

**MINUTES  
WEST CARROLL WATER BOARD MEETING  
SPECIAL MEETING  
January 11, 2016**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
DAVID PIRTLE  
JIM LUCAS

**CARROLLTON UTILITIES:**

TERRY A. ROACH  
CHAS ROBBINS

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER 5:27 P.M.

**FEMA PROJECT AGREEMENTS, CONTRACTOR REBIDS AND ARCHEOLOGICAL BIDS**

- Archaeological / ecological proposals for WCWD flood damaged waterline replacement project corps of engineers permit – Mr. Roach presented proposal from two archaeological and two ecological firms for the studies required by the corps of engineers (attached).

MOTION MADE BY MR. LUCAS AND SECONDED BY MR. PIRTLE TO AWARD ARCHAEOLOGICAL STUDY TO THE UNIVERSITY OF KENTUCKY , PROGRAM FOR ARCHAEOLOGICAL RESEARCH FOR \$3554 AND THE ECOLOGICAL STUDY TO ECO-TECH CONSULTANTS FOR \$3500.

VOTE:        3 AYES        0 NAYS

- WCWD flood damaged waterline replacement rebids -Mr. Roach presented bids for the WCWD flood damaged waterline replacement bids (attached).

MOTION MADE BY MR. LUCAS AND SECONDED BY MR. PIRTLE TO AWARD THE CONTRACT TO BURKHARDT EXCAVATING FOR \$113,505.

VOTE:        3 AYES        0 NAYS

- FEMA approval for funding – Mr. Roach presented the FEMA PW 4239 – WCFLH01-water distribution forms for approval by the board for a total cost of \$126,937.03 of which WCWD is responsible for 25% of cost.

MOTION BY MR. PIRTLE AND SECONDED BY MR. LUCAS TO APPROVE THE FEMA FORM AND HAVE CHAS ROBBINS SIGN THE FORM AS THE APPLICANT REPRESENTATIVE.

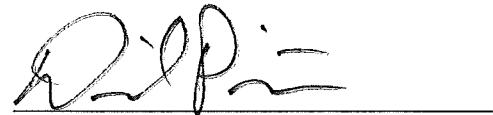
VOTE:        3 AYES        0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. LUCAS TO ADJOURN AT 5:50 P.M.

VOTE:        3 AYES            0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

**MINUTES**  
**WEST CARROLL WATER BOARD MEETING**  
**JANUARY 21<sup>ST</sup>, 2016**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
JAMES LUCAS  
DAVID PIRTLE  
DAN REISNER arrived at 6:04 pm

**CARROLLTON UTILITIES:**

CHAS ROBBINS  
CHRIS ROSE

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:02 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR LUCAS AND SECONDED BY MRS. LOVINS TO APPROVE THE MINUTES OF THE MEETING OF DECEMBER 17<sup>TH</sup>, 2015.

VOTE:            4 AYES                    0 NAYS

MOTION WAS MADE BY MR PIRTLE AND SECONDED BY MR. LUCAS TO APPROVE THE MINUTES OF THE MEETING OF JANUARY 11<sup>TH</sup>, 2016 SPECIAL MEETING.

VOTE:            4 AYES                    0 NAYS

**COMMISSIONER'S REPORT**

- Nothing to report.

**MAINTENANCE REPORT**

SERVICE ORDERS  
12/17/15 TO 01/20/16

NEW SERVICES

LEAK REPAIRS

METER CHANGES	7
TURN OFF	4
TURN ON	4
READ OUTS	5
RE-READS	30
WATER LEAK CHECK	9
NON PAY TURN OFFS	6

RECONNECT FOR PAYMENT 3  
TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES

BROWN WATER CALLS 5 TIMES 700 GALLONS

ROUTINE MAINTENANCE

01/07/16 – 39 WRIGHTS RIDGE – WANTS METER WRAPPED MORE TO PREVENT FREEZING

01/08/16 – 3361 HWY 55 – CLEARED GRAVEL OFF OF METER LID

01/08/16 – 233 PATE LANE – HOLE IN LID – REPLACED LID

01/13/16 – 1835 MOUND HILL ROAD – LINE EXPOSED – COVERED WITH SAND AND TOP SOIL

CUSTOMER COMPLAINTS

PRESSURE PROBLEMS

12/29/15 – 59 HWY 55 – LOW PRESSURE – GOOD PRESSURE AT METER

SPECIAL INFORMATION

**MAINTENANCE REPORT, CONTINUED**

Chris Rose reported on the following items:

- 3 service lines on West Prong Locust were covered to prevent freezing
- 2 service lines on East Prong Locust were covered to prevent freezing
- 1 service line on Carlisle Road, Wrights Ridge and Notch Lick were covered to prevent freezing
- 1 service line on Gilgal still needs to be covered to prevent freezing
- Continued changing meters
- Installing new service on Culls Ridge for Clint Yocum, have had difficulty locating main line to tap
- Have 1 leak to repair on Hwy 55 on Wheeler Farm near McMahan residence
- Will continue to valve and monitor for leaks
- 2 calls for frozen meters but meters were not frozen, issue was on customers side

**GENERAL MANAGER'S REPORT**

Mr. Rose also reported on the following management items:

- FEMA- notice to proceed has been sent to the archeological and ecological firms
- Water meters were estimated for February customer billing due to cold temperatures and snow on meters

**FINANCIAL REPORT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MRS. LOVINS TO APPROVE THE CHECKS AS WRITTEN.


VOTE: 5 AYES 0 NAYS

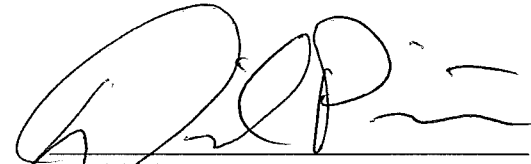
Chas Robbins reminded board members that the financial disclosures that were mailed to them are due to Carroll County Fiscal Court by January 31, 2016. Mrs. Edwards, Mrs. Lovins, and Mr. Lucas have turned theirs in. Mr. Pirtle and Mr. Reisner will drop theirs off to the CU office before the 31<sup>st</sup>.

**ADJOURNMENT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. REISNER TO ADJOURN AT 6:20 P.M.

VOTE:            5 AYES            0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

**MINUTES**  
**WEST CARROLL WATER BOARD MEETING**  
**February 18<sup>th</sup> 2016**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
JAMES LUCAS  
DAVID PIRTLE arrived at 6:14pm

**CARROLLTON UTILITIES:**

BILL OSBORNE  
CHRIS ROSE  
TRACIE STEWART

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:00P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR LUCAS AND SECONDED BY MRS LOVINS TO APPROVE THE MINUTES OF THE MEETING OF JANUARY 21<sup>th</sup>, 2014.

VOTE:            3 AYES                    0 NAYS

**COMMISSIONER'S REPORT**

Nothing to report.

**MAINTENANCE REPORT**

**MAINTENANCE REPORT, CONTINUED**

- New service installed for Clay Yocum on West Prong Locust.
- Leaks at old county garage in Prestonville 5-10 gallon leak, replaced line
- Hwy 55 flush plug busted replaced and valved off
- 391 Gilgal replaced line
- While valving and monitoring, a 4" line on Hwy 42 West was found exposed
- 1761 Woodrow Wilson meter replaced because it froze and busted
- PSC inspection report came back with no deficiencies
- Archeological study was good they found nothing. Ecological study found that site is in the Bat Migration path. If any tree(s) 5" in diameter or bigger are removed we will be fined. It will take 45-60 day for permit from Corp. of Engineers. Terry is to talk to Mr. Burkhardt to make sure he is okay with delay on project.
- We discovered that 906 Gilgal was not hooked to new main. It is 10' off from main. We hope to connect by next week.
- While checking inventory we estimated 300-400 unusable meters. Chris will call for best recycling prices for these meters.

**GENERAL MANAGER'S REPORT**

Mr. Osborne reported on the following:

- Water Lab setup is in preliminary stage.
- With the Flint Michigan issue in the news we are being proactive by pulling 80 samples for lead and copper for brown water calls. 95% came back clear. Chris is going back to all of the areas for retesting that were not 100%.

**FINANCIAL REPORT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MRS. LOVINS TO APPROVE CHECKS AS WRITTEN.

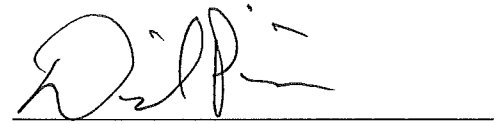
VOTE:        4 AYES                0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. LUCAS TO ADJOURN AT 6:36 P.M.

VOTE:        4 AYES                0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

**MINUTES  
WEST CARROLL WATER BOARD MEETING  
MARCH 17<sup>th</sup> 2016**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
JAMES LUCAS  
DAVID PIRTLE

**CARROLLTON UTILITIES:**

CHRIS ROSE  
CHAS ROBBINS

**GUESTS:**

JERILYN ZAPP, RAISOR, ZAPP & WOODS

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:06 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR LUCAS AND SECONDED BY MRS LOVINS TO APPROVE THE MINUTES OF THE MEETING OF FEBRUARY 18<sup>th</sup>, 2016.

VOTE:           4 AYES                   0 NAYS

**2015 AUDIT PRESENTATION**

Jerilyn Zapp from Raisor, Zapp & Woods was present at the board meeting to present the annual audit for fiscal year end December 31, 2015.

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MRS. LOVINS TO APPROVE THE AUDIT AS PRESENTED FOR FISCAL YEAR END DECEMBER 31, 2015.

VOTE:           4 AYES                   0 NAYS

**COMMISSIONER'S REPORT**

Nothing to report.

**MAINTENANCE REPORT**

SERVICE ORDERS  
2/18/16 TO 03/16/16

NEW SERVICES

3/15/16-201 SHEEHAN RD- NEW WC SERVICE  
LEAK REPAIR

2/3/16-59 BRIDGE ST- SERVICE LINE- DEFECTIVE PIPE- 3' ¾ CTS TUBING, 3 MINI HOE HRS, 9  
MAN HOURS- LOSS IN FEB 21,600 GAL

2/11/16-391 GILGAL RD- SERVICE LINE-PINHOLE @ SETTER-REPLACED METER, 9MAN HRS, 6' ¾  
CTS TUBING, 3 MINI HOE HOURS, 1 ¾ FULL CIRCLE CLAMP- LOSS IN FEB 21,600 GAL



2/17/16-3499 HWY 389-LEAK AT SETTER-REPAIRED SERVICE LINE AND REPLACED METER,6 MAN HRS, 2 MINIHOE HRS, 2 FT PE TUBING, & 2-3/4 COMPRESSION COUPLINGS-LOSS 40,320 GALS

2/11/16-677 #15 MILL CREEK RD-BOTTOM OF METER FROZE & BURST-REPLACED METER, TIME TO CHANGE METER- LOSS 51, 840 GALS

3/9/16-3542 HWY 389-LEAK ON CONNECTION ON SETTER- REPLACED SERVICE LINE-12 MAN HRS, 1 METER LID RISER, 1-3/4 COMPRESSION FILLING, 10 FT PE TUBING, 3 HRS MINIHOE-LOSS IN MARCH 23,040

METER CHANGES	3	
TURN OFF	7	
TURN ON	7	
READ OUTS	4	
RE-READS	37	
WATER LEAK CHECK	5	
NON PAY TURN OFFS	3	
RECONNECT FOR PAYMENT	1	
TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES		3

#### BROWN WATER

3/1/16- SARA LANGDON- BROWN WATER-HOUSE FIRE ON CARLISLE STIRRED UP DISCOLORATION

#### ROUTINE MAINTENANCE

#### CUSTOMER COMPLAINTS

#### PRESSURE PROBLEMS

3/1/16-MICHAEL SUPPLEE-1467 NOTCHLICK RD-REPORTED WATER PRESSURE ISSUES- CHECKED AND PRESSURE WAS FINE ON OUR SIDE. CHECKED AT CUSTOMER SPIGOT AND THE PRESSURE WAS FINE ALSO.

3/5/16-JERRY DOLL-1848 MILL CREEK RD- CUSTOMER REPORTED NO WATER- CHECK PRESSURE, PULLED METER AND PRESSURE WAS GOOD, THEY HAVE WATER AFTER CHECKS

#### SPECIAL INFORMATION

#### **MAINTENANCE REPORT, CONTINUED**

- Water loss is at 50%, actively looking for leaks daily
- Chris Rose state that if we replaced the line from the edge of Prestonville to Locust Creek, and on Notch Lick from new bore area to the end, that would decrease our water loss by 40%. Leak is in that area somewhere and staff is having trouble finding it.
- Board requests digging out of valve to service line of house that slid over hill on Hwy 36 West and abandon service. May help with water loss.
- Repaired 3 leaks last month
- Frozen meter on Mill Creek; added it to the insulator list
- Clean up work still needed in many areas when weather cooperates
- New service installed on Sheehan Loop
- 906 Gilgal Road tied back into main line
- Started clean up at Cove Hill Baptist Church parking lot

- FEMA update – 2-3 weeks out on Corp of Engineer permits  
30 days out for Fish and Wildlife approval
- Valved off broken hydrant in Prestonville; will inform Mayor Moore
- Flushing hydrants on CU system now – have had no calls on WC system for brown water so far
- Next month staff will concentrate on water loss, looking for leaks on Hwy 36 West and clean up

**GENERAL MANAGER’S REPORT**

Included in maintenance report

**FINANCIAL REPORT**

Staff reported issues at the new Henry County master meter that caused West Carroll to be overbill for at least 2 months on the new meter. We now have a large credit with them and the usage has dropped at that meter significantly. Therefore, the district will not be paying a bill to Henry County Water for quite some time.


MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. LUCAS TO APPROVE CHECKS AS WRITTEN.


VOTE:        4 AYES                    0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MR. PIRTLE TO ADJOURN AT 7:35 P.M.

VOTE:        4 AYES                    0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

**MINUTES**  
**WEST CARROLL WATER BOARD MEETING**  
**APRIL 21<sup>ST</sup> 2016**

**WEST CARROLL BOARD:**

KAREN LOVINS  
JAMES LUCAS  
DAVID PIRTLE  
DAN REISNER

**CARROLLTON UTILITIES:**

CHRIS ROSE  
CHAS ROBBINS

**GUESTS:**

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:02 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR LUCAS AND SECONDED BY MRS LOVINS TO APPROVE THE MINUTES OF THE MEETING OF MARCH 17<sup>th</sup>, 2016.

