



Kentucky Public Service Commission

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Case	Filer	Description	Posted	Status
2019-00041	Derrick E. Willis	Answer to Public Service Commission Order	4/29/2019 12:54:22 PM	Posted

Uploaded File	Size	Description
Milburn_Water_District_Entry_of_appearance.pdf	111 KB	Entry of Appearance for Milburn Water District
Milburn_WaterDistrict.AppendixC2.pdf	2967 KB	Answer to PSC Order part 2
Milburn_WaterDistrict.AppendixC1.pdf	2247 KB	Answer to PSC Order part 1

4/29/2019 12:53:41 PM

1. State the effective date of the water utility's last rate increase, either through the alternative rate filing procedure, through a general adjustment of rates, or through a purchased water adjustment, and provide the Board Resolution approving the rate increase.

Answer:

Milburn just went through a rate increase. It was finalized on March 7, 2019

Answered by: Donna Curtsinger

FOR Entire Service Area
Community, Town or City

P.S.C. KY. NO. _____ 1

1st Revised SHEET NO. _____ 1

CANCELLING P.S.C. KY. NO. _____ 1

Original SHEET NO. _____ 1

Milburn Water District
(Name of Utility)

Monthly Water Rates:

First	2,000 Gallons	\$21.82 Minimum Bill	(I)
Next	3,000 Gallons	9.06 per 1,000 Gallons	↓
Next	5,000 Gallons	8.29 per 1,000 Gallons	
Next	10,000 Gallons	7.51 per 1,000 Gallons	
Over	20,000 Gallons	6.83 per 1,000 Gallons	

Non-Recurring Charges:

Tap Fee	\$1,140.00
Meter Test Fee	56.00
Reconnection Fee	20.00
Reconnection Fee (After Hours)	30.00*
Disconnection Fee	20.00
Late Payment Charge	10%

*NOTE – Regular working hours for the utility’s Maintenance Staff is 8:00 a.m. to 4:30 p.m. Monday through Friday, excluding holidays. Upon customer request, and subject to availability of Maintenance Staff, services may be performed outside regular working hours at the After Hours rate.


DATE OF ISSUE March 11, 2019
Month / Date / Year

DATE EFFECTIVE March 7, 2019
Month / Date / Year

ISSUED BY Mark Usdin
(Signature of Officer)

TITLE Chairman

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION
IN CASE NO. 2018-00314 DATED March 7, 2019

KENTUCKY PUBLIC SERVICE COMMISSION
Gwen R. Pinson Executive Director 
EFFECTIVE 3/7/2019 PURSUANT TO 807 KAR 5:011 SECTION 9 (1)

Milburn Water District Monthly Board Meeting

Meeting was called to order at 7 pm Tuesday January 22, 2019

Those in attendance were: Glynn Goldsmith, Jeff Crider, Mark Vaden, Chris Williams and Donna Curtsinger.

- M & S to approve financial statement and minutes.
- Discussed Michael Fleming theft of water and destruction of Property..
- M & S to continue with charges against Michael Fleming and Courtney Fleming for theft and destruction of property.
- Discussed rate increase that PSC allowed us to increase our rates to.
- M & S to approve the rate increase from PSC on 1/15/2019
- Discussed Katy Reed bill. Waiting to see if it is paid.
- M & S to adjourn.

2. State whether the water utility's board of commissioners or directors has discussed applying for a rate increase since January 1, 2018, utilizing either the alternative rate filing procedure or through a general adjustment of rates. If the utility can state this affirmatively, provide the board minutes where this was discussed.

Answer:

Yes we just finished the rate increase.

Answered by: Donna Curtsinger

Milburn Water District
Minutes
July 12, 2018

Minutes called to order by Chairman Mark Vaden. Those attending were Chairman Mark Vaden, Sec/Treas. Jeff Crider, Chris Williams, Operator Glynn Goldsmith and Office Manager Donna Curtsinger.

Motion/Second to approve minutes and financial statement from last meeting.

Motion/Second to file for rate increase with PSC.

Discussion on water loss, fixed J Bell's leak in June.

Financial situation was discussed.

Discussed whether to get loan from Citizens Deposit Bank for \$10,000.00. put off till August.

Motion/ Second to Dismiss

3. Provide a list of the top three obstacles the water utility believes are preventing or slowing the progress of the water utility in reducing line loss.

Answer:

Our financial situation is limited. We painted our tank inside and out in 2014 and it depleted our finances drastically.

The age of our lines. They were installed in 1968 and are failing fast. Most of the leaks we fix are at the connections of old pipe and new lines.

