch at the meter point. If the District cannot deliver the minimum required pressure at the proposed meter point, it will undertake reasonable efforts to obtain the minimum pressure and, if such reasonable efforts will not achieve the minimum required pressure, advise the applicant that service will not be provided and inform him of his rights under KRS 278.260 to obtain review of the District's action and will also notify the Public Service Commission of its actions.
11. If the applicant/customer's point of usage is at a higher elevation than the meter, the customer should consult with a reputable engineering firm to properly size the service line from the meter to the point of usage.
12. Should an applicant/customer desire higher pressure due to location or other need, provisions must be made by the applicant for an individual pressure booster system. The manner of connection, location of cross-connection protection and type is subject to approval by the utility. The utility reserves the right to require discontinuance and disconnection should the private booster system have a detrimental effect on the utility's system.
13. Piping on the premises of the applicant/customer must be installed so that connections are conveniently located with respect to the utility's lines and mains. A place must be provided for metering that is unobstructed and accessible at all times

DATE OF ISSUE June 1, 2022
Month / Date / Year

DATE EFFECTIVE August 1, 2022
Month / Date / Year

ISSUED BY /s/ Wayne Long
(Signature of Officer)

TITLE President

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION
IN CASE NO. _____ DATED _____



FOR Kirksville/Baldwin/Cusick/Newby
Community, Town or City

P.S.C. KY. NO. 1

1st Revised SHEET NO. 35

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

14. The utility may require the applicant/customer, at his/her own expense, to install a back-flow preventer and/or pressure regulator. The utility will notify customer of any need for an expansion tank.
15. All meters will be installed, renewed, and maintained at the expense of the utility, and the utility reserves the right to approve the size and type of meter used.
16. All taps and connections to the mains of the utility must be made by and/or under the direction and supervision of the utility personnel and will incur a meter connection/tap-on charge, an amount that has been approved by the Public Service Commission for such service. Payment of this fee is for the privilege of connecting to the water system and the payment of the fee does not constitute the purchase of a water meter.
17. Should an applicant requesting a 5/8"x 3/4" meter require service on the opposite side of the road from the water main, the utility will provide the service at no additional cost to the customer other than the standard meter connection/tap-on charge. All larger size meters will be charged the actual cost of installing the meter, including, the additional costs for crossing the road.
18. Any customer having boilers and/or pressure vessels that receive water from the utility must have a check valve on the water supply line and a vacuum valve on the steam line in order to prevent a collapse were the water supply from the utility to be interrupted or discontinued.
19. Any customer desiring nonstandard service shall pay the cost of any special installation necessary to meet his particular requirements for the service other than standard water taps. This includes fire hydrants, check valves, pressure reducing valves when customer requests pressure less than 100 psi, and surge relief valves.

N

DATE OF ISSUE June 1, 2022
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ISSUED BY /s/ Wayne Long
(Signature of Officer)

TITLE President

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION
IN CASE NO. _____ DATED _____

KENTUCKY PUBLIC SERVICE COMMISSION
Linda C. Bridwell Executive Director

EFFECTIVE 8/1/2022 PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

FOR Kirksville/Baldwin/Cusick/Newby
Community, Town or City

P.S.C. KY. NO. 1

1st Revised SHEET NO. 36

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

AA. Leak Adjustments.

A Customer may make a request for a bill adjustment in the event of a hidden underground leak with the following conditions:

1. A hidden underground leak is defined as a leak in the customer service line between the meter and the premises.
2. Upon request and if criteria are met, Leak Adjustments may be granted to residential or commercial customers. The adjustment will be made prior to the payment of the water bill. Leak Adjustments only apply to leaks between the meter and the residence in which the line has actually been repaired.
3. The customer MUST provide a statement of repair from a plumber or receipts indicating they bought the material to repair the line themselves.
4. After verification of repair by the Association, the bill will be adjusted by comparing the usage during the leak billing period to the average usage for the past 12 billing periods.
5. The customers bill will be based on two components.
 - The first step will be to calculate the customer's average monthly usage over a 12-month period.
 - The second step will be to deduct the customer's average monthly usage (as calculated above) from the total amount of water that passed through the meter. The usage calculated in step one will be billed at the regular utility rates, while the remaining usage will be charged at the gallon leak adjustment rate, which is the actual rate that Kirksville Water Association is charged from our provider, Richmond Utilities, at the time of the leak plus 15%.
 - All water passing through the meter must be accounted and paid for by the customer. Therefore, the customer will owe the amount of his/her average monthly bill plus the per gallon leak adjustment rate for the remainder of the water that passed through the meter.

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KENTUCKY
PUBLIC SERVICE COMMISSION

Linda C. Bridwell
Executive Director



EFFECTIVE
8/1/2022
PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

FOR Kirksville/Baldwin/Cusick/Newby
Community, Town or City

P.S.C. KY. NO. 1

1st Revised SHEET NO. 37

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

- If meter readings are not available for a full 12-month period, the water bill will be estimated by the utility, subject to an upward or downward adjustment once a 12-month average of actual meter readings can be calculated.
- Only one (1) leak adjustment will be made per twelve (12) month period.
- Plastic pipe for repair of underground lines must be certified to withstand working pressure of 200lbs per square inch or greater.

AB. Ownership of Mains, Services and Appurtenances.

1. All mains, valves, crossings, and other appurtenances are and shall remain the property of the utility, whether installed by the utility or the customer.
2. All service lines from main to the meter with appurtenances are and shall remain the property of the utility, whether installed by the utility or by the customer.
3. The Customer shall install, own, and maintain his/her service line from the meter (or point of delivery) to the point of usage.

AC. Notification of System Problems.

The customer shall notify the utility immediately should the service be unsatisfactory for any reason, or should there be any defects, problems, trouble, or accidents affecting the water system.

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(Signature of Officer)

TITLE President

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION
IN CASE NO. _____ DATED _____

**KENTUCKY
PUBLIC SERVICE COMMISSION**

Linda C. Bridwell
Executive Director



**EFFECTIVE
8/1/2022**

PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

FOR Kirksville/Baldwin/Cusick/Newby
Community, Town or City

P.S.C. KY. NO. 1

1st Revised SHEET NO. 38

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original

SHEET NO. _____

AD. Legal Disclaimers.

1. The utility shall in no event be held responsible for any claims made against it for reasons of system failure or interruption of service. No persons shall be entitled to damages, nor for any portion of a payment refunded, for any system failure or interruption of service which in the opinion of the utility is deemed necessary.
2. No person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with any structure, appurtenance or equipment which is a part of the utility's water system. Any person violating this provision will be subject to all legal remedies accorded the Association and/or discontinuance of water service and shall pay the cost of repairing or replacing the utility's facilities.
3. If any loss or damage to the property of the utility or any accident or other injury to persons or property is caused by or results from the negligence or wrongful action of a customer, members of his/her household, his/her agent or employee, the cost of necessary repairs or replacements shall be paid by the customer of the utility and any liability otherwise resulting shall be that of the customer.
4. For purposes of fire protection, including any customer's fire protection system, the utility cannot guarantee a water supply at any particular flow rate or pressure. The fire flow may vary depending upon other water demands on the system, various water facility limitations, or other circumstances. The customer will indemnify and hold harmless the utility and its employees from and against all claims, damages, losses, and expenses incurred as a result of insufficient water supply or deficient system facilities.

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KENTUCKY PUBLIC SERVICE COMMISSION
Linda C. Bridwell Executive Director

EFFECTIVE 8/1/2022 PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

FOR Kirksville/Baldwin/Cusick/Newby
Community, Town or City

P.S.C. KY. NO. 1
1st Revised SHEET NO. 39

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original
SHEET NO. _____

AE. Fire Departments.

