

MINUTES OF THE MEETING  
NORTH MANCHESTER WATER ASSOCIATION  
7361 N HWY 421  
MANCHESTER KY 40962  
JANUARY 9, 2018

MEETING WAS CALLED TO ORDER AT 7:00 BY JOSEPHINE GROSS.  
PRESENT AT MEETING WAS STEVE DAVIS, BOBBY WOLFE, JOSEPHINE  
GROSS AND VIA PHONE WES HIBBARD.

A NEW BOARD MEMBER WAS VOTED IN BILL HURD. 4 VOTES YES.  
DISCUSSION OF WATER LEAKS DUE TO COLD WEATHER AND OTHER  
RELATED SUBJECTS.

ALSO THE DISCUSSION OF INSTALLING HAND VALVES AND A CHECK  
VALVE.

ALSO A RATE INCREASE WAS DISCUSSED AND DIGITAL METERS WAS  
DISCUSSED TO BE A BETTER DEAL AND WOULD HELP US IN THE LONGER  
RUN.

WE SUBMITTED A LOAN APPLICATION TO FIRST NAT'L BANK AND  
WAITING ON THE RESULTS.

MEETING WAS ADJOURNED BY JOSEPHINE GROSS AND SECONDED BY  
STEVE DAVIS.

MINUTES SUBMITTED BY JOSEPHINE GROSS

NORTH MANCHESTER WATER ASSN INC

7361 NORTH HWY 421

MANCHESTER KY 40962

\*\*\*\* SPECIAL MEETING CALLED

THURSDAY, JAN 25, 2018 AT 7 P.M.

A SPECIAL MEETING WAS CALLED TO DISCUSS OUR MONEY PROBLEMS. WE ARE ACCURRING MORE DEQUILIENT BILLS WHICH WE CANNOT PAY DUE TO THE COMPANY CHANGING OVER TO A NEW BILLING SYSTEM. WE TRIED GETTING LOAN FROM FIRST NATL BANK AND IT WAS NOT BEEN PASSED YET.

WE ALSO HAD A BOARD MEMBER TO RESIGN AND TONIGHT WE HAD TO REPLACE HIM WITH GREG HOSKINS. WITH A VOTE OF 6 HE BECAME OUR 7TH BOARD MEMBER.

BOARD MEMBERS PRESENT WAS BOBBY WOLFE, TED WOODS, STEVE DAVIS, WES HIBBARD BILL HERD AND JOSEPHINE GROSS.

GUEST AT OUR MEETING WAS COUNTY JUDGE JOHNNY JOHNSON AND

JIM WILSON FROM MANCHESTER ENTERPRISE.

MR. JOHNSON MADE A PHONE CALL TO SENATE ROBERT STIVERS AND A MEETING WAS SET UP FOR MONDAY JANUARY 29,2018. AT COUNTY JUDGES OFFICE.

THE UP COMING ANNUAL MEETING WILL BE IN MARCH FOR BOARD MEMBERS. THE FORMS FOR WATER REPAIRS BY CUSTOMERS WAS VOTED TO ONLY REQUIRE THE LINE BREAKS AND BIGGER WATER ISSUES TO SIGN THIS FORM.

THE HIKE INCREASE FROM CITY OF MANCHESTER IN THE PURCHASE OF OUR WATER COST HAS ALSO HURT US.

A NEW HOPE HAS COME TO LIGHT. MEETING WAS ADJOURNED AT 10:00 P.M. BY STEVE DAVIS AND 2ND BY BILL HERD.

MINUTES SUBMITTED BY JOSEPHINE GROSS.

NORTH MANCHESTER WATER ASSOCIATION

To whom it may concern I Kenny Lunsford hereby resign as Vice president on the board of directors effective this day January 24th 2018.

Kenny Lunsford



NORTH MANCHESTER WATER ASSN INC  
7361 NORTH HWY 421  
MANCHESTER KY 40962

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MINUTES SUBMITTED BY JOSEPHINE GROSS.

AN ADDITION TO THE MINUTES IS ADDED

ON MONDAY 29,2018

BOARD MEMBERS WERE MEETING SENATOR ROBERT STIVERS AT THE COUNTY JUDGES OFFICE (JOHNNY JOHNSON) . MR. STIVERS IS CONTACTING PUBLIC SERVICE TO SEE IF THEY CAN HELP US GET OUR HEAD ABOVE WATER AGAIN. ALSO MR JOHNSON BROUGHT TO OUR ATTENTION THAT RECORDS SHOW WE HAD 91,000.00 IN AN ACCOUNT. NO ONE COULD TELL US ABOUT THE ACCOUNT OR WHERE THE MONEY WENT. WE ARE NOW AWAITING PUBLIC SERVICE FOR HELP.

ALSO A VOTE ON A DEBIT CARD FOR CARLA TO USE FOR SUPPLIES ETC WAS POSPONED DUE TO LIMITED FUNDS AVAILABLE. ALL BD MEMBERS WERE PRESENT-BOBBY WOLFE, STEVE DAVIS, WES HIBBARD, TED WOODS, BILL HERD GREG HOSKINS AND JOSEPHINE GROSS. ALSO JIM WILSON OF MANCHESTER ENTERPRISE WAS PRESENT.

MEETING WAS ADJOURNED BY JOSEPHINE GROSS AND 2ND BY

WES HIBBARD.

# NMWA Board Discusses Cash Flow Problems

A change in billing, several unpaid bills and an unpaid twenty-year loan were discussed at a special called meeting of the North Manchester Water Association Thursday evening. The board has been seeking a way to keep the bills paid and the doors open until the new billing system can be fully functional and a new budget can be established.

Five members of the seven-person board have resigned since last March's annual meeting and the new board is attempting to find credible numbers that can be used to make short and long range plans. Those five seats on the board will be up for reelection in March. To vote at the annual meeting you must have a meter and have your bill current to vote.

Steve Davis and Bobby Wolfe are the only voted members left on the board. "I have been on here since March and we had to go to in house billing so we can see the numbers," explained Davis, who is serving as board chairman.

The board has discontinued having the bills processed off site and have been on an in-house program since January 1. This has caused a three-week lag in collections and has left the cash strapped utility in the red.

"This is the first time we are seeing real numbers," Operation Manager Charles Burns told the board. Burns has sought help from the Public Service Commission and has called for an audit to try to determine

the cause of the cash shortage. He told the board they had more customers but had less money coming in and the current work force was earning half of what was being paid two years ago.

"I am asking for the opportunity to make this place better," said Burns. "If it is not run honest, I will take my certificate off the wall. We plan to ask Public Service for an alternative rate filing."

Over 1900 bills for over \$70,000.00 were sent out this month and over \$17,000.00 of that was paid in advance. Two major expenses have caused much of the cash flow problem; an increase in the purchase cost of water from the City of Manchester will add least \$1.00 minimum to

each bill and a 20-year loan that had originally been scheduled to be paid off last year but has an outstanding balance of \$1.3 Million. The rate increase must be approved by the PSC.

"I will call Robert (Stivers) or Tim (Couch) to try to get you help; all they can do is say no," Clay County Judge-Executive Johnny Johnson told the board.

The board met with Stivers at the Judge's office Monday. He told them he would contact the PSC and get them professional help.

"They will come in with a blank sheet," said the Senate President. "They may recommend a rate increase or may tell you it is not needed; some people may like what they say, some will not."

NORTH MANCHESTER WATER ASSN, INC.

7361 NORTH HWY 421

MANCHESTER KY 40962

SPECIAL MEETING FEBRUARY 15, 2018

BOARD MEMBERS PRESENT BILL HERD; TED WOODS; BOBBY WOLFE; STEVE DAVIS; WES HIBBARD; GREG HOSKINS AND JOSEPHINE GROSS.

