

COMMONWEALTH OF KENTUCKY
BEFORE THE PUBLIC SERVICE COMMISSION

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AUG 29 2007

PUBLIC SERVICE
COMMISSION

In the Matter of:

APPLICATION OF NORTHERN KENTUCKY)
WATER DISTRICT FOR ACCREDITATION)
AND APPROVAL OF WATER COMMISSIONER) CASE NO. 2007-00 387
TRAINING)

**APPLICATION FOR APPROVAL AND ACCREDITATION
OF WATER COMMISSIONER TRAINING**

Northern Kentucky Water District (NKWD), by counsel, petitions the Commission for an order approving and accrediting training for its water commissioners as provided by KRS 74.020(6) and (7). The following information is filed in accordance with the Commission's regulations:

1. NKWD'S office address is 2835 Crescent Spring Rd., Erlanger, KY 41018-0640. Its principal officers are listed in its current Annual Report on page 6, which is filed with the Commission as are its prior years Reports;
2. NKWD is a non-profit water district organized under Chapter 74 and has no separate articles of incorporation.
3. NKWD serves retail customers in Kenton and Campbell Counties and sells water at wholesale to non-affiliated water distribution systems in Pendleton County.
4. NKWD has six commissioners, who have over the course of this calendar year participated in a number of training sessions which NKWD believes conform to the requirements of 807 KAR 5:070.

5. In order for the commissioners to receive credit for this training, it is necessary to obtain approval from the Commission for the training sessions.

6. In conformity to 807 KAR 5:070 (1) and (2), five copies of the training manuals are being submitted for review, which contain the following information:

1. The name and address of the applicant
2. The name and sponsor of the program and the subject of the program
3. A summary of the content of the program
4. The number of credit hours requested for each program
5. The name and qualifications of each instructor
6. A copy of the written materials provided
7. The names of any certifying organizations

7. Minutes of the meetings of the training sessions are included as item 4 for each training session.

8. Copies of all board meeting minutes for 2007, which indicate the time and date of the meetings as well as a roster of those attending are attached.

9. All board meetings are advertised to the public and open to the public, but the specific agenda or training programs are not listed in the notice.

10. No fees are assessed for attending a board meeting or in participating in the training session.

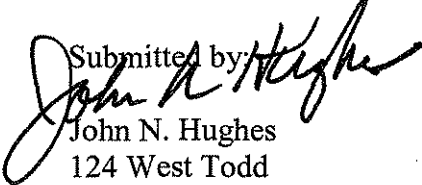
11. The instructors' relationship with Northern or their employment is explained in item 5 of each program description.

12. NKWD asserts that the programs all relate to the areas of instruction for which approval shall be granted as set forth in 807 KAR 5.070(2). These programs are in

addition to the routine status reports, project briefings and informational presentations that the Northern staff provides to the Board members as part of their oversight of the District's operations, which occur on a regular basis.

13. NKWD seeks approval of these credit hours as soon as possible so that if the training hours are not approved, the district's commissioners can attend other approved training sessions in October.

For these reasons, NKWD requests an order approving the credit hours of training for each of the programs offered to its water commissioners.

Submitted by: 
John N. Hughes
124 West Todd
Frankfort, KY 40601
Attorney for Northern Kentucky
Water District

**Northern Kentucky Water District
Board of Commissioners Meeting
January 24, 2007**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on January 24, 2007 at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky. All Commissioners were present. Also present were Ron Lovan, Bari Joslyn, Richard Harrison, Mark Lofland, Jack Bragg, Bill Wulfeck, Don Gibson, Amy Kramer, Mary Carol Wagner, Jim Dierig, Frances Robinson, Bob Buhrlage, Todd Fuller, Pam Case, Steve Findley and Charles Pangburn.

Commissioner Koester called the meeting to order.

Mr. Pangburn led those in attendance in the Pledge of Allegiance.

Mr. Harrison and Mr. Fuller of the District staff delivered a presentation to the Board on water main rehabilitation, cleaning and epoxy lining.

The Board recognized and thanked Pam Case and Steve Findley on the occasion of their retirement for their many years of dedicated and faithful service to the District and the community.

The Board reviewed articles published and correspondence received since the last regular Board meeting on November 16, 2006.

On motion of Commissioner Wagner, seconded by Commissioner Collins, the Board unanimously approved the minutes for the regular Board meeting held on November 16, 2006.

On motion of Commissioner Macke, seconded by Commissioner Sommerkamp, and after discussion, the Board unanimously approved the expenditures of the District for the months of November and December, 2006.

On motion of Commissioner Sommerkamp, seconded by Commissioner Collins, and after discussion, the Board unanimously approved two resolutions approving the Contracts to Purchase the District's Kenton Lands Road property and Dixie Highway property and authorizing the Chairman of the Board of Commissioners and the President/CEO to execute any and all documents necessary to facilitate and carry out the transactions contemplated by the two Contracts to Purchase.

On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, and after discussion, the Board unanimously agreed to authorize the Chairman of the Board of Commissioners and the President/CEO to consent on behalf of the District, at their discretion, to any and all assignments of the Contracts to Purchase the Kenton Lands Road property and the Dixie Highway property.

On motion of Commissioner Collins, seconded by Commissioner Sommerkamp, and after discussion, the Board unanimously approved the attached list of commissioner training courses to satisfy the requirements of KRS 74.020 with respect to commissioner annual training.

On motion of Commissioner Wagner, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award the Narrows Road and Bristow Road water main extension project to Jack Gemmer and Sons and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Collins, and after discussion, the Board unanimously agreed to reject all bids received for 30" Transition Couplings and to award contracts to the following vendors for the materials indicated for the 36" water main interconnect project along Licking Pike:

Florence Winwater	-36" x 36" x 36"-D.I.M.J. Tee (less normal ductile accessories)
Utility Service & Supply	-36" butterfly valve-250 PSI (less normal ductile accessories)
	-30" butterfly valve-250 psi (less normal ductile accessories)
	-36" mechanical joint wedge type restraint glands-250 psi working pressure (including gaskets & bolts)
	-30" mechanical joint wedge type restraint glands-250 psi working pressure (including gaskets & bolts)
Consolidated Pipe Supply	-30" x 30" x 30" D.I.M.J. Tee (less normal ductile accessories)

On motion of Commissioner Wagner, seconded by Commissioner Collins, and after discussion, the Board unanimously agreed to award the Taylor Mill Treatment Plant ultraviolet disinfection project to Fryman-Kuck and the authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Collins, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to increase the project budget for the Ripple Creek pump station improvement project to \$240,000.00, to award the project to Winelco, Inc., and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Collins, and after discussion, the Board unanimously agreed to award the contract for installation services for

Pump No. 4 at the Ohio River intake to Reynolds, Inc. and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Collins, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to approve the District Policy/Procedure Manual and the District Employee Handbook as the current authorized manual and handbook of the District, canceling all prior versions, and to authorize the President/CEO to make periodic changes to both as he deems appropriate with the requirement that any substantive policy changes be brought to the Board for approval on an annual basis.

The Board considered the election of officers. On motion of Commissioner Macke, seconded by Commissioner Collins, the Board unanimously agreed to elect Commissioner Koester to service as the Chairman of the Board. On motion of Commissioner Koester, seconded by Commissioner Jackson, the Board unanimously agreed to elect Commissioner Collins as the Secretary of the Board. On Motion of Commissioner Macke, seconded by Commissioner Collins, the Board unanimously agreed to elect Commissioner Wagner as the Treasurer of the Board.

The Board reviewed the District's financial reports and Department reports.

Commissioner Jackson departed the meeting.

Mr. Pangburn departed the meeting.

On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, the Commissioners present unanimously agreed to go into executive session under the provisions of KRS 61.810(1)(f) to discuss a personnel issue.

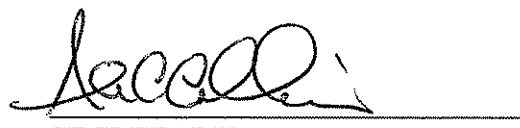
The Commissioners present returned to open session.

On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, the Commissioners present unanimously agreed to authorize and direct Commissioner Koester to execute an amendment to Mr. Lovan's employment agreement incorporating changes specified by the Board.

Other matters of a general nature were discussed.

There being no further business to come before the Board, the meeting was adjourned.


CHAIRMAN


SECRETARY

**Northern Kentucky Water District
Board of Commissioners Meeting
February 15, 2007**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on February 15, 2007 at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky. All Commissioners except Commissioner Sommerkamp were present. Commissioner Sommerkamp participated by speaker telephone. Also present were Ron Lovan, Bari Joslyn, Richard Harrison, Mark Lofland, Jack Bragg, Bill Wulfek, Don Gibson, Amy Kramer, Jim Dierig, Mary Carol Wagner, Bob Buhrlage, Chris Wetherell, Mike Greer, John Scheben and Charles Pangburn.

Commissioner Koester called the meeting to order.

Mr. Scheben of the District staff led those in attendance in the Pledge of Allegiance.

Mr. Lovan of the District staff led the Board in a review and discussion of the District's vision, mission, values and key goals.

The Board reviewed articles published and correspondence received since the last regular Board meeting on January 24, 2007.

On motion of Commissioner Wagner, seconded by Commissioner Jackson, the Board unanimously approved the minutes for the regular Board meeting held on January 24, 2007.

On motion of Commissioner Collins, seconded by Commissioner Wagner, and after discussion, the Board unanimously approved the expenditures of the District for the month of January, 2007.

On motion of Commissioner Collins, seconded by Commissioner Macke, and after discussion, the Board unanimously agreed to engage Black & Veatch for professional services in connection with the filing of a rate application with the Public Service Commission in May, 2007 and authorized the District staff to execute appropriate contract documents.

On motion of Commissioner Sommerkamp, seconded by Commissioner Wagner, and after discussion, the Board unanimously approved a resolution ratifying the execution and delivery of an Assistance Agreement with the Kentucky Infrastructure Authority dated as of January 1, 2007.

On motion of Commissioner Collins, seconded by Commissioner Macke, and after discussion, the Board approved three resolutions accepting grants from the Kentucky Infrastructure Authority, approving the grant agreements, authorizing the amendment of the budget and authorizing a representative to sign all documents on behalf of the District for projects WX21117203, WX21117204 and WX21117205.

On motion of Commissioner Wagner, seconded by Commissioner Collins, and after discussion, the Board unanimously agreed to award the Lake Street water main extension and Moore and Main Street service line relocation project to Generation II Construction and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to increase the project budget for the Taylor Mill Treatment Plant backwash treatment system project to \$2,100,000 to award the project to Arnold, Dugan & Meyers and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Collins, seconded by Commissioner Wagner, and after discussion, the Board unanimously agreed to award the 2007 asphalt restoration contract to Hall's Paving & Sealing and to the authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award the purchase of copper pipe to S.L.C. Meter Service, Inc. and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Macke, and after discussion, the Board unanimously agreed to award the contract for lightweight uniform apparel to National Workwear with the option at the District's discretion to extend the contract for up to two additional one-year terms, and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Collins, and after discussion, the Board unanimously agreed to authorize the purchase of the indicated items of 2007 distribution inventory materials from the vendors listed on the attached 13 page list.

The Board reviewed the District's financial reports and Department reports.

The Board thanked and congratulated all employees of the District for their extraordinary efforts in responding to emergencies and continuing to provide water service in sub-freezing temperatures during the first two weeks of February, 2007.

Other matters of a general nature were discussed.

There being no further business to come before the Board, the meeting was adjourned.


CHAIRMAN


SECRETARY

**Northern Kentucky Water District
Board of Commissioners Meeting
March 15, 2007**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on March 15, 2007 at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky. All Commissioners except Commissioner Sommerkamp were present. Commissioner Sommerkamp participated by speaker telephone. Also present were Ron Lovan, Bari Joslyn, Richard Harrison, Mark Lofland, Jack Bragg, Bill Wulfeck, Don Gibson, Amy Kramer, Jim Dierig, Bob Buhrlage, Scott Shepherd, Frances Robinson, Cathy Penick, Vince Gabbert, Brad Montgomery, Michelle Howlett, Roger Peterman, Mike Hammons, Mike Phillips and Charles Pangburn.

Commissioner Koester called the meeting to order.

Commissioner Jackson led those in attendance in the Pledge of Allegiance.

Ms. Howlett of GRW Engineers presented a commissioner training session on generators.

Mr. Hammons and Mr. Phillips of Vision 2015 delivered a presentation on the Licking River Greenway project.

The Board reviewed articles published and correspondence received since the last regular Board meeting on February 15, 2007.

