

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	)	2025-00083
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 Blue Licks Battlefield State Resort Park, 10299 Maysville Road Carlisle, KY, 40311 on March 18-19, 2025 (2025 Water Personnel Training Seminar). 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 the Blue Licks Battlefield State Resort Park, 10299 Maysville Road Carlisle, KY, 40311 on March 18-19, 2025, should be approved for six credit hours of water district management training and six hours of new water district commissioner training, for a total of 12 hours credit hours.

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 2025 Water Personnel Training Seminar, which the Commission conducted at Blue Licks Battlefield State Resort Park, 10299 Maysville Road Carlisle, KY, 40311 on March 18-19, 2025, as set forth in the syllabus as Appendix A, is approved for six credit hours of water district management training and six hours of new water district commissioner training, for a total of 12 credit hours.

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

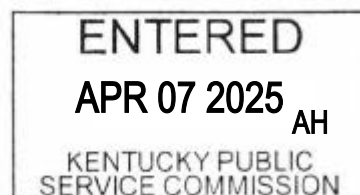
  
Chairman

Vice Chairman

  
Commissioner

ATTEST:

 *LB*  
Executive Director



APPENDIX A

APPENDIX TO AN ORDER OF THE KENTUCKY PUBLIC SERVICE  
COMMISSION IN CASE NO. 2025-00083 DATED APR 07 2025

FOUR PAGES TO FOLLOW

# **2025 Water Commissioners Training Seminar**

Presented by the



## **Kentucky Public Service Commission**

**March 18-19, 2025**

### **Day One**

7:55 - 8:00

Welcome/Overview

8:00 – 9:00

**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.

9:00 – 11:00

**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.

11:00 – 11:15

Break

11:15 – 12:15

**PSC Regulatory Requirements** Presented by: Moriah Tussey or Amanda Lawson (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 because 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)**

12:15 – 1:30            **Lunch – On Your Own**

1:30 – 3:00            **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.

3:00 – 4:00            **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.

# 2025 Water Commissioners Training Seminar

Presented by the



## Kentucky Public Service Commission

March 18-19, 2025

### Day Two

7:55 - 8:00

Welcome/Overview

8:00 – 9:00

**Accounting Controls and Internal Auditing** Presented By: Jeff Abshire (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 – 10:00

**Ethics:** Presented by: Moriah Tussey or Amanda Lawson (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.

10:00 – 11:00

**Ratemaking Basics** Presented by: Jeff Abshire or 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.

11:00 – 11:45

**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.

11:45--1:00

**Lunch – On Your Own**

## **Day Two (Continued)**

1:00 -- 2:00

**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.

2:00 – 3:00

**Board Operations and Requirements** Presented By: Moriah Tussey or Amanda Lawson (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.

3:00 – 5:00

**Kentucky's Underground Facilities Protection Law** Presented by: Eric Tout or Jessica Norris-Canfield (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.



APPENDIX B

APPENDIX TO AN ORDER OF THE KENTUCKY PUBLIC SERVICE  
COMMISSION IN CASE NO. 2025-00083 DATED APR 07 2025

TWO 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  
[psc.ky.gov](http://psc.ky.gov)

Angie Hatton  
Chair

Mary Pat Regan  
Commissioner

April 1, 2025

Re: Case No. 2025-00083

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 2025 Water Personnel Training Seminar held in-person on March 18-19, 2025, at Blue Licks State Park. 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](mailto:PSCWaterTraining@ky.gov).

Sincerely,

*Ron Parritt*

Ron Parritt  
Deputy Executive Director



Andy Beshear  
Governor

Angie Hatton  
Chair

Rebecca W. Goodman  
Secretary  
Energy and Environment Cabinet

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Mary Pat Regan  
Commissioner

<b>2025 Public Service Commission Water Training March 18-19, 2025</b>		
<b>Held At Blue Licks State Park</b>		
<b>PSC Attendance List - Case No. 2025-00083</b>		
<b>NAME</b>	<b>UTILITY / AGENCY</b>	<b>HOURS EARNED</b>
Applegate Robert	Western Lewis-Rectorville Water and Gas District	6
Baker Tim	Columbia/Adair Utilities District	12
Barton Vernon	Western Fleming County Water District	6
Bentley Jr Luke	Garrison-Quincy-Ky-O-Heights Water District	6
Brown Earn	East Logan Water District, Inc.	12.75
Carpenter Pam	Western Mason County Water District	6
Christiansen Carl	West Shelby Water District	6
Collier Karin	Garrison-Quincy-Ky-O-Heights Water District	6
Donovan Jeff	Western Fleming County Water District	6
Duncan Tara	Nicholas County Water District	6
Dykes Mark	Columbia/Adair Utilities District	12
Esham Gary	Garrison-Quincy-Ky-O-Heights Water District	6
Fields Nathan	Harrison County Water Association, Inc.	12.75
Fuller Michael	Harrison County Water Association, Inc.	12
Habermel Anthony	Bracken County Water District	12
Hicks Dan	Western Fleming County Water District	6
Holbrook Kenton	Nicholas County Water District	12
Hughes Greg	Western Fleming County Water District	6
Ingram Larry	Western Fleming County Water District	7
Johnson Gerald	Western Lewis-Rectorville Water and Gas District	6
Meadors Andrew	Whitley County Water District #1	12
Phillips Keith	Western Lewis-Rectorville Water and Gas District	6
Rankin Matt	McKinney Water District	6
Redden Larry	Western Mason County Water District	6
Rice Dwayne	Western Lewis-Rectorville Water and Gas District	6
Robinson Kirk	Nicholas County Water District	11.5
Thomas Terry	Western Lewis-Rectorville Water and Gas District	6
Williams Raymond	West Shelby Water District	6

