

COMMONWEALTH OF KENTUCKY
BEFORE THE PUBLIC SERVICE COMMISSION

In the Matter of:

ELECTRONIC ACCREDITATION AND)	
APPROVAL OF A PUBLIC SERVICE)	CASE NO.
COMMISSION WATER PERSONNEL TRAINING)	2023-00410
SEMINAR AS A WATER DISTRICT)	
COMMISSIONER TRAINING PROGRAM)	

ORDER

KRS 74.020(7) requires that this Commission “encourage and promote the offering of high quality water district management training programs that enhance a water district commissioner's understanding of his or her responsibilities and duties.” KRS 74.020(8) requires the Commission to conduct a program of instruction “to train newly appointed commissioners in the laws governing the management and operation of water districts and other subjects that the Public Service Commission deems appropriate.” Pursuant to these statutory mandates, the Commission conducted a training seminar at 200 Mero Street, Frankfort, Kentucky on December 5-6, 2023. This seminar included instruction regarding trends in applicable laws and regulations, risk management, and utility administration.

Based upon a review of the course curriculum, the Commission finds that:

1. The course of instruction provided at this seminar will enhance a water district commissioner's understanding of his or her duties.
2. The seminar conducted at 200 Mero Street, Frankfort, Kentucky on December 5-6, 2023, should be approved for six credit hours of water district management training and six hours of new water district commissioner training per day.

3. A course syllabus for the training seminar is attached to this Order as Appendix A.

4. Those individuals appearing in the list of attendees attached to this Order as Appendix B should receive the credit for the number of hours that he or she attended the training.

IT IS THEREFORE ORDERED that:

1. The 2023 Water Personnel Training Seminar, which the Commission conducted at 200 Mero Street, Frankfort, Kentucky, on December 5-6, 2023, is approved for six credit hours of water district management training and six hours of new water district commissioner training per day.

2. Those individuals appearing in the list of attendees attached to this Order as Appendix B shall receive the credit for the number of hours that they attended the training.

3. This case is closed and removed from the Commission's docket.

PUBLIC SERVICE COMMISSION


Chairman


Vice Chairman


Commissioner

ENTERED
JAN 05 2024 rcs
KENTUCKY PUBLIC
SERVICE COMMISSION

ATTEST:


Executive Director

APPENDIX A

APPENDIX TO AN ORDER OF THE KENTUCKY PUBLIC SERVICE
COMMISSION IN CASE NO. 2023-00410 DATED JAN 05 2024

FOUR PAGES TO FOLLOW

2023 Water Commissioners Training Seminar

Presented by the



Kentucky Public Service Commission

December 5-6, 2023

Day One

7:55 - 8:00

Welcome/Overview

8:00 – 9:00

Board Operations and Requirements Presented By: Tina Fredrick (PSC staff)

This presentation will cover the basic duties and responsibilities of water district commissioners and directors of water associations. These include the relationship with the county judge/executive and fiscal court, the hiring and supervision of water district senior staff, the conduct of board meetings, board recordkeeping requirements and other aspects of board operations. Requirements of Kentucky open meeting law will be emphasized. As will best practices for keeping minutes of board meetings.

9:00 – 10:30

Sustainable Infrastructure through Preventative Maintenance Presented By: Kim Padgett (RCAP)

As a water district board member your most important responsibility is to ensure your system can deliver a safe and adequate supply of drinking water to your customers. To assist in that endeavor, this session will explore the assets of a drinking water system, the cost effectiveness of asset management and preventative maintenance, and their importance to system sustainability.

10:30 – 10:45

Break

10:45 – 11:45

PSC Regulatory Requirements Presented by: Tina Fredrick (PSC Staff)

This presentation is a review of the Public Service Commission's jurisdiction over water districts and associations, including the statutory and regulatory requirements that are imposed upon water districts and associations as a result of their status as public utilities. The importance of seeking advance PSC approval of financing or for deviations from PSC regulations will be emphasized, as will the criteria which the PSC uses to evaluate such requests. Legal requirements for filings, including the necessity of representation by an attorney, also will be addressed.

Day One (Continued)

11:45 – 1:00

Lunch – On Your Own

1:00 – 2:30

Consumer Services – Presented by: Rosemary Tutt (PSC staff)

This presentation will focus on the regulatory aspects of customer relations. Topics include the Customer Bill of Rights, customer billing disputes, installation and termination of utility service, and the Commission's informal and formal complaint processes. Presenter will also address landlord-tenant utility service issues, imputation of utility bills to family members, and the importance of tariffs and water user agreements.