VOTE:           4 AYES                   0 NAYS

**COMMISSIONER'S REPORT**

Nothing to report.

**MAINTENANCE REPORT**

SERVICE ORDERS  
03/17/16 TO 04/20/16

NEW SERVICES

LEAK REPAIR

3/1/16-1921 HWY 36 W-MAINLINE LEAK-SPLIT IN MAIN LINE- 2HRS LABOR, 1HR MINI HOE, 1-3" FULL CIRCLE CLAMP-LOSS 43200 GALS  
4/18/16- 1921 HWY 36 W-ABANDONED SERVICE PER WC COMMISSION REQUEST  
3/1/16- 247 HWY 42 W-SADDLE TAP BROKE OFF MAIN LINE- 9 MAN HRS, 3 HRS MINI HOE, 3" FULL CIRCLE CLAMP-LOSS 331,000 GALS  
4/19/16- 1835 MOUND HILL RD- SPLIT IN LINE 2' BEFORE SETTER- 8 MAIN HRS, 2HRS MINI HOE, 1-3/4" CIRCLE CLAMP- LOSS 20,160 GALS  
4/16/2016- 2934 E PRONG LOCUST- WATER LINE WAS LOCATED INCORRECTLY AND CUSTOMER HIT WHILE DIGGING- 12 MAN HRS, 4 HRS BACKHOE, 3'-3" PIPE 1 DRIVE ON 3" COUPLING- LOSS 6000 GALS-FLUSHING 1000 GALS  
4/20/2016- 1508 HWY 36 W- BAD WELD, MAIN LINE LEAK, 1-3" REPAIR CLAMP, 8 MAN HRS, 2 HRS MINI HOE, LOSS 734,400 GALS  
4/20/2016- 791 CAELNDAR RD- BOIL WATER ISSUED- SPLIT IN PIPE- MAIN LINE LEAK- 1-4" FULL CIRCLE CLAMP, 8 MAN HRS, 2 HRS MINI HOE, LOSS 144,000 GALS

METER CHANGES	2	
TURN OFF	4	
TURN ON	5	
READ OUTS	5	
RE-READS	26	
WATER LEAK CHECK	1	
NON PAY TURN OFFS	4	
RECONNECT FOR PAYMENT	3	
TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES		1

#### BROWN WATER

4/9/16- 2799 MOUND HILL RD BROWN WATER FLUSHED FOR 2-3 MIN. CLEARED UP  
 3/22/16- 3415 GILGAL RD BROWN WATER FLUSHED FOR AN HOUR TIL CLEAR  
 4/19/16- 16257 RIVER RD BROWN WATER FLUSHED 1800 GALLONS UNTIL CLEAR

#### ROUTINE MAINTENANCE

159 HARDY CREEK RD- METER CHANGE OUT  
 30 KEMPER LANE- METER CHANGE OUT  
 83 HWY 42 W- TOP WAS BROKEN-REPLACED RING ON VAULT  
 43 HAROLD CLIFTON RD-BOTH SIDES OF RD HAVE BEEN REPAIRED, SEEDED AND COVERED IN STRAW  
 FIRE HYDRANT IN CITY OF PRESTONVILLE- HYDRANT WAS REMOVED & VALVE SHUT OFF

#### CUSTOMER COMPLAINTS

5023 HWY 389-WATER IN DRIVE- CUSTOMER THOUGHT LEAKING BUT IT WAS RAIN WATER STANDING  
 232 HARDY CREEK RD-METER READER REPORTED VAULT IS FALLING- NEW RING & ROCK USED TO FIX ISSUED

#### PRESSURE PROBLEMS

#### SPECIAL INFORMATION

### **MAINTENANCE REPORT, CONTINUED**

#### Leaks found and fixed

- 3" main behind M&M, saddle rotted off of inactive service
- New Yocum service, outlet side of new setter leaking when he finally hooked up
- Charlie Maiden service line, rock on line, split
- 30 Kemper lane, meter leaking out of bottom, replaced
- Hardy Creek, turned on inactive account, leaking at meter, washers replaced
- Dig in, mislocated, 3" main line hit
- 1777 Hwy 36, found small leak on 4" main while looking for Scott service
- Notch Lick, PE line, found another leaking weld, running into underground drain Notch Lick, while searching for high flow found old repair clamp leaking
- Calendar Road, 4" PVC, split, improper bedding

Sam Scott rental house Hwy 36 - abandoned at main  
 Replaced meter vault, broken, 3164 Hwy 42 West

#### Cleanup completed

- 52 Harbor Point service line
- 3000 block Hwy 55 service line
- 3164 Hwy 42 valve vault cleanup
- Charlie Maiden service line

- Deborah Allen service line
- Harold Clifton road, main line
- Cove Hill Church, 90% complete, blacktop bids ready for next board meeting
- William Downey, English, service line
- Marshall, English, service line
- Hwy 36 and Notch Lick, new main under road, cleanup both sides

FEMA updates

Corp permits any day now, contractor to start immediately Permits in from fish and wildlife

**GENERAL MANAGER'S REPORT**

Letters sent out to cut bushes and cleanup around meters

**FINANCIAL REPORT**


MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. LUCAS TO APPROVE CHECKS AS WRITTEN.

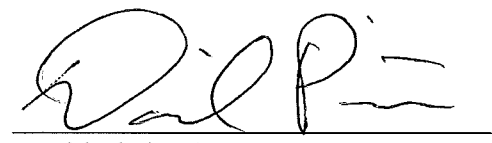
VOTE:        4 AYES                    0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MRS. LOVINS TO ADJOURN AT 6:35 P.M.

VOTE:        4 AYES                    0 NAYS

  
Vickie Edwards, Chair

  
David Pirtle, Secretary

**MINUTES  
WEST CARROLL WATER BOARD MEETING  
MAY 19<sup>th</sup> 2016**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
JAMES LUCAS  
DAN REISNER  
DAVID PIRTLE

**CARROLLTON UTILITIES:**

BILL OSBORNE  
CHRIS ROSE  
CHAS ROBBINS  
TRACIE STEWART

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:00 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR PIRTLE AND SECONDED BY MR REISNER TO APPROVE THE MINUTES OF THE MEETING OF APRIL 21<sup>th</sup>, 2016.

VOTE:            5 AYES                    0 NAYS

**COMMISSIONER'S REPORT**

Nothing to report.

**MAINTENANCE REPORT**

SERVICE ORDERS

04/20/16 TO 05/18/16

NEW SERVICES

LEAK REPAIR

4/21/16- 1984 W PRONG LOCUST MAINLINE LEAK END OF CAP BLEW OFF- 18 MAN HRS, 6 MINIHOE HRS, 1-3" FLANGE PACK

86,400 GALS LOSS 24,000 GALS FLUSHED

4/26/16- WC MASTER METER @ HWY 227- CONTRACTOR DIG IN-24 MAN HRS, 6 MINIHOE HRS, 11'-SDR 21PVC PIPE, 2-8" DRIVE ON COUPLINGS 120,000 GALS LOSS 10,000 FLUSHED

4/21/16- 1521 MOUND HILL SERVICE LINE 6 MAN HRS, 2 MINIHOE HRS, 1-3/4 FULL CIRCLE CLAMP 20160 GALS LOSS

METER CHANGES	3
TURN OFF	4
TURN ON	4
READ OUTS	7
RE-READS	28
WATER LEAK CHECK	5
NON PAY TURN OFFS	4

**BROWN WATER**

4/26/16- 3111 W PRONG LOCUST FLUSHED FOR 30 MIN-450 GALS  
4/25/16- 42 BELLS RIDGE FLUSHED AT PLUG -900 GALS  
4/26/16- 3356 W PRONG LOCUST FLUSHED TIL CLEAR- 450 GALS  
4/27/16- 1754 CULLS RIDGE FLUSHED FOR 15 MIN- 300 GALS  
5/2/16- 5280 HWY 389 FLUSHED TIL CLEAR- 900 GALS  
5/2/16- 5904 HWY 389 FLUSHED FOR 1 HR- 420 GALS & @ PLUG 1800 GALS  
5/3/16- 4925 HWY 389 FLUSHED @ PLUG- 900 GALS  
5/2/16- 3434 MILL CREEK FLUSHED TIL CLEAR- 420 GALS  
5/3/16- 7012 HWY 389 FLUSHED FOR 3.5 HRS @ END OF RD PLUG- 3150 GALS  
4/29/16- 2615 MILL CREEK FLUSHED @ END OF MILL CK FOR 30 MIN- 450 GALS  
4/26/16- 3005A W PRONG LOCUST WATER WAS CLEAR WHEN TECH GOT TO PROPERTY  
4/26/16- 1261 CULLS RIDGE WATER WAS CLEAR WHEN TECH FOR TO PROPERTY  
5/17/16- 119 RUBYS DRIVE FLUSHED 300 GAL

**ROUTINE MAINTENANCE**

183 SANDLIN RD- METER CHANGE OUT  
1530 GILGAL RD- METER CHANGE OUT  
1919 E PRONG LOCUST- METER CHANGE OUT  
1270 HWY 42 W-DEAD METER CHECK  
1919 E PRONG LOCUST- METER IS SAFE AND NOT LEAKING  
3159 CARLISLE RD- LEAK FIXED ON CUSTOMER SIDE REREAD  
985 KINGS RIDGE-METER SHUT OFF  
371 FRONT ST- METER REQUESTED SERVICE OFF  
2980 GILGAL-CLEANED OUT VAULT  
100 SMITH LANE-METER SHUT OFF FOR CUSTOMER  
3159 CARLISLE RD- METER SHUT OFF FOR CUSTOMER

**CUSTOMER COMPLAINTS**

5023 HWY 389-WATER IN DRIVE- CUSTOMER THOUGHT LEAKING BUT IT WAS RAIN WATER STANDING  
232 HARDY CREEK RD-METER READER REPORTED VAULT IS FALLING- NEW RING & ROCK USED TO FIX ISSUED

**PRESSURE PROBLEMS**

**SPECIAL INFORMATION**

**MAINTENANCE REPORT, CONTINUED**

- Leaks on Notchlick, Hwy 55, Mound Hill, West Prong Locust, Culls Ridge.
- Cleanup work on Wheeler farm, Notchlick, and still left at Cove Hill church.
- Three bids in for Cove Hill blacktop. OVA \$8,855.00, KEMPER \$8,273.92, and WINGHAM \$6,450.00. Chas to check if insurance might cover.

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MRS. LOVINS TO ACCEPT BID FROM WINGHAM FOR THE AMOUNT OF \$6,450.00 TO PAVE COVE HILL BAPTIST CHURCH PARKING LOT.

VOTE: 5 AYES 0 NAYS

- Meter reader has about 26 meters that are difficult to get to and need a solution to getting a meter reading. Radio read meters are suggested. We have 11 in stock.
- FEMA update Corp permits arrived. Contractor given go ahead verbally, waiting on schedule for contractor to start and in what order.
- Lab started on 5-18-2016. Now doing all boil water and testing on site.

**GENERAL MANAGER'S REPORT**

Mr. Osborne reported on the following:

- On 4/25/2016 an 8" main was damaged by the interstate on Hwy 227 by JL Davis. 811 was not called in. Cost to repair is \$2,000.00. Mr. Davis has been counseled by Ruth Baxter not knowing it was WC and not CU water line. Ruth is not able to represent WC or Mr. Davis on this matter because of conflict. We suggested Ed. James to represent WC and to send an invoice for damages by certified mail to Mr. Davis.

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MR. PIRTLE TO RETAIN ED JAMES FOR LEGAL ACTION AGAINST JL DAVIS.

VOTE:        5 AYES                    0 NAYS

**FINANCIAL REPORT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. REISNER TO PURCHASE 15 RADIO READS, NOT TO EXCEED \$2,520.00.

VOTE:        5 AYES                    0 NAYS

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MR. PIRTLE TO RENEW THE CD FOR THE AMOUNT OF \$10,000.00 AT CARROLLTON FEDERAL BANK .5% FOR 24 MONTHS.

VOTE:        5 AYES                    0 NAYS

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. PIRTLE TO APPROVE THE CHECKS AS WRITTEN. TOTAL \$43,666.84.


VOTE:        5 AYES                    0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MRS. LOVINS TO ADJOURN AT 7:16 P.M.

VOTE:        5 AYES                    0 NAYS

  
Vickie Edwards, Chair

  
David Pirtle, Secretary



**MINUTES  
WEST CARROLL WATER BOARD MEETING  
JUNE 16<sup>th</sup>, 2016**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
JAMES LUCAS  
DAN REISNER  
DAVID PIRTLE arrived @ 6:06

**CARROLLTON UTILITIES:**

TERRY ROACH  
CHAS ROBBINS

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:00 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MRS. LOVINS TO APPROVE THE MINUTES OF THE MEETING OF MAY 19<sup>th</sup>, 2016.

VOTE:            4 AYES                    0 NAYS

**COMMISSIONER'S REPORT**

Nothing to report.

**MAINTENANCE REPORT**

SERVICE ORDERS  
05/19/16 TO 06/15/16

NEW SERVICES

LEAK REPAIR

5/25/2016- 1108 HWY 55- WATER MAIN SPLIT 4" PVC- 4HRS MINI HOE, 12 MAN HRS, 12'-4" PVC, 2-4" DRIVE ON COUPLING- APRIL LOSS 259,200 GALS    MAY LOSS 432,000 GALS FLUSHED 1000 GALS

5/31/2016- 112 VANCE RD- LEAK AT HYDRANT DUE TO ROAD SLIPPING CAUSING PIPE COUPLING TO SHIFT- 9 MAN HOURS, 3 BACKHOE HOURS 10,000 GALS

6/2/2016- 39 MATTICK RD- SPLIT MAIN LINE- 2 MINI HOE HRS, 1-6" REPAIR CLAMP, 6 MAN HRS 63,360 GALS, 10,000 FLUSHED

6/10/2016- 1002 FAIRVIEW RDG- SPLIT IN SERVICE LINE- 2 MAN HRS, 1-3/4 CLAMP, 6 MAN HRS 25,920 GALS

6/10/2016 - 948 SHEEHAN ROAD - DIG IN - 18'-3" PVC, 2-3" COUPLINGS, MINI HOE, 12 MAN HRS - 66,000 LOSS

METER CHANGES	13
TURN OFF	7
TURN ON	10
READ OUTS	5

RE-READS 29  
WATER LEAK CHECK 5  
NON PAY TURN OFFS 9  
RECONNECT FOR PAYMENT 7  
TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES 0

#### BROWN WATER

5/31/2016 2922 HWY 55- FIZZY WATER- AIR IN WATER LINE  
6/1/2016 1922 HWY 389- WHITE WATER- AIR IN WATER LINE

#### ROUTINE MAINTENANCE

886 OLD GILGAL RD- METER WAS BLOCKED BY DEBRIS- METER AREA IS CLEAR  
100 SMITH LANE- CLEAN UP AREA

#### CUSTOMER COMPLAINTS

100 SMITH LANE- CUSTOMER STATES WATER IN VAULT AND SOME IN YARD- DUG OUT & FOUND NO LEAKS ON EITHER SIDE

#### PRESSURE PROBLEMS

1128 WOODROW WILSON RD- LOW PRESSURE- PRESSURE HAS BEEN TURNED UP

#### SPECIAL INFORMATION

### MAINTENANCE REPORT, CONTINUED

Staff reported on the above maintenance issues and:

- FEMA project – Burkardt & Crawford should start work on Monday, materials will be in on 6/17/16
- Requested the purchase of soft starts for Mound Hill booster pumps starter at a cost of \$1300.