On motion of Commissioner Macke, seconded by Commissioner Jackson, the Board unanimously approved the minutes for the regular Board meeting held on February 15, 2007.

On motion of Commissioner Macke, seconded by Commissioner Collins, and after discussion, the Board unanimously approved the expenditures of the District for the month of February, 2007.

On motion of Commissioner Sommerkamp, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award the contract for durable outdoor uniform apparel, with options to renew the contract for up to two additional one year terms, to National Workwear and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Collins, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award the Lower Tug Fork Road water main replacement project to Jack Gemmer & Sons and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award the East Alexandria Pike 12-inch water main replacement project to G&T Excavating and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Collins, seconded by Commissioner Jackson, and after discussion, the Board unanimously approved a resolution accepting assignment of a Kentucky Infrastructure Authority grant for project number WX21037561 from the City of Wilder and authorizing an amendment to the budget and a District representative to execute all related documents.

On motion of Commissioner Wagner, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award Phase I of the Subdistrict G water main extension project to Howell Contractors, Phases II and III of the project to G.M. Pipeline, Inc. and Phase IV of the project to Hartman & Smith Construction Company and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Sommerkamp, seconded by Commissioner Wagner, and after discussion, the Board unanimously agreed to award the contract for the purchase of five sodium hypochlorite pumps to Watson-Marlow and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Collins, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award the Licking River intake traveling screen project to Building Crafts Inc. and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Macke, seconded by Commissioner Wagner, and after discussion, the Board unanimously agreed to award the contract for the purchase of flowable fill concrete and class A concrete to Ideal Supplies Inc. and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Macke, seconded by Commissioner Sommerkamp, and after discussion, the Board unanimously agreed to award contracts for construction restoration materials, and to authorize the District staff to execute appropriate contract documents, for the following materials from the vendors indicated:

Krebs Construction	#2 limestone, #4 limestone, #57 limestone, fill sand, natural sand
Hilltop Stone	channel lining-CLII
Bray Trucking	#610 limestone, limestone sand, winter asphalt mix (cold patch)

On motion of Commissioner Collins, seconded by Commissioner Jackson, and after discussion, the Board unanimously approved a resolution authorizing the issuance of approximately \$30,000,000 principal amount of Water District Revenue Bonds Series 2009, designating the paying agent and registrar, authorizing and making certain improvements to the water system, approving the preparation of preliminary and final official statements and authorizing a continuing disclosure agreement and the issuance of a bond anticipation note (BAN) in the amount of up to \$27,750,000 to fund 2006 and 2007 capital projects.

On motion of Commissioner Sommerkamp, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award the contract for building signs to Quality Signs & Service Co., Inc. and to authorize the District staff to execute appropriate contract documents.

The Board reviewed the District's financial reports and Department reports.

The Board discussed issues related to possibly transitioning from quarterly billing to monthly billing and also the possibility of conducting joint billing with Sanitation District No. 1.

Other matters of a general nature were discussed.

There being no further business to come before the Board, the meeting was adjourned.



CHAIRMAN



SECRETARY

**Northern Kentucky Water District
Board of Commissioners Meeting
April 19, 2007**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on April 19, 2007 at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky. All Commissioners except Commissioner Jackson were present. Also present were Ron Lovan, Bari Joslyn, Richard Harrison, Mark Lofland, Jack Bragg, Bill Wulfeck, Don Gibson, Amy Kramer, Jim Dierig, Mary Carol Wagner, Bob Buhrlage, Chris Wetherell, Mike Greer, John Scheben, Melissa Bielo, Debbie Kircher, Connie Pangburn, Lori Simpson, Frances Robinson, James Gray, Colleen Medert, Jill Cahill, Adam Davey, Don Fritz, Charles Pangburn, Brian Dunham, and Alex Edmondson.

Commissioner Koester called the meeting to order.

Mr. Harrison of the District staff led those in attendance in the Pledge of Allegiance.

Mr. Edmondson, a District customer, addressed the Board on two issues. The first issue was the District's current practice of providing customers with four-hour blocks of time for service calls. Mr. Edmondson asked that the District consider adopting a practice where the customer is called 20 to 30 minutes before a service call. Mr. Lofland of the District staff explained the District's current practice and its background. The second issue addressed by Mr. Edmondson was the collection of sales tax on the sale of water. Mr. Edmondson acknowledged that the District's practice in collecting sales tax complies with the requirements declared by the Kentucky Department of Revenue but asked the District to take whatever actions it can to have the sale of water to multi-family residential buildings and to leased residences where the water is paid for by the landlord exempted from the collection of sales tax. Legal counsel for the District, Mr. Pangburn, reviewed in general the pertinent statutes with the Board. The Board thanked Mr. Edmondson for his attendance and stated that it would consider his two requests.

Mr. Dunham replaced Mr. Pangburn as legal counsel for the Board Meeting, and Mr. Pangburn departed the Board room.

Ms. Cahill of the District staff presented a training session for the Board on media relations.

Mr. Davey and Mr. Fritz of the certified public accounting firm of Von Lehman & Co. presented the Board with the District's December 31, 2006 Financial Statements and Independent Auditors' Report.

The Board reviewed articles published and correspondence received since the last regular Board meeting on March 15, 2007.

On motion of Commissioner Wagner, seconded by Commissioner Collins, the Board unanimously approved the minutes for the regular Board meeting held on March 15, 2007.

On motion of Commissioner Collins, seconded by Commissioner Wagner, and after discussion, the Board unanimously approved the expenditures of the District for the month of March, 2007.

On motion of Commissioner Sommerkamp, seconded by Commissioner Wagner, and after discussion, the Board unanimously approved the filing of a rate case application with the Public Service Commission based on a test year of January 1, 2006 through December 31, 2006 and authorized the District staff to execute the appropriate documents.

On motion of Commissioner Collins, seconded by Commissioner Wagner, and after discussion, the Board unanimously approved an agreement with the City of Covington, Kentucky related to the resurfacing of Glenn Avenue and authorized the District staff to execute appropriate contract documents.

On motion of Commissioner Sommerkamp, seconded by Commissioner Macke, and after discussion, the Board unanimously agreed to engage CDS Associates for engineering services in connection with a Covington, Kentucky water main replacement project and authorized the District staff to execute appropriate contract documents.

On motion of Commissioner Macke, seconded by Commissioner Collins, and after discussion, the Board unanimously agreed to engage HDR/Quest for engineering services in connection with a McCullum/Oliver/Cox water main replacement project and authorized the District staff to execute appropriate contract documents.

The Board reviewed the District's financial reports and Department reports.

Other matters of a general nature were discussed.

There being no further business to come before the Board, the meeting was adjourned.


CHAIRMAN


SECRETARY

**Northern Kentucky Water District
Board of Commissioners Meeting
May 17, 2007**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on May 17, 2007 at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky. All Commissioners were present. Also present were Ron Lovan, Bari Joslyn, Richard Harrison, Mark Lofland, Jack Bragg, Bill Wulfeck, Don Gibson, Amy Kramer, Jim Dierig, Mary Carol Wagner, Bob Buhrlage, Chris Wetherell, Frances Robinson, Joanie Goldsberry, Wayne Rogers, Rob Gibbons, Kevin Brian, David Foltz and Charles Pangburn.

Commissioner Koester called the meeting to order.

Commissioner Jackson led those in attendance in the Pledge of Allegiance.

The Board recognized and thanked Wayne Rogers and Rob Gibbons for their many years of faithful and dedicated service to the District upon the occasion of their retirement.

Mr. Lofland and Mr. Wetherell of the District Staff and Mr. Foltz of HDR presented a training session to the Board of Commissioners on automatic meter reading.

The Board reviewed articles published and correspondence received since the last regular Board meeting on April 19, 2007.

On motion of Commissioner Sommerkamp, seconded by Commissioner Wagner, the Board unanimously approved the minutes for the regular Board meeting held on April 19, 2007.

On motion of Commissioner Jackson, seconded by Commissioner Collins, and after discussion, the Board unanimously approved the expenditures of the District for the month of April, 2007.

On motion of Commissioner Sommerkamp, seconded by Commissioner Wagner, and after discussion, the Board unanimously approved the award of the Licking Pike 36-inch water main project to Smith & Brown Contractors, Inc. and authorized the District staff to execute appropriate contract documents.

On motion of Commissioner Collins, seconded by Commissioner Jackson, and after discussion, the Board unanimously approved the award of purchase contracts to the following vendors for the water treatment chemicals indicated and authorized the District staff to execute appropriate contract documents:

50% Caustic Soda
Copper Sulfate
23% Hydrofluorosilicic Acid
Ferric Sulfate

KA Steel Chemicals
Univar USA, Inc.
LCI Ltd.
Kemira Water Solutions, Inc.

Potassium Permanganate
Powdered Activated Carbon
12.5% Sodium Hypochlorite
Corrosion Inhibitor
Alum-Polymer Blend
Ferric-Polymer Blend
Polyaluminum Chloride (Taylor Mill)
Polyaluminum Chloride (Memorial Parkway)

Univar USA, Inc.
NORIT Americas, Inc.
JCI Jones Chemicals, Inc.
Carus Chemical Company
SAL Chemical Company
SAL Chemical Company
Kemira Water Solutions, Inc.
Kemira Water Solutions, Inc.

The Board reviewed the District's financial reports and Department reports.

Mr. Harrison of the District staff informed the Board that it will be necessary to move certain projects up and other projects back within the District's five year budget in order to accommodate rate case application requirements but that the five year budget total will not change.

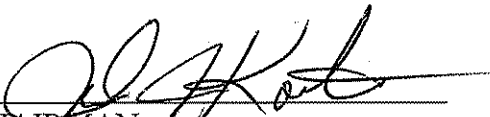
The Board unanimously agreed to move the regular Board meeting in July from July 19, 2007 at 12:30 p.m. to July 26, 2007 at 10:00 a.m.

On motion of Commissioner Collins, seconded by Commissioner Wagner, the Board unanimously agreed to go into executive session under the provisions of KRS 61.810(1)(c) in order to protect the District's legal interests and strategy while discussing proposed litigation.

The Board returned to open session.

Other matters of a general nature were discussed.

There being no further business to come before the Board, the meeting was adjourned.



CHAIRMAN



SECRETARY

**Northern Kentucky Water District
Board of Commissioners Meeting
June 21, 2007**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on June 21, 2007 at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky. All Commissioners except Commissioner Collins were present. Also present were Ron Lovan, Bari Joslyn, Richard Harrison, Mark Lofland, Jack Bragg, Don Gibson, Amy Kramer, Jim Dierig, Mary Carol Wagner, Bob Buhrlage, Amy Matraccia, Vince DiGirolamo, Frances Robinson, Shauna Price and Charles Pangburn.

Commissioner Koester called the meeting to order.

Ms. Matraccia of the District staff led those in attendance in the Pledge of Allegiance.

Ms. Matraccia presented a training session to the Commissioners present on SCADA and instrumentation for pump stations and tanks.

Mr. Harrison of the District Staff delivered a presentation to the Commissioners present on the District's Water Shortage Response Plan.

The Commissioners present reviewed articles published and correspondence received since the last regular Board meeting on May 17, 2007.

On motion of Commissioner Wagner, seconded by Commissioner Jackson, the Commissioners present unanimously approved the minutes for the regular Board meeting held on May 17, 2007.

On motion of Commissioner Sommerkamp, seconded by Commissioner Jackson, and after discussion, the Commissioners present unanimously approved the expenditures of the District for the month of May, 2007.

On motion of Commissioner Wagner, seconded by Commissioner Macke, and after discussion, the Commissioners present unanimously agreed to award the Carlisle Avenue water main replacement project to Rector Excavating and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Sommerkamp, seconded by Commissioner Wagner, and after discussion, the Commissioners present unanimously agreed to award the Johnson Street water main replacement project to C Square Inc. and to authorize the District staff to execute appropriate contract documents:

Commissioner Collins joined the meeting.

On motion of Commissioner Wagner, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to retain the firm of Malcolm Pirnie to provide

engineering services for the Asset Management Program and authorized the District staff to execute appropriate contract documents.

On motion of Commissioner Sommerkamp, seconded by Commissioner Macke, and after discussion, the Board unanimously approved the Kenton County and Campbell County Interlocal Agreements for Link-GIS partnerships and authorized the execution of the Agreements on behalf of the District.

On motion of Commissioner Collins, seconded by Commissioner Sommerkamp, and after discussion, the Board unanimously agreed to award the contract for bill generation and mailing to Literature Fulfillment Services, Inc. and authorized the District staff to execute appropriate contract documents.

