



BRIAN CUMBO

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ADMITTED IN KY AND WV

July 26, 2021

Public Service Commission
P.O. Box 615
Frankfort, KY 40602

RE: Martin County Water District
PSC Case No. 2020-00154

To Whom It May Concern:

Enclosed please find Martin County Water District's Notice of Filing the information packet for the July 27, 2021 Board meeting.

Thank you for your attention to this matter.

Very truly yours,



BRIAN CUMBO

BC/ld
Enclosure
cc: Martin County Water District
Hon. Mary Varson Cromer

COMMONWEALTH OF KENTUCKY
BEFORE THE PUBLIC SERVICE COMMISSION

In the Matter of:

ELECTRONIC MARTIN COUNTY WATER)
DISTRICT MANAGEMENT AND OPERATION)
MONITORING PURSUANT TO KRS 278.250)

CASE NO. 2020-00154

NOTICE OF FILING

Comes the Martin County Water District, by counsel, and hereby gives Notice of Filing of the attached information packet for the Martin District monthly Board meeting scheduled for July 27, 2021.



BRIAN CUMBO
COUNSEL FOR MARTIN COUNTY
WATER DISTRICT
P.O. BOX 1844
INEZ, KY 41224
TELEPHONE: (606) 298-0428
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EMAIL: cumbolaw@cumbolaw.com

CERTIFICATE OF SERVICE

This will certify that a true and correct copy of the foregoing was emailed on this the 26th day of July, 2021, to the following:

Public Service Commission
ATTN: Nancy Vinsel
P.O. Box 615
Frankfort, KY 40602
nancy.vinsel@ky.gov

Hon. Mary Varson Cromer
Appalachian Citizens' Law Center, Inc.
317 Main Street
Whitesburg, KY 41858
mary@appalachianlawcenter.org


BRIAN CUMBO

Martin County Water District
387 E. Main St.

Phone (606) 298-3885 Inez, Kentucky 41224
Regular Meeting, Thursday, July 27, 2021 – 6:00 p.m.
Martin County Government Center (2nd Floor)

- 1) Call the meeting to order
- 2) Review and Consideration to Approve Minutes
- 3) Introduction of Guests
- 4) Review and Consideration of Financial Reports
 - A. Review and Consideration to Approve Treasurer's Report
 - B. Review and Consideration to Approve Other Financials
- 5) Review and Consideration to Approve Bills
- 6) Legal
 - A. Any Issues for Discussion with Board Attorney
- 7) Operations
 - A. Alliance Operations Report
 - B. Water Loss Report
- 8) Capital Projects Report
 - A. Project Updates
- 9) Other Old Business
- 10) Other New Business
 - A. Review and Discussion Concerning Bad-Debt Write Offs and Collection Agencies
- 11) Consider Motion to Convene into Closed Executive Session
- 12) Consider Motion to Close Executive Session
- 13) Other and Informational
- 14) Adjourn

Notice is hereby given that, subject to a motion duly made and adopted, the Board of Directors may hold an Executive Session subject to the laws of Kentucky.

**Martin County Water District
Regular Meeting of the Board of Directors
June 22, 2021, Meeting Minutes**

Presiding: James Kerr, Chairman

Present: Directors: Greg Crum, BJ Slone, Lee Mueller, John Hensley
Staff: Brian Cumbo (Attorney), Craig Miller (GM), JJ Ridings (LM),
Cassandra Moore

Guests:

The Regular Meeting of the Martin County Water District was held on June 22, 2021, at the Martin County Government Center, at 42 East Main St (2nd Floor), Inez, Kentucky 41224. Mr. Kerr called the meeting to order at 6:00 p.m.

Mr. Kerr called for review of the May 25, 2021, Regular Board Meeting. Having no questions or further discussions, Mr. Crum motioned to accept the May 25, 2021, Special Board Meeting minutes. Mr. Hensley seconded. All ayes. Motion carried.

Mr. Kerr inquired if there were any guest requesting to speak. No guest was presented.

Mr. Kerr requested discussion on the review and consideration of the Financial Reports. Mr. Miller detailed each report as submitted. After further discussion, Mr. Slone motioned to approve the Treasurer's report submitted. Mr. Hensley seconded. All ayes. Motion carried. Other Financials were presented by Mr. Miller. After further discussion, Mr. Slone motioned to approve, Mr. Crum seconded. All ayes. Motion carried.

Mr. Kerr called for review and consideration to Approve Bills. After review and no further discussion, Mr. Hensley motioned to approve the list of bills as presented. Mr. Slone seconded. All ayes. Motion carried.

Mr. Kerr asked Attorney Brian Cumbo if there were any legal issues to discuss. Mr. Cumbo addressed he had one issue that needed to be discussed in executive session.

Mr. Kerr called for review of the Operations Report. Mr. Ridings provided the Operations report. The Water Treatment plant staff has ordered paint to begin painting pipes in the water plant pipe gallery. This will improve the integrity of the pipes by keeping them from rusting while adding the benefit of improving visual perception. The Distribution crew also established redundancy at 292 pump station by rehabbing the installation of an exiting pump. The pump had been in place for a while but was not usable because installation was poor. Redundancy at pump stations plays a critical role assuring reliable water service for our customers.