We have a few dead end lines. We do not have enough shut off valves to locate leaks until they surface.

Answered by: Glynn Goldsmith

4. Provide the water utility's most recent monthly water loss report.

See attached

Answered by: Donna Curtsinger

PUBLIC SERVICE COMMISSION

Monthly Water Loss Report

Water Utility:

For the Month of: Year:

LINE #	ITEM	GALLONS (Omit 000's)	
1	WATER PRODUCED, PURCHASED & DISTRIBUTED		
2	Water Produced		
3	Water Purchased	793,600	
4	TOTAL PRODUCED AND PURCHASED	793,600	
5	WATER SALES		
7	Residential	392,524	
8	Commercial	12,600	
9	Industrial		
10	Bulk Loading Stations		
11	Wholesale		
12	Other Sales		
13	TOTAL WATER SALES	405,124	51.0%
14	OTHER WATER USED		
16	Utility and/or Water Treatment Plant		
17	Wastewater Plant		
18	System Flushing	32,000	
19	Fire Department	6,000	
20	Other		
21	TOTAL OTHER WATER USED	38,000	4.8%
22	WATER LOSS		
24	Tank Overflows		
25	Line Breaks		
26	Line Leaks	350,476	
27	Other		
28	TOTAL LINE LOSS	350,476	44.2%
29	Note: Line 13 + Line 21 + Line 28 Must Equal Line 4		
30	WATER LOSS PERCENTAGE		
31	Unaccounted-For Water (Line 28 divided by Line 4)		44.2%

5. Provide the name and occupation, if any, of each of the water utility's current commissioners including the highest level of education attained by each.

Chairman Mark Vaden/retired/12th Grade Graduate

Jeff Crider/Farmer/12th Grade Graduate

Chris Williams/Welder/12th Grade Graduate

Answered by: Donna Curtsinger

6. Provide the following training information:

- a. State whether the water utility allocates funds in its annual operating budget to provide training to its water personnel.
- b. If so, state the amount allocated in the last three calendar years.
- c. Identify any training programs, free of charge or otherwise, that water personnel have taken and individuals, agencies, or suppliers providing the training program.

Answer:

- a. We have no allocations for training at this time.
- b. We have had no allocations for training in the last 3 years.
- c. Operator Glynn Goldsmith has his yearly required training that the district pays for.

Answered by: Donna Curtsinger

7. Provide the following system information in a formatted and tabulated Excel spreadsheet for each applicable asset:

a. For transmission and distribution lines, provide the diameter size, length in miles, type of material, and average age of the lines. When PVC is used, provide the specific type of PVC used.

b. For service connection lines, provide the service connection size, number, type of material, and average age of the lines. When PVC is used, provide the specific type of PVC used.

c. For customer meters, provide the customer meter size, number, manufacturer/model, and the average age of the customer meters.

See Attached

Answered by: Glynn Goldsmith

Transmission & Distribution Lines			
Size	Aproximate Length	Material	Age
6 inch	4 miles	AC & PVC Sch 40	AC 51 yrs, PVC 40 yrs or less
4 inch	3.5 miles	AC & PVC Sch 41	AC 51 yrs, PVC 40 yrs or less

Service Connection Lines			
Size	Number	Material	Age
3/4"	150 (128 active)	60% PVC Sch 40, 40% copper	51 Yrs

Customer Meters

Size	Number	Manufacturer Model	Age
3/4"	150 (128 active)	Zenner PPD02	10 years or less

8. Provide the water utility's closest approximate number of service lines and transmission and distribution lines that were made with Blu-Max tubing within its distribution system and the dates they were installed.

Answer:

We have no information on this. None in the last ten years.

Answered by: Glynn Goldsmith

9. State whether the water utility has considered hiring a consulting firm for leak detection rather than using in-house labor, and if not explain why not.

Answer:

We have discussed getting help from KRWA and Graves County Fancy Farm where we purchase water. They have helped in the past. Our finances are limited.

Answered by: Glynn Goldsmith

10. State whether an employee dedicated to leak detection would be a worthwhile investment for the water utility, and if not state why not.

Answer:

We are very small and limited in finances and we don't think we could afford it.

Answered by: Donna Curtsinger

11. Refer to the water utility's response to Commission Order of March 12, 2019, Appendix C (March 12 Order), Item 8. Provide a copy of the most recent written and completed inspection report done at the water utility's plant, pump, and storage facilities. If no written and completed inspection report exists, then state in specific detail all tasks performed by the water utility during the water utility's most recent inspection of its plant, pump, and storage facilities .

Answer:

We had a sanitary Survey done in March 2017. See Attached.