Any city, urban-county, charter county, fire protection Association, or volunteer fire protection Association may withdraw water from the utility's water distribution system for the purposes of fighting fires or training firefighters at no charge on the condition that it maintains estimates of the amount of water used for fire protection and training during the calendar month and reports the amount of this water usage to the utility no later than the 5th day of the following calendar month.

Any city, county, urban-county, charter county, fire protection Association, or volunteer fire protection Association that withdraws water from the utility's water distribution system for fire protection or training purposes and fails to submit the required report on water usage in a timely manner shall be assessed the cost of the water.

A non-reporting user's usage shall be presumed to be 0.3 percent of the utility's total water sales for the calendar month. A non-reporting user may present evidence of its actual usage to rebut the presumed usage. The utility shall consider this evidence and may adjust the presumed usage amount accordingly.

The non-reporting user shall be billed for the usage at the lowest usage block rate regardless of customer classification that the utility charges.

A non-reporting user shall also be assessed a penalty of **\$25.00** for each failure to submit a report in a timely manner.

AF. Fire Hydrants

1. The location, installation, and the responsibility for maintenance of fire hydrants, public and private fire protection facilities, connecting mains, and their ownership may be subject to negotiation between the utility and the applicant/customer. Fire hydrants and public and private fire protection facilities shall be installed as required by the utility and if owned by the utility shall be subject to any conditions the Public Service Commission may impose, based upon the compensation received for this service.

N
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ISSUED BY /s/ Wayne Long
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IN CASE NO. _____ DATED _____

KENTUCKY PUBLIC SERVICE COMMISSION
Linda C. Bridwell Executive Director

EFFECTIVE 8/1/2022 PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

FOR Kirksville/Baldwin/Cusick/Newby
Community, Town or City

P.S.C. KY. NO. 1
1st Revised SHEET NO. 40

Kirksville Water Association
(Name of Utility)

CANCELLING P.S.C. KY. NO. Original
SHEET NO. _____

AG. Water Main Extensions.

The utility shall determine the total cost of the proposed water main extension (exclusive of the meter connections) and the total length of the extension. The utility shall pay the portion of the cost of the water main extension equal to 50ft for each applicant for service. That part of the cost not covered by the utility's portion shall be contributed equally by those applicants desiring service on the main extension. Each applicant will also be required to pay the utility's approved connection/tap-on fee for a meter connection to the main extension.

Each year, for a refund period of not less than ten (10) years, the utility shall refund to the customer or customers who paid for the excessive footage the cost of fifty (50) feet of the extension in place for each additional customer connected during the year whose service line is directly connected to the extension installed and not to extensions or laterals there from. Total amount refunded shall not exceed the amount paid by the utility. No refund shall be made after the refund period ends.

AH. Extension Procedures for Developers and/or New Subdivisions.

1. The owner/developer will be responsible for expense of water line and apparatus for the water line extension. The utility will install the water line and upon completion the extension solely becomes property of the utility.
2. If the owner/developer privately installs a water line extension, it has to be engineered and certified by the state. The total expenses will be the responsibility of the owner/developer. Installation will be over seen by the utility and upon approved completion the extension solely becomes the property of the utility.

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(Signature of Officer)

TITLE President

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IN CASE NO. _____ DATED _____

KENTUCKY PUBLIC SERVICE COMMISSION
Linda C. Bridwell Executive Director

EFFECTIVE 8/1/2022 PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

Name: _____

Address: _____

KIRKSVILLE WATER ASSOCIATION 1613 FOXHAVEN DR

P.O. Box 1150 ♦ Richmond, KY 40476-1150 ♦ 859-963-2555 ♦ Fax 859-963-2558

WATER LEAK ADJUSTMENT

ONLY ONE (1) WATER LEAK ADJUSTMENT PER 12 MONTH PERIOD

Account#: _____

Date of Adjustment: _____

Customer Signature: _____

**KENTUCKY
PUBLIC SERVICE COMMISSION**

Linda C. Bridwell
Executive Director



EFFECTIVE

8/1/2022

PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

KIRKSVILLE WATER ASSOCIATION 1613 Foxhaven Dr.