DISCUSSION ON SEVERAL ISSUES :

CUSTOMERS BEING NOT CHARGED WHILE ON VACATION FOR 3 MONTHS IN FLA OR ELSEWHERE. DISCUSSION OF CHARGING MINIMUM BILL FOR THE MONTHS.

ADVERTISING IN NEWSPAPER OF THE ANNUAL MEETING.

ROUTES ARE BEING ON AND CORRECTIONS ARE BEING MADE WITH METER ACCOUNTS.

SEVERAL ACCOUNTS HAVE BEEN READ BUT NOT BILLED. WE ARE LOOKING FOR THE REASON WHY?

APPLICATIONS HAD BEEN TAKEN IN NOV OR DEC 2017 FOR AN OFFICE WORKER SO WE HAVE GOTTEN ONE ON FILE THAT IS STILL INTERESTED IN A PART-TIME JOB.

WE VOTED TO HIRE JESSICA WOODS FOR A PART-TIME POSITION. BOARD MEMBERS VOTED 7-0 TO HIRE.

ALSO A RATE INCREASE FOR THE CUSTOMERS IS BEING DISCUSSED.

DISCUSSIONS OF BUYING TWO LAPTOPS AND A LASER PRINTER ALSO A RECEIPT PRINTER.

BOARD VOTED 7-0 FOR THE PURCHASES.

SEATS TO BE REPLACED AT OUR ANNUAL MEETING IS BOBBY WOLFE. OTHERS ARE AS FOLLOWS:

2019- GREGORY HOSKINS AND WESLEY HIBBARD

2020- BILL HERD

2021- TED WOODS AND JOSEPHINE GROSS.

AN AMENDMENT TO THE BY-LAWS WAS ADDED- SEE ATTACHMENT

MEETING WAS ADJOURNED AT 7:20 BY STEVE DAVIS AND 2ND BY BILL HERD

MINUTES WERE SUBMITTED BY JOSEPHINE GROSS SECRETARY

ANNUAL MEETING OF THE MANCHESTER WATER ASSOC.,INC

MARCH 5, 2018

THE ANNUAL BOARD MEETING WAS CALLED TO ORDER AT 7:00 P.M. BY STEVE DAVIS. BOARD MEMBERS PRESENT WERE STEVE DAVIS; JOSEPHINE GROSS' WES HIBBARD TED WOODS, BILL HERD GREGORY HOSKINS. BOBBY WOLFE WAS ABSENT CAUSE OF DEATH IN FAMILY. ALSO THE RURALWATER REPRESENTATIVE WAS PRESENT. BOBBY WOLFE WAS THE BOARD MEMBER THAT WAS UP FOR RE-ELECTION OR REPLACEMENT. NOMINATIONS WERE TAKEN AND NO ONE WAS WANTING TO RUN AGAINST BOBBY WOLFE. SO HE WAS VOTED BACK IN AS TREASURER. VOTES 6-0. THE MEETING WAS CONDUCTED FOR THE PUBLIC TO ASK ANY QUESTIONS THAT THEY MIGHT HAVE FOR US AS BOARD MEMBERS. MR. CRAWFORD WANTED TO KNOW THE COST PER 1000 GALLONS-SINCE WE DID NOT HAVE OUR NUMBERS WE COULD NOT TELL HIM THAT AT THE TIME BECAUSE PAST NUMBERS WAS NOT COMING OUT AND MATCHING WITH NOTHING WE HAD. SO WE ARE WORKING ON THE ANSWER TO THIS QUESTION. AFTER THE ANNUAL MEETING. WE DID OUR RE-ELECTION OF OUR OFFICES, WHICH ARE AS FOLLOWS:

PRESIDENT     STEVE DAVIS  
VICE-PRESIDENT     BILL HERD  
SECRETARY     JOSEPHINE GROSS  
TREASURER     BOBBY WOLFE  
DIRECTOR     WES HIBBARD  
DIRECTOR     TED WOODS  
DIRECTOR     GREGORY HOSKINS

MEETING WAS ADJOURNED AT 8:30 BY BILL HERD.

MINUTES SUBMITTED BY JOSEPHINE GROSS



Annual Meeting  
March 5, 2018

	Account #	Name
1	502	Jake T. Swell
2	4401	Steve Davis
3	819	DI / Josephene Cross
4	4365	Charles Burns
5	2982	Wesley Hibbard.
6	5018	Greg Hoskins
7	<del>3000</del> 601	BILL HURD
8	2111	CARL P. CRANDALL (HW)
9	0777	Teddy Woods
10	D602	Jeff Hobbs
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# NORTH MANCHESTER WATER ASSOCIATION

7361 N HWY 421

MANCHESTER, KY 40962

## BY LAWS

- (1) The water association will be run by seven board members.
- (2) The elected members will hold office for three years.
- (3) Two members - 1st year
- (4) Two members -2nd year
- (5) Three members-3rd year
- (6) The seven board members will make and run the association by rules and regulations of P.S.C.
- (7) The seven board members will pick the president, vice-president, secretary & treasurer.
- (8) If a board member resigns his or her seat for any reason the remaining board members by a majority vote can appoint a person to the vacant seat, also the board can vote whether or not to let the candidate fill a full term. (All must be done by a majority vote)
- (9) The seven board members will hold a meeting the first Monday of each month to conduct the water associations business, the board can at any time change time to accommodate working board members.
- (10) Annual board meetings will be held the first Monday in March each year at 7:00 p.m.
- (11) The time and place for the annual meetings will be advertised in the local newspaper two weeks before the meeting night.
- (12) Each member will have one vote. This person must have a meter in their name and bill current, each customer no matter how many meters are in there name still has only one vote.
- (13) To vote, the person has to have a water statement in his or her the month before election.
- (14) To vote, his or her water statement has to be paid in full the month before election. Water statements cannot be past due this eliminates the right to vote in election.
- (15) Water statements are to be paid in full by the 10<sup>th</sup> of each month.
- (16) If water statements are not paid in full by the 10th of each month water service is subject for shut-off. A letter will be sent to all customers with an outstanding balance after the 10<sup>th</sup> of each month, advising them that their service will disconnected on or after the 20<sup>th</sup> of the month if not paid in full.

(17) If water service is shut-off due to non-payment of past due balances, a \$25 re-hook fee will apply before service is re-instated no exceptions.

(18) If water statement are not paid by the 10th of every month, there will be a 10% late fee added.

(19) There will be one house per meter.

(20) Therefore if any employee finds or suspects two houses on one meter can terminate service till issue is resolved, two houses cannot share a meter.

(21) If you are an immediate family member of an employee at North Manchester Water, you cannot be employed by the water company other than contract labor. Which can only be authorized by the board of directors. Employees cannot set on the board of directors.

(22) The annual board meeting in March, any candidate for a board seat must be present to qualify to run; with the exception of a Doctors or work excuse presented at time of meeting for the candidate will qualify to run. (Must have excuse at time of meeting and presented to existing board). If not, they will be disqualified and a new candidate can run for that particular seat.

MINUTES OF THE MEETING  
NORTH MANCHESTER WATER ASSOCIATION INC  
7361 N HWY 421  
MANCHESTER KY 40962  
SPECIAL MEETING

MEETING WAS CALLED AT 6:00 ON FEB 27, 2018. BOARD MEMBERS PRESENT WERE WESLEY HUBBARD, BOBBY WOLFE, BILL HERD, GREGORY HOSKINS, TED WOODS AND JOSEPHINE GROSS.

DISCUSSIONS OF PAYING PASS DUE BILLS.

DISCUSSION OF FIXING THE OLDER METERS AND SETTING A BUDGET FOR 50 PER MONTH. THIS MOTION WAS MADE BY BOBBY WOLFE AND VOTED 7-0.

A MOTION WAS MADE TO PAY DELBERT SMITH HIS REGULAR 80 HOURS SINCE HE WAS OFF ON SICK LEAVE. VOTED 7 YES-0.