Answered by: Glynn Goldsmith

**KENTUCKY DEPARTMENT FOR ENVIRONMENTAL PROTECTION
DIVISION OF WATER**

Drinking Water Sanitary Survey

Managerial and Financial Assessment of Distribution-Only Surface Water & Ground Water Systems

PWS ID: KY0200284

Agency Interest Number: 33848

AI Name: Milburn Water District

County: Carlisle

Regional Office: Paducah Regional Office

Capacity Development Inspection Date(s): 03/23/2017

SYSTEM CONTACT INFORMATION

Full Name: Glynn Goldsmith		Title: Milburn Water District Operator	
Phone Number: 270-694-6241	FAX Number: 270-694-3055	E-Mail Address: glynn.goldsmith@yahoo.com	
Mailing Address: 7731 State Route 80 E		City: Arlington	State: KY
Physical Address of Office: 6970 State Route 80 E		Zip Code: 42021	

DISTRIBUTION SYSTEM INFORMATION

Contact Person: Glynn Goldsmith	Title: Milburn Water District Operator	Phone Number: 270-694-6241
Distribution Class: ID-Pop. < 1500	System Service Connections (meters): 135	
System Population Served Calculated: 363	System Population Served Reported: 500	
Meters Served Outside Your System: 0	Consecutive Systems Population Served Calculated: 0	

WATER PURCHASED, SOLD, & EMERGENCY CONNECTIONS

WATER PURCHASED FROM: (List primary purchase source first.)			Number of Master Meters	Amount Monthly (average)	Amount Available by Contract (monthly)
SYSTEM NAME	PWS ID #	AI #			
Fancy Farm Water District	KY0420027	1516	1	697,992	No limit

Average Total Water Purchased Daily: 22,882 gallons	Maximum Total Water Purchased Daily: 25,152 gallons
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WATER SOLD TO: <input checked="" type="checkbox"/> Not Applicable			Number of Master Meters	Amount Monthly (average)	Amount Available by Contract (monthly)
SYSTEM NAME	PWS ID #	AI #			

necessary.

II. MONITORING, REPORTING & DATA VERIFICATION

(Part A must be completed for all water systems. Part B must be completed for groundwater systems only.)

PART A (Complete for all water systems.)		
REPORTING ITEM – Information gathered from DWW	RETENTION TIME	
<i>Bacteriological</i> - <u>1</u> per month (See DWW)	5 Years	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<i>Chlorine/Chloramines</i> – Free chlorine monthly with BACTs, daily for MORs, residual chlorine monthly	10 Years	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<i>MORs</i> – Monthly (Turbidity Analysis)	1 Year	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<i>Lead & Copper</i> - <u>5</u> every 3 years (June to September)	12 Years	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<i>TTHM & HAA5</i> <u>1</u> per Year (see DWW)	10 Years	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<i>Asbestos</i> – 1 sample in the 1 st 3 years of the 9 year compliance cycle (SOC) *Check for Waiver (only purchasers can have waiver)*	Begin 2011/2013	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<i>Stage 2 IDSE Sampling Plan or 40/30 Certification</i>	10 years	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<i>Stage 2 IDSE Report</i>	10 years	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<i>Data Summaries</i> (if actual data not retained)	12 Years	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
<i>NOVs</i> (Notices of Violation)	10 Years	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<i>Sanitary Surveys</i> (every 3 years)	10 Years	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<i>CCR</i> (Consumer Confidence Report) – Annually by July 1 (by April 1 to consecutive systems)	Current one on file	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Does the system maintain a current sampling plan for BacTs?	Date updated 2015	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Does the system maintain a current sampling plan for LCR?	Date updated 2011	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Does the system maintain a current sampling plan for DBPs?	Date updated 2014	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Does the system have an up-to-date map of distribution assets? <small>(Map shall show a minimum of all line sizes, cutoff valves, fire hydrants, flush hydrants, tanks, booster pumps, chlorination stations, connections to emergency or alternative sources, wholesale customer master meters, & the type of piping material in the distribution system and its location.)</small>	Date updated 2015	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>

PART B

(Complete for groundwater systems only.)