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MR. REISNER TO PURCHASE SOFT STARTS FOR MOUND HILL BOOSTER PUMP STATION AT A COST OF \$1,300.00.

### GENERAL MANAGER'S REPORT

Mr. Roach reported on the following:

- Terry, Chris and the engineering intern will be doing inspection on the FEMA project once it starts
- J.L. Davis dig in issue – Ed James has been in contact with Mr. Davis and is working on this matter
- Submitted the contract with Burkardt & Crawford for the FEMA project for signatures by Chairperson Edwards

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MRS. LOVINS TO APPROVE THE CONTRACT WITH BURKHARDT & CRAWFORD FOR WORK ON THE FEMA PROJECT. THE CONTRACT IS IN THE AMOUNT OF \$113,505.00 AND IS A 90 DAY CONTRACT.

VOTE: 5 AYES 0 NAYS

- Staff presented a new contract with FEMA for the new budget year. The Board reviewed the new contract with FEMA and agreed to sign the contract in order to extend the contract period and make sure the District's funds are reimbursed.

### FINANCIAL REPORT

#### ANNUAL CUSTOMER WRITE OFFS

Mrs. Robbins presented the annual customer write off report totaling \$6,321.36 to the board for review and approval.

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MR. REISNER TO APPROVE THE ANNUAL CUSTOMER WRITE OFFS AS PRESENTED.

VOTE:           5 AYES                   0 NAYS

Staff presented the annual maintenance agreement with Carrollton Utilities for 2016-2017 totaling \$263,178.45.

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. PIRTLE TO APPROVE THE ANNUAL MAINTENANCE AGREEMENT WITH CARROLLTON UTILITIES FOR THE AMOUNT OF \$263,178.45.

VOTE:           5 AYES                   0 NAYS

Board inquired on the reimbursement of funds spent on the Cove Hill Church parking lot paving from Kaco Insurance. Staff will follow up with Kaco and see what the status of the claim is.


MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. LOVINS TO APPROVE THE CHECKS AS WRITTEN. TOTAL \$50,665.64.


VOTE:           5 AYES                   0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MRS. LOVINS TO ADJOURN AT 6:47 P.M.

VOTE:           5 AYES                   0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

**MINUTES**  
**WEST CARROLL WATER BOARD MEETING**  
**July 21<sup>th</sup>, 2016**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
DAVID PIRTLE

**CARROLLTON UTILITIES:**

BILL OSBORNE  
CHRIS ROSE  
TRACIE STEWART

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:05 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR PIRTLE AND SECONDED BY MRS. LOVINS TO APPROVE THE MINUTES OF THE MEETING OF JUNE 16<sup>th</sup>, 2016.

VOTE:            3 AYES                    0 NAYS

**COMMISSIONER'S REPORT**

- Nothing to report

**MAINTENANCE REPORT**

SERVICE ORDERS  
06/15/16 TO 07/21/16

NEW SERVICES

LEAK REPAIR

- ◆ 6/29/2016- 20 MATTICK RD- LEAK ON SERVICE LINE UNDER SIDEWALK- SPLIT IN LINE- 1-1" FULL CIRCLE CLAMP, 8 MAN HRS, 2 MINI HOE HRS-8640 GALS LOSS
- ◆ 7/7/2016- 1127 E PRONG LOCUST- FEMA REPAIRS TO CREEK CROSSING- INSTALLED NEW 4" VALVE & TIED IN NEW CREEK CROSSING AT THOMPSON LANE, VALVE AT HOOPENGARNER ALSO FIXED-86,400 GALS LOSS, 10,000 FLUSHED
- ◆ 7/12/2016- 920 HWY 36 W- SERVICE LINE- 1-3/4" FULL CIRCLE CLAMP, 2 HRS MINI HOE, 6 MAN HRS- 64,800 GALS LOSS
- ◆ 7/19/2016- 518 CALENDAR RD.- DIG IN MISMARKED- 4'-4" PVC PIPE, 3 HRS MINI HOE, 12 MAN HRS, 2-4" SLIP COUPLINGS, 10,000 GALS LOSS

METER CHANGES                    11  
TURN OFF                                    6

TURN ON 2  
READ OUTS 2  
RE-READS 55  
WATER LEAK CHECK 7  
NON PAY TURN OFFS 6  
RECONNECT FOR PAYMENT 6  
TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES 0

BROWN WATER

ROUTINE MAINTENANCE

- ◆ 139 FRONT ST-SINK HOLE IN YARD- NOT CAUSED BY WATERLINE

CUSTOMER COMPLAINTS

PRESSURE PROBLEMS

SPECIAL INFORMAION

- ◆ 1075 GILGAL RD- NEW WATER SERVICE PUT IN

### **MAINTENANCE REPORT, CONTINUED**

Staff reported on the above maintenance issues and:

- Flushing of hydrants in CU. No negative complaints from WC customers so far.
- Henry County Water District PRV still not functioning correctly, repair parts were wrong, running at a little over 100 psi, Woodrow Wilson customer still not happy. Once right parts are installed we will set at 120 psi and see if this helps satisfy customers pressure issue.
- FEMA Project - 8 of 10 wash outs complete
- East Prong service abandoned at trailer. We could not find meter. Flush plug installed.
- Still something going on between Prestonville and Hwy 36 West.
- Focus on valving and monitoring on Mill Creek and Gilgal for a 5 gpm leak in that area.
- Working on 2016 to do list to present to Board next month.

### **GENERAL MANAGER'S REPORT**

Mr. Osborne reported on the following:

- Co-op students getting GPS on gas meters in WC system.
- No progress in the J&L Davis matter. Ed James needs a resolution.

MOTION WAS MADE BY MRS. LOVINS AND SECONDED BY MR. PIRTLE TO AUTHORIZE MR. ED JAMES TO FILE SUIT TO RECOVER LOST TIME, MATERIELS, AND LABOR OF WATER LOSS.

VOTE: 3 AYES 0 NAYS

### **FINANCIAL REPORT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MRS. LOVINS TO APPROVE THE CHECKS AS WRITTEN.

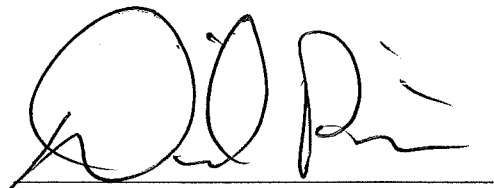
VOTE: 3 AYES 0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MRS. LOVISN TO ADJOURN AT 7:00 P.M.

VOTE:        3 AYES            0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

**MINUTES**  
**WEST CARROLL WATER BOARD MEETING**  
**August 18<sup>th</sup>, 2016**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
DAVID PIRTLE  
DAN REISNER (arrived at 6:10)  
JAMES LUCAS (arrived at 6:35)

**CARROLLTON UTILITIES:**

BILL OSBORNE  
CHRIS ROSE

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:05 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MRS. LOVINS AND SECONDED BY MR. PIRTLE TO APPROVE THE MINUTES OF THE MEETING OF JULY 21ST, 2016, WITH CORRECTIONS.

VOTE:            3 AYES                    0 NAYS

**COMMISSIONER'S REPORT**

- Nothing to report

**MAINTENANCE REPORT**

**SERVICE ORDERS**  
**07/21/16 TO 08/17/16**

NEW SERVICES

LEAK REPAIR

- ◆ 7/20/2016- 518 CALENDAR RD- MAINLINE LEAK- DIG IN MISMARKED- 4-4" PVC PIPE, 3 HRS MINI HOE, 12 MAN HRS, 2-4" SLIP COUPLINGS - 10,000 GALLON LOSS
- ◆ 8/9/2016- 619 #10 MILL CREEK RD- FOUND IN DITCH BY HOMEOWNER- 8 HRS LABOR, 2HRS MINI HOE, 1-3" FULL CIRCLE CLAMP - 172,800 GALLON LOSS
- ◆ 8/9/2016-657 #12 MILL CREEK RD- WATER STANDING AT MAILBOX- 133,920 GALS JULY, 38,880 AUG GALS LOSS
- ◆ 8/10/2016- 920 HWY 36 W-6 MAN HOURS- 2 HR MINI HOE, ¾ FULL CLAMP, 1 NEW VAULT- 118,080 GALLON LOSS

METER CHANGES	9
TURN OFF	8
TURN ON	6
READ OUTS	6
RE-READS	23

WATER LEAK CHECK 11  
NON PAY TURN OFFS 8  
RECONNECT FOR PAYMENT 6  
TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES 0

#### BROWN WATER

- ◆ 7/27/2016- 2381 MOUND HILL RD- BROWN WATER- FLUSHED 1000 GALLONS
- ◆ 7/27/2016- 3211 MOUND HILL RD- BROWN WATER- FLUSHED 1000 GALLONS
- ◆ 7/27/2016- 2694 MOUND HILL RD- BROWN WATER- FLUSHED 1000 GALLONS

#### ROUTINE MAINTENANCE

- ◆ 7/29/2016-418 LOCUST RD-CUSTOMER STATED THAT IT IS HARD TO KEEP CLEAN AROUND METER- RADIO READ WAS PUT IN FOR SAFETY REASONS
- ◆ 7/12/2016-533 #1 MILL CREEK RD- CUSTOMER BELIVES THAT WE HAVE A VAULT LEAKING- CHECKED MONITORING METER FOR MILLCREEK AND IT COMES TO A COMPLETE STOP INDICATING NO LEAKS ON MAIN. THE VAULT REFERED TO IS OLD 2” MASTER METER VAULT THAT IS NOT ACTIVE.
- ◆ 8/16/2016- 3095 KINGS RIDGE RD- METER WAS LEAKING- METER WAS OFF BUT LEAKING THROUGH- PLUG PLACED IN TO STOP METER FLOW.

#### CUSTOMER COMPLAINTS

#### PRESSURE PROBLEMS

#### SPECIAL INFORMAION

#### **MAINTENANCE REPORT, CONTINUED**

Staff reported on the above maintenance issues and:

- Leaks at:
  - 518 Calendar Road
  - 600 Mill Creek Road – leaking a long time, 3-3.5 gpm
  - 920 Hwy 36 West – slope at Bowen’s house causing leak in yard; may have to replace service
  - 3095 Kings Ridge – less than 1 gpm, inactive account, pulled meter and put in plug
  - Mound Hill service line – repaired leak, inactive account, caused brown water complaints when we hit line
- Henry County Water District raised pressure some – PRV functioning properly now
- All but 2 radio reads are installed
- Need 2 more radio reads for 1” – we can get price for head only
- FEMA update – all crossing are done

#### **GENERAL MANAGER’S REPORT**

Mr. Osborne reported on the following:

- Update on new office building
- Discussed proposed change to Henry County Water District contract; board would like to propose a change to the stipulated delivery pressure

Mr. Osborne presented Carrollton Utilities’ cost calculations for sampling West Carroll Water’s monthly



and boil water advisory bacteriological sampling. The cost to West Carroll will be \$19.14 for each routine and boil water sample tested and a higher fee for any samples that have to be tested by employees during an overtime pay situation. Those situations are rare. This will be a savings to West Carroll Water because the previous lab would have charged an extra \$25-\$75 fee per incident for boil water and emergency sample testing.

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. PIRTLE TO APPROVE THE COST PER SAMPLE OF \$19.14 AND A HIGHER FEE FOR RARE OVERTIME SITUATIONS.

VOTE:            4 AYES                    0 NAYS

**FINANCIAL REPORT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MRS. LOVINS TO APPROVE THE CHECKS AS WRITTEN.

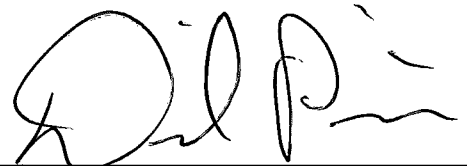
VOTE:            5 AYES                    0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. REISNER TO ADJOURN AT 7:00 P.M.

VOTE:            5 AYES                    0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

**MINUTES  
WEST CARROLL WATER BOARD MEETING  
SEPTEMBER 15<sup>th</sup>, 2016**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
JAMES LUCAS

**CARROLLTON UTILITIES:**

BILL OSBORNE  
CHRIS ROSE  
CHAS ROBBINS

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:00 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MRS. LOVINS TO APPROVE THE MINUTES OF THE MEETING OF AUGUST 18TH, 2016.

VOTE:            3 AYES                    0 NAYS

**COMMISSIONER'S REPORT**

- Mrs. Edwards reported that she would not be able to attend the October meeting.