A MOTION WAS ALSO VOTED TO PAY JOSEPHINE GROSS FOR PAYROLL ACCTING AND QUARTERLYS KEMI AUDITS IN THE SUM OF 500.00 PER MONTH. VOTES WERE 6 YES-0.

DISCUSSION WAS ALSO MADE FOR PAY RAISES FOR OUR EMPLOYEES WHEN WE COULD AFFORD THE RAISE.

MEETING WAS ADJOURNED BY STEVE DAVIS AND SECONDED BY GREGORY HOSKINS.

MINUTES SUBMITTED BY JOSEPHINE GROSS

NORTH MANCHESTER WATER ASSN INC

7361 N HWY 421

MANCHESTER KY 40962

REGULAR MEETING ON APR 02, 2018

MEETING WAS CALLED TO ORDER BY JOSEPHINE GROSS. BOARD MEMBERS PRESENT WERE BILL HERD; GREG HOSKINS; TED WOODS; JOSEPHINE GROSS. TWO BOARD MEMBERS WAS PRESENT FOR THE FIRST PART STEVE DAVIS AND WES HIBBARD THEN THEY HAD TO LEAVE THE FIRST PART OF THE DISCUSSION WAS PRESENTED WITH A LETTER FROM CHARLES BURNS WHICH IS ATTACHED AT HIS REQUEST TO THESE MINUTES WHICH IS A REQUEST FOR A PAY RAISE FOR THE WORKERS. DELBERT J SMITH HAD REQUESTED THE 3DAY ADDTL SICK PAY TO BE PAID WHICH WAS VOTED ON BEFORE AND DENIED. NOW WITH THE 2D REQUEST IT WAS VOTED DOWN FOR THE SECOND TIME. FEB 26TH TO MAR 2 2018 WAS HIS SICK LEAVE AND HE RETURNED BACK TO WORK ON MARCH 5,2018. HE WAS PAID FOR THE FULL PAY PERIOD OF FEB 19 TO MAR 2, 2018.

DISCUSSION WAS BROUGHT TO OUR ATTENTION THAT BRANDON PERKINS 90 DAYS WAS UP AND HE WAS REQUESTING A PAY RAISE AND UNIFORMS ALSO HEALTH INSURANCE.

ERIC ALLEN WAS ALSO PRESENT AT THE MEETING AND HE HAD ONLY USED 2 DAY S OF HIS VACATION. CHARLES BURNS ALSO HAD ONE WEEK VACATION . IT WAS APPROVED THAT MICROSOFT OFFICE TO BE PUT ON THEIR LAPTOPS WHICH WAS PURCHASED FOR THE OFFICE AND THE OTHER FOR CHARLES BURNS TO USE ON LOCATIONS. MR. BURNS WAS THE ONE THAT HAD THE EXTENDED WARRANTY.

AFTER THIS WE THE BOARD MEMBER HAD A CLOSED MEETING. WE DISCUSSED WHAT CHARLES BURNS HAD BROUGHT UP IN THE OPEN MEETING AND THE RAISES THAT WE COULD AFFORD. A ' DISCUSSION OF THE HANDBOOK ON THE VACATION AND SICK LEAVE ALSO WE ARE REVIEWING AND ADDING NEW RULES AND REGULATIONS WHICH WILL NOT TAKE EFFECT ON THE PRESENT WORKERS UNTIL OUR HANDBOOK IS FINISHED AND ALL WORKERS IS PROVIDED WITH A NEW COPY OF THE HANDBOOK THEN A DISCUSSION WITH WORKERS AND CHARLES BURNS AND A BOARD MEMBER WILL BE CALLED.

THE PRESENT BOARD MEMBERS FEEL THAT NOT ENOUGH OF THE BOARD MEMBERS WERE PRESENT TO DO ANY RULINGS ON THE HANDBOOK OR TO RULE ON RAISES OR ANY SUCH TOPIC. SO A

SPECIAL MEETING WILL BE CALLED WHEN ALL BOARD MEMBERS CAN  
BE PRESENT. MEETING WAS ADJOURNED BY BILL HERD AND SECONDED  
BY GREG HOSKINS.

MINUTES WAS SUBMITTED BY JOSEPHINE GROSS WITH ATTACHMENT.

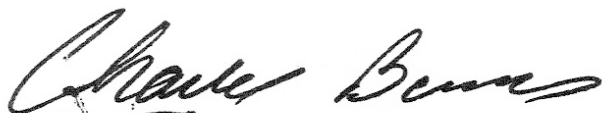
North Manchester Water Association

Operators Pay

North Manchester Water Association Board Members:

I Charles Burns was asked Friday March 30<sup>th</sup>, about a possible pay increase for the Operator Position for North Manchester Water. Steve Davis and Josephine Gross were present. The raise was to be increased from my present pay of 10.00 hour to 13.00 hour at the current date 4/2/2018 and at the end of 3 years I would be increased to 17.00 hour. This wasn't written in stone but was the amounts presented to me. On my behalf, I was under the understanding that I would make 18.50 hour immediately when I passed my operator's license as both the last two operators of North Manchester Water had previously made in the past 20 years. Steve had told me that he knew that the money was there for that position and would give it to me anyways when I passed the test. I told the board not to put a penny on my paycheck till they could give the raises to the men of North Manchester Water because we had employees like Jason Smith who had not gotten a raise for running a backhoe and I thought it was fair to give all the boys a raise since raises hadn't been given in some time. Men had risen to do the jobs and no raises were implemented. I was in no way ever was told that the pay would be less than 18.50 for the operators pay until Friday March 30<sup>th</sup>. Since the pay is now negotiated, I feel like the position needs to be addressed at the earliest convenience. I took over the duties of operator October 16<sup>th</sup>, 2017 and passed my operator's license December 1<sup>st</sup> at Rough River State Park. North Manchester has operated on my license for 4 months at 10.00 hours.

Sincerely,






NORTH MANCHESTER WATER ASSOCIATION

7361 N Hwy 421

Manchester, KY 40962

Minutes of the Meeting

May 7, 2018

Two board members present.

Steve Davis and Ted Wood

No quorum for meeting.

# *North Manchester Water Association, Inc.*

*7361 North Highway 421*

*Manchester, KY 40962*

*Phone: (606) 598-5403*

*Minutes of NMWA Board of Directors*

*June 4, 2018*

*Members:*

*Greg Hoskins*

*Bobby Wolfe*

*Steve Davis*

*Wesley Hibbard*

*Ted Woods*

*Bill Hurd*

*Non-Members:*

*Mike Maggard*

*Elmer Fultz*

*Randy Craft*

*Charles Burns*

*Jason Smith*

*Carla Neeley*

*Meeting called to order by Steve Davis.*

*New Business:*

- *Elmer Fultz presented to the board a proposition to take possession of 2" line in Thompson Hollow. Four families have agreed to set meters if we assume possession.  
Motion: Greg Hoskins  
Second: Wesley Hibbard  
All in favor.  
Board agreed to accept proposal.*
- *Bill Hurd reported the status of the Annual PSC Report, 30 extension granted but it should be done within the next 2 weeks.*
- *June 14<sup>th</sup> @ 3PM next Fiscal Court Meeting. NMWA is asked to be in attendance.*
- *Charles Burns presented some emergency things that need to be fixed:*
  - *Fox Hollow and Bray Creek Tanks needs cleaned*
  - *Jacks Branch tank roof screen replaced.*
  - *Valve at Nursing Home need to be installed/fixd*
  - *Transmission in Service truck**Motion to schedule work as soon as possible  
All were in agreement to schedule work.*

*Old Business*

- *Brandon Perkins to be hired a permanent employee, to be added to insurance and uniform service. Board approved*
- *Charles presented a request to revise budget from \$1000 to \$1500 to purchase meters er month.*

*Motion by Steve Davis to revise budget for meters to \$1500 per month.*

*Seconded by Greg Hoskins*

*All in favor.*

*Motion carried.*

*With no further business, motion by Bobby Wolfe to adjourn.*

*Seconded by Ted Woods.*

*Next meeting Monday, July 2<sup>nd</sup>.*

# *North Manchester Water Association, Inc.*

*7361 North Highway 421*

*Manchester, KY 40962*

*Phone: (606) 598-5403*

*Regular Scheduled Meeting*

*July 2, 2018*

*Members Present: Bobby Wolfe, Ted Woods*

*Non-Members: Charles Burns, Jason Smith, Carla Neeley*

No quorum for meeting.