The Board reviewed the District's financial reports and Department reports.

On motion of Commissioner Wagner, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to go into executive session under the provisions of KRS 61.810(1)(c) in order to protect the District's legal interests and strategy while discussing pending litigation.

The Board returned to open session.

Other matters of a general nature were discussed.

There being no further business to come before the Board, the meeting was adjourned.


CHAIRMAN


SECRETARY

**Northern Kentucky Water District
Board of Commissioners Meeting
July 25, 2007**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on July 25, 2007 at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky. All Commissioners except Commissioner Jackson were present. Also present were Ron Lovan, Bari Joslyn, Richard Harrison, Mark Lofland, Jack Bragg, Bill Wulfeck, Jim Dierig, Scott Shepherd, Don Gibson, Amy Kramer, Mary Carol Wagner, Bob Buhrlage, Mike Casebolt, Shellie Lyon, Frances Robinson, and Brian Dunham.

Commissioner Koester called the meeting to order.

Mr. Shepherd of the District staff led those in attendance in the Pledge of Allegiance.

Ms. Joslyn of the District staff announced that Mr. Casebolt, who started his career with the District in 1984, was retiring on Friday, July 28th. Ms. Joslyn recounted several of Mr. Casebolt's many career highlights. On behalf of the Board, Commissioner Koester thanked Mr. Casebolt for his many years of fine service, wished him good luck in his retirement, and presented Mr. Casebolt with a token of the District's appreciation.

Mr. Buhrlage of the District led a strategic planning discussion with the Board which included Ms. Joslyn, Mr. Bragg, Mr. Harrison, and Mr. Lofland reviewing benchmarks established to evaluate the District's performance.

Mr. Lovan reviewed with the Board articles published and correspondence received since the last regular Board meeting on June 21, 2007.

On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, the Board unanimously approved the minutes for the regular Board meeting held on June 21, 2007.

On motion of Commissioner Collins, seconded by Commissioner Wagner, and after discussion, the Board unanimously approved the expenditures of the District for the month of June, 2007.

On motion of Commissioner Collins, seconded by Commissioner Wagner, and after discussion, the Board unanimously agreed for the District to enter into an agreement with Howell Contractors, Inc. for the installation of a 36" repair behind Eaton Asphalt and authorized the District staff to execute the appropriate documents.

On motion of Commissioner Sommerkamp, seconded by Commissioner Macke, and after discussion, the Board unanimously agreed to enter into an agreement with Fields Excavating, Inc. for the installation of a 20" ductile iron water main from Johnson Street to Crescent Avenue, a 16" ductile iron pipe on Main Street, and a cross country main parallel with I-75 between West 3rd Street and the floodway, and authorized the District staff to execute the appropriate documents.

On motion of Commissioner Macke, seconded by Commissioner Sommerkamp, and after discussion, the Board unanimously agreed to enter into an agreement to reimburse the City of Park Hills for the water main replacement portion of the City of Park Hills' Street Improvement Project along Mount Allen and the assignment fee for the low bid for the roadway work, and authorized the District staff to execute the appropriate documents.

On motion of Commissioner Sommerkamp, seconded by Commissioner Wagner, and after discussion, the Board unanimously approved the following resolutions:

BE IT RESOLVED by the Board of Commissioners of the Northern Kentucky Water District (the "District") that the Contract to Purchase by and between Michael Berberich and the District, dated as of June 26, 2007, for the sale and purchase of approximately 10.149 acres of land and improvements located at 100 Aqua Drive, Cold Spring, Kentucky, which Contract to Purchase was executed on behalf of the District by Richard Harrison, Vice President, Engineering & Distribution, (the "Contract") is hereby approved.

BE IT FURTHER RESOLVED that each of the Chair of the Board of Commissioners and the President/Chief Executive Officer of the District is authorized, empowered and directed to execute any and all agreements, instruments, documents and certificates as may be necessary or advisable to consummate the Contract and the transactions contemplated by the Contract.

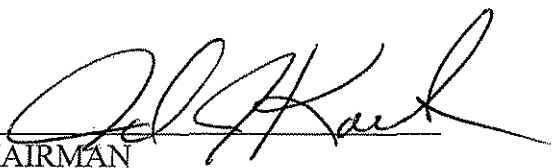
The Board reviewed the District's financial reports and Department reports.

On motion of Commissioner Sommerkamp, seconded by Commissioner Wagner, and after discussion, the Board unanimously agreed to go into executive session under the provisions of KRS 61.810(1)(c) in order to protect the District's legal interests and strategy while discussing pending litigation.

The Board returned to open session.

Other matters of a general nature were discussed.

There being no further business to come before the Board, the meeting was adjourned.


CHAIRMAN


SECRETARY



Commissioner Training — 2007

Tab	Topic
A	Main Cleaning and Lining
B	Generator Primer
C	Media Training
D	Automatic Meter Reading
E	SCADA & Instrumentation for Pump Stations & Tanks
F	The Value of Engineering Reconnaissance in the Selection of Collection/Distribution Pipeline Alignments and Structure Locations



Commissioner Training — 2007

1 – Item One Northern Kentucky Water District
2835 Crescent Springs Road
P.O. Box 18640
Erlanger, KY 41018



Commissioner Training — 2007

2 – Item Two Name: Main Cleaning and Lining

Sponsor: Northern Kentucky Water District

Subject Matter: Main rehabilitation, cleaning and epoxy lining water mains.



Commissioner Training — 2007

- 3 – Item Three The purpose of this training session is to advise the Board of Commissioners on the goals, process, and results of water main cleaning and lining.



Commissioner Training — 2007

4 – Item Four One Credit Hour – Copy of Board Minutes showing Commissioners attendance attached

**Northern Kentucky Water District
Board of Commissioners Meeting
January 24, 2007**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on January 24, 2007 at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky. All Commissioners were present. Also present were Ron Lovan, Bari Joslyn, Richard Harrison, Mark Lofland, Jack Bragg, Bill Wulfbeck, Don Gibson, Amy Kramer, Mary Carol Wagner, Jim Dierig, Frances Robinson, Bob Buhrlage, Todd Fuller, Pam Case, Steve Findley and Charles Pangburn.

Commissioner Koester called the meeting to order.

Mr. Pangburn led those in attendance in the Pledge of Allegiance.

Mr. Harrison and Mr. Fuller of the District staff delivered a presentation to the Board on water main rehabilitation, cleaning and epoxy lining.

The Board recognized and thanked Pam Case and Steve Findley on the occasion of their retirement for their many years of dedicated and faithful service to the District and the community.

The Board reviewed articles published and correspondence received since the last regular Board meeting on November 16, 2006.

On motion of Commissioner Wagner, seconded by Commissioner Collins, the Board unanimously approved the minutes for the regular Board meeting held on November 16, 2006.

On motion of Commissioner Macke, seconded by Commissioner Sommerkamp, and after discussion, the Board unanimously approved the expenditures of the District for the months of November and December, 2006.

On motion of Commissioner Sommerkamp, seconded by Commissioner Collins, and after discussion, the Board unanimously approved two resolutions approving the Contracts to Purchase the District's Kenton Lands Road property and Dixie Highway property and authorizing the Chairman of the Board of Commissioners and the President/CEO to execute any and all documents necessary to facilitate and carry out the transactions contemplated by the two Contracts to Purchase.

On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, and after discussion, the Board unanimously agreed to authorize the Chairman of the Board of Commissioners and the President/CEO to consent on behalf of the District, at their discretion, to any and all assignments of the Contracts to Purchase the Kenton Lands Road property and the Dixie Highway property.

On motion of Commissioner Collins, seconded by Commissioner Sommerkamp, and after discussion, the Board unanimously approved the attached list of commissioner training courses to satisfy the requirements of KRS 74.020 with respect to commissioner annual training.

On motion of Commissioner Wagner, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award the Narrows Road and Bristow Road water main extension project to Jack Gemmer and Sons and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Collins, and after discussion, the Board unanimously agreed to reject all bids received for 30" Transition Couplings and to award contracts to the following vendors for the materials indicated for the 36" water main interconnect project along Licking Pike:

Florence Winwater	-36" x 36" x 36"-D.I.M.J. Tee (less normal ductile accessories)
Utility Service & Supply	-36" butterfly valve-250 PSI (less normal ductile accessories)
	-30" butterfly valve-250 psi (less normal ductile accessories)
	-36" mechanical joint wedge type restraint glands-250 psi working pressure (including gaskets & bolts)
	-30" mechanical joint wedge type restraint glands-250 psi working pressure (including gaskets & bolts)
Consolidated Pipe Supply	-30" x 30" x 30" D.I.M.J. Tee (less normal ductile accessories)

On motion of Commissioner Wagner, seconded by Commissioner Collins, and after discussion, the Board unanimously agreed to award the Taylor Mill Treatment Plant ultraviolet disinfection project to Fryman-Kuck and the authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Collins, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to increase the project budget for the Ripple Creek pump station improvement project to \$240,000.00, to award the project to Winelco, Inc., and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Collins, and after discussion, the Board unanimously agreed to award the contract for installation services for

Pump No. 4 at the Ohio River intake to Reynolds, Inc. and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Collins, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to approve the District Policy/Procedure Manual and the District Employee Handbook as the current authorized manual and handbook of the District, canceling all prior versions, and to authorize the President/CEO to make periodic changes to both as he deems appropriate with the requirement that any substantive policy changes be brought to the Board for approval on an annual basis.

The Board considered the election of officers. On motion of Commissioner Macke, seconded by Commissioner Collins, the Board unanimously agreed to elect Commissioner Koester to service as the Chairman of the Board. On motion of Commissioner Koester, seconded by Commissioner Jackson, the Board unanimously agreed to elect Commissioner Collins as the Secretary of the Board. On Motion of Commissioner Macke, seconded by Commissioner Collins, the Board unanimously agreed to elect Commissioner Wagner as the Treasurer of the Board.

The Board reviewed the District's financial reports and Department reports.

Commissioner Jackson departed the meeting.

Mr. Pangburn departed the meeting.

On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, the Commissioners present unanimously agreed to go into executive session under the provisions of KRS 61.810(1)(f) to discuss a personnel issue.


The Commissioners present returned to open session.

On motion of Commissioner Wagner, seconded by Commissioner Sommerkamp, the Commissioners present unanimously agreed to authorize and direct Commissioner Koester to execute an amendment to Mr. Lovan's employment agreement incorporating changes specified by the Board.

Other matters of a general nature were discussed.

There being no further business to come before the Board, the meeting was adjourned.


CHAIRMAN


SECRETARY



Commissioner Training — 2007

5 – Item Five Mr. Todd Fuller

Bio of the presenter attached

Todd Fuller

Northern Kentucky Water District
Inspector
2835 Crescent Springs Road
P.O. Box 18640
Erlanger, KY 41018-0640
(859) 578-9898
tfuller@nkywater.org

Todd Fuller has 23 years experience with Northern Kentucky Water District (NKWD); 16 years in the Distribution field and 7 years as Construction Inspector/ Project Manager. NKWD has been cleaning and epoxy lining water mains for 7 years, and Todd has been the Project Manager since the program's inception. Mr. Fuller has had the distinction of sitting on several committees to investigate new and improved methods for performing the cleaning and lining project, including an AWWAF study looking at Guidelines to Minimize Downtime during Pipe Lining Operations, and a committee consisting of water utilities using epoxy paint as their sole choice of lining material. He has also assisted other utilities throughout the United States in implementing their cleaning and lining program.