2:30 – 3:45

Kentucky's Underground Facilities Protection Law Presented by: Jessica Norris-Canfield & Eric Tout (PSC Staff)

This presentation details the responsibilities water utilities have under the Kentucky Underground Damage Prevention Act and best practices to follow to maintain compliance with the Act.

3:45 – 4:15

PSC Water Loss Calculation Form – Presented by: Jason Green (PSC staff)

The presentation will discuss the consequences and impact of excessive water loss in a utility's operations. In addition, PSC staff will discuss the requirements for reporting unaccounted-for water loss. This session will take a step-by-step look at the forms and the data and calculations necessary to complete the form.

2023 Water Commissioners Training Seminar

Presented by the



Kentucky Public Service Commission

December 5-6, 2023

Day Two

7:55 - 8:00

Welcome/Overview

8:00 – 9:00

Accounting Controls and Internal Auditing Presented By: William Coston (PSC staff)

PSC Staff will describe common procedures in the proper management of internal controls applicable to small water districts and associations. Additionally, personnel issues and limitations to internal controls will be covered. The presentation will also briefly discuss KRS 74.050 and the duties of the treasurer of a water district with respect to the statute.

9:00 – 10:30

Ethics: Presented by: Tina Fredrick (PSC Staff)

Join staff to discuss the ethics laws and the statutory provisions addressing the standards of conduct for water district commissioners and employees as well as directors and officers of nonprofit water associations.

10:30 – 11:30

Ratemaking Basics Presented by: Jeff Abshire and Jason Green (PSC Staff)

PSC staff will discuss ratemaking issues of current interest, including recent changes in Commission treatment of certain expenses, Alternative Rate Filing (ARF), and methods for establishing a utility's revenue requirements. Attention will be given to recurring problems with rate adjustment filings and purchased water adjustment (PWA) applications. The ratemaking consequences of excessive water loss will be covered.

11:30 – 12:45

Lunch – On Your Own

Day Two (Continued)

12:45 – 1:45

Inspections and Water Loss Presented by: Taylor Stamper (PSC Staff)

This session will explain how the PSC conducts and follows up on inspection results. The PSC also is placing a greater emphasis on reducing unaccounted-for water loss. This will be a point of emphasis during inspections. The financial consequences of excessive water loss to a utility and to its customers also will be addressed.

1:45 -- 2:45

Training and Retaining Your Certification Workforce – Presented by: BJ Bland (KY Division of Compliance Assistance)

This will be an overview of the importance of proper licensing and training requirements concerning certified operators. This training will also focus on the requirements, job duties, and other functions required by operator certification, as well as the importance of the role of elected officials in this process. The relationship between elected officials and operators will also be discussed.

2:45 -- 3:45

Cybersecurity – Presented by: David Carter (Commonwealth Office of Technology)

This presentation looks at the emerging threats to utilities posed by hacking or other intrusions into utility computer systems. The presentation will focus on preventing such intrusions.

APPENDIX B

APPENDIX TO AN ORDER OF THE KENTUCKY PUBLIC SERVICE
COMMISSION IN CASE NO. 2023-00410 DATED JAN 05 2024

SIX PAGES TO FOLLOW

Andy Beshear
Governor

Rebecca W. Goodman
Secretary
Energy and Environment Cabinet



Commonwealth of Kentucky
Public Service Commission
211 Sower Blvd.
P.O. Box 615
Frankfort, Kentucky 40602-0615
Telephone: (502) 564-3940
Fax: (502) 564-3460
psc.ky.gov

Kent A. Chandler
Chairman

Angie Hatton
Vice Chairman

Mary Pat Regan
Commissioner

December 11, 2023

Re: Case No. 2023-00410

Accreditation and Approval of a Public Service Commission Water Personnel Training Seminar as a Water District Commissioner Training Program

Attached is a list of the persons who attended the 2023 Water Personnel Training Seminar held in person and virtually on December 5-6, 2023, which includes their name, utility or agency, and the number of hours they attended.

If you have any question please contact Commission Staff, at PSCWaterTraining@ky.gov.

Sincerely,

A handwritten signature in blue ink that reads "Linda Bridwell".