Mr. Miller presented an update of the water loss report. During the month of May, we have pumped over 4 million gallons to the Big Sandy Prison.

Mr. Miller presented an update on the capital projects report. A final walk-thru for the Lovely project, will be completed next week.

Mr. Kerr inquired if there was any Other Old Business to discuss. Mr. Miller reminded the Board of the possible tariff change for landlord deposits. A representative from the PSC contacted Mr. Miller advising him it would be a few weeks before he could get back to him about this topic. He would have to research and speak to someone else before forwarding any information. Once the information is disclosed to Mr. Miller, he will present it to the Board for discussion. Mr. Kerr inquired if there was any New Business to discuss. There was no New Business to discuss.

Mr. Kerr motioned to Convene into Closed Executive Session. Mr. Hensley motioned to approve the closed executive session. Mr. Mueller seconded. All ayes. Motion carried.

Mr. Kerr motioned to Close Executive Session. Mr. Slone motioned to approve the Close Executive Session. Mr. Hensley seconded. All ayes. Motion carried.

Mr. Kerr inquired if there were any other questions before motioning to adjourn.

Having no further items for discussion, Mr. Kerr requested a motion to adjourn. Mr. Crum motioned to adjourn the meeting. Mr. Hensley seconded. All ayes. Motion carried. Meeting adjourned at 6:33 p.m.

Minutes approved this _____ day of _____, 2021.

James Kerr, Chairman

Cassandra Moore, District Clerk

Martin County Water District
Martin County Water District Balance Sheet

Period Ending 06/30/21

Fiscal Start Date: 01/01/21

Dimension 1 Filter: 00

All amounts are in USD.

	Current Year	Prior Year
ASSETS		
CURRENT ASSETS		
Checking Account-Operations	109,310.08	3,462.28
Checking Account-Payroll		26.24
Revenue Fund		812.58
Revenue Fund EFT	8,722.66	10,913.76
Cash on Hand	900.00	900.00
Total Cash	118,932.74	16,114.86
Accounts Receivable	405,559.13	289,136.45
Allowance for Doubtful Accts	-110,425.43	6,037.06
Unbilled Accounts Receivable	62,058.00	114,672.14
Accounts Receivable-Other		52,954.62
Inventory	4,566.18	8,376.76
Prepaid Expenses	3,930.67	14,917.26
Total Current Assets	484,621.29	502,209.15
PROPERTY & EQUIPMENT		
Land	214,713.83	214,713.83
Water Supply & Distribution System	27,316,475.43	28,215,020.70
Buildings	500,263.89	500,263.89
Equipment & Furniture	6,398,523.47	5,678,239.29
Vehicles	307,473.65	344,794.47
Construction Work in Progress	810,835.66	53,345.00
Less Accumulated Depreciation	-17,532,379.38	-16,953,482.79
Net Property & Equipment	18,015,906.55	18,052,894.39
RESTRICTED ASSETS		
Security Deposits	175,181.40	160,139.88
Grant Fund	150,549.35	89.30
Sinking Fund - RD	6,319.63	4,125.61
Regions Sinking Fund	69,975.45	71,191.15
KIA Sinking Fund	11,357.61	10,003.02
KACO Sinking Fund	4,507.14	1,830.37

Martin County Water District
Martin County Water District Balance Sheet

Period Ending 06/30/21

Fiscal Start Date: 01/01/21

Dimension 1 Filter: 00

All amounts are in USD.

	Current Year	Prior Year
Debt Service Surcharge Fund	1,055.86	1,916.89
Management Infrastructure Surcharge Fund	1,085.95	1,001.64
Depreciation Fund	1,021.88	1,001.71
Accrued Interest Receivable	2.00	5.00
Total Restricted Assets	421,056.27	251,304.57
 OTHER ASSETS		
Deferred Outflows of Resources Related to Pensions	134,959.00	286,346.00
Total Other Assets	134,959.00	286,346.00
 Total Assets	 19,056,543.11	 19,092,754.11
 LIABILITIES AND STOCKHOLDERS' EQUITY		
CURRENT LIABILITIES		
Accounts Payable	1,266,349.13	961,775.18
Sales Tax Payable	1,092.92	1,727.64
School Tax Payable	-1,231.68	6,862.88
Accrued Wages Payable		-7,909.44
Accrued Vacation		14,929.69
Accrued Payroll Taxes		7,778.35
Accrued Retirement		-44,569.09
Accrued 401(k)		60.00
Accrued Health Insurance		2,649.17
Note Payable-Tommy's Auto Sales		1,500.00
Long Term Debt-Current	131,281.02	129,619.70
Accrued Interest Payable	28,674.82	33,891.90
Customer Deposits	78,642.44	152,235.53
Total Current Liabilities	1,504,808.65	1,260,551.51
 LONG-TERM DEBT		
Notes Payable-KIA	369,928.41	425,372.50
Lease Payable-KACO	56,221.96	71,221.96
Bonds Payable-2015 E Current Refunding	1,705,000.00	1,765,000.00

Martin County Water District
Martin County Water District Balance Sheet

Period Ending 06/30/21

Fiscal Start Date: 01/01/21

Dimension 1 Filter: 00

All amounts are in USD.