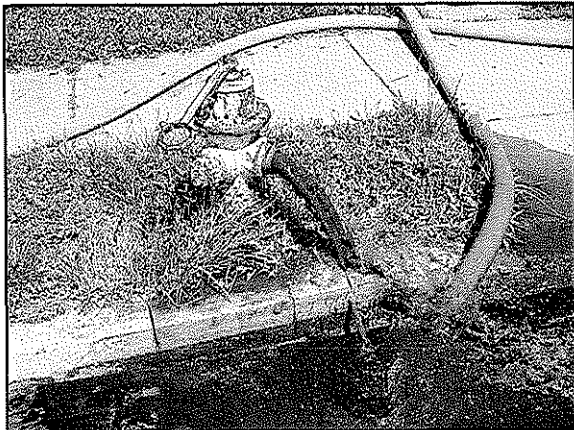


Commissioner Training — 2007

6 – Item Six Main Cleaning and Lining – PowerPoint Handouts attached

Main Rehabilitation, Cleaning & Epoxy Lining Water Mains

NORTHERN KENTUCKY WATER
DISTRICT



NKWD' S PROJECT GOALS

Improved Water Quality

Decrease Interior Pipe Deterioration

Original Pipe Inside Diameter

Better Water Flows/Fire Protection

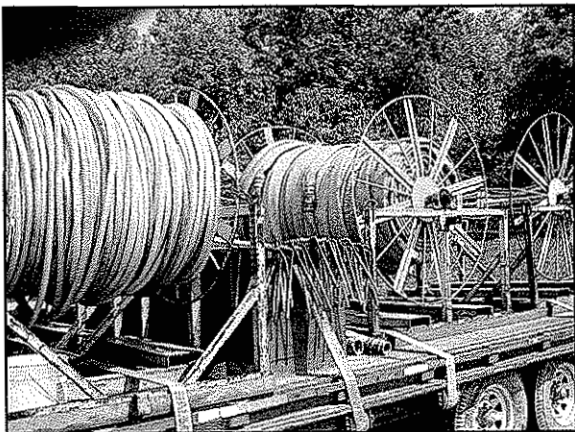
Fewer Complaints

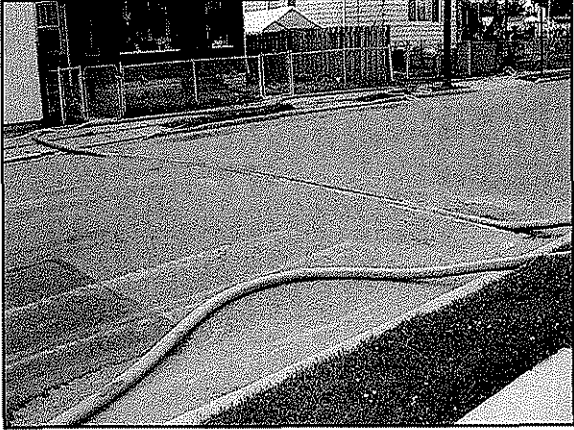
Data That is Collected to Determine Mains to C&L

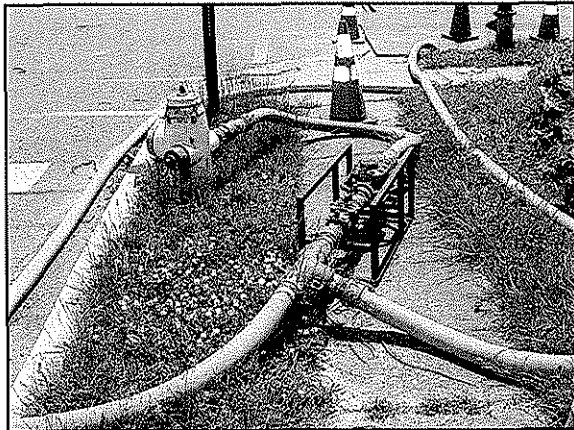
- Discolored Water Calls
- Sanitation Blow Off Fees
 - Main Breaks
- City Street Repairs
 - Age of Mains
 - Size of Mains

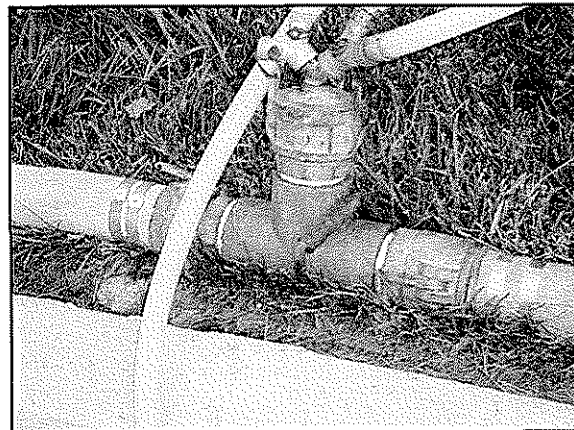
NOTIFICATION

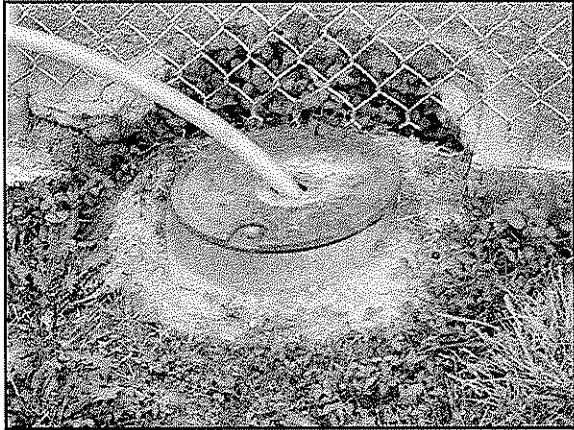
- Customers
- City Maintenance Department
 - Fire Department
 - Police Department