P.O. Box 1150 ♦ Richmond, KY 40476-1150 ♦ 859-963-2555 ♦ Fax 859-963-2558

PLEASE COMPLETE THE FOLLOWING INFORMATION

Name _____ Acct# _____

Street Address _____ Apt# _____

City/State/Zip Code _____

Cell Phone # _____ Home Phone # _____ Email _____

Do you rent or own this address? (Please Circle One) RENT OWN

If renting, please supply owner's name? _____

Circle primary use of the buildings: RESIDENTIAL or COMMERCIAL Tax ID# _____

OFFICE USE ONLY PENDING _____

RECEIPT# _____ TOTAL _____ WTR _____ SVC CHG _____ √LIST _____

SYSTEM ENTRY _____ DATE _____ DEP CARD _____ WO# _____ PRINTED _____

READING _____ DATE _____ ENTERED BY _____ DATE _____

*******PREVIOUS CUSTOMER INFORMATION*******

NAME _____ ACCT# _____

READING _____ DATE _____

GENERATE CHARGES _____ APPLY DEPOSIT _____ APPLY INTEREST _____

COMPLETED BY _____ DATE _____ REMOVE FINAL _____

CONTRACT FOR NEW SERVICE

I hereby make application and authorize Kirksville Water Association to turn on water service at the address below and I agree to **PAY ALL BILLS** by the due date specified on the water bill for the address for which I have requested water service. I also hereby agree to continue to pay for the service until I receive written notice from the Association that the service has been discontinued.

KENTUCKY PUBLIC SERVICE COMMISSION
Linda C. Bridwell Executive Director

EFFECTIVE 8/1/2022 PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

KIRKSVILLE WATER ASSOCIATION

1613 Foxhaven Dr.

P.O. Box 1150 ♦ Richmond, KY 40476-1150 ♦ 859-963-2555 ♦ Fax 859-963-2558

I notify the KIRKSVILLE WATER ASSOCIATION in writing to the contrary. **KIRKSVILLE WATER ASSOCIATION IS NOT RESPONSIBLE FOR MAIL DELIVERY.**

I agree to take the necessary measures to protect the meter box, meter setter, and the service during the time of my service. I will be responsible to Kirksville Water Association for damages caused by me. I am also responsible for any damages caused by my contractor/sub-contractor during any on site construction.

I agree to abide by and comply with all the rules, regulations, and rates of the Kirksville Water Association as approved by the Public Service Commission of the Commonwealth of Kentucky and as changed when deemed necessary.

If at any time, any bill owed by me to Kirksville Water Association, whether collectible under this agreement or otherwise, is not paid when due or payable, then the Kirksville Water Association shall have the right to discontinue the water service to this location.

The Kirksville Water Association will require all applicants for water service present identification card containing the applicant's photo. In lieu of photo identification, the applicant may present an alternate form of identification such as an identification card with applicant's name issued by a Kentucky county government or any food stamp identification card, electronic benefit transfer card, or supplemental nutrition assistance card issued by Kentucky state government that shows the applicant's name. A credit card or debit card showing the applicant's name is not an acceptable alternate form of identification.

A SEPARATE WATER METER MUST BE INSTALLED FOR EACH RESIDENCE

Please list below all individuals living at the service address listed below:

SERVICE ADDRESS _____

LANDSCAPING INFORMATION

PLEASE NOTE: Kirksville Water Association's easement requires unobstructed access to the water line within the easement to correct a leak or perform any other work deemed necessary by the Kirksville Water Association. Any trees, shrubs, flowers, or other obstructions planted within the easement are subject to being damaged or destroyed if work is required in that area. Kirksville Water Association is NOT responsible for the cost or replacement of any such items.

I certify that I agree with all the terms listed above and that all information provided is accurate and true.