Not Applicable

<i>GWR Corrective Action</i>	10 years	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
<i>GWR Public Notices</i>	3 years	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
<i>GWR Fecal-positive invalidation</i>	5 years	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
<i>GWR State-specified minimum disinfectant residual (letter from CTAB)</i>	10 years	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
<i>GWR Lowest daily disinfectant residual level (submitted with MOR)</i>	5 years	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
What method is used to record this? (i.e. SCADA, chart recorders, download to CD)	N/A			
<i>GWR Date and duration of time less than minimum daily disinfectant residual level</i>	5 years	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
<i>GWR Records of state-specific compliance requirements for membrane filtration and alternative treatment</i>	5 years	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>

Does the system maintain compliance records as required? (answer for both Parts A & B) Yes No N/A

COMMENTS:

III. MANAGEMENT & OPERATIONS

What professional organizations does the water system belong to? <u>KRWA</u>			
Is the system subject to Public Service Commission regulations?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system attend Water Management Council meetings of the Area Development District?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system have a governing entity? If not, explain: _____	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
What is the name of the system's CHAIRMAN? <u>Mark Vaden</u>			
What is his or her mailing address? <u>7731 State Route 80 E</u>			
How often does the governing body meet? <u>Monthly</u>			
Do operators attend these meetings?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is the governing entity provided with documented information regarding technical, managerial, and financial operations of the water system? (Inspect)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is the governing entity familiar with water treatment/distribution?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system offer continuing education opportunities for members of the governing entity?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system have regular staff meetings?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
How often? <u>OTHER Monday and Wednesday</u>			
Who is involved? <u>Staff</u>			
Does the system have a documented strategic plan (mission statement, goals and objectives)? (Inspect)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system have a defined organizational structure?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system have a documented description of each job classification with minimum position qualifications? (Inspect)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system have documented policies and procedures governing human resource management (such as an employee handbook)?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Does the system periodically review its insurance coverage is in place for liability, property, automobiles, directors, and officers?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system have a documented policy for delegation of authority such as signing agreements, contracts, resolutions, easements, etc.?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system have a documented procurement policy for purchasing supplies?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system have professional services available under a current contract, retainer, or other similar arrangement for engineering, accounting, and legal counsel?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system have an asset management program?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Does the system have a documented preventive maintenance program?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system have a capital improvement plan? (Inspect)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
How many years does the plan cover? <u>6</u>			
Does the system have a documented policy governing water main extensions? (Inspect)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Are chemicals inventoried? If so, how? <u>No chemicals used</u>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Are distribution materials inventoried? If so, how? <u>Re-order as used</u>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is there a bid process for chemicals, pipe, or large item purchases?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system have rules and regulations governing the provision of service? (Inspect)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

Does the system make available in a public place the rules, rates, and regulations? (Inspect)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system provide 24-hour service response for customers?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system notify customers prior to performing scheduled maintenance?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system log customer complaints and track resolution?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system provide any educational activities to the public?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Who is responsible for providing this? <u>Varies</u>			
What types of educational activities are done? <u>Verbal discussions with the customers. With the community being small the operator will take time to talk with customers.</u>			
Does the system have sufficient O & M manuals? (Inspect)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
<small>(O & M manuals shall include: a detailed design of the plant, daily operating procedures, a schedule of testing requirements designating who is responsible for the tests, and safety procedures for operation of the facility – including storage and inventory requirements for materials and supplies.)</small>			
How are the operators made aware of O & M procedures? <u>Training</u>			
Has the system received any NOV's for MCLs in the last 3 years? If yes, answer the following:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
If more than one NOV, were any for the same contaminant?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Was a public notice issued when required?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
What remedial measures did the system take to prevent future occurrences of these violations? _____			
Does the system maintain a log of all breaks or ruptures per 401 KAR 8:150, Section 4? (Inspect)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is the system operating at or above 85% of water available through purchase contracts? (see COW)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
If yes, what is the percentage? _____%			
If system's average daily demand exceeds 85% of available water through purchase contracts, does system have a plan for obtaining additional water, including cost and timeframes to address the needed additional water?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
If applicable, describe plan for obtaining additional water: _____			
COMMENTS: Commissioners meet on 2 nd Thursday of the month. Rules, rates, and regulations can be found online at PSC website and at the office. System does not have a formal, written, contract with Fancy Farm. It is recommended that the system consider implementing an asset management program and creating a policy for water main extensions.			