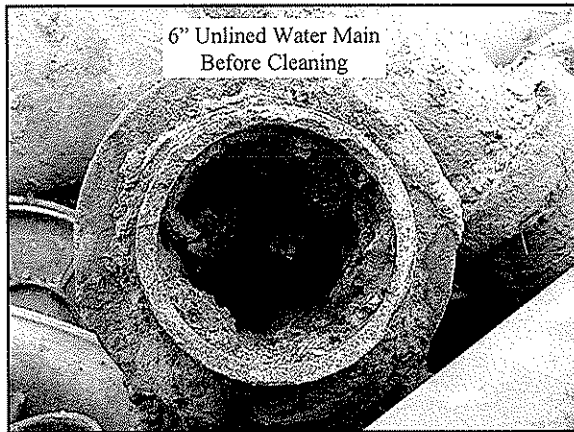


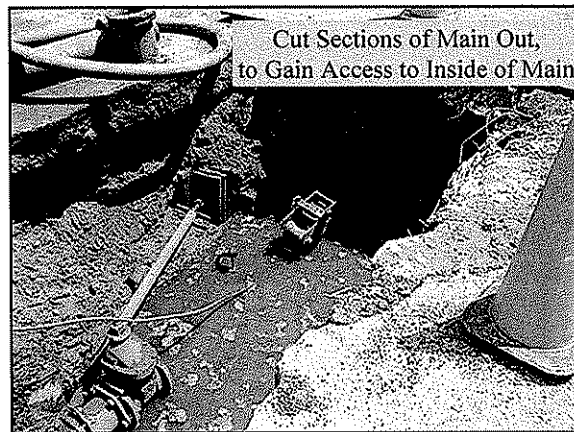


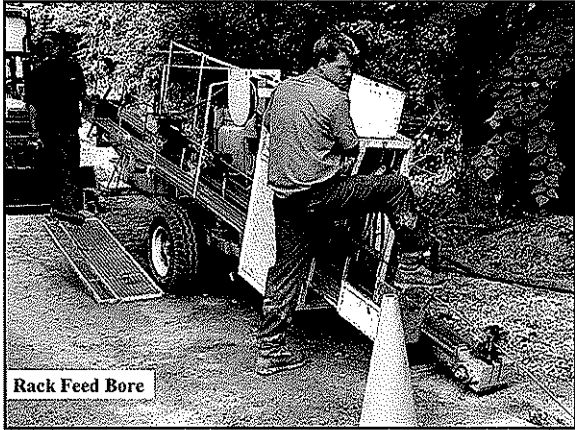


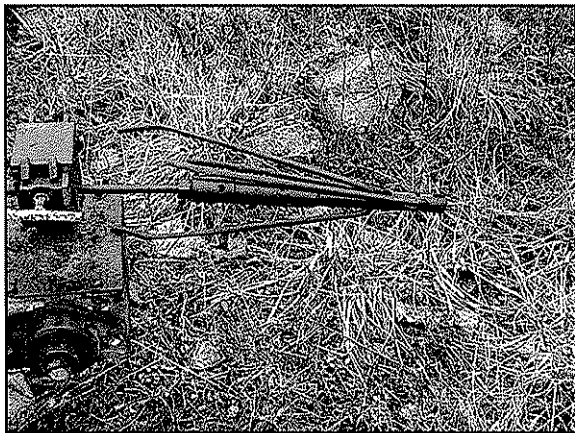




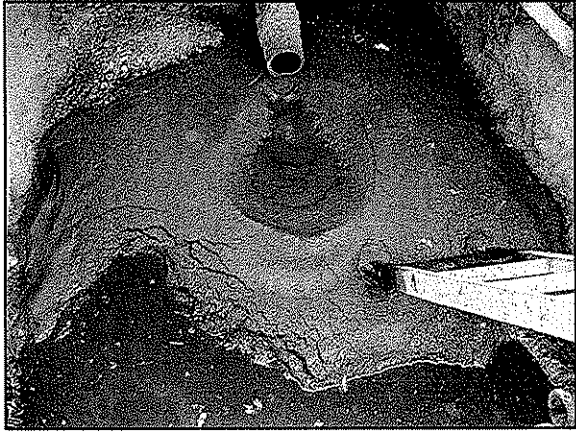


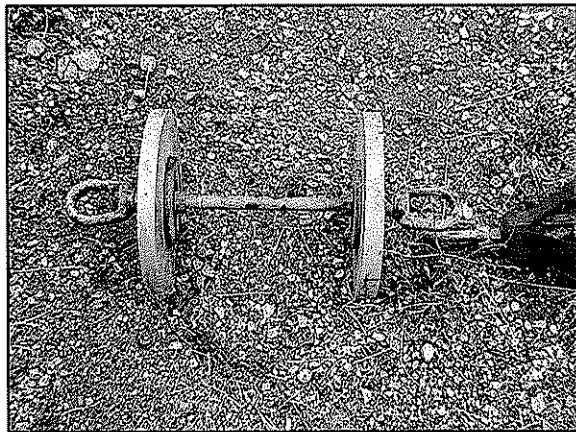




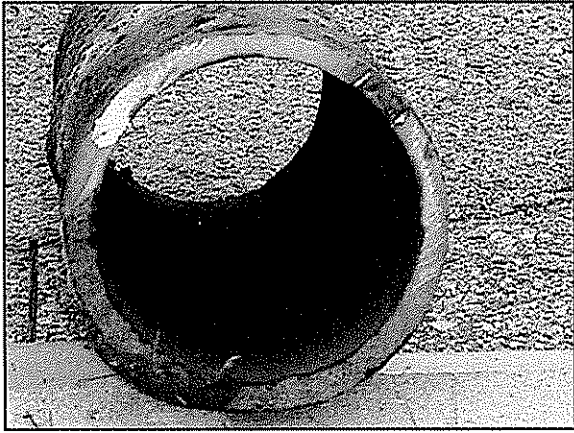




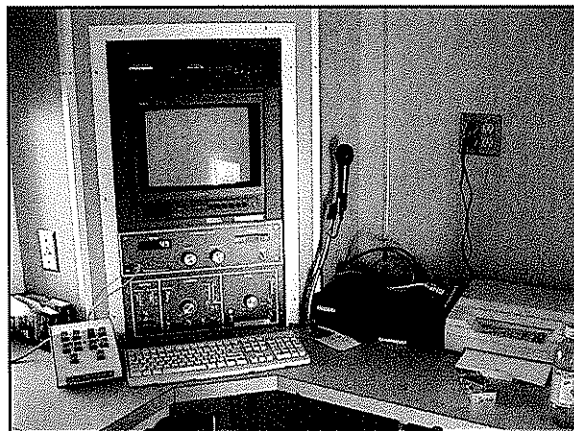


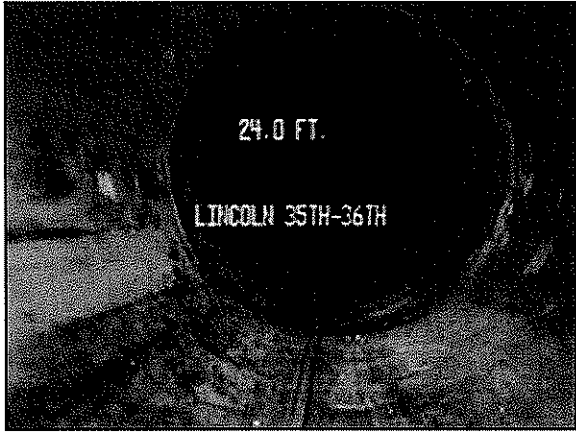












MERCOI PRODUCTS LTD
CALIBRATION CERTIFICATE

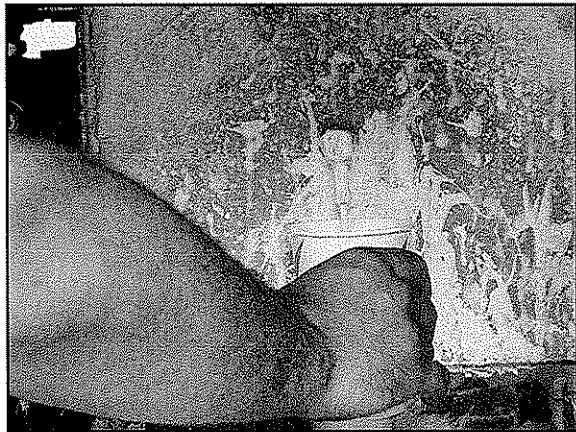
DATE: 11-20-2001
PURCHASER: AOTEC
RUB NO.: 3811
MONITORING SYSTEM: 9-0425-38

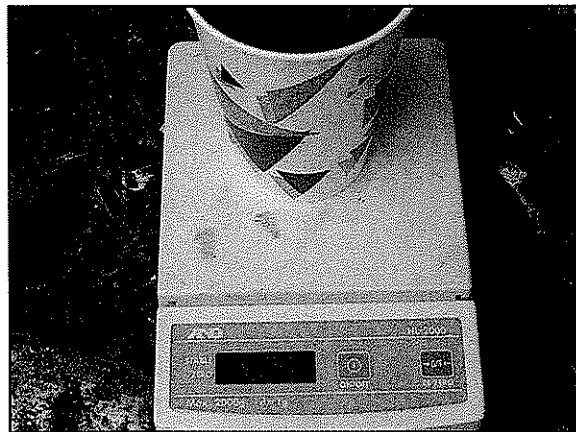
DESCRIPTION	CALIBRATION	RE-CALIBRATION
Flow Meter A	11/20/01	11/20/02
Flow Meter B	11/20/01	11/20/02
WEIGHTS CALIBER		
100g Auto Weigh In	11/20/01	11/20/02
200g Auto Weigh In	11/20/01	11/20/02
500g Auto Weigh In	11/20/01	11/20/02
1kg	NA	NA
5kg	NA	NA
Pressure Transducer (Hose)	11/20/01	11/20/02
Pressure Transducer (Hose)	11/20/01	11/20/02
Transducer (Tank)	11/20/01	11/20/02
Transducer (Tank)	11/20/01	11/20/02
Transducer (Shower Arm)	11/20/01	11/20/02
Transducer (Shower Arm)	11/20/01	11/20/02
Flowing Pump (Tank)	11/20/01	11/20/02
Flow Meter	11/20/01	11/20/02
Scale	NA	NA

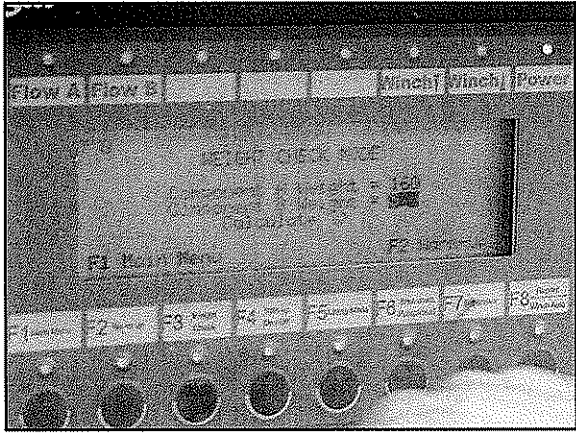
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Verified by: [Signature]

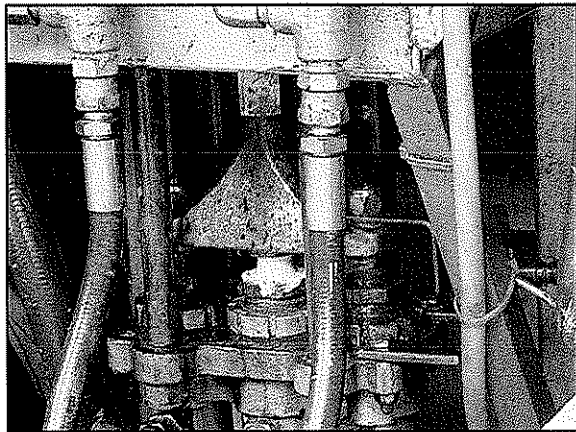




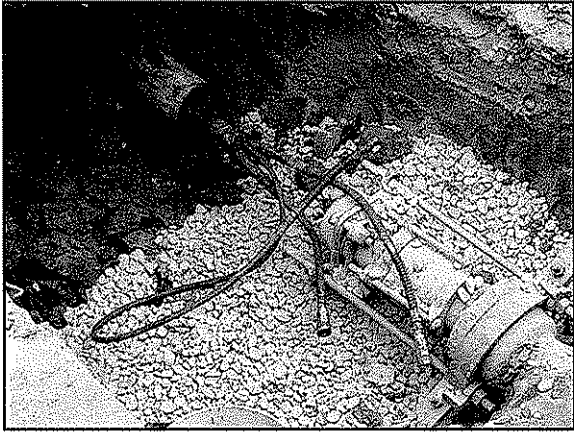


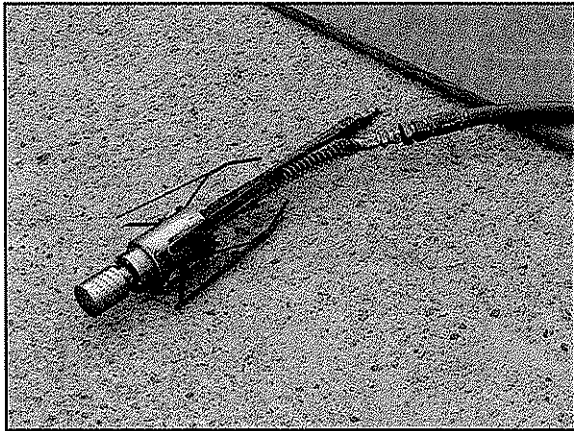




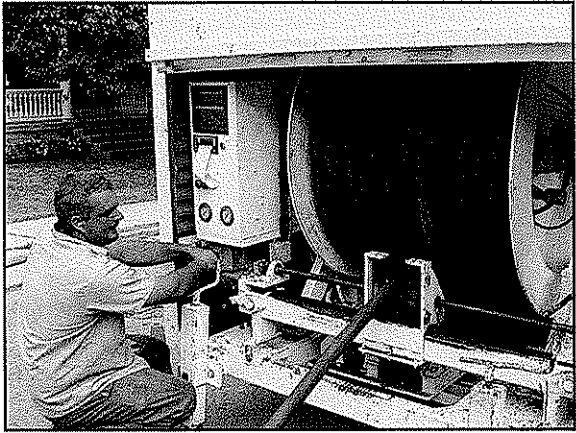


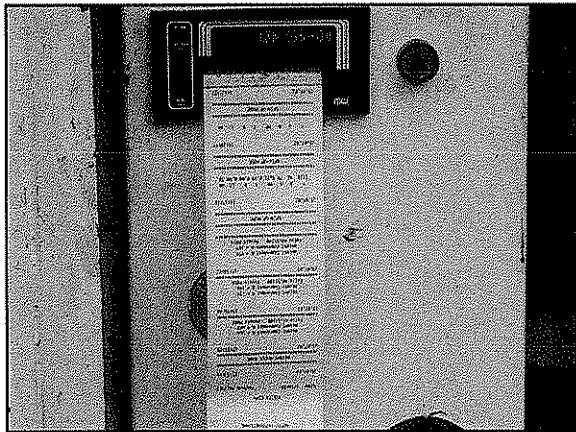




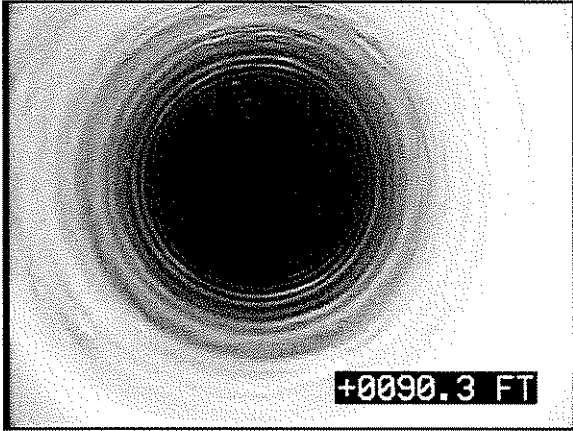


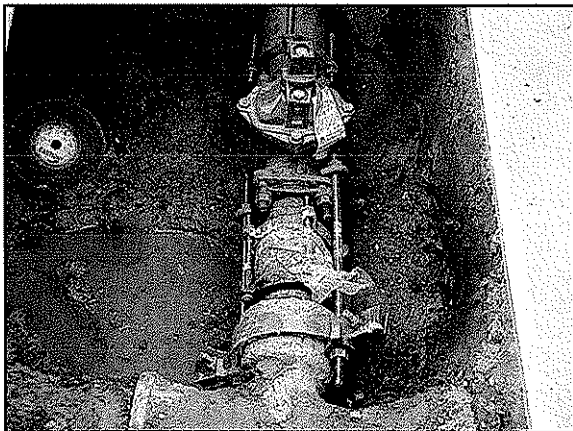












NKWD'S PROJECT RESULTS

- NKWD Has C&L Over 20 Miles of Mains at a Cost of Approx. \$5 Million Since 1999
- Reduced Sanitation Charges from High of Over \$160,000 in 2003 to under \$60,000 in 2006
- Reduced Discolored Water Calls from High of Over 920 in 2003 to Under 300 in 2006
- Improved Fire Flows

Street	Flow-gpm (Before C&L)	Flow-gpm (After C&L)	% Increase
Wright St	290	1035	257%
Aberdeen St	750	1360	81%
Michigan Ave	475	1210	155%
Alexandria Ave	710	1140	61%
Ashton Rd	200	750	275%
Hudson Ave	240	805	235%
Valley View	290	445	53%
Rosina Ave	505	1245	147%
Hawthorne	250	1140	356%
W. 33 rd St	150	920	513%
Lockwood St	200	1185	493%





Commissioner Training — 2007

7 – Item Seven No.



Commissioner Training — 2007

1 – Item One Northern Kentucky Water District
2835 Crescent Springs Road
P.O. Box 18640
Erlanger, KY 41018



Commissioner Training — 2007

2 – Item Two Name: Generator Primer

Sponsor: GRW, Inc.

Subject Matter: Generator basics, options, installation types and applications.



Commissioner Training — 2007

- 3 – Item Three The purpose of this presentation is to inform the Board of Commissioners about the various types of generators and their applications and how they can be utilized in the water treatment and distribution process.



Commissioner Training — 2007

4 – Item Four One Credit Hour – Copy of Board Minutes showing Commissioners attendance attached

**Northern Kentucky Water District
Board of Commissioners Meeting
March 15, 2007**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on March 15, 2007 at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky. All Commissioners except Commissioner Sommerkamp were present. Commissioner Sommerkamp participated by speaker telephone. Also present were Ron Lovan, Bari Joslyn, Richard Harrison, Mark Lofland, Jack Bragg, Bill Wulfeck, Don Gibson, Amy Kramer, Jim Dierig, Bob Buhlage, Scott Shepherd, Frances Robinson, Cathy Penick, Vince Gabbert, Brad Montgomery, Michelle Howlett, Roger Peterman, Mike Hammons, Mike Phillips and Charles Pangburn.

Commissioner Koester called the meeting to order.

Commissioner Jackson led those in attendance in the Pledge of Allegiance.

Ms. Howlett of GRW Engineers presented a commissioner training session on generators.

Mr. Hammons and Mr. Phillips of Vision 2015 delivered a presentation on the Licking River Greenway project.

The Board reviewed articles published and correspondence received since the last regular Board meeting on February 15, 2007.

On motion of Commissioner Macke, seconded by Commissioner Jackson, the Board unanimously approved the minutes for the regular Board meeting held on February 15, 2007.

On motion of Commissioner Macke, seconded by Commissioner Collins, and after discussion, the Board unanimously approved the expenditures of the District for the month of February, 2007.

On motion of Commissioner Sommerkamp, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award the contract for durable outdoor uniform apparel, with options to renew the contract for up to two additional one year terms, to National Workwear and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Collins, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award the Lower Tug Fork Road water main replacement project to Jack Gemmer & Sons and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Wagner, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award the East Alexandria Pike 12-inch water main replacement project to G&T Excavating and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Collins, seconded by Commissioner Jackson, and after discussion, the Board unanimously approved a resolution accepting assignment of a Kentucky Infrastructure Authority grant for project number WX21037561 from the City of Wilder and authorizing an amendment to the budget and a District representative to execute all related documents.