Customer Signature

Date

**KENTUCKY
PUBLIC SERVICE COMMISSION**

Linda C. Bridwell
Executive Director



EFFECTIVE

8/1/2022

PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

Contract for Water Service **Receipt Number** _____

This contract made and entered into this day _____ between WATER USER, and _____, whose address is _____ WATER USER, and Kirksville Water Association, SUPPLIER.

The WATER USER agrees to pay a connection/turn-on fee of _____ and deposit of _____ at the of signing this contract.

For NEW meter installations, the WATER USER agrees to contract for services for no less than one year. The WATER USER agrees to pay at least a minimum monthly bill after the 3/4" meter is installed or turned on until such time when the service is disconnected by a person acting on behalf of the SUPPLIER. Notice must be given to the SUPPLIER whenever the WATER USER desires to discontinue water service.

The WATER USER agrees to permit the SUPPLIER to lay, maintain, repair, remove and disconnect a service line and meter, and read at a point on WATER USER'S property to be designated by the SUPPLIER for each signed connection with the right of ingress and egress on property. The WATER USER shall guarantee proper protection for the property of the SUPPLIER placed in the WATER USER'S premises and shall permit access to it only by authorized representatives of the SUPPLIER. Damages to the property of the SUPPLIER will be repaired at the expense of the WATER USER.

The WATER USER shall install and/or maintain at his own expense a service line which shall begin at the meter and extend to the dwelling or place of use. The service line shall be no less than 3/4' service pipe and all NEW service lines must be inspected by the plumbing inspector and a copy of the inspection permit must be on file with the SUPPLIER.

A separate water meter must be installed for each residence.

The WATER USER agrees to comply with and be bound by the Articles, Bylaws, Rules and Regulations of the SUPPLIER, now in force, or as hereafter duly and legally supplemented, amended or changed.

Payment Policy - Non-payment on or before stated due date will result in a penalty of 10% of the delinquent amount. Non-payment within twenty days of the mailing date of the bill will result in water being shut off from the WATER USER'S property. Notice will be sent, by mail, to the WATER USER concerning this penalty. In the event it becomes necessary to discontinue water service, due to non-payment, a fee will be charged for reconnection of the service. The WATER USER will also be required to pay all delinquent accounts and the original deposit paid may be increased.

Water bills may be paid at our office, during regular business hours, at night depository (located at our office), or by mail. We are not responsible for mail delivery. Failure to receive bills or notices shall not prevent such bills from becoming delinquent, nor relieve WATER USER from payment of penalties imposed.

WORK ORDER NUMBER _____

WATER USER _____

SUPPLIER _____

<p>KENTUCKY PUBLIC SERVICE COMMISSION</p> <p>Linda C. Bridwell Executive Director</p> <p><i>Linda C. Bridwell</i></p> <p>EFFECTIVE 8/1/2022</p> <p><small>PURSUANT TO 807 KAR 5:011 SECTION 9 (1)</small></p>

KIRKSVILLE WATER ASSOCIATION
1613 FOXHAVEN DR
P.O. BOX 1150
RICHMOND, KY 40476-1150
(859)963-2555

Date _____

Present Balance _____

Amount Paid _____

Acct# _____

Date Due _____

Amount Due _____

Customer Name _____


Service Address _____

Phone # _____

All account balances must be paid in full by the next business day, following the end of the month. By signing below, I _____

Acknowledge and agree that I shall pay in full the amount listed above, by the close of the business day listed above.

In the event I fail to make a payment, I understand that my service **will be terminated**. If services are disconnected for nonpayment by the agreed date, I will be assessed an additional reconnection fee which must be paid in addition to the remaining water bill before service will be restored. Furthermore, future payment plans will no longer be allowed if agreement is not paid by the agreement date.