**North Manchester Water Association**  
**As of July 2nd**

612 Operating & Maintenance		\$ 52,184.45
4046	\$ 500.00	
6088	\$ 62.07	
6097	\$ 3,000.00	
6104	\$ 719.00	
6107	\$ 495.72	
6108	\$ 326.58	
6109	\$ 10,434.32	
6110	\$ 90.00	
6111	\$ 125.54	
OS Cks	\$ 15,753.23	\$ 36,431.22

Bills to pay	
First National Bank	\$ 100.00
Service Specialties	\$ 361.00
KEMI	\$ 965.95
KY State (Penalty)	\$ 57.23
Manchester Water	\$ 32,391.40
C&W Cable	\$ 47.70
KU	\$ 2,146.44
KY State (PSC Liability)	\$ 1,732.34
Total	\$ 37,802.06

Incoming Account	
604 Account	\$ 33,697.65
Amt to Deposit	\$ 4,200.00
604 Total	\$ 37,897.65

604 Incoming	\$ 37,897.65
612 O&M Account	\$ 36,431.22
Bills	\$ (37,802.06)
Available amount	\$ 36,526.81

# *North Manchester Water Association, Inc.*

*7361 North Highway 421*

*Manchester, KY 40962*

*Phone: (606) 598-5403*

*Called Meeting*

*July 16, 2018*

*Members Present: Bobby Wolfe, Steve Davis, Wes Hibbard, Ted Woods, Bill Hurd, and Greg Hoskins*

*Non-Members: Charles Burns and Jason Smith*

*Meeting was called to order by Steve Davis.*

*Second by Bill Hurd*

*Old Business:*

- Installed flappers for Fox Hollow and Bray Creek Tank.*
- Replaced Doug Adam's Valve*
- Putting new meters in.*

*New Business:*

- 1. Charles Burns presents things that NMWA needs:*
  - Inland Creek 8" valve.*
  - Fire Hydrants-Pleasant Run Estates, Price Hollow, and Wes Rominger. 4-Hydrants down Burning Springs (Burning Springs School, Mile Stretch, Virgie White's, and old Mid-South.)*
- 2. Steve presented to the board Monarch Engineering proposal, discussed having a meeting with them. Decided to continue with plan with Public Service and Rural Water.*
- 3. Went over financial spreadsheets.*
- 4. Discussed:*
  - Fixing roads to Fox Hollow and Bray Creek. Going to ask county for assistance. If they cannot help, bid job out.*
  - Packing for pumps at station. Talk to city, see if we can get help on parts or labor either one.*

- *Tribitity Meter*

5. *Raised budget on meters from \$1500 to \$2000.*

*Motion by Bill Hurd to raise budget to \$2000 for meters per month*

*Seconded by Greg Hoskins*

*6 yes 0 No*

6. *Upgrade Vinland Energy meter from 5/8" to industrial meter.*

*Motion by Bill Hurd, Second Ted Woods*

*6 Yes 0 No*

7. *Purchase 8" valve for extra stock*

*Motion Bill Hurd, Second Greg Hoskins*

*6 Yes 0 No*

8. *Purchase air conditioner for Office and a safe..*

*Motion Bill Hurd, Second Greg Hoskins*

*6 Yes 0 No*

*Motion to Adjourn- Wes Hibbard*

*Second Bobby Wolfe*

*Meeting adjourned.*

*Minutes approved by: \_\_\_\_\_*

*Steve Davis, President*

# *North Manchester Water Association, Inc.*

*7361 North Highway 421*

*Manchester, KY 40962*

*Phone: (606) 598-5403*

*Regular Meeting*

*August 6, 2018*

*Members Present: Bobby Wolfe, Steve Davis, Bill Hurd, and Greg Hoskins*

*Non-Members: Charles Burns, Jason Smith, Mike Maggard, Johnny Johnson, and Carla Neeley*

*Meeting was called to order by Steve Davis.*

## *Old Business:*

- Actively working on detecting leaks.*
- Really busy fixing leaks*
- Continuing to install new meters*
- Financial reports presented*

## *New Business:*

- 1. Change billing to current status current month instead of 2 months behind.  
Must read every 5 weeks instead of 4 to correct this beginning in August. By January 2019 we should be on current billing status. This would make Oct, Nov, and December bills for 5 weeks of service instead of 4.  
Motion by Greg Hoskins to change billing /Seconded by Bobby Wolfe.  
All in Favor  
Motion carried.*
- 2. Ordinance to move current meters that are set more than 50 feet from main line closer to main. NMWA will run new service line and turn over to customer, when meter is relocated.  
Motion by Greg Hoskins/Seconded Bobby Wolfe  
All in favor  
Motion carried*



3. *To move an existing meter requested by a customer for their advantage and approved by the operator, cost will be \$480.00.*

*Motion by Steve Davis/Seconded Bobby Wolfe*

*All in favor*

*Motion carried.*

4. *Johnny Johnson, Clay County Judge Executive, requested that we send our \$3000.00 per month that we had agree to pay them during our restructuring phase to KIA instead of directly to the Fiscal Court. He stressed that they did not have an account to handle this money and he had been advised to not set one up by this attorney and the auditors, even thru Donna McNeal had demanded they set an account up at their Fiscal Court Meeting in June and gave them 30 days to do so. Discussion followed and the board agreed continue to pay the Fiscal County until told by Donna McNeal to do differently.*

5. *Motion for a financial audit by Bobby Wolfe, Seconded by Steve Davis*

*All in favor*

*Motion Carried.*

*Motion to Adjourn- Greg Hoskins Seconded by Bobby Wolfe*

*Meeting adjourned.*

*Minutes approved by: \_\_\_\_\_*

*Steve Davis, President*

Operating & Maintance

Outstanding checks

	14-Jun Clay County Fiscal Court	\$ 3,000.00
6137	13-Jul Clay County Fiscal Court	\$ 3,000.00
6144	16-Jul Creative Technologies	\$ 1,017.07
6146	26-Jul Life Insurance	\$ 163.29
6156	26-Jul KLY Lodging	\$ 100.00
6155	30-Jul C&W Cable	\$ 47.70
		\$ 7,328.06

	Bank	\$ 73,505.48
	O/S Checks	\$ (7,328.06)
July	Ending Balance	\$ 66,177.42

Account (Deposit Account)