On motion of Commissioner Wagner, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award Phase I of the Subdistrict G water main extension project to Howell Contractors, Phases II and III of the project to G.M. Pipeline, Inc. and Phase IV of the project to Hartman & Smith Construction Company and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Sommerkamp, seconded by Commissioner Wagner, and after discussion, the Board unanimously agreed to award the contract for the purchase of five sodium hypochlorite pumps to Watson-Marlow and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Collins, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award the Licking River intake traveling screen project to Building Crafts Inc. and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Macke, seconded by Commissioner Wagner, and after discussion, the Board unanimously agreed to award the contract for the purchase of flowable fill concrete and class A concrete to Ideal Supplies Inc. and to authorize the District staff to execute appropriate contract documents.

On motion of Commissioner Macke, seconded by Commissioner Sommerkamp, and after discussion, the Board unanimously agreed to award contracts for construction restoration materials, and to authorize the District staff to execute appropriate contract documents, for the following materials from the vendors indicated:

Krebs Construction	#2 limestone, #4 limestone, #57 limestone, fill sand, natural sand
Hilltop Stone	channel lining-CLII
Bray Trucking	#610 limestone, limestone sand, winter asphalt mix (cold patch)

On motion of Commissioner Collins, seconded by Commissioner Jackson, and after discussion, the Board unanimously approved a resolution authorizing the issuance of approximately \$30,000,000 principal amount of Water District Revenue Bonds Series 2009, designating the paying agent and registrar, authorizing and making certain improvements to the water system, approving the preparation of preliminary and final official statements and authorizing a continuing disclosure agreement and the issuance of a bond anticipation note (BAN) in the amount of up to \$27,750,000 to fund 2006 and 2007 capital projects.

On motion of Commissioner Sommerkamp, seconded by Commissioner Jackson, and after discussion, the Board unanimously agreed to award the contract for building signs to Quality Signs & Service Co., Inc. and to authorize the District staff to execute appropriate contract documents.

The Board reviewed the District's financial reports and Department reports.

The Board discussed issues related to possibly transitioning from quarterly billing to monthly billing and also the possibility of conducting joint billing with Sanitation District No. 1.

Other matters of a general nature were discussed.

There being no further business to come before the Board, the meeting was adjourned.



CHAIRMAN



SECRETARY

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Commissioner Training — 2007

5 – Item Five Ms. T. Michelle Howlett, P.E.

Bio of the presenter attached

T. Michelle Howlett, P.E.

GRW, Inc.
801 Corporate Drive
Lexington, KY 40503
(859) 223-3999
(859) 223-9419 fax
mhowlett@grwinc.com

Education: BSEE, University of Kentucky, 1990

Experience: 16 years in consulting; 10 years at GRW

Registrations: Professional Engineer in KY, IN, TN, OH, WV, PA, MI, NH, VA (9 states)

Ms. Howlett's role at GRW is electrical/instrumentation engineering and project management. She has been a Principal at GRW for about 8 years. Most of Ms. Howlett's experience has been with water and wastewater projects, although she is also involved in many other types of projects, primarily for municipal and government clients.



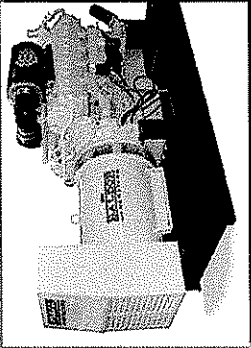
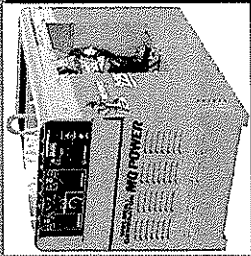
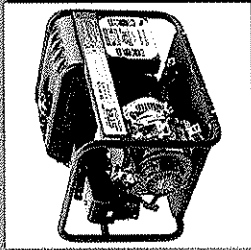
Commissioner Training — 2007

6 – Item Six Generator Primer – PowerPoint Handouts attached

Generators

Why Have a Generator?

- Code/Regulatory Requirements
- Critical Facilities
- Unreliable Utility Power
- Peak Shaving
- Prime Power Applications

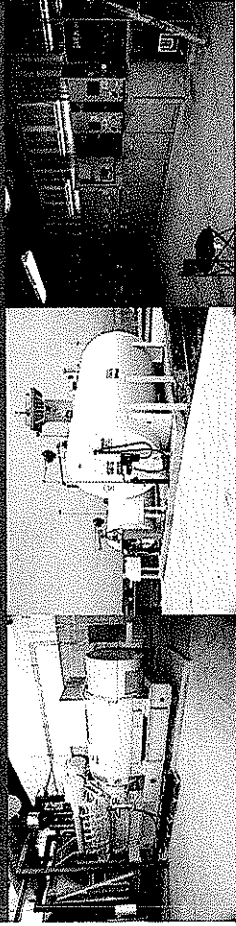


Board Meeting Presentation

Generators

Northern Kentucky Water District

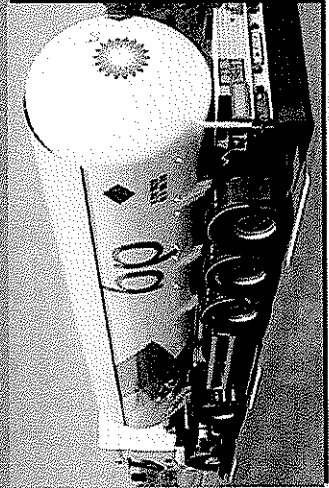
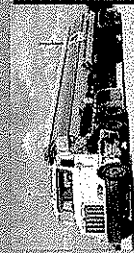
March 2007



Generators

FUEL OPTIONS

- Diesel
- Gasoline
- Natural Gas
- Liquid Propane



Generators Introduction

- Founded in 1964, GRW is a full-service engineering, architectural, and planning firm.
- With more than 245 professionals, GRW is one of the largest P/E firms in the state.
- Our A/E team includes more than 20 mechanical, electrical, and structural engineers and designers, as well as 12 architectural professionals.
- GRW's core results in a professional versatility and technical specialization not normally found in a single firm. With a staff of more than 240 professionals, GRW offers comprehensive technical expertise for all types of infrastructure design. From conceptual design through construction administration and inspection.
- Our wide range of professional services includes:
 - Architecture
 - Mechanical Engineering
 - Electrical Engineering
 - Structural Engineering
 - Water & Wastewater System Engineering
 - Civil Engineering
 - Transportation Engineering
 - Master Planning
 - Aerial Mapping and Surveying
 - Geographic Information Services
 - Construction Administration, Inspection, Proposal Representation (Inspection)
 - Operations & Maintenance Support
 - Cost Estimating
 - Alternative Project Delivery Methods (Design-Build, CM)
 - Sustainable Design
 - Environmental Permit, Protection and Physical Security
 - Transportation Modeling



Generators

PARALLELING GENERATORS

- Connects Two or More Generators to the Power System
- Needed if Loads are too Large for One Unit
- Use for Reliability
- Allows Fuel Savings When Only Partial Load Connected
- Paralleling Switchgear Required

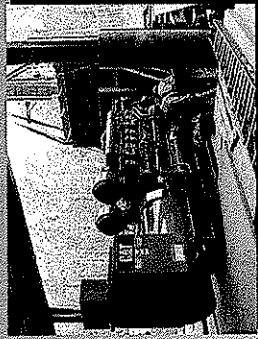
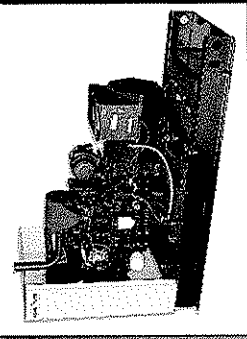


Engineers Architects Planners

Generators

How big does the generator have to be?

- The Basics: Volts x Amps (VA) = Watts (Approximately)
- Generator Sizes in KW (Thousands of Watts)
- Special Considerations for Motors:
 - High Starting Amps
 - Generators Oversized for Starting KVA
 - Derating for VFD's and Solid State Starters
- Conservative Rule of Thumb for Motor Loads:
 - 2 KW of Generator Size per 1 Horsepower Motor Load

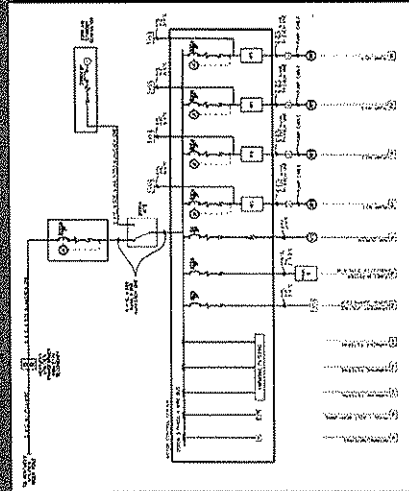


Engineers Architects Planners

Generators

Connection to the Power System

- Transfer Equipment
 - Automatic or Manual
 - Closed Transition or Open Transition

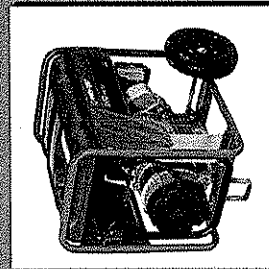


Engineers Architects Planners

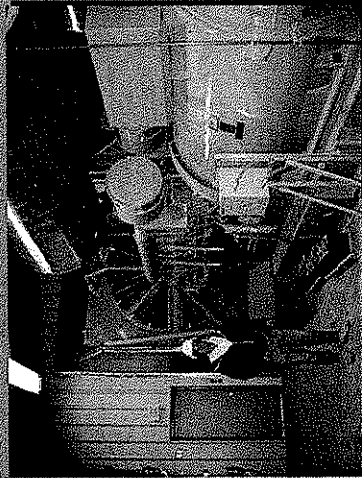
Generators

What sizes are available?

Tiny (3 KW)



Up to 2,500 KW



Engineers Architects Planners

Generators

Are there special requirements for storing fuel?

- National Fire Protection Association (NFPA) Chapter 30 – Flammable and Combustible Liquids Code
- Containment
- Tank Venting
- Minimum Distances from Buildings and Property Lines

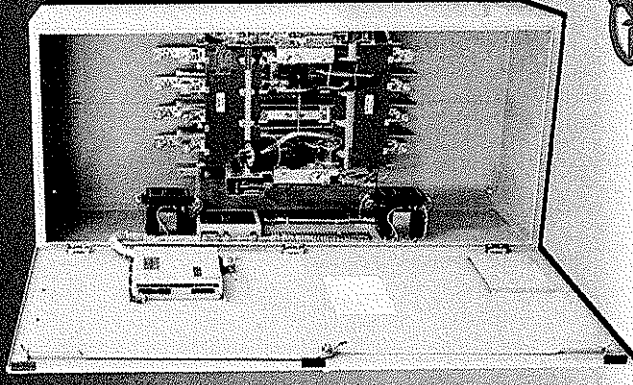


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Generators

Generator Controls

- Automatic Transfer Requires Utility Monitoring
- Paralleled Generators Require Synchronization
- Stepping the Loads
- Locking Out Loads Not Needed
- Load Shedding
- Generator Mounted Control Panel

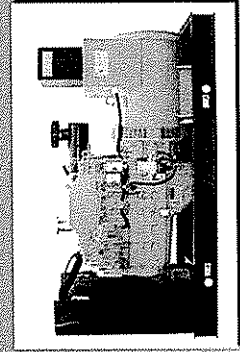


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Generators

How is a Generator Installed

- Can be in a Weatherproof Enclosure or in a Building
- Large Generators are Skid-Mounted
- Connected to the Transfer Equipment with Properly Sized Wiring
- Fuel Connections if Tank is Separate
- Exhaust Piping and Silencer
- Control Wiring Provides Monitoring and Alarms

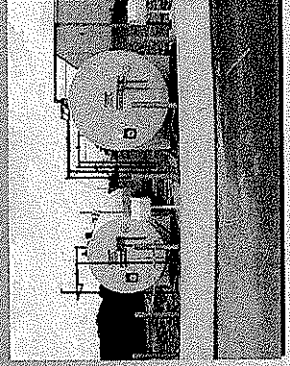
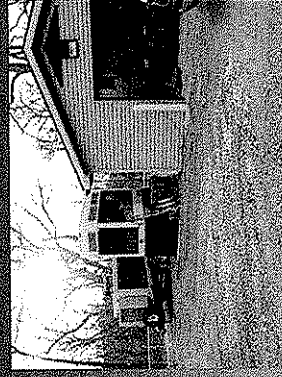


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Generators

How is the Fuel Stored?