**MAINTENANCE REPORT**

SERVICE ORDERS  
08/18/16 TO 09/14/16

NEW SERVICES

LEAK REPAIR

8/25/16- 920 HWY 36 WEST - DUG OUT ON 8-29 AND PUT A ¾ REPAIR CLAMP ON SERVICE LINE. LOSS DURING JULY: 89280. LOSS DURING AUGUST: 83520

8/29/16- 1429 HWY 55 – CUSTOMER SAID THERE WAS A LEAK IN THEIR FIELD. REPAIR CLAMP WAS LEAKING. REPLACED IT WITH 1” CLAMP. AUGUST LOSS: 40320

8/29/16 – 3448 HWY 389 – CUSTOMER CALLED SAYING THERE WAS WATER RUNNING DOWN THE ROAD. AN OLD SERVICE LINE WAS LEAKING. TURNED OFF AT CORPSTOP AND CUT OLD LINE OUT. LOSS DURING AUGUST: 28,800

9/06/16-3250 HWY 42 WEST – FOUND LEAK ON SERVICE LINE. REPAIRED WITH 3/4 CLAMP. LOSS DURING SEPTEMBER: 11520

METER CHANGES	30	
TURN OFF	2	
TURN ON	4	
READ OUTS	5	
RE-READS	42	
WATER LEAK CHECK		6

NON PAY TURN OFFS 1  
RECONNECT FOR PAYMENT 1  
TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES 0

**BROWN WATER**

08/25/16- 810 HWY 55 – BROWN WATER – FLUSHED 1000 GALLONS  
09/09/16- 2502 HWY 55- BROWN WATER- FLUSHED 1000 GALLONS

**ROUTINE MAINTENANCE**

8/19/16- PAUL’S TIRE- 107 HWY 42 WEST- FOUND STANDING WATER THAT HAS NO PLACE TO GO. NO LEAK FOUND ON OUR SYSTEM. CHRIS RAN DOWN THE VALVE TO VERIFY NO LEAK, WATER ALWAYS STANDS BACK THERE. HAD AN UNUSUAL AMOUNT OF RAIN ALL SUMMER. LOOKS LIKE THEY NEED SOME DRAINAGE.  
8/22/16- 721 CARLISLE RD- CUSTOMER REPORTED EXPOSED WATER LINES. MET WITH SHARON. IT WAS DETERMINED TO BE A PHONE LINE EXPOSED IN CASING. HER QUESTIONS WERE ANSWERED BY CHRIS.  
8/23/16 – 1213 WRIGHT’S RIDGE – CUSTOMER HAD LOGGED FARM AND METER READER COULD NOT FIND METER. FOUND METER AND DUG IT BACK OUT.  
9/6/16- 3095 KINGS RIDGE RD – CUSTOMER CALLED IN SAYING THEY BELIEVED THERE WAS STILL A LEAK. REMOVED METER AND PUT PLUG IN SETTER. 200 GALLONS LOST.

**CUSTOMER COMPLAINTS**

**PRESSURE PROBLEMS**

**SPECIAL INFORMATION**

**MAINTENANCE REPORT, CONTINUED**

Staff reported on the above maintenance issues and:

- Repaired leaks at:
  - 920 Hwy 36, finally fixed last leak on service, 3 in 1 ½ months
  - Hwy 389 Glauber Farm, 4” dig in, Kevin Christman farms did not call in locate, replaced 70’ of main
  - 1429 Hwy 55, small leak on service line, replaced old repair clamp
  - Smith Tool in English, found an old service line leaking, abandoned
  - Smith Tool in English, area didn’t dry, found active service leaking
  - Hwy 36, just past Pink Palace, Marlette service, dug out completely, but found meter leaking
  - 3250 Hwy 42, repaired leaking service line
  - 52 Kemper Lane, replaced leaking meter
  - End of Hunters Heights, found flush plug leaking while doing a locate
  - 3155 Mound Hill, 4” main, 2 splits 12” apart, old leak, had cat tails growing in area of leak
- Changing out yearly meter, on hold two weeks while meter reading and then will start again
- All ¾” radio reads installed and complete
- Need to purchase and install (2) 1” radio read (heads only) to complete the radio read project, estimated cost \$185 each

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MRS. LOVINS TO PURCHASE (2) 1” RADIO READ HEADS AT A COST OF \$185.00 EACH.

VOTE: 3 AYES 0 NAYS

**GENERAL MANAGER’S REPORT**

Mr. Osborne reported on the following:

- Ed James has filed suit on behalf of the district against J.L. Davis, but as of the meeting, Mr. Davis had not been served with the lawsuit. He has not picked up the certified mail notification at the post office
- Presented a supplemental agreement to the purchase water contract with Henry County Water District outlining the ownership and responsibility of each district regarding the master meter vault and PRV on Hwy 55.

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MRS. LOVINS TO APPROVE THE SUPPLEMENTAL AGREEMENT TO THE HENRY COUNTY WATER DISTRICT PURCHASE WATER CONTRACT AND TO GIVE VICKIE EDWARDS AUTHORITY TO SIGN THE CONTRACT ON BEHALF OF THE DISTRICT.

VOTE:            3 AYES                    0 NAYS

**FINANCIAL REPORT**

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MRS. LOVINS TO APPROVE THE CHECKS AS WRITTEN.

VOTE:            3 AYES                    0 NAYS

Chastity Robbins reported on the following:

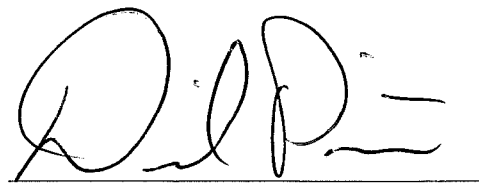
- The Monday following the August meeting, the revenue account at First National Bank became overdrawn due to the need to transfer funds to pay for the invoice to Burkhardt and Crawford for the FEMA water line replacement project. Mrs. Robbins spoke to Mrs. Edwards immediately and received permission to transfer \$100,000 from the depreciation reserve fund at Farmers Bank of Milton to the revenue account at First National Bank. The request for reimbursement of \$112,451.07 was submitted to FEMA that same day and partial reimbursement of the project was received on September 6, 2016 in the amount of \$88,049.19. Final reimbursement will be submitted upon final inspection of the completed work. Mrs. Robbins apologized to the board for this oversight.
- Presented the board with the cost summary for the Focus Project showing a loan balance due from West Carroll Water District to Carrollton Utilities for \$15,367.33. Board needs to decide if they want to pay this amount in full to Carrollton Utilities or take on the small loan. Subject was tabled until full board is present.
- Explained to the board that in order for Mrs. Edwards to have online access to the district's bank account records, the board must approve and show in the minutes. Board tabled further discussion until full board is present.
- Informed board that an insurance claim has been filed with Kaco Insurance for reimbursement of paving cost at Cove Hill Baptist Church.

**ADJOURNMENT**

MOTION WAS MADE BY MRS. LOVINS AND SECONDED BY MR. LUCAS TO ADJOURN AT 7:02 P.M.

VOTE:            5 AYES                    0 NAYS

  
Vickie Edwards, Chair

  
David Pirtle, Secretary

**MINUTES  
WEST CARROLL WATER BOARD MEETING  
OCTOBER 20<sup>th</sup>, 2016**

**WEST CARROLL BOARD:**

DAVID PIRTLE  
KAREN LOVINS  
JAMES LUCAS

**CARROLLTON UTILITIES:**

BILL OSBORNE  
CHRIS ROSE  
CHAS ROBBINS

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:02 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MRS. LOVINS AND SECONDED BY MR. LUCAS TO APPROVE THE MINUTES OF THE MEETING OF SEPTEMBER 15TH, 2016.

VOTE:            2 AYES                            0 NAYS            Mr. Pirtle abstained due to being absent from that meeting.

**COMMISSIONER'S REPORT**

- Mr. Lucas reported brown water this week in his area. Staff said this was from flushing in the area due to a leak repair.

**MAINTENANCE REPORT**

SERVICE ORDERS  
09/14/16 TO 10/20/16

NEW SERVICES

LEAK REPAIR

9/15/16- 3155 MOUND HILL RD – REPAIRED MAIN – 20' FROM EDGE OF ROAD DOWN ON HILL IN WOODS. 20 MAN HOURS. 5 MINI HOE HOURS. 2 4" FULL CIRCLE CLAMP REPAIRS. 648,000 LOSS DURING JULY. 648,000 LOSS DURING AUGUST. 324,000 LOSS DURING SEPTEMBER. TOTAL LOSS: 1,620,000

10/3/16-155 HWY 42 W- REPAIRED SERVICE LINE LEAK- SPLIT IN 4" LINE-2 MINI HOE HRS, 6 MAN HRS, 2 MINI HOE HRS, 1-1" FULL CIRCLE CLAMP, 12,960 GAL LOSS IN SEPT, 7,200 GAL LOSS IN OCT

10/4/16-1961 MOUND HILL RD- REPAIR TO SERVICE LINE-BROKE AT OLD COUPLING- 1-1" FULL CIRCLE CLAMP, 6 MAN HRS, 2 MINI HOE HRS, 43,200 GAL LOSS SEPT, 5,760 GAL LOSS IN OCT

10/18/16-1600 MILL CREEK RD- REPAIR TO MAIN- LEAK @ COUPLING, 1-3" FULL CIRCLE CLAMP, 12 MAN HRS, 3 MINI HOE HRS, 28,400 GAL LOSS SEPT, 51,840 LOSS OCT, FLUSHED 5000 GAL

METER CHANGES                            5  
TURN OFF    8

TURN ON	8	
READ OUTS	5	
RE-READS	33	
WATER LEAK CHECK	7	
NON-PAY TURN OFFS	6	
RECONNECT FOR PAYMENT	2	
TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES		0

**BROWN WATER**

9/20/16-43 HAROLD CLIFTON RD- BROWN WATER- 5000 GALLONS FLUSHED  
 09/26/16- 76 WESTRICK LN – BROWN WATER – DIDN’T NEED TO FLUSH  
 10/07/16- 3101 CARLISLE RD – BROWN WATER – 1000 GALLONS FLUSHED

**ROUTINE MAINTENANCE**

09/22/16- 3151 GILGAL RD. REPLACED WATER METER LID.  
 09/23/16- 3562 CARLISLE RD – LOCATED WATER METER FOR REAL ESTATE LISTING.

**CUSTOMER COMPLAINTS**

**PRESSURE PROBLEMS**

**SPECIAL INFORMAIION**

**MAINTENANCE REPORT, CONTINUED**

Staff reported on the above maintenance issues and:

- Repaired leaks at:  
 Mound Hill service line, old 1” full circle clamp leaking  
 Prestonville, M&M car lot, 1” service line split under concrete footer  
 Mill Creek and Woodrow Wilson intersection, 3” main line leak  
 Bob Marlette, Hwy 36 West, split in service line at corp stop  
 796 Notch Lick Road, regulated meter set, regulator busted, installed spool piece
- Investigating possible leak on Glauber Farm on Hwy 389
- Spent all month on Mound Hill tracking main line break, not surfacing, estimated 13 gpm loss
- Upcoming month: keep digging for leak on Mound Hill, back to annual meter changes
- Still waiting on 1” radio read meter heads to come in and install

**GENERAL MANAGER’S REPORT**

Mr. Osborne reported on the following:

- J.L. Davis lawsuit – Mr. Davis did not respond to certified mailing in time, so Chas Robbins filled out and affidavit for Mr. James to file the lawsuit against him for damages.
- Kevin Christman damage to main line – ½ paid by Glauber’s Farm and ½ paid by Mr. Christman

**FINANCIAL REPORT**

MOTION WAS MADE BY MRS. LOVINS AND SECONDED BY MR. LUCAS TO APPROVE THE CHECKS AS WRITTEN.

VOTE:            3 AYES                    0 NAYS

Mrs. Robbins presented to the board a copy of a letter from KACO denying the claim filed for asphalt damage at Cove Hill Baptist Church. KACO stated that since there was no evidence of negligence on the part of West Carroll that they would not pay for the damage to the asphalt in the parking lot.

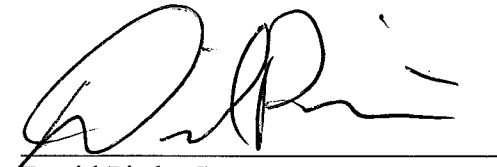
Mr. Lucas requested Ruth Baxter be given the facts of the situation and submit a letter to KACO on behalf of the board requesting reimbursement of the asphalt damages the district has already paid for.

**ADJOURNMENT**

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MRS. LOVINS TO ADJOURN AT 6:33 P.M.

VOTE:        3 AYES            0 NAYS

  
Vickie Edwards, Chair

  
David Pirtle, Secretary

**MINUTES  
WEST CARROLL WATER BOARD MEETING  
NOVEMBER 17<sup>th</sup>, 2016**

**WEST CARROLL BOARD:**

DAVID PIRTLE  
DAN REISNER  
JAMES LUCAS

**CARROLLTON UTILITIES:**

BILL OSBORNE  
CHRIS ROSE  
CHAS ROBBINS

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:00 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MR. PIRTLE TO APPROVE THE MINUTES OF THE MEETING OF OCTOBER 20TH, 2016.

VOTE:            2 AYES                    0 NAYS            Mr. Reisner abstained due to being absent from that meeting.

**COMMISSIONER'S REPORT**

None.

**MAINTENANCE REPORT**

SERVICE ORDERS  
10/20/16 TO 11/16/16

NEW SERVICES

LEAK REPAIR

9/28/16- 1508 HWY 36 W-LINE REPAIR- SPLIT AT CORP STOP FOUND BY METER READER-10,800 SEPTEMBER LOSS, 6,840 OCTOBER LOSS  
10/20/16- 796 NOTCHLICK RD- REGULATOR ON SETTER IN VAULT FOUND BY METER READER- 1-3/4 SPOOL PIECE, 3 MAN HOURS, LOSS 40,320 GALLONS OCTOBER  
10/24/16-1750 BELLS RIDGE- FLUSH PLUP LEAKING- FOUND VALVE AT PLUG AND SHUT OFF- LEAK STOPPED- 1 MAN HR, LOSS 28,800 OCTOBER  
11/8/2016-1521 MOUND HILL RD- WOODS ACROSS FROM HOME- FOUND BY CU WALKING MAINS- 1-3/4" FULL CIRCLE CLAMP, 2 MINI HOE HRS, 6 MAN HRS.-178,560-GAL LOSS OCTOBER, 46080-GAL LOSS NOVEMBER

METER CHANGES	3
TURN OFF	7
TURN ON	4
READ OUTS	4



RE-READS	21	
WATER LEAK CHECK	5	
NON-PAY TURN OFFS	9	
RECONNECT FOR PAYMENT	4	
TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES	0	

**BROWN WATER**

10/26/16-2977 MILL CREEK- BROWN WATER- FLUSHED 2000 GALLONS

**ROUTINE MAINTENANCE**

- 10/19/16-2254 HWY 42 W- DROVE AND LOOKED FOR WATER ON THE ROAD AND THE ROADWAY WAS DRY
- 10/26/16-2230 PALMYRA RD- LENS WAS FOGGY NEEDED TO BE CLEANED OUT
- 10/28/16-53 MILL CREEK RD- HAD TO REPLACE LOCK ON METER
- 9/26/16- 920 HWY 36 W- HAULED DIRT AND SEED TO FIX YARD
- 10/27/16-5628 HWY 42 E-FOUND VAULT & PAINTED, VAULT IN GOOD SHAPE AND NO METER IS LOCATED INSIDE

**CUSTOMER COMPLAINTS**

**PRESSURE PROBLEMS**

**SPECIAL INFORMATION**

**MAINTENANCE REPORT, CONTINUED**

Staff reported on the above maintenance issues and:

- Leaks repaired
  - 1750 Bells Ridge, flush plug, isolated leak with valve
  - 1521 Mound Hill Road, service line leak, filling pond down in woods
  - Mound Hill booster station check valve leaking back through, new one ordered
  - Vance Road, 6” repair, came apart under road from ground slipping
- Mound Hill system is tight, went from running pumps 3 times per day to once every 30 hours
- Working on reinstalling service line on Greens Bottom for Paul Kemper, line was taken out of service due to leak under road a long time ago
- Started back valving and monitoring Prestonville system to continue to search for water loss
- Next month continue to search for leaks and finish annual meter changes

**GENERAL MANAGER’S REPORT**

Mr. Osborne reported on the following:

- Since J.L Davis’s wife signed for his legal documents, that does not count as Mr. Davis being “served”. He has now been served and staff is awaiting a court date.
- Cove Hill driveway damage/repair – Insurance denied claim – Mr. Osborne spoke to Ruth at length regarding this matter and she agreed with KACO Insurance. No reimbursement or coverage in this situation unless negligence is proven.