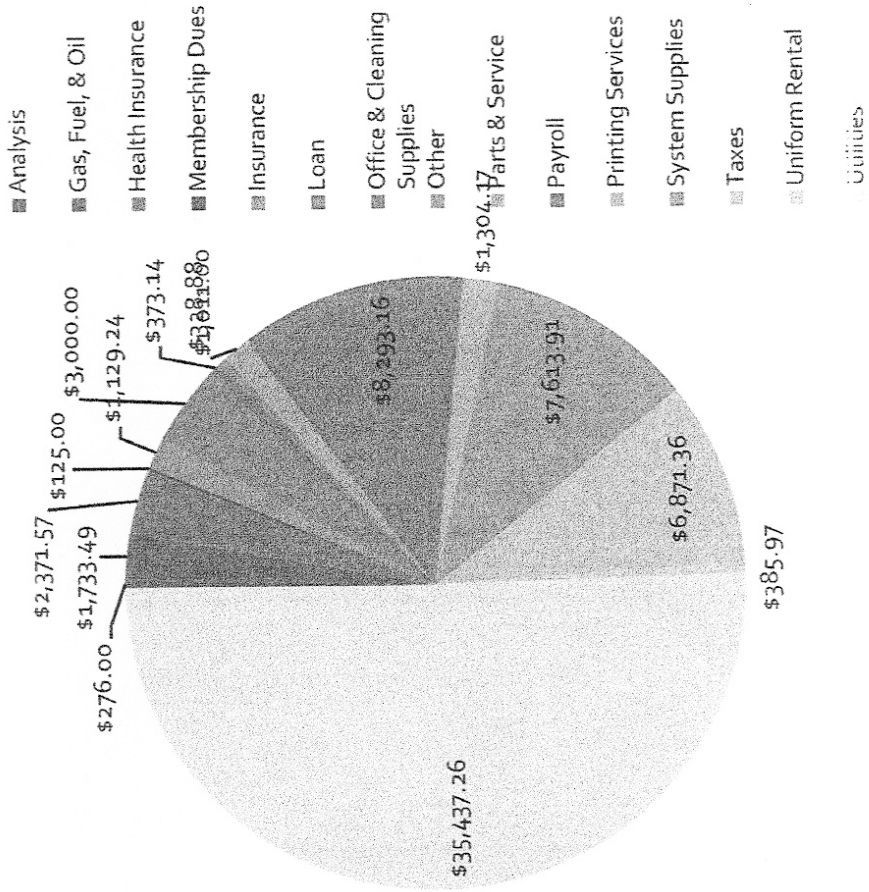
Balance	\$ 39,987.67
Deposits	\$ 8,114.56
Est Payments for 8/6	\$ 8,600.00
Total	\$ 56,702.23

July 2018

# Check Register

North Manchester Water O&M #612

Current Balance : \$66,177.42



## Summary

Category	Total
Deposit	\$100,000.00
Analysis	\$276.00
Gas, Fuel, & Oil	\$1,733.49
Health Insurance	\$2,371.57
Membership Dues	\$125.00
Insurance	\$1,129.24
Loan	\$3,000.00
Office & Cleaning Supplies	\$373.14
Other	\$328.88
Parts & Service	\$1,011.00
Payroll	\$8,293.16
Printing Services	\$1,304.17
System Supplies	\$7,613.91
Taxes	\$6,871.36
Uniform Rental	\$385.97

Utilities

\$35,437.26

Check #	Date	Description	Category	Withdrawal	Deposit	Balance
	7/1/2018	Beginning Balance	Deposit			\$36,431.57
6112	7/6/2018	Stephane Collett	Payroll	\$223.68		\$36,207.89
6113	7/6/2018	Michael Baker	Payroll	\$717.09		\$35,490.80
6114	7/6/2018	Eric Allen	Payroll	\$557.26		\$34,933.54
6115	7/6/2018	Brandon Perkins	Payroll	\$600.80		\$34,332.74
6116	7/6/2018	Charles Burns	Payroll	\$650.01		\$33,682.73
6117	7/6/2018	Carla Neeley	Payroll	\$770.89		\$32,911.84
6118	7/6/2018	Delbert J Smith	Payroll	\$629.03		\$32,282.81
6119	7/5/2018	Philpot Tires	Parts & Service	\$650.00		\$31,632.81
6120	7/9/2018	Manchester Lumber	System Supplies	\$127.50		\$31,505.31
6121	7/9/2018	Core & Main	System Supplies	\$201.59		\$31,303.72
6131	7/3/2018	Creative Tecnologies	Printing Services	\$287.10		\$31,016.62
6132	7/9/2018	Don Hacker's Western Oil	Gas, Fuel, & Oil	\$55.00		\$30,961.62
6133	7/9/2018	Windsream	Uniform Rental	\$262.69		\$30,698.93
6122	7/3/2018	Services Specialties	Parts & Service	\$361.00		\$30,337.93
6123	7/3/2018	First National Bank	Other	\$100.00		\$30,237.93

6124	7/3/2018	KEMI	Insurance	\$965.95	\$29,271.98
6125	7/3/2018	Void			\$29,271.98
6126	7/3/2018	KY State Treasurer	Taxes	\$57.23	\$29,214.75
6127	7/3/2018	Manchester Water	Utilities	\$32,391.40	\$3,176.65
6128	7/3/2018	C&W Cable	Utilities	\$47.70	\$3,224.35
6129	7/3/2018	KU	Utilities	\$2,146.44	\$5,370.79
6130	7/3/2018	KY State Treasurer	Taxes	\$1,732.34	\$7,103.13
	7/10/2018		Deposit	\$50,000.00	\$42,896.87
6134	7/10/2018	R&S Variety	System Supplies	\$29.28	\$42,867.59
6135	7/10/2018	Cintas	Uniform Rental	\$123.28	\$42,744.31
6136	7/10/2018	Delta Gas	Utilities	\$45.25	\$42,699.06
6058	7/11/2018	KY State Treasurer	Taxes	\$514.79	\$42,184.27
6137	7/13/2018	Clay County Fiscal Court	Loan	\$3,000.00	\$39,184.27
6138	7/13/2018	Core & Main	System Supplies	\$991.65	\$38,192.62
6139	7/13/2018	Rural Water	Membership Dues	\$125.00	\$38,067.62
6140	7/13/2018	Appalachian Wireless	Utilities	\$270.50	\$37,797.12
6141	7/13/2018	Park Valley Oil	Gas, Fuel, & Oil	\$40.00	\$37,757.12

6142	7/16/2018	Core & Main	System Supplies	\$172.84	\$37,584.28
6143	7/16/2018	Rawlings & Goins	System Supplies	\$317.11	\$37,267.17
Debit	7/16/2018	IRS	Taxes	\$2,268.94	\$34,998.23
6144	7/16/2018	Creative Technologies	Printing Services	\$1,017.07	\$33,981.16
6145	7/19/2018	Core & Main	System Supplies	\$757.32	\$33,223.84
6059	7/20/2018	Stephane Collett	Payroll	\$219.32	\$33,004.52
6060	7/20/2018	Eric Allen	Payroll	\$557.26	\$32,447.26
6061	7/20/2018	Brandon Perkins	Payroll	\$600.80	\$31,846.46
6062	7/20/2018	Charles Burns	Payroll	\$650.01	\$31,196.45
6063	7/20/2018	Delbert J Smith	Payroll	\$629.03	\$30,567.42
6064	7/20/2018	Carla Neeley	Payroll	\$770.89	\$29,796.53
6065	7/20/2018	Michael Baker	Payroll	\$717.09	\$29,079.44
6066	7/20/2018	Delbert J Smith	Health Insurance	\$164.46	\$28,914.98
6067	7/20/2018	Charles Burns	Health Insurance	\$468.87	\$28,446.11
Debit	7/23/2018	IRS (CCD) USA TxPymt	Taxes	\$79.86	\$28,366.25
Debit	7/23/2018	Dept Of Revenue (CCD)KY TaxPymnt	Taxes	\$2,218.20	\$26,148.05
Debit	7/23/2018	Amazon	Office & Cleaning S	\$295.97	\$25,852.08



	7/24/2018		Deposit		\$50,000.00	\$75,852.08
6146	7/26/2018	Life Insurance	Insurance		\$163.29	\$75,688.79
6149	7/24/2018	Core & Main	System Supplies		\$4,955.62	\$70,733.17
6150	7/24/2018	Jackson Energy	Utilities		\$488.27	\$70,244.90
6151	7/24/2018	Appalachian States	Analysis		\$276.00	\$69,968.90
6152	7/24/2018	Blue Cross Blue Shield	Health Insurance		\$1,738.24	\$68,230.66
Debit	7/24/2018	UPS	Other		\$51.88	\$68,178.78
6153	7/24/2018	Lynette Combs	Other		\$50.00	\$68,128.78
6154	7/25/2018	Bowlings Town Marker	Gas, Fuel, & Oil		\$1,638.49	\$66,490.29
6156	7/26/2018	KY Lodging	Other		\$100.00	\$66,390.29
6167	7/26/2018	Tim Lunsford	System Supplies		\$61.00	\$66,329.29
Debit	7/27/2018	Dollar General Store	Office & Cleaning S		\$77.17	\$66,252.12
6155	7/30/2018	C&W Cable	Utilities		\$47.70	\$66,204.42
Debit	7/30/2018	KY State Treasurer	Other		\$15.00	\$66,189.42
Debit	7/30/2018	KY State Treasurer	Other		\$10.00	\$66,179.42
Fee	7/31/2018	Statement Fee	Other		\$2.00	\$66,177.42
						\$66,177.42