- Underground Tanks
- Above Grade Tanks
- Sub-Base Tanks
- Double Wall Tanks vs. Diking

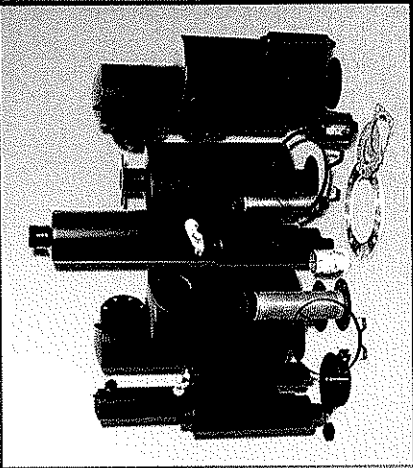


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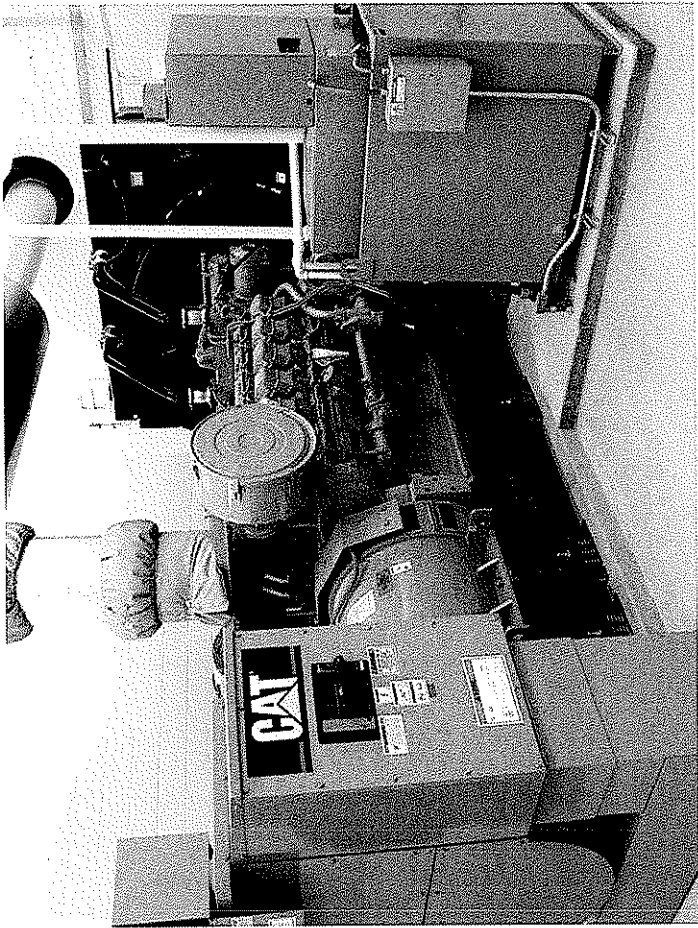
Generators

Noise Considerations

- Large Generators are Noisy
- Silencer Types
- Sound-Attenuated Enclosures
- Acoustical Building Design



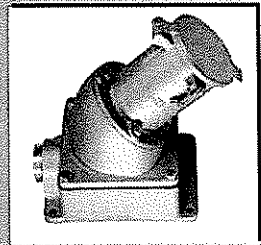
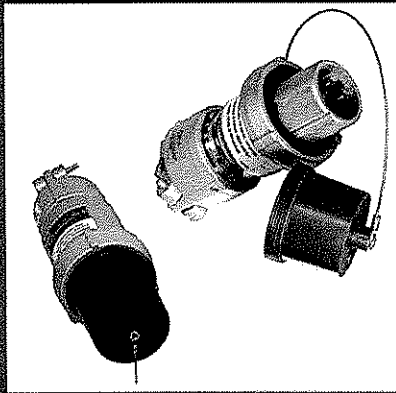
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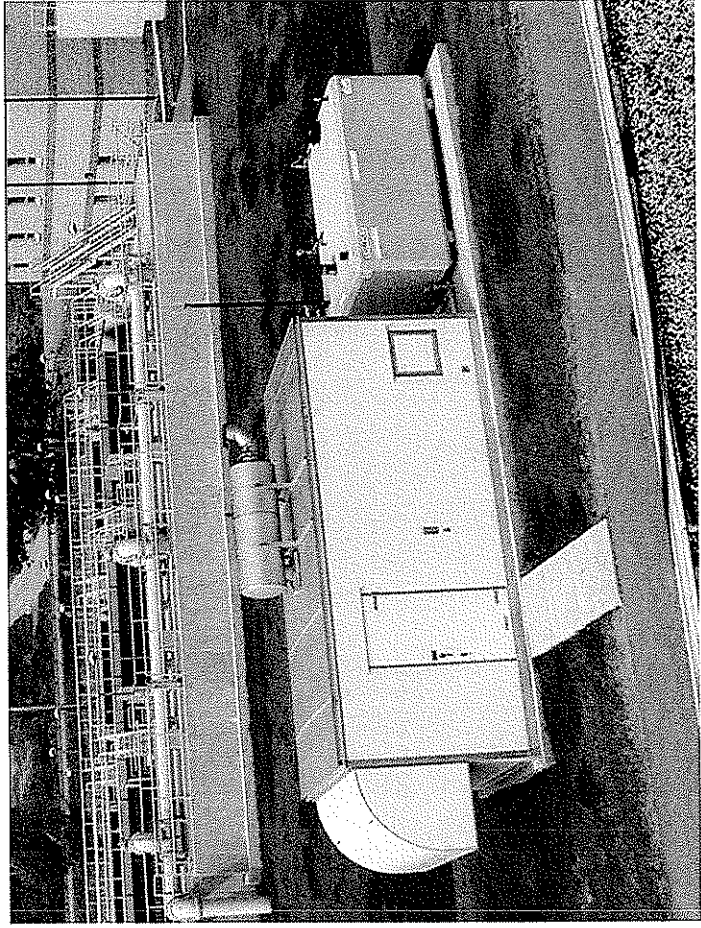
Generators

Can a Generator be Portable?

- Trailer Mounted Units Available
- Portable Cord and Plug Connections
- (Transfer Switch is Still Required)
- Recommended Maximum Portable Size - 100 KW
- Larger Units Not Trailer Mounted



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Generators

DUDLEY PUMP STATION GENERATOR

- Weatherproof Sound Attenuated Enclosures
- Transfer Pumps Allow Fuel to be Pumped to Opposite Tank
- Alarms to SCADA System
- Power System Switchover and Station Downtime
- Other Challenges
 - Delivery and Setting of Generators
 - Limited Real Estate
 - Existing Underground Utilities
 - Relocation of Existing Piping



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Generators

Maintenance

- Regular Exercise
- Testing
- Mechanical Maintenance and Servicing



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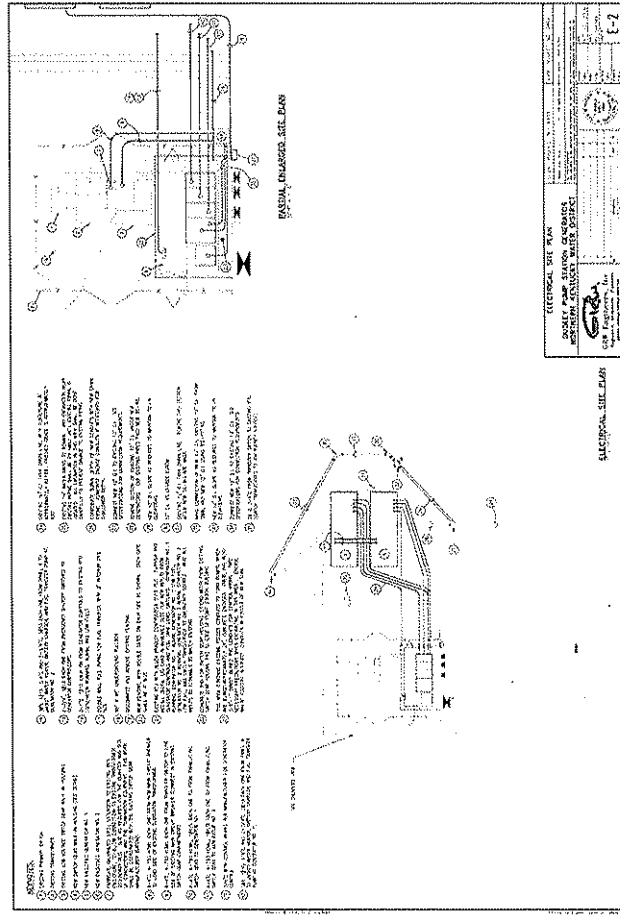
Generators

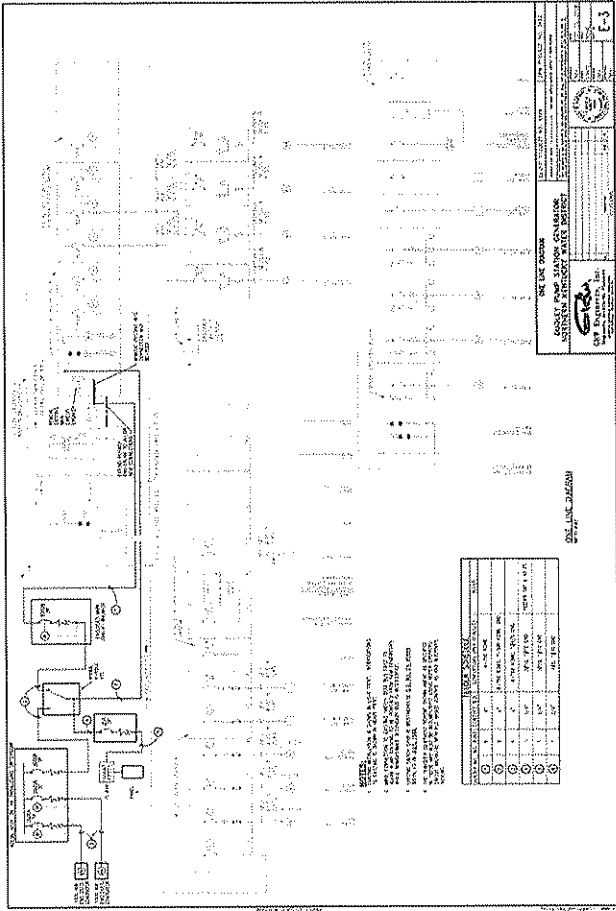
DUDLEY PUMP STATION GENERATOR

- 1040 Pump Station has 4-250 hp Pumps
- 1080 Pump Station has 4-600 hp Pumps
- Designed to Operate Two Pumps in Each Station
- Connection to Entire Load Allows Flexibility
- Two Paralleled 1,000 KW Diesel Generators
- New 4,000 Amp Paralleling Switchgear in Walk-In Housing
- 3,000 Gallon Sub-base Tank at Each Generator Provides 48 Hours Storage



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REVISIONS

NO.	DATE	DESCRIPTION
1	10/15/00	ISSUE FOR PERMIT
2	10/15/00	REVISIONS TO PERMIT
3	10/15/00	REVISIONS TO PERMIT
4	10/15/00	REVISIONS TO PERMIT
5	10/15/00	REVISIONS TO PERMIT
6	10/15/00	REVISIONS TO PERMIT
7	10/15/00	REVISIONS TO PERMIT
8	10/15/00	REVISIONS TO PERMIT
9	10/15/00	REVISIONS TO PERMIT
10	10/15/00	REVISIONS TO PERMIT

PROJECT NO. 00-00000000

SEE THE OWNER
 PROJECT NO. 00-00000000
 PROJECT NAME: 00-00000000
 PROJECT ADDRESS: 00-00000000
 PROJECT CITY: 00-00000000
 PROJECT STATE: 00-00000000
 PROJECT ZIP: 00-00000000
 PROJECT DATE: 00-00000000
 PROJECT SCALE: 00-00000000
 PROJECT SHEET: 00-00000000
 PROJECT TOTAL SHEETS: 00-00000000
 PROJECT DRAWN BY: 00-00000000
 PROJECT CHECKED BY: 00-00000000
 PROJECT APPROVED BY: 00-00000000
 PROJECT DATE: 00-00000000

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 PROJECT DATE: 00-00000000



Commissioner Training — 2007

7 – Item Seven No.



Commissioner Training — 2007

1 – Item One Northern Kentucky Water District
2835 Crescent Springs Road
P.O. Box 18640
Erlanger, KY 41018



Commissioner Training — 2007

2 – Item Two Name: Media Training

Sponsor: Northern Kentucky Water District

Subject Matter: To prepare for proactive media relations and how to handle media calls and inquiries about newsworthy topics.