**FINANCIAL REPORT**

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. LUCAS TO APPROVE THE CHECKS AS WRITTEN.

VOTE:            3 AYES                    0 NAYS

Mrs. Robbins presented the FYE 2017 Budget to the board for approval. She pointed out that the budget projects \$-94,071 change in net assets and \$-30,971 change in net cash. Staff recommends Board think of ways

to help with these losses and staff is working to come up with some ideas as well.

MOTION WAS MADE BY MR. LOVINS AND SECONDED BY MR. REISNER TO APPROVE THE BUDGET FOR FYE 2017 TO BE PRESENTED TO FISCAL COURTS AND DEPARTMENT FOR LOCAL GOVERNMENT.

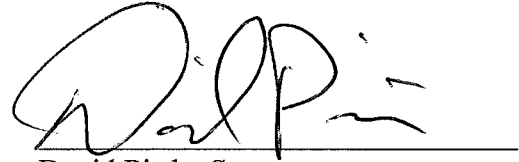
VOTE:           3 AYES                   0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. LUCAS TO ADJOURN AT 6:54 P.M.

VOTE:           3 AYES                   0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

**MINUTES**  
**WEST CARROLL WATER BOARD MEETING**  
**DECEMBER 15<sup>th</sup>, 2016**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
DAN REISNER  
JAMES LUCAS

**CARROLLTON UTILITIES:**

BILL OSBORNE  
CHRIS ROSE  
CHAS ROBBINS

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:00 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. LUCAS TO APPROVE THE MINUTES OF THE MEETING OF NOVEMBER 17TH, 2016.

VOTE:            4 AYES                    0 NAYS

**COMMISSIONER'S REPORT**

Mr. Reisner questioned the hardness of the water in the system. Staff reported that the hardness level is the same.

**MAINTENANCE REPORT**

SERVICE ORDERS  
11/16/16-12/15/16

NEW SERVICES

LEAK REPAIR

11/15/16 - MEETING OF 389 & VANCE RD-MAIN LINE BREAK IN CASING PIPE UNDER ROAD- 3'  
PIPE 6", 2-6" SLIP COUPLINGS AND 16 MAN HOURS- LOSS 28,800 GALLONS  
12/14/2016- 39 BRIDGE ST-REPAIRED LEAK ON SERVICE LINE-1" WRAP CLAMP- LOSS 14,000  
GALLONS

METER CHANGES	4
TURN OFF	8
TURN ON	3
READ OUTS	7
RE-READS	46 The handheld wouldn't pick up Radio Reads so all had to be rereads
WATER LEAK CHECK	3
NON-PAY TURN OFFS	4
RECONNECT FOR PAYMENT	1

BROWN WATER

12/5/16 1901 MOUND HILL- FLUSHED 100 GALLONS  
12/5/16 2142 MOUND HILL- FLUSHED 2200 GALLONS  
12/5/16 1736 MOUND HILL- FLUSHED 7000 GALLONS  
12/14/16 2902 MOUND HILL- FLUSHED 300 GALLONS  
12/8/16 3171 CARLISLE RD- FLUSHED 1000 GALLONS  
12/5/16 189 HARDY CREEK RD- FLUSHED 750 GALLONS  
12/8/16 59 BRIDGE ST- FLUSHED 1000 GALLONS

ROUTINE MAINTENANCE

12/9/16 445 CARLISLE RD- CUSTOMER COMPLAINED OF MILKY WATER AND WHEN SERVICE TECH GOT TO PROPERTY WATER HAD CLEARED UP  
12/9/16 3101 CARLISLE RD- WATER WAS CLEAR ONCE SERVICE TECH GOT TO THE PROPERTY  
11/29/16 1911 WRIGHTS RIDGE-FIXED VAULT WITH NEW RING AND ADDED AN INSULATOR  
11/29/16 2324 WRIGHTS RIDGE- REPLACED RING IN VAULT  
11/29/16 596 NORA LANE-TALKED WITH CUSTOMER ABOUT POSSIBLY GETTING WATER ON PROPERTY  
11/10/16 3562 CARLISLE RD-MET WITH CUSTOMER ABOUT SERVICE QUESTIONS & METER NOT BEING ON PROPERTY  
11/20/16 176 VANCE RD- REPLACED LID  
11/30/16 493 CARLISLE ST- CUSTOMER QUESTIONING IF WATER SERVICE WAS OKAY TO USE IF REACTIVATING SERVICE  
12/6/16 776 CARLISLE ST-CHECKED TO SEE IF SERVICE IS OFF AND LOCKED

CUSTOMER COMPLAINTS

PRESSURE PROBLEMS

SPECIAL INFORMAIION

**MAINTENANCE REPORT, CONTINUED**

Staff reported on the above maintenance issues and:

- Leaks repaired
  - McCarter residence in Prestonville on Bridge street, service line leak repaired
  - Dug possible leak on 6" main in front of M&M, water coming from under parking lot
- Replaced three meter vaults that were bad, two on Wrights Ridge, one on Carlisle Road
- Aquascoped entire north side of Prestonville
- Installed last two radio reads on Thompson Lane, RF test tomorrow
- Used Fox Hill line to back feed into Prestonville, Bermad valve not functioning correctly, over pressured and stirred up a bunch of brown water
- Try to monitor Prestonville system again after we make repairs and adjustments
- New check valve installed Mound Hill booster station
- Found main line exposed at edge of creek Hwy 55, wrapped with rock shield and covered with sand and creek rock
- Reinstated Kemper service on Greens Bottom, reconnected to 8" main, leak under road and could not get new service line under road. Still need to abandon old service.
- New service to install next week-2000 block Mound Hill.

- Met with potential developer on Mound Hill, has 4 lots ready to sale off Harold Clifton Road says wants to develop more land on Mound Hill
- Met with potential new customer on Nora Lane
- CU hydrant flushing completed last week, stirred up a little brown water on both sides
- Ground breaking on new CU administrative building
- Fort Wayne trip, greensand addition 2017

**GENERAL MANAGER’S REPORT**

Mr. Osborne reported on the following:

- JL Davis still has not been served by the Gallatin County Sheriff. Ed James is going to take further action to get him served.
- Staff has an issue with accessing two meters on Thompson Lane off East Prong Locust. New owner/customer installed locked gate and refused staff access. Mr. Osborne told him we would remove services completely if we could not get access to the meters. We now have a key and access to the meters
- Updated the board on new admin building progress.
- Updated board on acquisition of green sand filters and other items purchased from Ft. Wayne, Indiana.

**FINANCIAL REPORT**

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MR. REISNER TO APPROVE THE CHECKS AS WRITTEN.

VOTE:            4 AYES                    0 NAYS

Mrs. Robbins presented an analysis of the 2017 budget figures for review. She explained to the board options that staff feels may help with negative cash flow issues.

- Staff presented an amended maintenance contract with Carrollton Utilities. After reviewing West Carroll’s 2017 budget with the Utilities Commission, the commission decided to reduce West Carroll’s contract amount by \$15,000. The new contract amount is now \$248,178.45.

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. LUCAS TO ACCEMPT THE AMENDED MAINTENANCE CONTRACT WITH CARROLLTON UTILITIES IN THE AMOUNT OF \$248,178.45

VOTE:            4 AYES                    0 NAYS

- Staff proposed starting the process for a rate increase to provide additional revenues.

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MR. REISNER TO APPROVE STAFF TO PROCEED WITH THE PROCESS WITH THE PUBLIC SERVICE COMMISSION OF A RATE INCREASE.

VOTE:            4 AYES                    0 NAYS

Mrs. Robbins presented the board with an invoice from Carrollton Utilities in the amount of \$15,367.33, the boards portion of the Focusing on Core Missions Project for approval of payment.

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MR. REISNER TO APPROVE PAYMENT OF THE INVOICE FOR WEST CARROLL’S PORTION OF THE FOCUSING ON CORE MISSIONS

PROJECT IN THE AMOUNT OF \$15,367.33. INVOICE IS TO BE PAID OUT OF THE GENERAL FUND, USING DEPRECIATION RESERVE FUNDS THAT WERE RECENTLY TRANSFERRED TO THE GENERAL FUND FOR APPROVED PROJECT FUNDING.

VOTE: 4 AYES 0 NAYS

Mrs. Robbins presented the audit engagement letter from Raisor, Zapp and Woods for the 2016 audit year.

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. LUCAS TO ACCEPT AND APPROVE THE AUDIT ENGAGEMENT LETTER FROM RAISOR, ZAPP AND WOODS FOR THE 2016 AUDIT FOR AN AMOUNT NOT TO EXCEED \$4,880.

VOTE: 4 AYES 0 NAYS

Mrs. Robbins reported that First National Bank requires a motion in the minutes stating that Vickie Edwards can have online access to the district's bank accounts.

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MR. REISNER TO APPROVE VICKIE EDWARDS TO HAVE ONLINE ACCESS TO ALL WEST CARROLL WATER DISTRICT ACCOUNTS AT FIRST NATIONAL BANK.


VOTE: 4 AYES 0 NAYS

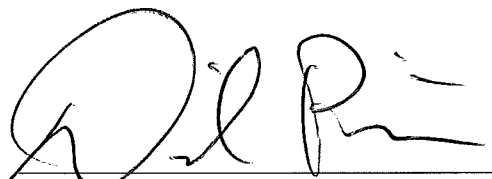
Election of officers for 2017 was tabled until January 2017 meeting so that full board could be present.

**ADJOURNMENT**

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MRS. LOVINS TO ADJOURN AT 7:18 P.M.

VOTE: 4 AYES 0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

AMENDED SUPPLEMENTAL AGREEMENT

This amended supplemental agreement entered into this the 15th day of December 2016, by and between Carrollton Utilities and West Carroll Water District

WHEREAS, Carrollton Utilities and West Carroll Water District entered into an Operational Agreement dated April 1, 1999.

WHEREAS, the parties desire to amend certain sections of that agreement,

NOW THEREFORE, IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES TO AMEND THE CONTRACT AS FOLLOWS:


1. Exhibit "A"            Annual Compensation – \$263,178.45  
                                 Monthly Compensation – \$21,931.54

Effective July 1, 2016 until amended by the parties

2. Exhibit "B" –            Amended Compensation - \$248,178.45  
                                 Monthly Compensation - \$19,538.00  
                                 For remainder of agreement term

Amendment Effective January 1, 2017 until amended by the parties

WEST CARROLL WATER DISTRICT

  
\_\_\_\_\_  
Vickie Edwards, Chairperson

CARROLLTON UTILITIES

  
\_\_\_\_\_  
Greg Goff, Chairman

**MINUTES**  
**WEST CARROLL WATER BOARD MEETING**  
**January 19<sup>th</sup>, 2017**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
JAMES LUCAS  
DAN REISNER  
DAVID PIRTLE

**CARROLLTON UTILITIES:**

CHRIS ROSE  
TRACIE STEWART

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:02 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR REISNER AND SECONDED BY MRS LOVINS TO APPROVE THE MINUTES OF THE MEETING OF DECEMBER 15<sup>th</sup>, 2016.

VOTE:           4 AYES                   0 NAYS  
(Mr. Pirtle abstained because he was absent from last meeting.)

**COMMISSIONER'S REPORT**

- Board asked for minimum rate increase for residential customers also recommended staff propose a separate minimum for industry.

**MAINTENANCE REPORT**

SERVICE ORDERS  
12/16/16-1/19/17

NEW SERVICES

LEAK REPAIR

12/19/16 107 HWY 42 WEST- METER SET, SADDLE BROKE OFF MAIN-CORROSION-12 MAN HRS, 3 MINIHOE HRS, 1-2" SADDLE VARIOUS FITTINGS TO ADAPT 3/4 TO OLD STYLE 1"-LOSS 10,000 GALS

1/12/17 - 3039 GILGAL RD- BOTTOM OF METER BUSTED OUT- REPLACE METER 1 MAN HR- LOSS 86,400 GALS

01/13/17 - 414 RIDGETOP RD.- SPLIT IN MAIN- 2-2" DRIVE ON OCUPLING, 1-2"X3/4 TAP, 1-3/4 CORP STOP, 3'-2" PVC PIPE, 18 MAN HRS, 5 MINI HOE HRS- LOSS 57,600 GALS

METER CHANGES	2
TURN OFF	9
TURN ON	4



READ OUTS	3	
RE-READS	23	
WATER LEAK CHECK	8	
NON-PAY TURN OFFS	4	
RECONNECT FOR PAYMENT	2	
TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES		0

BROWN WATER

ROUTINE MAINTENANCE

CUSTOMER COMPLAINTS

12/9/16 200 HWY 42 WEST- NO WATER- SERVICE PERSON FOUND WATER WORKED AT METER, FROZEN ON CUSTOMER SIDE

12/28/16 478 HWY 42 WEST- LEAK AT PROPERTY-CUSTOMER FIXED LEAK-VERIFIED LEAK HAND STOPPED MOVING

1/9/17 478 HWY 42 WEST- NO WATER- BROKE METER LOOSE, WATER FLOWING, MUST BE FROZEN

PRESSURE PROBLEMS

12/19/16 244 CALENDAR RD- NO WATER PRESSURE- FOUND LEAK AT NEIGHBORS THAT FIXED THEIR PRESSURE ISSUE

SPECIAL INFORMATION

**MAINTENANCE REPORT, CONTINUED**

Staff reported on the above maintenance issues and:

- 120 Hwy 42 - 2" mainline saddle tap corrosion leak.
- Crutcher residence Gilgal - Meter frozen (only frozen meter this year).
- Ridgetop Road off Culls Ridge - Split in 2" main.
- Interstate Master Meter - Low side replaced because it stopped registering.
- Mound Hill - Paul Shovlin – New service installed.
- Nora Lane – New service needed.
- Bells Ridge Tank – Issues with telemetry signal, climbed tank to repair connection on antenna.
- Carlisle Road – searching for leaks.
- Greens Bottom Road (Kemper) - Service to be abandon.
- JL Davis - Ed James indicated Mr. Davis has not been served

**GENERAL MANAGER'S REPORT**

No report.