IV. FINANCIAL

Does the system prepare an annual operating budget? (Provide summary)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system prepare an annual capital budget? (Inspect)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Who prepares the budget? <u>Donna Curtsinger</u>			
Do the operators have input into the budget?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Are training and license funds built into the budget?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the governing entity review and approve the budget?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system prepare regular monthly reports to show variances between budgeted and actual revenue and expenses? (Inspect)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system maintain its financial records utilizing the Kentucky Uniform System of Accounting or a comparable system? (Inspect)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Are financial statements audited by a CPA as required? (Inspect)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
<small>(Water districts, special districts – i.e. regional water commissions and cities have specific requirements.)</small>			

If audit is completed, does the governing entity receive and review the audit report?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Does the system employ a method for depreciation of system assets?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is the system operating at a retained earnings surplus? <small>(Retained earnings is the net income that is available at the end of the year and available for transfer.)</small>		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Is the current debt-to-equity ratio below 1.0? <small>(The debt-to equity ratio for any given year is computed by dividing total liabilities by total equity.)</small>		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the water system meet a debt coverage ratio needed for bond ordinances, loan agreements, and bond requirements? A typical value is 1.2. <small>(Debt coverage ratio is computed by dividing cash available for debt service (net income with annual interest, depreciation, amortization, and other non-cash items added back) by debt service requirements for the year.)</small>		Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Does the water system revenue go to meet other expenses (i.e. electric, sewer or garbage)?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Is there a documented policy for delinquent accounts? What is it? <u>Payment due the 10th, late fee afterwards, paid by 20th or shut off. Reconnect fee.</u>		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
For accounts payable, has the system kept payments less than 45 days past due over the last 12 months?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system write-off bad debt annually?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Where does the system typically go for financial assistance? <u>Local bank, KIA, Fiscal Court</u>				
Does the system have any long-term debts?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Is the system current on all debt service payments (if applicable)?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Is the system meeting reserve account requirements (if applicable)?		Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Is there an approved* rate structure in place? (Provide copy of rate sheet.) <small>(*Approved by governing entity/PSC as applicable.)</small>		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
What were the dates of the system's last 2 non-pass-through rate increases? <u>2005 & 2012</u>				
What were the dates of the system's last 2 pass-through rate increases? _____ & _____				
Does the system perform a review annually to determine if the rates fully cover the expenses?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Are long-term needs built into rate increases?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Do rates promote conservation in time of drought?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
COST OF WATER PURCHASED AND SOLD				
Purchasers	What is the highest wholesale price you pay per 1,000 gallons of water?	\$ <u>2.69</u>	N/A <input type="checkbox"/>	
	What is the lowest wholesale price you pay per 1,000 gallons of water?	\$ _____	N/A <input checked="" type="checkbox"/>	
Sellers	What is your highest wholesale price which you charge per 1,000 gallons of water?	\$ _____	N/A <input checked="" type="checkbox"/>	
	What is your lowest wholesale price which you charge per 1,000 gallons of water?	\$ _____	N/A <input checked="" type="checkbox"/>	
WATER LOSS				
Does the system track water loss on a monthly basis?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Report water loss for the past year as a percentage of total water purchased in gallons and as a dollar value.		<u>17%</u> <u>1,423,903</u> gallons <u>\$3,830</u>		
If water loss is above 15%, does the system have a plan to address this?		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
If yes, describe plan to address water loss: <u>System has been diligently working on line breaks.</u>				

COMMENTS: System does not purchase anything for a capital budget. If a rate increase passes they will likely be creating a capital account. The system should pursue getting an audit and attempt to operate at a retained earnings surplus.

V. SECURITY

Does the system have a documented safety policy?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system provide regular safety training to its employees?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is the utility a member of the Local Emergency Planning Committee?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the system have an updated Emergency Response Plan that is reviewed annually? (Inspect)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Does the emergency response plan include a plan for responding to water shortages and loss of service?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is the Emergency Response Plan exercised?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
How is the Emergency Response Plan communicated to all employees? <u>Discussed at meetings</u>			
Does the distribution system ever disable the telemetry/SCADA system and run on manual?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Has the system developed procedures for securing computer/SCADA usage?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Are backup copies of O & M manuals maintained in a location other than the office?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is the purchased water source equipped with emergency standby power generation or is there a secondary source of power? (e.g. contracts in place with suppliers for emergency generators or dual electrical feed)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Are backup emergency generators exercised regularly?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Is other backup equipment exercised regularly?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
Have arrangements been made with outside contractors, other utilities, etc. to provide needed emergency equipment?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>

COMMENTS:

DOCUMENTATION (✓ all that apply)

- Photographs obtained by DEP
- Copies of records obtained by DEP
- Other documentation

OVERALL COMPLIANCE STATUS

- No Violations Observed
- No Violations Observed - Advisory Action Taken (Impending trends)
- Out of Compliance – Verbal notice given (Non-recurrent deficiency noted or violation corrected at time of inspection.)