Commissioner Training — 2007

- 3 – Item Three This presentation advises the Board of Commissioners how to communicate with media in an effective and positive manner, and convey key messages to the target audience.



Commissioner Training — 2007

4 – Item Four One Credit Hour – Copy of Board Minutes showing Commissioners attendance attached

**Northern Kentucky Water District
Board of Commissioners Meeting
April 19, 2007**

A regular meeting of the Board of Commissioners of the Northern Kentucky Water District was held on April 19, 2007 at the District's facility located at 2835 Crescent Springs Road in Erlanger, Kentucky. All Commissioners except Commissioner Jackson were present. Also present were Ron Lovan, Bari Joslyn, Richard Harrison, Mark Lofland, Jack Bragg, Bill Wulfeck, Don Gibson, Amy Kramer, Jim Dierig, Mary Carol Wagner, Bob Buhrlage, Chris Wetherell, Mike Greer, John Scheben, Melissa Bielo, Debbie Kircher, Connie Pangburn, Lori Simpson, Frances Robinson, James Gray, Colleen Medert, Jill Cahill, Adam Davey, Don Fritz, Charles Pangburn, Brian Dunham, and Alex Edmondson.

Commissioner Koester called the meeting to order.

Mr. Harrison of the District staff led those in attendance in the Pledge of Allegiance.

Mr. Edmondson, a District customer, addressed the Board on two issues. The first issue was the District's current practice of providing customers with four-hour blocks of time for service calls. Mr. Edmondson asked that the District consider adopting a practice where the customer is called 20 to 30 minutes before a service call. Mr. Lofland of the District staff explained the District's current practice and its background. The second issue addressed by Mr. Edmondson was the collection of sales tax on the sale of water. Mr. Edmondson acknowledged that the District's practice in collecting sales tax complies with the requirements declared by the Kentucky Department of Revenue but asked the District to take whatever actions it can to have the sale of water to multi-family residential buildings and to leased residences where the water is paid for by the landlord exempted from the collection of sales tax. Legal counsel for the District, Mr. Pangburn, reviewed in general the pertinent statutes with the Board. The Board thanked Mr. Edmondson for his attendance and stated that it would consider his two requests.

Mr. Dunham replaced Mr. Pangburn as legal counsel for the Board Meeting, and Mr. Pangburn departed the Board room.

Ms. Cahill of the District staff presented a training session for the Board on media relations.

Mr. Davey and Mr. Fritz of the certified public accounting firm of Von Lehman & Co. presented the Board with the District's December 31, 2006 Financial Statements and Independent Auditors' Report.

The Board reviewed articles published and correspondence received since the last regular Board meeting on March 15, 2007.

On motion of Commissioner Wagner, seconded by Commissioner Collins, the Board unanimously approved the minutes for the regular Board meeting held on March 15, 2007.

On motion of Commissioner Collins, seconded by Commissioner Wagner, and after discussion, the Board unanimously approved the expenditures of the District for the month of March, 2007.

On motion of Commissioner Sommerkamp, seconded by Commissioner Wagner, and after discussion, the Board unanimously approved the filing of a rate case application with the Public Service Commission based on a test year of January 1, 2006 through December 31, 2006 and authorized the District staff to execute the appropriate documents.

On motion of Commissioner Collins, seconded by Commissioner Wagner, and after discussion, the Board unanimously approved an agreement with the City of Covington, Kentucky related to the resurfacing of Glenn Avenue and authorized the District staff to execute appropriate contract documents.


On motion of Commissioner Sommerkamp, seconded by Commissioner Macke, and after discussion, the Board unanimously agreed to engage CDS Associates for engineering services in connection with a Covington, Kentucky water main replacement project and authorized the District staff to execute appropriate contract documents.

On motion of Commissioner Macke, seconded by Commissioner Collins, and after discussion, the Board unanimously agreed to engage HDR/Quest for engineering services in connection with a McCullum/Oliver/Cox water main replacement project and authorized the District staff to execute appropriate contract documents.

The Board reviewed the District's financial reports and Department reports.

Other matters of a general nature were discussed.

There being no further business to come before the Board, the meeting was adjourned.


CHAIRMAN


SECRETARY



Commissioner Training — 2007

5 – Item Five Ms. Jill Grever Cahill, B.A.

Bio of the presenter attached



JILL GREVER CAHILL

Jill G. Cahill is a strategic communications specialist based in the Greater Cincinnati area. Her specialties include media relations and crisis communications. She offers consulting services on a one-time or ongoing basis. She works with a limited number of clients in order to offer detailed and dedicated customer service.

Mrs. Cahill gained her media expertise during 13 years in television news as an Emmy award winning Producer and Executive Producer. She produced several live broadcasts from daily news to news specials on Tall Stacks, The Breeders Cup, the Kentucky Derby and NASCAR racing, just to name a few.

As Executive Producer, she controlled the daily content of the newscasts and was the coordinator of investigative news stories and the newsgathering process. This experience gives her deep insight into how stories are selected and how they should be “pitched” to media outlets.

Mrs. Cahill has worked for many years in the Public Relations field. She worked for several years for the Dan Pinger Public Relations Agency in the Transportation and Infrastructure group. She now works as a freelance specialist, allowing her a more flexible schedule to accommodate her young family. Former clients include Comair, Airborne Express, Biggs, the City of Cincinnati, Metropolitan Sewer District, Duke Energy and the Northern Kentucky Water District, where she continues project work today.

Jill Cahill received a bachelor’s degree in Communications from Miami University in Oxford, Ohio. She is an active volunteer in the Northern Kentucky community. She is married and has two daughters.



Commissioner Training — 2007

6 – Item Six Media Training – PowerPoint handouts attached; Media Do's and Don'ts handouts attached

Media Training

- The Big Question: What is the scariest question you could be asked by the media?
- What is the answer?

Northern Kentucky
Water District

Media Training Goals

- To prepare you for proactive media relations
- To prepare you for media calls and inquiries about newsworthy topics

Northern Kentucky
Water District

What You'll Learn

- Present yourself in the most effective and positive manner, conveying your key messages to your target audiences.
- Make your messages understandable to the reporter who may lack specific knowledge of the specific issue.
- Maintain control of all interviews and ensure your own objectives, information and positions are presented.

Northern Kentucky
Water District

What You'll Learn

- Anticipate and "think on your feet" in a challenging setting, turning negatives into positives when necessary.
- Be comfortable in front of a reporter, camera or microphone.
- Speak clearly candidly and effectively.

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Water District

The Media Agenda



- Newsworthy story
 - Prominent people
 - Locality
 - Human Interest
 - Conflict/drama
 - Numbers, facts and figures
- Accurate story

Northern Kentucky
Water District

Prepare for the Interview

- Evaluate the Situation
- Deadlines
- Will it be edited?
- Location Details
- Other Sources Involved?
- Analyze the Reporter/Audience
- Anticipate Questions
- Rehearse

Northern Kentucky
Water District

Key Messages

- Use general Northern Kentucky Water District Key Messages
- Develop and use key messages drafted to address the specific issue
- Use headlines, facts to back it up, and anecdotes to personalize it when possible.

Northern Kentucky
Water District

Your Agenda

- The answers waiting for questions.
 - Bridging
- Repeat, repeat, repeat.
- Be brief. Think "sound bite."
- Offer support, if available or a personal example.
- Refer to your "cheat sheet" before media interviews.
- Politicians are masters of key messaging strategies.

Northern Kentucky
Water District

Media Relations Protocol

- You are not alone. Call your internal media specialist or an outside consultant.
 - We will determine what the reporter wants/needs
- Your media specialists will gather background and offer key messages.
- Working through your public relations department protects you and allows for follow up.

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Water District

Techniques: The Print Interview

- Don't limit inquiry
- Don't ask to see story before it's printed
- Be careful of paraphrasing (out of context)
- Make it interesting
- Offer to follow up

Northern Kentucky
Water District

Techniques: The Broadcast Interview

- Dress Appropriately
- Arrive Early
- Be aware of physical presence
- Look at interviewer
- Be aware of cutaways
- Remain seated after interview
- Be aware of microphones
- Use energy!

Northern Kentucky
Water District

Techniques: The Basics

- Answer the question
- Bridge to key message
- Offer support/evidence
- STOP!

on the air

Northern Kentucky
Water District

Techniques: Bridging

- Change the subject to your key message.
- "However..."
- "In addition..."
- "Let me also tell you..."
- "That's an example of..."
- "Which brings me back to..."



Techniques: Nonverbals

- Establish a rapport.
- Maintain eye contact.
- Lean slightly forward.
- Be confident.
- No fidgeting!
- SMILE!
- Enunciate every word.
- Pump up the volume!
- Hands at your sides or in your lap when not in use.
- Use natural hand gestures.
- Be yourself...

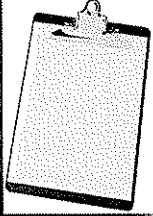


Techniques: The Phone

- Don't let the comfort of the equipment work against you.
- It is still an interview.
- Keep your key messages handy.
- Focus! No multi-tasking!
- Facial expressions and attitudes can travel through fiber optics.



Stay in Control



- Never “wing it” on an interview.
- Know your key messages.
- No such thing as “off the record”
- Tricks, traps, tips
- Finding your way out

Northern Kentucky
Water District

“Off the Record?” No Such Thing!

- Reporter is working, regardless of whether or not the tape recorder or camera is on
- Reporters you are comfortable with still want the “big story”
- Information from you can be verified elsewhere and appear in print
- The walls have ears!
- If you don’t want the public to see or hear it, DON’T SAY IT!

Northern Kentucky
Water District

Tricks, Traps and Tips

- Negative Questions
 - Don’t repeat or introduce negativity; bridge to positive key messages. DON’T NOD!
- Dumb Questions
 - Educate the reporter; correct misinformation
- Hypothetical Questions
 - Don’t address. Stick to factual POSITIVE key messages.

Northern Kentucky
Water District

Tricks, Traps and Tips

- **Suspect Facts**
 - Correct misinformation, let the reporter know if info is suspect, bridge to key message.
- **Paraphrasing**
 - Don't let the reporter do it!
 - Restate in your own words, using key messages.
- **The Pregnant Pause**
 - Don't fill silence. Answer the question, ask for another.

Northern Kentucky
Water District

Tricks, Traps and Tips

- **Never let your guard down.**
 - correct misinformation;
 - bridge to positive key messages.
- **Antagonism**
 - Don't match the reporter's tone. Take the high road and **KEEP YOUR COOL!**

Northern Kentucky
Water District

Finding Your Way Out

- If you don't know, say so
- Honesty is the best policy
- A comment on "no comment"
 - Don't use it! You can gracefully decline to answer a question; just offer a reason: it's inappropriate, proprietary, against policy, etc.
- You are not alone -- use your team for support and backup!

Northern Kentucky
Water District

Measuring Success

- What's the story?
 - The proof is in the black and white.
- How many key messages were used?
- How do I look?
- How do I sound?

Northern & Kentucky
Water District

Northern Kentucky Water District

Media Do's and Don'ts

Do's

- Do: Have three positive message points.
- Do: Get message points in before the interview ends.
- Do: Project command of material, conviction and confidence.
- Do: Have a friendly, open face.
- Do: Know format of the program/publication style/reporter when possible.
- Do: Use hand gestures.
- Do: Get your company's name in frequently.
- Do: Imagine you're talking to the 13-year old in your neighborhood.
- Do: Stand up during telephone interviews.
- Do: Accept live interviews. You can be edited.
- Do: Use stories, analogies, examples to put a picture in people's minds.
- Do: Check a mirror before the interview.

DON'TS

- Don't: Answer hypothetical, irrelevant questions. Bridge to positive points.
- Don't: Ever say, "No Comment."
- Don't: Ever go "off the record."
- Don't: Say anything you don't want to see in print or on a broadcast.
- Don't: Try to fake an answer. If you don't have the answer, admit it. But promise and deliver the info before the reporter's deadline.
- Don't: Try to answer questions that are not in your area of expertise. Promise to get the right person/answer to the reporter before their deadline.
- Don't: Repeat the negative.
- Don't: Be boring.
- Don't: Get angry at a reporter and/or stop the interview or walk off the set.

BEAUTIFUL BRIDGES

The real issue is...

In fact...

What's even more important is...

What a lot of reporters miss is...

Let me put this in perspective...



Commissioner Training — 2007

7 – Item Seven No.