Totals

\$70,254.15

\$100,000.00

\$66,177.42

# North Manchester Water Association, Inc.

7361 North Highway 421

Manchester, KY 40962

Phone: (606) 598-5403

Regular Meeting

September 4, 2018

*Members Present: Bobby Wolfe, Steve Davis, Wes Hibbard, Ted Woods, Bill Hurd, and Josephine Gross*

*Non-Members: Charles Burns, Jason Smith, Carla Neeley, Brenda Jones, and Geneva Jones*

*Meeting was called to order by Steve Davis.*

## *New Business:*

- Brenda Jones at 870 Charlie Sizemore Road presented a request to the board to have her water meter moved to her property. She had a leak in her service line that crosses her neighbor's property and he refuse her access to fix her line.*
- Motion to move meter for this service at no expense to customer.  
By Bobby Wolfe  
Seconded by Bill Hurd  
All in favor.*
- Discussion to update tariffs for recurring charges and submit when Rural Water submits for the emergency rate increase. These include but not limited to meter taps, deposits, reconnection and disconnection fees.*

## *Old Business:*

- Only one bid submitted for Audit from White and Associates \$16000  
Motion to table bid until further bids are receive, board feels that the bid is too high.*
- PSC Annual Report has been filed.*
- Rural Water can now proceed with filing for the emergency rate increase.*

*Motion to Adjourn- Bill Hurd*

*Second Bobby Wolfe*

*Meeting adjourned.*

*Minutes approved by: \_\_\_\_\_*

*Steve Davis, President*

# *North Manchester Water Association, Inc.*

*7361 North Highway 421*

*Manchester, KY 40962*

*Phone: (606) 598-5403*

*Minutes of NMWA Board of Directors*

*October 1, 2018*

*Members:*

*Greg Hoskins*

*Bobby Wolfe*

*Steve Davis*

*Wesley Hibbard*

*Ted Woods*

*Bill Hurd*

*Josephine Gross*

*Non-Members:*

*Charles Burns*

*Jason Smith*

*Carla Neeley*

*Meeting called to order by Steve Davis.*

*Bookkeeping for NMWA was discussed and it was determinantal a Certified Public Accountant was needed to handle NMWA accounting.*

*Motion was made to hire Teddy Woods, CPA for \$600 per month effective November 1<sup>st</sup> by Greg Hoskins*

*Seconded by Wesley Hibbard*

*All in favor.*

*Motion carried.*

*Thanks, was given to Josephine Gross for her bookkeeping service and dedication to NMWA. With this motion Ted Woods will have access to all NMWA banking accounts and Josephine will be removed.*



*Steve Davis, President*

NORTH MANCHESTER WATER ASSOCIATION MINUTES  
Monday, December 3, 2018

Board members in attendance: Steve Davis-President, Bobby Wolfe- Treasurer, members Greg Hoskins and Ted Woods. Others are Engineer Mike Maggard, Ann Cupp, Jonathan Abner, Keith Landers and Randall Neal.

Meeting was called to order at 6:20 P.M. by Steve Davis.

1. Ann Cupp of Robinson Creek requested water run to her house. Estimate 800 ft line, install meter she agrees to purchase and must be at least 30lbs at meter. Charles Burns is going to check pressure, she may have to install pump. Steve Davis made motion, seconded by Bobby Wolfe if all works out on pressure, run 1" line, potential 2 customers.
2. Charles Burns presented three applications to the board. Bobby Wolfe made motion, seconded by Ted Woods to hire Jonathan Abner at \$9.00 an hour, ninety day probation and must take and pass drug test upon hire. All members voted yes.
3. New tires are needed for Charles Burns' truck. Steve Davis made motion, seconded by Greg Hoskins. All members voted yes.
4. The Board accepted the resignation of Carla Neeley.
5. Mike Maggard will amend Project Profile Cumberland Valley Water Council by 12/12/18.
6. Bobby Wolfe made motion, seconded by Greg Hoskins to give Brandon Perkins \$1.00 per hour raise. All members voted yes.
7. Steve Davis made motion, seconded by Greg Hoskins for Ted Woods to look at NMWA deed to check for possible logging behind the office. All members voted yes.
8. Steve Davis made motion, seconded by Greg Hoskins that all new hires must pass a drug test before starting job. All members voted yes.
9. Steve Davis made motion, seconded by Greg Hoskins, to change company policy to include random drug testing for all employees. All members voted yes.
10. Bobby Wolfe made motion, seconded by Greg Hoskins to give employees a \$150.00 Christmas bonus. All members voted yes.
11. Steve Davis made motion, seconded by Ted Woods to give Charles Burns a \$5.00 per hour raise effective January 1, 2019. All members voted yes.
12. Steve Davis made a motion, seconded by Ted Woods to amend the tariffs as posted and presented. All members voted yes.


  
\_\_\_\_\_  
President, Steve Davis

NORTH MANCHESTER WATER ASSOCIATION MINUTES  
Monday, January 7, 2019

Board members in attendance: Steve Davis-President, Bobby Wolfe-Treasurer, members Greg Hoskins, Ted Woods and Bill Hurd. Absent were Josephine Gross and Wes Hibbard.

Meeting was called to order by Steve Davis, seconded by Bill Hurd.

1. Engineer Mike Maggard presented plans for 1350 bridge relocation and recommended NMWA relocate line. Bobby Wolfe made motion yes to move, seconded by Bill Hurd.
2. Charles Burns mentioned PSC oath swear-in that is now required. Raleigh Shepherd and Ted Woods will meet to discuss it and conduct swear-in of oath.
3. Charles Burns will seek prices to test meters for other counties for profit but we have to certify our bench before testing can start. There will need to be financial investigation and more discussion, possibly at the February board meeting.
4. A meeting will be scheduled with Lewis Dixon and the Board to explore software to notify customers of a boil water advisory.
5. Discuss 2" and 3" meter placement, talk to chief fire department. Put the meter on it. All in favor.
6. Steve Davis made a motion, seconded by Bobby Wolfe to hire Mike Maggard as the engineer firm for NMWA. All in favor.
7. Bill Hurd made a motion, seconded by Greg Hoskins, to buy line puller. Motion carried.
8. Steve Davis made a motion, seconded by Greg Hoskins, to hire Harvey as a part-time reader at \$9.00 per hour. All in favor.
9. Steve Davis made a motion, seconded by Ted Woods, to have a meeting on January 14, 2019, with Jackson County Water to discuss hooking in with their water systems. All in favor.
10. Ted Woods made a motion to take Carla Neeley off of all NMWA bank accounts. All in favor.
11. Greg Hoskins made a motion, seconded by Ted Woods, to buy a security system for office surveillance. All in favor.
12. Mike Maggard mentioned AML Bowling Branch Rd not being available but will be in the future.
13. Greg Hoskins made a motion, seconded by Bobby Wolfe, to hire Telo Rose Lewis part time at \$9.00 per hour. All in favor.
14. Steve Davis made a motion, seconded by Bobby Wolfe, to adjourn. All in favor and with no further business, meeting adjourned.


  
\_\_\_\_\_  
President, Steve Davis

North Manchester Water Association Annual Board Meeting

March 4<sup>th</sup> 2019

Steve called the meeting to order. Doug Cup made the 1<sup>st</sup> motion, Penny Cupp seconded it.