CDPM: Jason Lambert

Title: Environmental Scientist IV

Date: 04/18/2017

Drinking Water Sanitary Survey

TECHNICAL INSPECTION OF SURFACE WATER DISTRIBUTION-ONLY SYSTEM OPERATIONS

PWS ID: KY0200284

Agency Interest Number: 33848

AI Name: Milburn Water District

County: Carlisle

Office Latitude: 36.79825 Office Longitude: -88.90025

CTAB Inspection Date(s): 3/15/2017

I. SOURCE

Does the system perform water quality monitoring in accordance with the approved DOW schedule for this facility?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Are there any unaddressed process factors that limit the purchased water contracted amount in the last 10 years?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Is the system(s) you purchase from drought-vulnerable?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Describe any water quality monitoring done on the water at the master meter: <u>none</u>		
List any chemicals fed at the master meters: <u>none</u>		
If multiple sources are available, is the one in use considered to be the best in terms of water quality?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is purchased water flow measured?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
When was the meter last calibrated? <u>New Aug 2013</u>		
COMMENTS: Fancy Farm does the monitoring of the master meter and performs residual testing at the meter		

II. TREATMENT

GAS CHLORINE SAFETY

N/A

Is the chlorine room enclosed and separate from other operating areas?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is there a working exhaust fan in the chlorine room?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Does it provide one complete air change per minute?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Does it exhaust from floor level?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is intake air near the ceiling?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is there an external audible and visual alarm?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are switches located outside the chlorine room?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are chlorine tanks secured?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are the scales operational?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is automatic switchover of chlorine cylinders provided?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is there a shatterproof viewing window in chlorine room?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is there a crash bar on the door of the chlorine room?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Does the door open out and to the exterior of the building?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is there a SCBA unit meeting NIOSH standards outside the chlorine room?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are personnel trained to use the SCBA?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Is the "buddy system" practiced when changing or moving chlorine cylinders?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is leak detection provided?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is ammonia available for chlorine leak detection?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is there a chlorine tank repair kit?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Are personnel trained and certified to use the kits?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
COMMENTS:		

III. DISTRIBUTION SYSTEM

DISTRIBUTION SYSTEM		
Does the system have standard specifications for design and construction of the distribution system?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Does the system prohibit new connections where pressure on the discharge side of the meter will be <30 psi?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is the system able to meet minimum pressure requirements of DOW and/or other regulating authority?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Does the system have a documented leak detection program?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Does the distribution system have a sufficient number of valves to isolate portions of the system (for leak detection, maintenance, etc.)?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If there are separate distribution system areas, are they interconnected with each other?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If they are not interconnected, how many separate areas are there? _____		
What prevents these systems from being interconnected? _____		
How many pressure zones are there? <u>1</u>		
What is the range of distribution pressures? <u>60-70</u>		
Do any distribution areas require reduced pressure valves?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
What piping materials are included in the distribution system? <u>ac /pvc</u>		
Does the system have a program for flushing water mains?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Describe the process for sterilizing new mains/main breaks: <u>mb/swab,flush,sample</u>		
What types of on-line instrumentation are located at booster or pump stations and tanks? _____		
Does the system have a documented program for exercising distribution system valves?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Does the system have a documented program for regular testing of water meters including master meter and customer?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is there a water meter replacement program?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Are there main break/emergency notification procedures?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Does the system have a documented procedure for issuing a boil water advisory and a consumer advisory?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
The procedure shall identify when (how soon after the occurrence) and how the system shall notify the affected health department, to whom that notification shall be made both during and after normal business hours, and procedures for issuing the advisory to the public. The public notification shall include instructions for the public (including how to properly boil water) and an explanation of steps being taken to correct the problem.		
Describe how the decision is made to issue a Boil Water Advisory: <u><20psi, <0.2CL2 >8 Hrs for Repair</u>		
Does the system have a cross-connection control program?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If yes, is the cross-connection control program documented in writing?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If the cross-connection control program is not documented in writing, describe the process for finding and eliminating cross connections: _____		
Does a certified tester test the backflow prevention devices on a regular basis?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has a calibrated hydraulic model been developed for the system?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
COMMENTS: 150 total meters replaces 15 a year. Emergency notification procedures notify Channel 6 news or		

DISTRIBUTION SAMPLING

(a minimum of N, S, E, W)

SITE	CHLORINE		pH	TURBIDITY	OTHER
	FREE	TOTAL			
North	0.97	1.02			
South					
East	0.53	0.62			
West	1.17	1.21			

Is the system maintaining the required chlorine (0.2 mg/l) / chloramine (0.5 mg/l) residuals in the distribution system? Yes No

COMMENTS:

MAINTENANCE

- Is office housekeeping adequate? Yes No
- Is distribution storage housekeeping adequate? Yes No
- Are adequate supplies of spare parts kept on hand? Yes No
- Are needed tools available? Yes No
- If not, is preventive maintenance performed? Yes No
- Is a lock-out/tag-out system used for electrical repairs? Yes No
- What is the general condition of operating equipment? good Yes No

COMMENTS:

DOCUMENTATION (✓ all that apply)

- Samples taken by DEP
- Samples taken by outside source
- Instrument readings taken by DEP
- Photographs obtained by DEP
- Copies of records obtained by DEP
- Other documentation

OVERALL TECHNICAL COMPLIANCE STATUS

- No Violations Observed
- No Violations Observed - Advisory Action Taken (Impending trends)
- Out of Compliance - Verbal notice given (Non-recurrent deficiency noted or violation corrected at time of inspection.)

INSPECTOR: Benjamin Allen

TITLE: Environmental Scientist

DATE: 3/15/2017

MATTHEW G. BEVIN
GOVERNOR



CHARLES G. SNAVELY
SECRETARY

ENERGY AND ENVIRONMENT CABINET
DEPARTMENT FOR ENVIRONMENTAL PROTECTION

AARON B. KEATLEY
COMMISSIONER

300 SOWER BOULEVARD
FRANKFORT, KENTUCKY 40601
May 3, 2017

Glynn Goldsmith
Milburn Water District
PO Box 33
Milburn, KY 42070

RE: AI: 33848
PWSID: KY0200284
Drinking Water Sanitary Survey

Dear Mr. Goldsmith:

The Division of Water conducted a Drinking Water Sanitary Survey (attached) of Milburn Water District on March 15 and 23, 2017. A Capacity Development assessment was done as part of the survey.

Non-Significant Deficiencies: (A written response is due within 90 days and must address deficiencies as resolved or provide a corrective action plan; **DUE DATE: August 3, 3017**)

- Distribution map not up-to-date.
- No documented procedure for notifying the Health Department of Boil Water Advisories.

Division Recommendations:

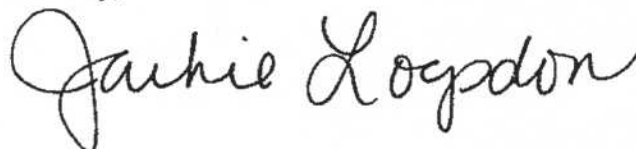
- Consider implementation of an asset management program.
- Create a water main extension policy.
- Enter into a formal water purchase contract with Fancy Farm.
- Undergo audits on a regular basis.
- Operate at a retained earnings surplus.
- Install system security by fencing the storage tank.

All deficiency responses should be sent to the attention of Jackie Logsdon, Division of Water, 625 Hospital Drive, Madisonville, KY 42431 (phone 270-824-7529).

Assistance with the "Managerial and Financial Assessment" section of the sanitary survey for Milburn Water District can be obtained by contacting Jason Lambert at 502-782-7001.

If you have any questions regarding the "Technical Inspection" portion, contact Benjamin Allen in the Paducah Regional Office at 270-898-8468.

Sincerely,

A handwritten signature in black ink that reads "Jackie Logsdon". The signature is written in a cursive, flowing style.

Jackie Logsdon
Drinking Water Technical Assistance
Division of Water

July 26, 2017

Jackie Logsdon
Division of Water
625 Hospital Drive
Madisonville, KY 42431

Dear Mr. Logsdon,

We received your letter concerning the Sanitary Survey done on March 15 and 23, 2017. Concerning the non-significant deficiency we have done the following: We have contacted the PADD office and are updating our map and including all fire hydrants and cutoffs. We also have added a Procedure to our Operations Manual to inform the local health department when we have a boil water advisory.

Sincerely,

Milburn Water District
Glynn Goldsmith Operator

12. Refer to the water utility's response to the March 12 Order, Item 14.

a. Provide the cost and purchase date of all equipment the water utility identified in its response.

b. State how frequently the identified leak detection equipment items are utilized by the water utility.

Answer:

There has been no purchases of new equipment.

Answered by: Glynn Goldsmith

13. Refer to the water utility's response to the March 12 Order, Item 16. For water utilities that responded that they have no written policy to identify errors that result in missed customer billings or under billings of customer accounts, state whether writing and adopting a formal written policy regarding this would be considered by its board of commissioners or directors, and if not state why not.

Answer:

We do not have a written policy at this time. We will discuss it at the next board meeting. We do have a report that tells us if we missed an account and it is checked each month before bills are mailed. At this time we do not print it out.

Answered by: Donna Curtsinger

14. Refer to the water utility's response to the March 12 Order, Item 17. For water utilities that responded that they cannot accurately verify through testing how much water they produce at their water treatment plant, state how the water utility can accurately assess its water loss with an unverified production meter.

