

**COMMONWEALTH OF KENTUCKY
BEFORE THE PUBLIC SERVICE COMMISSION**

In the Matter of:

**ELECTRONIC INVESTIGATION)
INTO THE MEASURING,)
RECORDING, AND REPORTING OF) CASE NO. 2018-00394
WATER LOSS BY KENTUCKY'S)
JURISDICTIONAL WATER)
UTILITIES)**

**RESPONSE OF
JESSAMINE-SOUTH ELKHORN WATER DISTRICT
TO
COMMISSION'S REQUEST FOR INFORMATION
DATED DECEMBER 18, 2018**

FILED: January 17, 2019

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**CERTIFICATION OF RESPONSE OF JESSAMINE-SOUTH ELKHORN
WATER DISTRICT TO
COMMISSION'S REQUEST FOR INFORMATION**

This is to certify that I have supervised the preparation of Jessamine-South Elkhorn Water District's Response to the Commission's Request for Information. The response submitted on behalf of Jessamine-South Elkhorn Water District is true and accurate to the best of my knowledge, information, and belief formed after a reasonable inquiry.

Date: 1/17/19



Henry E. Smith, Esq., Counsel for
Jessamine-South Elkhorn Water District

JESSAMINE-SOUTH ELKHORN WATER DISTRICT

CASE NO. 2018-00394

Response to Commission's Request for Information

Question No. 1

Responding Witness: Kim Miller, Bookkeeper for Jessamine-South Elkhorn Water District

- Q-1. Explain in detail the manner in which you measure, calculate, and track water loss, and:
- a. Identify whether you use any manual form (including Excel spreadsheet) or electronic or mechanized system to calculate and track water loss.
 - b. Provide a copy of any form used (including Excel spreadsheet).
 - c. Identify the source of any form or system used.
- A-1. Jessamine South Elkhorn Water District calculates water loss each month. We maintain a monthly excel sheet, modeled from the PSC's excel form, to represent our water loss (APPENDIX A). The right half of the sheet represents monthly figures, the left half of the sheet represents year to date as of the right half month, each month having its own excel tab. This allows us to look back at "year-to-dates" from any questionable month. We also break our sheet down into our different territories, so that we can account water loss in each part of the county. This makes it easier to maintain and locate questionable water loss. We read our master meters daily and record the readings in an excel spreadsheet (APPENDIX B). The water purchased is represented by the total of the master meter readings on the 5th day of the current month minus the total of the master meter readings on the 5th day of the previous month. We also keep a Usage excel sheet (APPENDIX C) that keeps record of Gallons Purchased by territory, gallons sold by territory, adjustments made to billings, residential and commercial gallons sold and their revenues, flushing, fire/vandal, breaks, unaccounted loss and the percentage of loss. Reports are ran from our Master Meter Utility Program to gather the sold gallons and revenue. The difference between water purchased and water sold, after subtracting flushing, fire Protection, Vandal, and Breaks, constitutes our water loss. When we complete the Water Statistic (Ref Page 30) we use our Usage spreadsheet.
- a. Jessamine South Elkhorn Water District uses an excel spreadsheet to calculate and track water loss.

- b. See (APPENDICES A, B, C)
- c. The excel water loss form we use is modeled from PSC documents.

**JESSAMINE-SOUTH ELKHORN WATER DISTRICT
CASE NO. 2018-00394**

Response to Commission's Request for Information

Question No. 2

Responding Witness: Kim Miller

Q-2. Explain in detail your understanding of the information to be provided in each of the categories on the Water Statistics page (reference page 30) of the annual report required of jurisdictional water utilities, accessed through the Commission's website.

A-2. What follows is a line-by-line break down.