Customer Signature	KENTUCKY PUBLIC SERVICE COMMISSION
	Linda C. Bridwell Executive Director
Utilit	
	EFFECTIVE 8/1/2022 PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

KIRKSVILLE WATER ASSOCIATION

TIME PAYMENT PLAN AGREEMENT

Date _____

Name _____

Address _____

Account Number _____ Phone Number _____

Past Due Amount \$ _____ Date _____

Other Fees \$ _____

Payment Today \$ _____

Balance Due \$ _____

I, the undersigned, agree to pay the amount of \$ _____ on the unpaid balance plus the current monthly bill according to the following schedule:

Amount	MM/DD/YY
\$ _____ ON _____	
\$ _____ ON _____	
\$ _____ ON _____	
\$ _____ ON _____	
\$ _____ ON _____	

I also agree to have the past due amount and all current bills paid in full no later than

Date: _____. I understand that if my payments are not made according to the

terms of this agreement, my service will be discontinued with our further notice.

A returned check (cold check), received on the above account at anytime, will result in discontinu-
ance of service without notification. Should it be necessary to disconnect for this reason, FULL
AMOUNT of the payment agreement, plus current bill and service charges must be paid (CASH
OR MONEY ORDER), in order for service to be restored.

Customer Signature _____

Employee _____

KENTUCKY
PUBLIC SERVICE COMMISSION
Linda C. Bridwell
Executive Director

Linda C. Bridwell

Date _____

EFFECTIVE
8/1/2022
PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

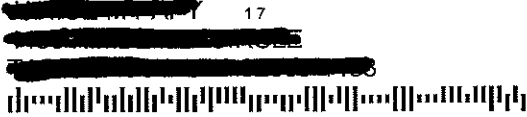
DATE BILL ISSUED: 05/27/2022

KIRKSVILLE WATER ASSOCIATION
 PO BOX 1150
 RICHMOND KY 40476-1150
 (859) 963-2555
 info@kirksvillewaterassociation.com

SERVICE ADDRESS: [REDACTED]	
ACCOUNT NUMBER	[REDACTED]
TOTAL AMOUNT DUE ON OR BEFORE 06/10/2022	\$21.06
TOTAL DUE IF PAID AFTER 06/10/2022	\$23.11
CUT OFF DATE	06/22/2022



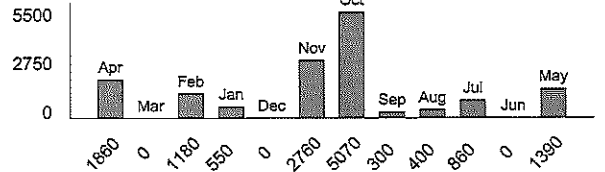
7 1 MB 0.485



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CONSUMPTION FOR THE PAST 12 MONTHS



READING TYPE:

TYPE OF SERVICE	METER READ DATES		METER READINGS		USAGE (GALLONS)	AMOUNT
	PREVIOUS	CURRENT	PREVIOUS	CURRENT		
Balance Forward: 05/26/2022						0.00
Water	04/14/2022	05/10/2022	340100	341960	1860	20.45
School Tax						0.61

MESSAGES

IMPORTANT MESSAGES

Kirksville Water Association will be closed Monday, May 30, 2022 in observance of Memorial Day. We will resume regular business hours Tuesday, May 31, 2022.

1

PLEASE DETACH BOTTOM PORTION AND RETURN WITH YOUR PAYMENT

7

PLEASE CHECK BOX IF CORRECTIONS ARE INDICATED ON REVERSE SIDE

SERVICE ADDRESS: [REDACTED]	
CUSTOMER NAME: [REDACTED]	
ACCOUNT NUMBER	[REDACTED]
TOTAL AMOUNT DUE ON OR BEFORE 06/10/2022	\$21.06
TOTAL DUE IF PAID AFTER 06/10/2022	\$23.11

MAKE CHECKS PAYABLE TO:

KIRKSVILLE
 PO BOX 11:
 RICHMOND

**KENTUCKY
 PUBLIC SERVICE COMMISSION**

Linda C. Bridwell
 Executive Director

EFFECTIVE

8/1/2022

PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

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