1. Steve asked if there was any old issues to discuss. There was none.
2. Steve asked for any new business that needs to be discussed. A customer complained that her meter hadn't been read. The board decided they would send Greg Hoskins to the meter. He determined that the meter reading and usage was correct.
3. There was two seats available to be on the board. Dicie Cupp was nominated first by Doug Cupp, it was seconded by Penny Cupp. Carl D Crawford was nominated next, the motion was made by Mike Combs and seconded by Henry Smith. Henry Smith was nominated, Mike Combs made the motion, Brian Stewart seconded it.
4. All votes were counted and Carl D Crawford and Henry Smith are the two new board members.
5. The public was dismissed. The next order of business was to elect the officers.
6. Ted Woods made the motion for Steve Davis to remain president. Bobby Wolfe seconded it. Carl David made the motion for Bill Hurd as vice president. Greg Hoskins seconded it. Bill Hurd made the motion for Greg Hoskins to be the secretary. Ted Woods seconded it. Bill Hurd made the motion to remain treasurer. Ted Woods seconded it.
7. With all new board members present we discussed the return of Brandon Perkins. The board voted yes but the employee will be on 60 days probation, and he will remain on the same pay scale, and he will have to retake a drug test. Brandon did not accept.
8. Steve made the motion to adjourn meeting. Bill Hurd second it.



Steve Davis, President

North Manchester Water Assn. Inc

7361 N Hwy 421

Manchester Ky 40962

Feb 5, 2018

Meeting called to Order by Josephine Gross  
Seconded by Steve Davis

Steve Davis has been designated by the Board to apply for the loan at First Natl Bank. All board members voted for Steve Davis to handle all needed for this loan.

Members present was Greg Hoskins; Ted Woods; Wes Hubbard; Bobby Wolfe; and Josephine Gross & Steve Davis, and Bill Herd.

Ken Lunford presented his signed resignation in.

KIA, Public Service & Rural Water Assn. are to be here Tuesday Feb 06, 2018. Online Banking was voted to be passed. Voted and passed by all 7 Board Members.

To replace Ken Lunford as Vice-president the Board Members Voted 7-0 for replacement to be Bill Herd as Vice-president.

Steve Davis is to be checking on savings on our Insurance on all



Our Accounts. Board Members Voted 7-0  
to go ahead and start checking.

Meeting Adjourned by Steve Davis  
Seconded by Bill Herd.

Meeting signed by Josephine Gross

Kim Allen - Ells Branch Church 11790

Danny Allen 11652

Jerry Muley 11701

W. D. Cupp 165563

Henny Smith 11807

Keith Smith 4634

Brian Stewart 5554

Mato Carlson 308

Teresa Smith 4445

Scottie Lunsford 165552

Greg Huhny 5018

Jenny Gurd 2076

Doug Gurd 2076

Brock Morris ~~500~~ 570

C. D. Crawford 2111

Steve Davis - 4401

Polley Wolf - 799

Walter ~~Lee~~ - 2282

Teddy Woods - 0777

Mark Finley - 0880

BILL HURD - 0601

North Manchester Water Association Board Meeting

Monday, April 1<sup>st</sup> 2019

Members in attendance, Steve Davis, Ted Woods, and Henry Smith

Not enough for a forum. We did not have a meeting.

A handwritten signature in cursive script, appearing to read "Steve Davis", is written above a solid horizontal line.

Steve Davis, President

North Manchester Water Association Board Meeting

May 6<sup>th</sup>, 2019

Board Members in attendance, Steve Davis, Ted Woods, Henry Smith, Greg Hoskins, Bobby Wolfe, Carl Crawford, Bill Hurd. Carl called the meeting to order, Greg second it.

Old business –

1. We bought an air conditioner for the office.
2. We are still changing meters out each month on our budget.

New business –

1. We discussed financials.
2. Discussed where Sammy Lee is on audit, he has sent it to be reviewed. We will be getting copy to Ted to review then, then we will schedule meeting with board.
3. Discussed where we are on leak detection, and why calls aren't being followed up on.
4. We discussed water loss at 45% for the month. Discussed getting out at night to check for leaks.
5. Discussed needing more tools for the trucks.
6. Discussed Delta gas getting water out of hydrant at master meters. We are going to send them a bill for the water. We will also be billing the state for line breakage on North 421, they didn't call in before digging.
7. Board going into executive session interviewing employees to discuss how things are going in the field and office.
8. Bill made the motion to dismiss meeting, Bobby second it.



Steve Davis, President

North Manchester Water Association Board Meeting

June 3<sup>rd</sup>, 2019

Board members in attendance, Steve Davis, Henry Smith, Bobby Wolfe, Carl Crawford, Greg Hoskins.

Steve called the meeting to order, Henry second it.

1 – Old business, we discussed the KIA loan and agreed to continue letting the county pay. Carl made motion to agree to continue with the county, Greg second it.

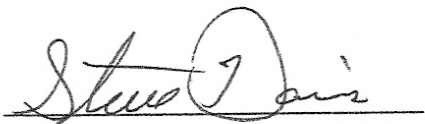
2- Discussed finances and the bank balance. Discussed how much money is in the reserve account. Going over checks written out of bank account.

3- Discussed bill from Sammy Lee for audit. Carl suggested that he would call Sammy and try to negotiate the price. Do not know if audit is finished yet.

4- Discussed Keith Landers quit without two week notice. Turned in his keys and truck to another employee and did not notify any of the board.

5- Discussed a customer on Island Creek that needs her black top fixed where it was torn up from a previous leak.

6 – Discussed a major leak that the employees are trying to find. Losing 100 gallon a minute.

A handwritten signature in cursive script that reads "Steve Davis". The signature is written in black ink and is positioned above a horizontal line.

President, Steve Davis

North Manchester Water Association Board Meeting

June 13<sup>th</sup>, 2019

Board members in attendance, Steve Davis, Ted Woods, Greg Hoskins, Henry Smith, Bobby Wolfe, and Bill Hurd.

Sammy Lee presented the bill for the audit for the extra hours he had to put in. Bill made motion to accept the audit. Bobby made motion to pay the extra hours. All board members in favor.

Steve made motion to hire Sammy Lee to do 2018 audit. Greg second it.

Bill made motion to adjourn meeting. Greg second it.

A handwritten signature in cursive script that reads "Steve Davis". The signature is written in black ink and is positioned above a solid horizontal line.

President, Steve Davis

## North Manchester Water Association Board Meeting

July 1<sup>st</sup>, 2019

Board members in attendance, Steve Davis, Ted Woods, Bobby Wolfe, Greg Hoskins, Henry Smith, Bill Hurd, and Carl Crawford.

Greg called meeting to order, Steve second it.

Old business –

- 1- We went over the minutes from the previous meeting. Bobby made motion to accept the minutes for the last board meeting. Bill second it.

New business –

- 1- Discussed if leaks are being fixed. Employees still haven't found the major leak that they have been searching for but have made progress in narrowing it down to where it may be. They have been fixing several small leaks per week.
- 2- We discussed the reports that we need to have when we go to Frankfort on July 10<sup>th</sup>.
- 3- We briefly went over the audit with the board members that was unable to attend the previous meeting.
- 4- Discussed if the employees had been keeping customer complaint logs in the office, and in the trucks for fuel.
- 5- We addressed the amount of cut offs we had for this month. There was a total of 26.
- 6- We discussed possibly getting another truck in the future. We have one that is breaking down frequently.
- 7- We addressed the roads to the tanks that need to be fixed. Fred Jackson gave us a quote of \$7000.00 for Bray Creek, \$8000.00 for Fox Hollow, and \$1000.00 for Jacks Branch. We are going to do one job at a time, starting with Bray Creek because it is in the worst condition.