Linda Bridwell
Executive Director

2023 Public Service Commission Water Training Dec. 5-6, 2023		
In-House		
PSC Attendance List - Case No. 2023-00410		
Name	Utility	Hours Earned
Baker, Tim	South Anderson Water District	6
Barnett, Johnny	McCreary County Water District	11
Brown, Eddie W.	East Casey County Water District	6
Cecil, Robert	North Nelson Water District	6
Cox, Eddie	Jessamine County Water District #1	6
Cunningham, Lacey	Oldham County Water District	12
Dailey, Jonathan	Farmdale Water District	12
Daniels, Donnie	Southern Water & Sewer District	6
Darr, Cindy	Muhlenberg County Water District #3	12
Dean, George	Jessamine County Water District #1	12
Griffis, Byron	McCreary County Water District	11
Hamilton, Brandon	East Casey County Water District	12
Harrod, Eddie	Farmdale Water District	12
Hawkins, Daniel	South Anderson Water District	6
Holland, Gary E.	Northern Kentucky Water District	12
Jones, Jeremiah	McCreary County Water District	6
Jones, Joanna	Kirksville Water Association, Inc.	12
King, William	McCreary County Water District	6
Koenig, Brittany H.	Garrard County Water Association, Inc.	12
Long, Wayne	Kirksville Water Association, Inc.	12
Miller, Jared	McCreary County Water District	10
Morris, Wayne	U.S. 60 Water District of Shelby and Franklin Counties	6
Owens, Ashley N.	Kirksville Water Association, Inc.	12
Owens, Paul A.	Kirksville Water Association, Inc.	12
Powell, Bobby	Kirksville Water Association, Inc.	12
Rose, Russell D.	Oldham County Water District	12
Ross, Jimmy	McCreary County Water District	12
Spradlin, Christopher	McCreary County Water District	11
Strunk, Sammy	McCreary County Water District	12
Taylor, Derrick	McCreary County Water District	12
Tooley, Ben	Muhlenberg County Water District #3	12
Trammell, Billy	McCreary County Water District	11
Troxell, Jeremy	McCreary County Water District	6
Troxell, Tyler	McCreary County Water District	12
Waits, Carl	Jessamine County Water District #1	6
Watters, Christopher C.	McCreary County Water District	12
Watters, Rick	McCreary County Water District	11
West, Alexander	McCreary County Water District	11
Whitaker, Stephen W.	McCreary County Water District	6

2023 Public Service Commission Water Training Dec. 5-6, 2023		
Virtual		
PSC Attendance List - Case No. 2023-00410		
Name	Utility	Hours Earned
Adams, Larry R.	Pendleton County Water District	12
Anderson, Doug	Muhlenberg County Water District #3	6
Bentley, Luke Jr.	Garrison-Quincy-Ky-O-Heights Water District	6
Boden, David	Pendleton County Water District	6
Boren, Charles	Dexter-Almo Heights Water District	12
Bowling, Darrell	Big Sandy Water District	6
Broughman, Warner	Northeast Woodford County Water District	12
BRUMFIELD, JEREMY	Muhlenberg County Water District	6
Bunnell, John	Green River Valley Water District	6
CAMPLIN, MIKE	Muhlenberg County Water District	6
Carrier, Mike	McKinney Water District	12
Carver, Eric	Cumberland County Water District	6
Christiansen, Carl	West Shelby Water District	6
CLEM, BILL	Black Mountain Utility District	12
Click, Daniel B.	Estill County Water District #1	12
Cobb, Lisa	East Pendleton Water District	12
Collier, Karin	Garrison-Quincy-Ky-O-Heights Water District	6
Combs, Mike	North Manchester Water Association, Inc.	12
Cook, Patrick K.	Hyden-Leslie County Water District	6
COOPER, GRANT R.	Black Mountain Utility District	12
Copley, Mike	Rattlesnake Ridge Water District	12
Cox, Obe	Carroll County Water District #1	12
Crawford, Carl D.	North Manchester Water Association, Inc.	6
Creekmore, Brandon	Cumberland Falls Highway Water District	6
Dabolt, Mike	Jonathan Creek Water District	6
Davis, John S.	Northeast Woodford County Water District	6
Davis, Ron	Jonathan Creek Water District	6
Davis, Steve	North Manchester Water Association, Inc.	9
Dedman, Joe	Henry County Water District #2	6
Dennis, Andrew	North Mercer Water District	6
Devere, Ronnie	Southern Madison Water District	6
Didier, Lisa	West Shelby Water District	9
Downing, Howard	Jessamine County Water District #1	6
Duley, Michael R.	Grant County Sanitary Sewer District	12
Duncan, Deborah	South Hopkins Water District	3
Dyer, Matthew	Cumberland County Water District	12
Eblen, Bruce D.	Henderson County Water District	12
Ellis, James	West Shelby Water District	9
Esham, Gary	Garrison-Quincy-Ky-O-Heights Water District	9
Flaughner, Bill	East Pendleton Water District	6