Answer:

Milburn Water District doesn't have wells we only purchase water from Graves County Fancy Farm.

Answered by: Donna Curtsinger

15. Refer to the water utility's response to the March 12 Order, Item 18.

a. For water utilities that provided test results and had master meters that failed tests, state whether those master meters were replaced or repaired and provide the dates when they were replaced or repaired.

b. For water utilities that could not provide test results, provide any previous test results of the water utility's master meters or those from the wholesale provider from any previous date.

Answer:

A & B: Graves County Fancy Farm replaced our master meter in May 2018. They are also responsible for testing it.

Answered by: Donna Curtsinger

16. Refer to the water utility's response to the March 12 Order, Item 19. Provide the total number of customer meters that are greater than ten years old that a water utility currently has in service, if any, and provide any previous tests for each of these meters. If the meter has not been tested, please state in the affirmative and state why it has not been tested.

Answer:

We have no meters over 10 years old. It is our policy to replace meters every 10 years. We do not test them.

Answered by: Donna Curtsinger

17. Refer to the water utility's response to the March 12 Order, Item 22. For water utilities that do not utilize supervisory control and data acquisition (SCADA) technology within its system, state the reasons why the water utility does not utilize SCADA technology within its system.

Answer:

For our small system it is unaffordable.

Answered by: Glynn Goldsmith

18. Refer to the water utility's response to the March 12 Order, Item 23. For water utilities that do not utilize telemetry within its system, state the reasons why the water utility does not utilize telemetry within its system.

Answer:

For our small system it is unaffordable.

Answered by: Glynn Goldsmith

19. Refer to the water utility's response to the March 12 Order, Item 26.

a. For water utilities that currently utilize master meter zones in leak detection, state how the data from the zone meters is used to reduce water loss and whether the water utility has a sufficient number of zone meters to monitor its entire system.

b. For water utilities that currently do not utilize master meter zones in leak detection, state with specific detail whether doing so would assist in the water utility's water loss reduction efforts or why it would not.

Answer:

A. We only have one master meter. We do not have zones

B. Yes it would help. We do not have the money to do this.

Answered by: Glynn Goldsmith

20. Refer to the water utility's response to the March 12 Order, Item 31.

a. Provide the approximate hourly rate for the water utility's general manager/superintendent for the calendar years 2017 and 2018 utilizing actual hours worked, or if by salary by dividing the monthly salary by the standard 173.3 hours worked per month.

b. Provide the job title and job description for the general manager/superintendent from the water utility's handbook, if such a handbook exists. If the water utility does not currently have a handbook, provide the job title and a detailed job description for the general manager/superintendent that includes job duties.

Answer:

A. 2017 & 2018 we paid our operator \$475.00 per month salary and \$15.00 per hour for labor.

B. We do not have a handbook. Job title is Operator. Our operator is responsible for all maintenance of water district, including meter reading, flushing valves, testing pressure of lines, inspection of tank, replacing meters when needed, repairs on lines, all water testing, and all reports to DOW and PSC except financial and billing.

Answered by: Donna Curtsinger

21. Refer to the water utility's response to the March 12 Order, Item 35. For water utilities that have not mapped their distribution area for service lines and connections, provide specific detail of the process of how the water utility locates its service lines and connections.

a. State the process for water utility responses to 811 calls for line locates.

b. Provide an approximate date of completion for the water utility to map their entire distribution system for service lines and connections.

Answer:

We have an original map from 1968.

Answered by: Glynn goldsmith

22. Refer to the water utility's response to the March 12 Order, Item 37a. For water utilities that have not requested prosecution of water theft (a.k.a. theft of services) by either the county attorney or commonwealth attorney's office, state the reasons why such requests have not been made.

Answer:

We have used the County Attorney to prosecute for theft.

Answered by: Donna Curtsinger

23. Refer to the water utility's response to the March 12 Order, Item 38. For a water utility that has stated in the affirmative that a leak adjustment is permitted, provide the current leak adjustment rate and applicable tariff page from the water utility's tariff on file with the Commission.

Answer:

We do not allow leak adjustments.

Answered by: Donna Curtsinger

24. Refer to the water utility's response to the March 12 Order, Item 44. For utilities that responded that they currently do not have flushing equipment, state whether its board of commissioners or directors has ever discussed the purchase of flushing equipment to improve the water utility's system . Provide any applicable board minutes as an attachment to this request.

Answer:

This subject has not been brought up before. We will address it at our next meeting.

Answered by: Donna Curtsinger