- 8- We addressed the backhoe being fixed, the employees are going to make sure that the oil is changed and regular maintenance done on it.
- 9- Discussed a possible grant to help with our pipes, tanks, roads, and trucks.
- 10- We went over the employee handbook that rural water sent us from another water company.
- 11- We addressed the quote that we received from El Derado to update our current software to a newer version so we can do online bill pay, automatic bank draft, and emailing water bills for customers that prefer it. Bill made motion to go ahead and purchase the new software, Greg second it.
- 12- We discussed testing meters, and we have started testing them for other counties close by.
- 13- We discussed our finances and bank balances.
- 14- We discussed a filing system and making more room for storage in the office.
- 15- We addressed that the fire department has been getting water out of the hydrant and not reporting it to us.
- 16- We discussed the bridge project on Sextons Creek that they are going to be moving water lines. The employees are going to go make sure it's done correctly.
- 17- We addressed that Kentucky Mountain Housing has not been paid for sewage system since 2017.

Bill made motion to adjourn meeting, Henry second it.

A handwritten signature in cursive script that reads "Steve Davis". The signature is written in black ink and is positioned above a solid horizontal line.

President, Steve Davis



# PUBLIC SERVICE COMMISSION

## Monthly Water Loss Report

Water Utility:

For the Month of:  Year:

LINE #	ITEM	GALLONS (Omit 000's)	
1	<b>WATER PRODUCED, PURCHASED &amp; DISTRIBUTED</b>		
2	Water Produced		
3	Water Purchased		
4	<b>TOTAL PRODUCED AND PURCHASED</b>	<b>13,818,600</b>	
5		<b>13,818,600</b>	
6	<b>WATER SALES</b>		
7	Residential		
8	Commercial	7,423,248	
9	Industrial		
10	Bulk Loading Stations		
11	Wholesale		
12	Other Sales		
13	<b>TOTAL WATER SALES</b>	<b>7,423,248</b>	53.7%
14			
15	<b>OTHER WATER USED</b>		
16	Utility and/or Water Treatment Plant		
17	Wastewater Plant		
18	System Flushing		
19	Fire Department	116,100	
20	Other		
21	<b>TOTAL OTHER WATER USED</b>	<b>116,100</b>	0.8%
22			
23	<b>WATER LOSS</b>		
24	Tank Overflows		
25	Line Breaks		
26	Line Leaks	509,511	
27	Other	5,769,741	
28	<b>TOTAL LINE LOSS</b>	<b>6,279,252</b>	45.4%
29			
30	Note: Line 13 + Line 21 + Line 28 Must Equal Line 4		
31			
32	<b>WATER LOSS PERCENTAGE</b>		
33	Unaccounted-For Water (Line 28 divided by Line 4)	<b>45.4%</b>	

# PUBLIC SERVICE COMMISSION

## Monthly Water Loss Report

Water Utility: NORTH MANCHESTER WATER ASSOCIATION

For the Month of: March Year: 2019

LINE #	ITEM	GALLONS (Omit 000's)
1	<b>WATER PRODUCED, PURCHASED &amp; DISTRIBUTED</b>	
2	Water Produced	
3	Water Purchased	13,057,900
4	<b>TOTAL PRODUCED AND PURCHASED</b>	<b>13,057,900</b>
5		
6	<b>WATER SALES</b>	
7	Residential	6,101,003
8	Commercial	677,081
9	Industrial	272,980
10	Bulk Loading Stations	
11	Wholesale	
12	Other Sales <span style="float: right;">25550</span>	25,550
13	<b>TOTAL WATER SALES</b>	<b>7,076,614</b> 54.2%
14		
15	<b>OTHER WATER USED</b>	
16	Utility and/or Water Treatment Plant	
17	Wastewater Plant	
18	System Flushing	21,500
19	Fire Department	-
20	Other <span style="float: right;">DBP maintenace</span>	38,450
21	<b>TOTAL OTHER WATER USED</b>	<b>59,950</b> 0.5%
22		
23	<b>WATER LOSS</b>	
24	Tank Overflows	
25	Line Breaks	1,831,680
26	Line Leaks	4,089,656
27	Other	
28	<b>TOTAL LINE LOSS</b>	<b>5,921,336</b> 45.3%
29		
30	Note: Line 13 + Line 21 + Line 28 Must Equal Line 4	
31		
32	<b>WATER LOSS PERCENTAGE</b>	
33	Unaccounted-For Water (Line 28 divided by Line 4)	<b>45.3%</b>

# PUBLIC SERVICE COMMISSION

## Monthly Water Loss Report

Water Utility:

For the Month of:  Year:

LINE #	ITEM	GALLONS (Omit 000's)	
1	<b>WATER PRODUCED, PURCHASED &amp; DISTRIBUTED</b>		
2	Water Produced	15,751,400	
3	Water Purchased		
4	<b>TOTAL PRODUCED AND PURCHASED</b>	<b>15,751,400</b>	
5			
6	<b>WATER SALES</b>		
7	Residential	7,289,547	
8	Commercial	546,430	
9	Industrial	415,841	
10	Bulk Loading Stations		
11	Wholesale		
12	Other Sales		
13	<b>TOTAL WATER SALES</b>	<b>8,251,818</b> 52.4%	
14			
15	<b>OTHER WATER USED</b>		
16	Utility and/or Water Treatment Plant	50,000	
17	Wastewater Plant		
18	System Flushing	45,000	
19	Fire Department	70,000	
20	Other <u>DBP MAINTENANCE</u>	32,675	
21	<b>TOTAL OTHER WATER USED</b>	<b>197,675</b> 1.3%	
22			
23	<b>WATER LOSS</b>		
24	Tank Overflows		
25	Line Breaks	5,627,173	
26	Line Leaks	1,674,734	
27	Other		
28	<b>TOTAL LINE LOSS</b>	<b>7,301,907</b> 46.4%	
29			
30	Note: Line 13 + Line 21 + Line 28 Must Equal Line 4		
31			
32	<b>WATER LOSS PERCENTAGE</b>		
33	Unaccounted-For Water (Line 28 divided by Line 4)	<b>46.4%</b>	

# PUBLIC SERVICE COMMISSION

## Monthly Water Loss Report

Water Utility:

North Manchester Water Association

For the Month of:

June

Year:

2019

LINE #	ITEM	GALLONS (Omit 000's)	
1	<b>WATER PRODUCED, PURCHASED &amp; DISTRIBUTED</b>		
2	Water Produced		
3	Water Purchased	13,922	
4	<b>TOTAL PRODUCED AND PURCHASED</b>	<b>13,922</b>	
5			
6	<b>WATER SALES</b>		
7	Residential	11,577	
8	Commercial	376	
9	Industrial	549	
10	Bulk Loading Stations		
11	Wholesale		
12	Other Sales		
13	<b>TOTAL WATER SALES</b>	<b>12,502</b>	89.8%
14			
15	<b>OTHER WATER USED</b>		
16	Utility and/or Water Treatment Plant	20	
17	Wastewater Plant		
18	System Flushing	15	
19	Fire Department	1	
20	Other		
21	<b>TOTAL OTHER WATER USED</b>	<b>36</b>	0.3%
22			
23	<b>WATER LOSS</b>		
24	Tank Overflows		
25	Line Breaks	521	
26	Line Leaks	863	
27	Other		
28	<b>TOTAL LINE LOSS</b>	<b>1,384</b>	9.9%
29			
30	Note: Line 13 + Line 21 + Line 28 Must Equal Line 4		
31			
32	<b>WATER LOSS PERCENTAGE</b>		
33	Unaccounted-For Water (Line 28 divided by Line 4)		9.9%

Estimated Dollar Value at Excessive Loss

2018 Annual Report Not Complete

2018 Water Loss = 37.3%

Excess of 15% = 22.3%

Gallons purchased= 181,627

X 22.3%

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Excess Gallons Loss 40,502.82

Cost per 1,000 Gal. x 2.00

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Dollar Value = \$81,055.64