**FINANCIAL REPORT**

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MR. PIRTLE TO APPROVE THE CHECKS AS WRITTEN.

VOTE: 5 AYES 0 NAYS

**ELECTION OF OFFICERS**

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. LUCAS TO RE-ELECT MRS. EDWARDS AS BOARD PRESIDENT FOR 2017.

VOTE:            4 AYES                    0 NAYS

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MR. REISNER TO RE-ELECT MR. PIRTLE AS BOARD SECRETARY FOR 2017.


VOTE:            4 AYES                    0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. PIRTLE TO ADJOURN AT 6:28 P.M.

VOTE:            5 AYES                    0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

**MINUTES**  
**WEST CARROLL WATER BOARD MEETING**  
**February 16<sup>th</sup>, 2017**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
JAMES LUCAS  
DAN REISNER  
DAVID PIRTLE

**CARROLLTON UTILITIES:**

CHRIS ROSE  
TRACIE STEWART

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:01 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR PIRTLE AND SECONDED BY MRS LOVINS TO APPROVE THE MINUTES OF THE MEETING OF JANUARY 19<sup>th</sup>, 2017.

VOTE:            5 AYES                    0 NAYS

**COMMISSIONER'S REPORT**

- Board members suggested that the Ky. State Police serve Mr. JL Davis instead of Mr. Ed James or staff.

**MAINTENANCE REPORT**

**SERVICE ORDERS**

1/19/17-2/16/17

**NEW SERVICES**

1/25/17            596 NORA LANE- NEW WATER SERVICE  
1/12/17            2269 MOUND HILL RD- NEW WATER SERVICE

**LEAK REPAIR**

2/09/17            397 HWY 42 WEST-HILLSIDE ACROSS FROM AMERICAN AT LARGE-MAINLINE  
BREAK-24"-4" PVC-2 4" SLIP COUPLINGS-12 MAN HRS- 4 MINI HOE HRS-JAN LOSS 483,840 GALS-  
FEBRUARY LOSS 150,240- 10,000 FLUSH

METER CHANGES	1
TURN OFF	7
TURN ON	4
READ OUTS	9
RE-READS	14
WATER LEAK CHECK	1
NON-PAY TURN OFFS	8

RECONNECT FOR PAYMENT 3  
TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES 0

BROWN WATER

2/13/17 2600 CARLISLE RD- FLUSHED 200 GALLONS  
2/9/17 828 HWY 42 WEST- FLUSHED 1500 GALLONS  
2/9/17 857 HWY 42 WEST- FLUSHED 1350 GALLONS  
2/8/17 3171 CARLISLE RD-FLUSHED 1050 GALLONS  
2/14/17 2416 HWY 42 W- FLUSHED 1500 GALLONS  
2/15/17 4432 HWY 42 W- FLUSHED 600 GALLONS  
2/15/17 3171 CARLISLE RD- FLUSHED 500 GALLONS  
2/15/17 1467 NOTCHLICK RD- FLUSHED 2900 GALLONS

ROUTINE MAINTENANCE

CUSTOMER COMPLAINTS

PRESSURE PROBLEMS

SPECIAL INFORMAION

**MAINTENANCE REPORT, CONTINUED**

Staff reported on the above maintenance issues and:

- Focusing on looking for a 13-15 Gallon leak on Notch Lick. Have been looking for a leak for three weeks now in this area.
- Riser was lowered due to grade work by customer (Clint Yocum) on W Prong Locust.
- Mr. Ed James will have someone from his office serve Mr. JL Davis instead of Gallatin Sheriff.

**GENERAL MANAGER'S REPORT**

None

**FINANCIAL REPORT**

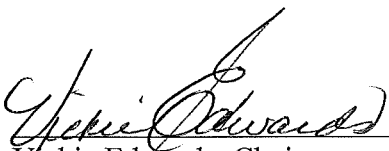
MOTION WAS MADE BY MS. LOVINS AND SECONDED BY MR. REISNER TO APPROVE THE CHECKS AS WRITTEN.

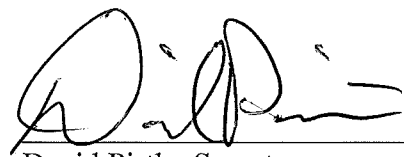
VOTE: 5 AYES 0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. REISNER TO ADJOURN AT 6:26 P.M.

VOTE: 5 AYES 0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

**MINUTES**  
**WEST CARROLL WATER BOARD MEETING**  
**March 16<sup>th</sup>, 2017**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
JAMES LUCAS  
DAN REISNER  
DAVID PIRTLE

**CARROLLTON UTILITIES:**

CHRIS ROSE  
TRACIE STEWART  
BILL OSBORNE

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:01 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR LUCAS AND SECONDED BY MRS LOVINS TO APPROVE THE MINUTES OF THE MEETING OF FEBRUARY 16<sup>th</sup>, 2017.

VOTE:            5 AYES                    0 NAYS

**COMMISSIONER'S REPORT**

- Board member Dan Reisner reported he may not attend next meeting due to an out of town trip.

**MAINTENANCE REPORT**

SERVICE ORDERS  
2/16/17-3/16/17

NEW SERVICES

LEAK REPAIR

- ◆ 2/24/17-250 HWY 55- CORROSION AT TAP-3 MINI HOE HRS, 6 MAN HRS, 1-6"X3/4 SADDLE TAP, 1-3/4 CORP STOP, VARIOUS FITTINGS TO ADAPT TO OLD STLE 1", 36,000 GALLONS FEB LOSS

METER CHANGES	2	
TURN OFF	4	
TURN ON	4	
READ OUTS	3	
RE-READS	34	
WATER LEAK CHECK	2	
NON-PAY TURN OFFS	2	
RECONNECT FOR PAYMENT	1	
TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES		0

BROWN WATER

ROUTINE MAINTENANCE

- ◆ 2/24/17-778 CARLISLE ST- WATER LEAK CHECK-METER WAS STILL TURNING
- ◆ 3/15/17-2621 PALMYRA RD-WATER LEAK CHECK- METER HAS A SLOW TURN

CUSTOMER COMPLAINTS

PRESSURE PROBLEMS

SPECIAL INFORMAIION

**MAINTENANCE REPORT, CONTINUED**

Staff reported on the above maintenance issues and:

- 250 Hwy 55 leak - Saddle tap failed due to corrosion.
- Still on Notch Lick looking for leak.
- Reinstated two water services - One on Kings Ridge (Hawkins) and the other on Palmyra (Cook).
- Vance Road - cleaned up, seed and straw down.
- Leak reported at 3499 Hwy 389 - Meter is turning but on customer side.
- Crew spent two days surviving the storm. Tanks were full before storm hit. System went 24hrs no power but had stand by generator. The Gilgal booster station was back up on Friday it was run manually all weekend.
- In house lab back up and running.
- EPA has new E-Notifications for Boil Water.

**GENERAL MANAGER'S REPORT**

Mr. Bill Osborne reported on:

- Bill explained the Green Sand Filter Project to the board members.
- Bill updated the board on the progress of the new building.
- Bill spoke to Mr. Ed James and he will speak to Sheriff Josh Neale about serving Mr. JL Davis.

**FINANCIAL REPORT**

MOTION WAS MADE BY MS. LOVINS AND SECONDED BY MR. PIRTLE TO APPROVE THE CHECKS AS WRITTEN.


VOTE:            5 AYES                    0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. PIRTLE TO ADJOURN AT 6:37 P.M.

VOTE:            5 AYES                    0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

**MINUTES**  
**WEST CARROLL WATER BOARD MEETING**  
**APRIL 20<sup>th</sup>, 2017**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
JAMES LUCAS  
DAVID PIRTLE

**CARROLLTON UTILITIES:**

CHRIS ROSE  
CHAS ROBBINS

**GUESTS:**

Jerilyn Zapp, Raisor, Zapp & Woods

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:00 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR PIRTLE AND SECONDED BY MRS LOVINS TO APPROVE THE MINUTES OF THE MEETING OF MARCH 16<sup>th</sup>, 2017.

VOTE:           4 AYES                   0 NAYS

**PRESENTATION OF 2016 AUDIT**

Jerilyn Zapp with Raisor, Zapp and Woods was in attendance to present the 2016 Annual audited financial statements for the district.

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MRS. LOVINS TO APPROVE THE 2016 AUDIT AS PRESENTED.

VOTE:           4 AYES                   0 NAYS

**COMMISSIONER'S REPORT**

**MAINTENANCE REPORT**

SERVICE ORDERS

3/17/17-4/20/17

NEW SERVICES

LEAK REPAIR

- ◆ 3/24/2017 2621 WRIGHT RIDGE- REPAIR SERVICE LINE LEAK FOUND IN HAY FIELD- 8 MAN HOURS, 2-3/4 CS COUPLINGS, 10'-3/4 PE PIPE, 4-MINI HOE HOURS- 103,680 GALLONS LOSS

METER CHANGES	2
TURN OFF	1
TURN ON	10
READ OUTS	4
RE-READS	8
WATER LEAK CHECK	2
NON-PAY TURN OFFS	1
RECONNECT FOR PAYMENT	3

TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES 0

BROWN WATER

- ◆ 3/30/2017 533 #1 MILL CREEK RD- FLUSHED 500 GALS TIL CLEAR
- ◆ 3/27/2017 1691 WRIGHTS RIDGE- FLUSHED 1000 GALS TIL CLEAR
- ◆ 3/27/2017 1633 WRIGHTS RIDGE- FLUSHED 1000 GALS TIL CLEAR
- ◆ 3/30/2017 133 GREENS BOTTOM- FLUSHED 1000 GALS TIL CLEAR
- ◆ 3/31/2017 1442 MILL CREEK RD- FLUSHED 1000 GALS TIL CLEAR

ROUTINE MAINTENANCE

CUSTOMER COMPLAINTS

- ◆ 3/13/2017 3499 HWY 389- CUSTOMER COMPLAINING OF FLOODED YARD- CHECKED AND METER IS TURNING BUT IT IS ON THE CUSTOMER SIDE
- ◆ 3/30/2017 533 #1 MILL CREEK RD- CUSTOMER WORRIED ABOUT WATER IN YARD- SPOKE WITH CUSTOMER AND EXPLAINED DUE TO POOR DRAINAGE ISSUES OF GROUND WATER BUT WILL INVESTIGATE ONCE AREA HAS DRIED UP SOME

PRESSURE PROBLEMS

- ◆ 4/12/2017 3434 MILL CREEK RD- LOW PRESSURE- CHECKED AND PRESSURE WAS LOW DUE TO HYDRANT FLUSHING

SPECIAL INFORMATION

**MAINTENANCE REPORT, CONTINUED**

Staff reported on the above maintenance issues and:

- Service line leak repaired on Wrights Ridge and in English
- Replaced broken setter that was leaking in Greens Bottom
- Stripped main line on Vance Road looking for a leak, but it turned out to be a natural spring in the hillside
- Continue looking for leak on Notch Lick, eliminated all service lines, stripped mains and installed two new ball valves to isolate main line with
- CU flushed hydrants this month, minimal brown water calls
- Leaks to be fixed on Dunn-Conley Road, Hwy 36 West and in Harbor Point
- PSC inspection is scheduled for May 10<sup>th</sup> at 10:00 am
- FEMA final inspection tomorrow for wash out line replacements



**GENERAL MANAGER'S REPORT**

Chris Rose reported on the following for Mr. Osborne:

- JL Davis has not been served yet. Mr. Ed James spoke with sheriff directly but didn't really get anywhere. Mr. James said we don't have to worry about a statute of limitations on the subpoena because we have already filed suit  
Board requested staff research an ethics committee locally or in Frankfort regarding the Gallatin County Sheriff's apparent refusal to serve Mr. Davis's summons. Board would also like someone to speak to Mr. Ken McFarland, Gallatin County Judge Executive regarding this matter.

**FINANCIAL REPORT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MRS. LOVINS TO APPROVE THE CHECKS AS WRITTEN.

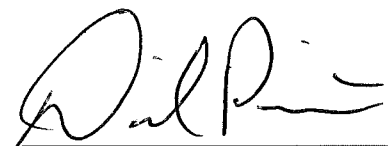
VOTE:            4 AYES                    0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MRS. LOVINS TO ADJOURN AT 7:03 P.M.

VOTE:            4 AYES                    0 NAYS

  
 \_\_\_\_\_  
 Vickie Edwards, Chair

  
 \_\_\_\_\_  
 David Pirtle, Secretary

**MINUTES  
WEST CARROLL WATER BOARD MEETING  
MAY 18<sup>th</sup>, 2017**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
DAN REISNER  
DAVID PIRTLE arrived at 6:30

**CARROLLTON UTILITIES:**

CHRIS ROSE  
TRACIE STEWART  
BILL OSBORNE  
RUTH HAMILTON

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:03 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR PRITLE AND SECONDED BY MRS LOVINS TO APPROVE THE MINUTES OF THE MEETING OF APRIL 20<sup>th</sup>, 2017.

VOTE:           4 AYES                   0 NAYS

**GUESTS**

- Mr. and Mrs. Bobbie Wade from 3171 Carlisle Road met with Board members to discuss the high pressure and brown water issue they have been having. Chris and Board will look into ways to resolve this issue.

**COMMISSIONER'S REPORT**

- Board member Karen Lovins inquired about the progress of restoration of water service to 3447 Palmyra Rd. Customer had called her saying contractor was threatening to not complete the construction. Chris explained that the customer said he was in no hurry because it was new construction. Chris was notified immediately and the service was restored the next day.