1. This section represents all water produced, purchased and distributed.
2. Jessamine South Elkhorn Water District does not produce water.
3. Jessamine South Elkhorn Water District purchases all water distributed from three sources. The total is entered on line 3.
4. Total gallons produced and purchased is entered on line 4.
6. This section represents all water sold.
7. This entry represents water gallons sold to our Residential Customers.
8. This entry represents water gallons sold to our Commercial Customers.
9. This entry represents water gallons sold to Industrial Customers. Jessamine-South Elkhorn Water district does not currently have industrial customers.
10. Jessamine South Elkhorn Water District does not have a Bulk Loading Station.
11. Jessamine South Elkhorn Water District does not resell water.
12. Jessamine South Elkhorn Water District does not have other sales.
13. Total represents the Total Water Sales to our Residential and Commercial Customers.
15. This section is to record Other Water Used.
16. Jessamine South Elkhorn Water District does not have a Water Treatment Plant.
17. Jessamine South Elkhorn Water District does not have a Wastewater Plant.
18. This entry represents all water flushed.
19. This entry represents Fire Department usage.
20. This entry represents other water usage.
21. This total represents total Other Water Used.

23. This Section is to record Water Loss.
24. This entry represents any Tank Overflows.
25. This entry represents Line Breaks that occur.
26. This entry represents Line Leaks that occur.
27. This entry represents Other Leaks that occur.
28. This total represents 24-27 totaled together.
32. This section is for The Water Loss Percentage.
33. Total Water Loss Percentage is Total Line Loss (Line 28) divided by Total Water Purchased (Line 4).

JESSAMINE-SOUTH ELKHORN WATER DISTRICT

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Response to Commission's Request for Information

Question No. 3

Responding Witness: Kim Miller

- Q-3. State any questions you have regarding how to use the updated Commission Form described and attached as Appendix A to this Order.
- A-3. Jessamine-South Elkhorn Water District has no questions regarding this Form.

**JESSAMINE-SOUTH ELKHORN WATER DISTRICT
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Response to Commission's Request for Information

Question No. 4

Responding Witness: Kim Miller

- Q-4. State any suggestions or improvements you have for the updated Commission Form described and attached as Appendix A to this Order.
- A-4. Jessamine South Elkhorn Water District has only one concern about using a mandated form: that we would be unable to add to the form so as to record or keep additional information (ex.: breakdown of water loss among our different territories).

JESSAMINE-SOUTH ELKHORN WATER DISTRICT

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Response to Commission's Request for Information

Question No. 5

Responding Witness: Kim Miller

- Q-5. State any questions you have regarding how the information in the updated Commission Form described and attached as Appendix A to this Order is to be incorporated into annual reports.
- A-5. Jessamine South Elkhorn Water District sees one possible downside to a universal water loss form: the form we currently use allows us to look at any given month and see YTD totals at that time. A mandated YTD form, I assume, will update each month and will be the same form month to month – therefore showing only current YTD totals.

JESSAMINE-SOUTH ELKHORN WATER DISTRICT

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Response to Commission's Request for Information

Question No. 6

Responding Witness: Kim Miller

- Q-6. State any concerns you have regarding the use of the updated Commission Form described and attached as Appendix A to this Order.
- A-6. Jessamine-South Elkhorn Water District's concerns are territory totals and YTD totals. However, our usage sheet (APPENDIX C) will give us this information, so we could continue to use both forms.

JESSAMINE-SOUTH ELKHORN WATER DISTRICT

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Response to Commission's Request for Information

Question No. 7

Responding Witness: Kim Miller

- Q-7. State whether you believe it is reasonable, proper, and appropriate for the Commission to require jurisdictional water utilities to maintain and use the updated Commission Form described and attached as Appendix A to this Order. Fully explain your answer
- A-7. Jessamine-South Elkhorn Water District does indeed believe that it is reasonable and appropriate for the Commission to require jurisdictional water utilities to use a mandated universal form. The Form shows valuable information, keeps all districts in compliance and on the same record keeping standard, and brings conformity to an otherwise chaotic mess.

CERTIFICATE OF SERVICE

In accordance with 807 KAR 5:001, Section 8, I certify that Jessamine-South Elkhorn Water District's electronic filing of this Response is a true and accurate copy of the same document being filed in paper medium; that the electronic filing was transmitted to the Public Service Commission on January 17, 2019; that there are currently no parties that the Public Service Commission has excused from participation by electronic means in this proceeding; and that an original paper medium of this Response will be delivered to the Public Service Commission within two business days.



Henry E. Smith, Esq., Counsel for
Jessamine-South Elkhorn Water District