2023 Public Service Commission Water Training Dec. 5-6, 2023		
Virtual		
PSC Attendance List - Case No. 2023-00410		
Name	Utility	Hours Earned
Fowler, Debbie	Green River Valley Water District	12
Gaw, Troy	Black Mountain Utility District	12
Gilbert, Billy A.	Rattlesnake Ridge Water District	12
Gosney, Doug	Pendleton County Water District	6
HALL, JAMES F.	Jessamine-South Elkhorn Water District	6
Hampton, Sam	Cannonsburg Water District	12
Hamstra, Matthew	Northern Kentucky Water District	12
Hargadon, Frank	U.S. 60 Water District of Shelby and Franklin Counties, KY	6
Hart, Sally	Caldwell County Water District	12
HAWS, JERRY	Jessamine-South Elkhorn Water District	6
Herndon, Allison	Caldwell County Water District	9
Hill, Robin	U.S. 60 Water District of Shelby and Franklin Counties, KY	6
Horton, William T.	Hyden-Leslie County Water District	6
Ison, Steve	Rattlesnake Ridge Water District	12
Jackson, Rodney	North Manchester Water Association, Inc.	9
Johnoson, Robert	Estill County Water District #1	6
Johnson, Gerald	Western Lewis-Rectorville Water and Gas District	6
Jones, Peggy	Carroll County Water District #1	12
Jones, Ricky	Jonathan Creek Water District	6
Kazee, Mark	Cannonsburg Water District	6
Kidd, Randy	McCreary County Water District	6
KIRBY, JEFF	Muhlenberg County Water District	6
Lee, Karen	Jessamine County Water District #1	6
Lewis, Dwight	Hyden-Leslie County Water District	6
Lowe, Lloyd	Big Sandy Water District	6
MATHIS, WADE	Muhlenberg County Water District	6
McConnell, Ben	Caldwell County Water District	12
McGregor, Roy	South Hopkins Water District	6
McGuire, Robert	Cannonsburg Water District	6
Melton, Burt	Mountain Water District	12
MILLER, SHAWN	Black Mountain Utility District	12
Miller, Stephen	U.S. 60 Water District of Shelby and Franklin Counties	6
Moore, Brent	Pendleton County Water District	6
Moore, Larry	Northeast Woodford County Water District	6
Nelson, Matt	Henry County Water District #2	6
Norris, Troy	Cumberland County Water District	6
ORR, Phillip	Ledbetter Water District	12
Phenix, Melvin	West Shelby Water District	9

2023 Public Service Commission Water Training Dec. 5-6, 2023		
Virtual		
PSC Attendance List - Case No. 2023-00410		
Name	Utility	Hours Earned
Phillips, Keith	Western Lewis-Rectorville Water and Gas District	6
PIPPEN, DAVID L.	KY American Water	6
PORTER, TIMOTHY C.	Muhlenberg County Water District	6
Pribble, David	East Pendleton Water District	6
Ramey, Marshall S.	Knox County Utility Commission	12
Riddle, James	U.S. 60 Water District of Shelby and Franklin Counties, KY	6
Riggs, Michael	West Shelby Water District	12
RODERICK, SHERMAN	KY American Water	12
Schuler, Joseph	McKinney Water District	6
Sexton, Doug	McCreary County Water District	6
Shockey, Charles	Big Sandy Water District	6
Smith, Bradley Michael M.	Dexter-Almo Heights Water District	6
Smith, Henry	North Manchester Water Association, Inc.	12
Smotherman, S. C. Smokey	North Logan Water District #1	12
Steagall, Randy	Rattlesnake Ridge Water District	12
Strange, Joe	Pendleton County Water District	6
Sumner, Mark	McCreary County Water District	6
Taylor, Coy	McCreary County Water District	6
Taylor, Joe Dan D.	Dexter-Almo Heights Water District	12
Taylor, Raymond	McCreary County Water District	6
Thacker, J R	Cumberland County Water District	6
Thomas, Kevin S.	Marion County Water District	12
Thomas, Terry	Western Lewis-Rectorville Water and Gas District	6
Todd, Larry	Southern Madison Water District	6
Tucker, Pat	Green River Valley Water District	6
Vanhoose, Pam	Cannonsburg Water District	6
VANOVER, MOLLY	KY American Water	12
Vibbert, Mark	Cumberland County Water District	6
Williams, Raymond	West Shelby Water District	9
Winkler, Alfred	Kirksville Water Association, Inc.	9
Wolfe, Bobby	North Manchester Water Association, Inc.	6
Wooten, Lance	Ledbetter Water District	12