**MAINTENANCE REPORT**

**SERVICE ORDERS**

4/20/17-5/17/17

**NEW SERVICES**

## LEAK REPAIR

- ◆ 4/10/17 3499 HWY 389-4" OUTSIDE OF VAULT- 8 MAN HRS, 3 MINI HOE HRS, NEW VAULT, LID AND SETTER AND VARIOUS FITTINGS- MARCH LOSS 26,920 GALS, APRIL LOSS 34,560 GALS-TOTAL 60,480-GALS LOSS
- ◆ 4/27/17 2502 HWY 55-DIG IN-8' OF 4" PVC, 2-4" DRIVE ON COUPLINGS 3 HRS MINI HOE EXCAVATOR, 9 MAN HRS-20,000-GALS LOSS APRIL
- ◆ 5/1/17 1255 KINGS RIDGE RD- CLOGGED DRAIN LINE- 6 MAN HRS, 3 MINI EXCAVATOR HRS, 1-1" FULL CIRCLE CLAMP-86,400-GALS LOSS APRIL
- ◆ 5/3/17 2697 BELLS RIDGE- CUSTOMER HIT LINE- 10-1" PVC LINE, 12 MAN HRS, 4 MINI HOE HRS, VARIOUS FITTINGS- 10,000-GALS LOSS IN MAY
- ◆ 5/15/17 906 NOTCHLICK RD-BOIL WATER ADVISORY- MARCH LOSS 669,600 GALS, APRIL LOSS 648,000 GALS, MAY LOSS 324,000-GALS LOSS- TOTAL LOSS 1,641,600
- ◆ 5/16/17 582 HWY 55- LEAK FOUND ON RIGHT SIDE OF PROPERTY-8 MAN HRS, 2 MINI HOE HRS, 1-4" FULL CIRCLE CLAMP, MAY LOSS 240,000 GALS

METER CHANGES	2
TURN OFF	1
TURN ON	4
READ OUTS	4
RE-READS	24
WATER LEAK CHECK	3
NON-PAY TURN OFFS	2
RECONNECT FOR PAYMENT	2

## TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES 2

## BROWN WATER

- ◆ 4/24/17 1467 NOTVHLICK RD- FLUSHED UNTIL CLEAR- 1000 GALLONS
- ◆ 4/26/17 381 BELLS RIDGE RD- FLUSHED UNTIL CLEAR TOOK ONLY A MINUTE
- ◆ 5/8/17 1180 HWY 55- FLUSHED UNTIL CLEAR- 750 GALLONS
- ◆ 5/9/17 2060 HWY 55- FLUSHED UNTIL CLEAR- 2000 GALLONS
- ◆ 5/9/17 1707 BELLS RIDGE- FLUSHED UNTIL CLEAR- 1000 GALLONS
- ◆ 5/9/17 93 BUCKS RUN RD- FLUSHED UNTIL CLEAR- 1000 GALLONS
- ◆ 5/12/17 3248 HWY 55- FLUSHED 1200 GALLONS
- ◆

## ROUTINE MAINTENANCE

- ◆ 5/1/17 3884 PALMYRA RD- REINSTALLED SERVICE AT NO COST TO CUSTOMER
- ◆ 5/1/17 39 WRIGHTS RIDGE- CUSTOMER CALLED ABOUT LINE COVERAGE BEING WASHED OUT- NOTHING IS BROKEN AND LINE WILL BE RECOVERED

## CUSTOMER COMPLAINTS

## PRESSURE PROBLEM

- ◆ 5/3/17 2116 HWY 42 W- CUSTOMER REPORTING LOW PRESSURE- PRESSURE WAS CHECKED WITH THE WATER PLANT AND ALL WAS FINE- TOLD HIM TO CHECK HIS REGULATOR AND WITH A PLUMBER

## **SPECIAL INFORMAIION**

- ◆ 5/11/17 391 R.D. KENDALL RD- WHILE DOING INACTIVE METER CHECKS FOUND THIS METER WAS ON AND TURNED BACKWARDS IN THE VAULT.

## **MAINTENANCE REPORT, CONTINUED**

Staff reported on the above maintenance issues and:

- 2342 Hwy 42 W straight pipe was found during meter check. Account was off for nonpay.
- 391 R.D. Kendall Rd. meter reader found meter in vault on and backwards. Account not active. The Sheriff was called on this finding. Estimated amount **not** including cut lock and court fees is \$1,245.68.
- Chris and Ruthie have list of inactive accounts in the system with a total 219 accounts. He proposes we remove service to these inactive accounts to the main to help with water loss and inactive usage.
- Leak found at the Prestonville Park. Leak is on their side.
- PSC came for inspection. We had a new representative and they were tough on the water loss (35.2 deficiency).
- FEMA final inspection for creek crossings went well. We hope to see funds released soon. We were the first to be released from final inspection.
- Exposed line found at Hwy 42 W Creek crossing.
- New construction at Harbor Point. They have not been in to pay for new water install.
- PSC 5yr. cycle tank inspection is due. We have three tanks. We have one bid for \$800.00 per tank. Chris will get two more bids before the next meeting.
- 2116 Hwy 42 W customer reported low pressure- all checked out with the water plant and nothing found. Customer was advised to check his regulator and with a plumber.
- 3884 Palmyra Rd. reinstalled service no charge to customer.
- 39 Wrights Ridge main line exposed. Nothing is broken and line will be recovered.
- Three boil water advisories. 2502 Hwy 55 (4-27-17), 906 Notchlick Rd. (5-15-17), and 582 Hwy 55 (5-16-17)
- 1255 Kings Ridge Rd. full circle clamp. Water in basement was due to clogged drain lane.

## **GENERAL MANAGER'S REPORT**

Mr. Bill Osborne reported on:

- Bill explained the Green Sand (Ft. Wayne) Project to the Wade's and how that will help with the brown water issue.
- Bill updated the board on the progress of the new building.
- Bill spoke to Mr. Ed James and he paid \$50.00 for Sheriff Paul Neal to serve Mr. JL Davis papers. The check was cashed but the papers were never served. Mr. Ed James recommended filing with a Warning Order Attorney on this matter.
- Bill suggested a 15% rate increase now and then another one later. Board members decided that they want to go with 20% and leave it at that rate instead of multiple increases and risk upsetting customers.

## **FINANCIAL REPORT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MS. LOVINS TO PURCHASE METER LOCKS FOR THE AMOUNT OF \$2,000.00.

VOTE: 4 AYES 0 NAYS

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. PIRTLE TO AUTHORIZE MR. ED JAMES TO FILE FOR THE WARNING ORDER ATTORNEY AND FEE OF \$125.00 TO SERVE MR. JL DAVIS.

VOTE: 4 AYES 0 NAYS

Staff provided information to the board regarding the need for a rate increase. Staff has prepared documentation to submit to the Public Service Commission for approval of a 20% rate increase.

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MS. LOVINS TO FILE AN APPLICATION WITH THE PUBLIC SERVICE COMMISSION FOR A 20% RATE INCREASE.

VOTE: 4 AYES 0 NAYS


MOTION WAS MADE BY MS. LOVINS AND SECONDED BY MR. REISNER TO APPROVE THE CHECKS AS WRITTEN.

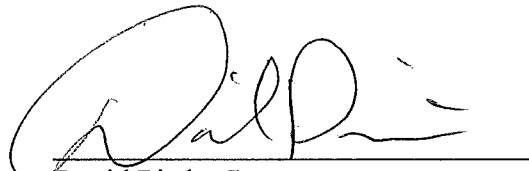
VOTE: 4 AYES 0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. REISNER TO ADJOURN AT 7:45 P.M.

VOTE: 4 AYES 0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

**MINUTES**  
**WEST CARROLL WATER BOARD MEETING**  
**JUNE 15<sup>th</sup>, 2017**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
 KAREN LOVINS  
 DAN REISNER  
 DAVID PIRTLE  
 JAMES LUCAS

**CARROLLTON UTILITIES:**

CHRIS ROSE  
 TRACIE STEWART

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:00 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR PIRTLE AND SECONDED BY MRS LOVINS TO APPROVE THE MINUTES OF THE MEETING OF MAY 18<sup>th</sup>, 2017.

VOTE:           5 AYES                   0 NAYS

**COMMISSIONER'S REPORT**

- Mr. Pirtle concerned with the brown water on Kings Ridge/Palmyra.
- Board members suggested we send out a bill stuffer to encourage customers with pools to request a scheduled date to fill pools. Send this with bills March or April next year.
- The Board requested an explanation for the services provided by Kentucky Association of Counties. They feel the \$7209.18 fee is excessive and wonder if we can push back on cost/fee.

**MAINTENANCE REPORT****SERVICE ORDERS**

5/18/17-6/14/17

**NEW SERVICES**

6/1/2017 780 CALENDAR RD

**LEAK REPAIR**

6/8/17 ABANDONED SERVICE LINE ON AL'S DRIVE- REPAIRED W/3/4 WRAP CLAMP, 4 MAN HRS, 2 MINI EXCAVATOR HRS- 25,920 GALLONS LOSS JUNE

6/13/17 3143 E PRONG-LOCUST- UNDER KINGS RIDGE RD- RAN LINE UNDER ROAD RECONNECTED ON EACH SIDE- 8 MAN HRS, 4 MINI EXCAVATOR HRS, 2-3/4 SHARK BITE FITTINGS, 50' PE TUBING- 20,160 GALLON LOSS JUNE

METER CHANGES	3
TURN OFF	5
TURN ON	8
READ OUTS	4
RE-READS	30

WATER LEAK CHECK 3  
 NON-PAY TURN OFFS 5  
 RECONNECT FOR PAYMENT 2

TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES 1

#### BROWN WATER

5/17/17 2965 PALMYRA RD- FLUSHED 1500 GALLONS  
 6/6/17 2617 PALMYRA RD- FLUSHED 1000 GALLONS  
 6/6/17 2287 PALYMRA RD- FLUSHED 2000 GALLONS  
 6/7/17 1261 CULLS RIDGE- FLUSHED 1000 GALLONS  
 6/12/17 1837 MOUND HILL RD- FLUSHED 300 GALLONS  
 6/14/17 CULLS RIDGE- FLUSHED 30,000 GALLONS

#### ROUTINE MAINTENANCE

5/22/17 1894 HUTNERS HEIGHT RD- LOCATED LINES PER CUSTOMER REQUEST  
 5/24/17 2206 HWY 42 WEST- CLEANED OUT VAULT AND STRAIGHTENED METER

#### CUSTOMER COMPLAINTS

#### PRESSURE PROBLEM

6/9/2017 3098 MOUND HILL RD- CUSTOMER STATED NO PRESSURE- CHECKED PRESSURE HAD 80PSI- NEEDED A NEW METER (CHANGED OUT)

#### SPECIAL INFORMAION

### MAINTENANCE REPORT, CONTINUED

Staff reported on the above maintenance issues and:

- Chris explained the three events over the past month that has contributed to the brown water issue. The fire department pulled water from the hydrant next to the church on Palmyra. Customer at 2697 Bells Ridge drove through line with fence post. High number of pool fills raised velocity in lines and stirred up sediment.
- Mr. Davis still not served. Technicality with Warning Order Attorney. Unable to use. Chris is going to contact PSC to see if this situation has happened in other water districts and if so how they resolved the matter.
- Leak repairs at Al's Drive (6/8/17) and Kings Ridge/E Prong Locust (6/13/17).
- Looking for 10 gpm leak around Mill Creek, English, Vance area
- Cleanup completed at Mound Hill from last year and 3499 Hwy 389. Working on more cleanups.
- PSC response to deficiency letter written and sent in.
- New service to install at Kemper Lane at Harbor Point. Requires a road bore next week.
- Meter locks came in cheaper than expected; we got a quantity price break, \$1280.00 instead of \$1800.00.
- Ruthie will continue with locks on inactive accounts after reading.
- Collected annual lead and copper samples for Carrollton System.
- Rate increase ran in paper, has to run three times. Had to submit documents so we could submit rate increase electronically. Once case number is assigned we can submit, then they will review, hopefully this will go in effect by August.
- GPS of all meters completed.
- Brandon gave resignation to join the Navy, currently advertising for that position.
- Chris explained the two Air Relief and Flush Plug price options for Carlisle and Notch Lick. Option one

was \$2,000.00 ea. and option two was estimated at high cost \$698.33 ea.

- MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MS. LOVINS TO SELECT AND INSTALL OPTION 2 TO FIX THE HIGH PRESSURE AND FLUSH CAPABILITY FOR CARLISLE AND NOTCHLICK.

VOTE:           5 AYES           0 NAYS

**GENERAL MANAGER'S REPORT**

Mr. Bill Osborne was absent.

**FINANCIAL REPORT**

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. PIRTLE TO APPROVE THE CHECKS AS WRITTEN.

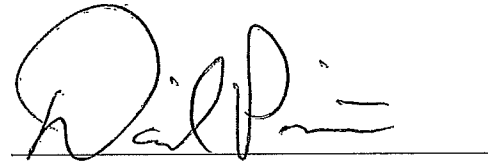
VOTE:           5 AYES           0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. REISNER AND SECONDED BY MR. PIRTLE TO ADJOURN AT 7:05 P.M.

VOTE:           5 AYES           0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary



**MINUTES**  
**WEST CARROLL WATER BOARD MEETING**  
**JULY 20<sup>th</sup>, 2017**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
DAN REISNER  
DAVID PIRTLE  
JAMES LUCAS

**CARROLLTON UTILITIES:**

CHRIS ROSE  
CHAS ROBBINS  
BILL OSBORNE

**GUEST:**

CONNIE AARON arrived at 6:30 pm

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:00 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR REISNER AND SECONDED BY MR LUCAS TO APPROVE THE MINUTES OF THE MEETING OF JUNE 15<sup>th</sup>, 2017.

VOTE:            5 AYES                    0 NAYS

**COMMISSIONER'S REPORT**

Commissioner Edwards reported seeing the fire department taking water from the fire hydrant by Shell on 7/14/2017. She wanted to make sure they report that usage to us for water loss purposes.

**MAINTENANCE REPORT**

**SERVICE ORDERS**

6/15/17-7/19/17

**NEW SERVICES**

- ◆ 23 KEMPER LANE- NEW WATER SERVICE INSTALLED 6/20/2017

**LEAK REPAIR**

- ◆ 7/10/2017 1754 CULLS RIDGE-WATER WAS STANDING IN YARD-4 MINI HOE HRS, 6 MAN HRS, 1-1" REPAIR CLAMP-43200 GLS LOSS IN JUNE, 28,800 GALLONS LOSS IN JULY TOTAL LOSS 72,000 GALLONS
- ◆ 6/30/2017 615 MILL CREEK RD- OLD METER WAS LEAKING- 28,800 GALS JUNE LOSS
- ◆ 7/5/2017 1538 HWY 36 W-HWY 36 EDGE OF WOODS PAST WELLS TRAILER PARK- 40 MAN HRS,12 MINI HOE HRS,280',3" PVC PIPE,1-3" DRIVE COUPLING,2 SINGLE LOADS SAND, 20-30 CUSTOMER WERE AFFECTED- 540,000 GALLONS LOSS JULY, 432,000 GALLONS LOSS JUNE-TOTAL LOSS 972,000 GALLONS

- ◆ 6/21/2017 1713 HWY 55-SERVICE LINE FOR BOB ADAMS FARM-2 MINI HOE HRS, 4 MAN HRS, 1-3/4' REPAIR CLAMP, 60,480 GALLONS LOSS JUNE
- ◆ 7/11/2017 1538 HWY 36 WEST-MAIN LINE LEAK-3 MINI HOE HRS, 6 MAN HRS, 2-3" DRIVE ON COUPLINGS, 3' -3" PVC PIP- 40,000 GALLONS LOSS IN JULY

METER CHANGES	1
TURN OFF	5
TURN ON	8
READ OUTS	3
RE-READS	30
WATER LEAK CHECK	3
NON-PAY TURN OFFS	5
RECONNECT FOR PAYMENT	1

TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES 1

**BROWN WATER**

- 6/5/17 2368 PALMYRA RD-BROWN WATER-FLUSHED 1500 GALLONS
- 6/29/17 1754 CULLS RIDGE- BROWN WATER - NO FLUSHING WATER HAD CLEARED UP
- 7/13/17 5503 HWY 36 W-BROWN WATER - FLUSHED 10,000 GALLONS
- 7/17/17 3611 PALMYRA RD-FLUSHED FOR 20 MIN -800 GALLONS

**ROUTINE MAINTENANCE**

- 6/14/17 1320 RD KENDALL RD-CHECK TO SEE IF THERE WAS A METER EVER AT ADDRESS
- 6/19/17 657 CULLS RIDGE-CUSTOMER THOUGHT METER WAS LEAKING-NO LEAK FOUND
- 6/19/17 135 HARDY CREEK - CUSTOMER HAD LEAK-VERIFIED THAT LEAK WAS FIXED
- 6/29/17 3425 BELLS RIDGE-VERIFIED METER IS OFF AND LOCKED
- 7/7/17 1108 HWY 55-DURING METER CHECKS FOUND OLD METER IS BLEEDING THROUGH-METER WAS PULLED AND PLUGGED

**CUSTOMER COMPLAINTS**

**PRESSURE PROBLEM**

- 7/3/17 1990B W PRONG LOCUST-LOW PRESSURE- DUE TO LEAK ON HWY 36
- 7/3/17 1467 NOTCHLICK RD- LOW PRESSURE- DUE TO LEAK ON HWY 36
- 7/3/17 1980 W PRONG LOCUST- LOW PRESSURE-DUE TO LEAK ON HWY 36
- 7/3/17 1982 W PRONG LOCUST-LOW PRESSURE-DUE TO LEAK ON HWY 36

**SPECIAL INFORMATION**

**MAINTENANCE REPORT, CONTINUED**

Staff reported on the above maintenance issues and:

- ◆ Leaks repaired
  - Meter leaking, bottom of meter, Mill Creek at trailer park, replaced meter
  - Hwy 55 Bobby Adams farm, service line leak, repaired
  - Culls ridge service line leak, repaired
  - Hwy 36, big leak found, line 12-15 feet deep, replaced 280 feet of line
  - Hwy 36, new line, bad bell gasket, cut out and replaced bell section

- ◆ New service finished Harbor point on Kemper Lane
- ◆ New service to install Landy Hill tomorrow
- ◆ Christman in Prestonville wanting new 2" service
- ◆ Tank inspection, 3 quotes, due this year, once every five years
- ◆ Two new air relief valves and flush ports installed, one Carlisle, one Notch Lick
- ◆ Hydrants – Prestonville Mayor Chris Moore is questioning who replaces fire hydrants when damaged, one hit a year ago at M&M and he wants it fixed. The Mayor is under the impression that the City of Prestonville owns the hydrants. (See further discussion under General Manager’s report).
- ◆ Sawmill in English wanting fire protection
  - 2" line out front, hydraulics would allow 200 gpm
  - Dedicated main extension off 8" would allow 450 gpm, master meter restriction
  - See further discussion in General Manager’s report
- ◆ Inactive accounts, cannot find 10 accounts, possible they have already been removed
- ◆ Currently reading meters, after meters are read, GPS and lock inactive accounts

**REMOVAL OF INACTIVE SERVICES**

Board and staff discussed complete removal of the approximately 218 inactive meters and service lines. Mr. Rose reported that he feels it would be a 3-5-year process. He said after we GPS all inactive meters, we will have a better idea of where to look for leaks.

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. REISNER FOR STAFF TO BEGIN REMOVAL OF ANY INACTIVE SERVICES THAT OBVIOUSLY WILL NOT EVER BE PUT BACK INTO SERVICE, REFERENCING TARIFF SHEET 15 SECTION 14A.

VOTE:            5 AYES                    0 NAYS

- ◆ Staff responded to the PSC inspection deficiency regarding the annual water loss percentage. PSC responded that the response was adequate.

**TANK INSPECTIONS**

Mr. Rose presented quotes for tank inspections that are required every 5 years. Quotes were as follows:

- ◆ Preferred Tank and Tower     \$1,995
- ◆ Pittsburg Tank and Tower     \$3,000
- ◆ Wet & Dry                         \$2,400

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. LUCAS TO AWARD TANK INSPECTION FOR ALL 3 TANKS (MOUND HILL, BELLS RIDGE, AND GILGAL) TO PREFERRED TANK & TOWER FOR \$1,995.

VOTE:            5 AYES                    0 NAYS

**GUEST – CONNIE AARON**

Customer Connie Aaron owns two homes, her residence and a rental, on Mound Hill Road. She was present to express concern over extremely high usage at both addresses for the last billing period when she hasn’t had any leaks. Mr. Rose explained that the leak indicator on the water meter at the rental property was slightly turning when he was there to investigate. The leak indicator was not turning at her residence. The board explained that the meter was reading correctly and they felt Mrs. Aaron had to have had some sort of leak in order to have such high usages at both residences. Mrs. Aaron disagreed with the fact that she had a leak.

After Mrs. Aaron left the meeting, the board decided to follow the normal leak adjustment policy in the tariff presuming that a leak occurred. Mrs. Robbins will calculate the adjusted bill amounts and Mrs. Edwards will call Mrs. Aaron to give her the new account balances and to discuss further.

**GENERAL MANAGER’S REPORT**

- ◆ Mayor Chris Moore of Prestonville has expressed that he feels that the fire hydrants in Prestonville belong to the City of Prestonville and they should be covered under their insurance policy. The fire hydrant in front of M&M Towing was damaged several months ago during a hit and run car accident and Mayor Moore wants to get it repaired. The Board is questioning who legally owns the hydrants since they are attached to the Districts water main, but the board does not maintain the hydrants for fire system purposes. The board asks staff to call the insurance company regarding the District’s coverage of fire hydrants on their system.
- ◆ Mr. Osborne reported that the County has requested a fire hydrant be installed on Hwy 389 in front of the saw mill. The current line does not support it and it would require a main line upgrade, extension and possible master meter upgrade as well. Board expressed that the District does not have the resources for such a project and the county would need to pay for all costs if they would like the hydrant to be installed. Staff will pass the information along to the County.
- ◆ Board asked about the status of the JL Davis case. Mr. Davis still has not been served.

**FINANCIAL REPORT**

MOTION WAS MADE BY MR. LUCAS AND SECONDED BY MR. REISNER TO APPROVE THE CHECKS AS WRITTEN.

VOTE:            5 AYES                    0 NAYS

**ANNUAL CUSTOMER BAD DEBT WRITE OFFS**

Mrs. Robbins presented customer accounts to be written off as uncollectible for the period of March 2016-April 2017 totaling \$8,184.00.

MOTION WAS MADE BY MRS. LOVINS AND SECONDED BY MR. PIRTLE TO RECLASSIFY CUSTOMER ACCOUNTS AS WRITTEN OFF AND UNCOLLECTIBLE TOTALING \$8,184.00.

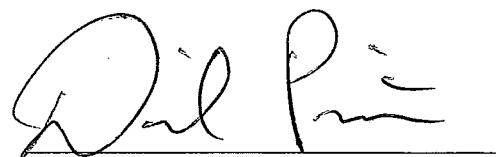
VOTE:            5 AYES                    0 NAYS

**ADJOURNMENT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. REISNER TO ADJOURN AT 7:42 P.M.

VOTE:            5 AYES                    0 NAYS

  
\_\_\_\_\_  
Vickie Edwards, Chair

  
\_\_\_\_\_  
David Pirtle, Secretary

**MINUTES  
WEST CARROLL WATER BOARD MEETING  
AUGUST 17<sup>th</sup>, 2017**

**WEST CARROLL BOARD:**

VICKIE EDWARDS  
KAREN LOVINS  
DAN REISNER  
DAVID PIRTLE  
JAMES LUCAS

**CARROLLTON UTILITIES:**

BILL OSBORNE  
CHRIS ROSE  
TRACIE STEWART

**CALL TO ORDER**

THE MEETING WAS CALLED TO ORDER AT 6:00 P.M.

**READING OF MINUTES**

MOTION WAS MADE BY MR LUCAS AND SECONDED BY MRS LOVINS TO APPROVE THE MINUTES OF THE MEETING OF JULY 20<sup>th</sup>, 2017.

VOTE:            5 AYES                    0 NAYS

**COMMISSIONER'S REPORT**

Nothing to report.

**MAINTENANCE REPORT**

**SERVICE ORDERS**

7/19/17-8/17/17

**NEW SERVICES**

63 LANDY HILL- NEW WATER SERVICE INSTALLED 7/21/2017

330 HWY 55- NEW WATER SERVICE INSTALLED 8/9/2017

1812 HWY 389- NEW WATER SERVICE INSTALLED 8/10/2017

**LEAK REPAIR**

8/8/17 HWY 42 AND MILLERS BRANCH-LEAK WAS FOUND BY WC TECH-12 MAN HRS, 3 MINI EXCAVATOR HRS, 4" WRAP CLAMP TOTAL LOSS- 449,280 GALS, JULY 357,120/AUG 92,160 GALS

8/8/17 2639 HWY 389- FOUND IN CUSTOMERS YARD- 4 MAN HRS, 2 MINI HOE HRS, 1-3/4" CLAMP TOTAL LOSS 1500 GALS

METER CHANGES	4
TURN OFF	9
TURN ON	8
READ OUTS	6
RE-READS	52
WATER LEAK CHECK	3
NON-PAY TURN OFFS	14
RECONNECT FOR PAYMENT	5

TEMPORARY TURN OFF DUE TO LEAK IN CUSTOMER LINES 1

**BROWN WATER**

7/17/17	2739 WRIGHTS RIDGE- BROWN WATER CLEAR ON ITS OWN
7/17/17	2397 EAST PRONG LOCUST- BROWN WATER CLEAR WHEN TECH ARRIVED
7/17/17	3101 CARLISLE RD- BROWN WATER FLUSHED 1500 GALLONS
7/17/17	2471 MILL CREEK RD- BROWN WATER FLUSHED 300 GALS TIL CLEAR
7/17/17	721 CARLISLE RD- BROWN WATER-CLEAR WHEN TECH ARRIVED
7/27/17	577 CARLISLE RD- BROWN WATER CLEAR WHEN TECH ARRIVED
8/7/17	1255 KINGS RIDGE RD- BROWN WATER CLEAR WHEN TECH ARRIVED

**ROUTINE MAINTENANCE**

7/19/17	1533 WOODROW WILSON RD-LEAK CHECK-NOT TURNING
7/27/17	232 HARDY CREEK RD-REPAIRED VAULT AND LID
7/27/17	373 PATE LANE-DEAD METER CHECK-HOUSE LOOKS UNLIVED IN
7/26/17	1754 CULLS RIDGE RD-YARD REPAIR- DIRT, SEEDED AND LAYED STRAW

**CUSTOMER COMPLAINTS**

**PRESSURE PROBLEM**

**SPECIAL INFORMATION**

**MAINTENANCE REPORT, CONTINUED**

Staff reported on the above maintenance issues and:

- Two leaks repaired on 8/8/17. Hwy 42 and Miller's Branch 4" wrap clamp – 2639 Hwy 389 1-3/4 clamp.
- Working on leaks found 4156 Mound Hill Rd. next to road or under and Hwy 389 main line leak west of Charlie Hotfil.
- Bells Ridge pump usage is up. Something is making usage higher in area than normal.
- Clean up on Culls Ridge finished.
- Hwy 36 Main line relocated.
- Mr. Wade and Mr. Supplee flush plug and valve installed and cleaned up.
- Three new WC services installed. Christman Farms, Hwy 389, & Landy Hill Rd.
- Carrollton system lead and copper sampling qualified for reduced monitoring, once every three years

approved by DOW.

- We are waiting for next hydrant flush to test out new flush and valve install located at Mr. Wade's to see how well it works. Flushing should be around October or November.

### **GENERAL MANAGER'S REPORT**

Mr. Bill Osborne reported on:

- Mr. Davis is served. Mr. Ed James confirmed this with Mr. Osborne.
- Connie Aaron came in and paid reduced rate. We will continue to monitor.
- Water loss 19% for accounted. Lowest in 10 months.
- Green Sand Project update. Garage tear down starts Monday. Bids will be open soon for new addition also waiting on approval of plans for new construction.
- Attorney General has selected our rate increase case to intervene. Chas Robbins is trying to get in touch with them to go forward. This comes from PSC.
- New Building update.

### **FINANCIAL REPORT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. REISNER TO APPROVE THE CHECKS AS WRITTEN.

VOTE:        5 AYES                0 NAYS

### **ADJOURNMENT**

MOTION WAS MADE BY MR. PIRTLE AND SECONDED BY MR. REISNER TO ADJOURN AT 6:36 P.M.

VOTE:        5 AYES                0 NAYS

---

Vickie Edwards, Chair

---

David Pirtle, Secretary