	Current Year	Prior Year
Bonds Premium-2015 E	22,363.00	22,363.00
A/Amort Bond Premium-2015 E	-4,622.64	-3,857.62
Less Current Portion of L-Term Debt	-131,281.02	-129,619.70
Net Pension Liability	1,080,845.00	1,739,483.00
Other Inflow Resources-Pension	480,553.00	93,003.00
Total Long-Term Debt	3,579,007.71	3,982,966.14
Total Liabilities	5,083,816.36	5,243,517.65
DISTRICT'S EQUITY		
Retained Earnings	13,749,196.33	14,168,809.98
YTD Net Income	223,530.42	-319,573.52
Total Districts' Equity	13,972,726.75	13,849,236.46
Total Liabilities and District's Equity	19,056,543.11	19,092,754.11

Martin County Water District
Martin County Water District Income Statement

Period: 06/01/21..06/30/21

Fiscal Start Date: 01/01/21

Dimension 1 Filter: 00

All amounts are in USD.

	MTD Actual	MTD Budget	YTD Actual	YTD Budget	ANNUAL BUDGET
Revenues					
Water Sales-Residential	164,604	167,573	884,522	995,339	2,010,893
Water Sales-Commercial	26,367	26,748	139,415	160,488	320,978
Water Sales-Public Authorities	16,437	7,792	45,759	46,752	93,504
Bulk Water Sales	193	4	193	24	50
Connection Fees - Water	12,712	2,194	16,612	13,164	26,333
Late Charges	4,524	1,491	28,163	8,946	17,888
Reconnect/Meter Sets/Other Fees	3,520	2,049	19,845	12,294	24,585
Debt Service Surcharge	8,948	8,937	53,780	53,622	107,241
Management Infrastructure Surchar	16,092	16,038	96,620	96,228	192,456
Miscellaneous Income	212	436	71,383	2,616	5,233
Total Revenues	253,608	233,262	1,356,294	1,389,473	2,799,161
Operating Expenses					
Mangmnt & Operations Contract	168,507	168,507	1,011,039	1,011,042	2,022,079
Utilities	36,919	21,667	163,747	130,002	260,000
Insurance	2,037	2,500	16,988	15,000	30,000
Repairs & Maintenance	89	833	1,668	4,998	10,000
Materials & Supplies			166		
Outside Services	511	833	1,843	4,998	10,000
Legal	1,750	625	9,388	3,750	7,500
Audit		7,800	7,725	7,800	7,800
Bad Debts	4,583	4,583	27,499	27,498	55,000
Bond Trustee Fees		121	450	726	1,450
Dues		154	2,220	924	1,850
Office Expense	26	271	2,111	1,626	3,250
Regulatory Assess Fees	824	750	4,941	4,500	9,000
KY 811 Services		667		4,002	8,000
Miscellaneous Expense	45	125	1,680	750	1,500
Total Operating Expenses	215,291	209,436	1,251,467	1,217,616	2,427,429
Net Income Before Other (Income)	38,318	23,826	104,828	171,857	371,732

Martin County Water District
Martin County Water District Income Statement

Period: 06/01/21..06/30/21

Fiscal Start Date: 01/01/21

Dimension 1 Filter: 00

All amounts are in USD.

	MTD Actual	MTD Budget	YTD Actual	YTD Budget	ANNUAL BUDGET
Other (Income) Expenses					
Capital Contributions	-150,487		-548,983		
Interest Income	-9	-40	-54	-240	-483
Interest Income-Construction Fund					
Interest Expense	6,893	6,705	40,711	40,230	80,458
Amortization	-63	-63	-377	-378	-753
Depreciation	65,000	65,000	390,000	390,000	780,000
Total Other (Income) Expenses	-78,666	71,602	-118,703	429,612	859,222
Net Income (Loss)	116,983	-47,776	223,530	-257,755	-487,490

**Martin County Water District
Inez, KY**

Treasury Report

Billing Charges For the Month of:	Jun-21	
Water Revenue		\$ 164,554.49
Water Revenue-Commercial		26,366.50
Water Revenue-Commercial Exempt		5,461.16
Late Charges		4,523.53
Sales Taxes		1,582.01
Debt Service Surcharge		8,948.05
School Tax		5,894.04
Management Infrastructure Surcharge		16,091.97
Returned Check		4,060.43
Connection Fees		12,711.91
Due Back to CAP		127.22
Other Miscellaneous Fees		3,519.86
Deposits Applied		(1,256.35)
Refund Checks Paid		-
Total Billing Charges		\$ 252,584.82
Gallons Billed		15,410,840
Customers Billed		3,577

Accounts Receivable	Jun-21	
Beginning Balance		363,529.37
Billing Charges		252,584.82
Bad Debt (Write Offs) Recoveries		281.16
Accounts Receivable Collections		(220,666.26)
End of Month Accounts Receivable		395,729.09

Operations Account		
Beginning Balance		\$ 75,512.25
Deposits		
Accounts Receivable Collections		220,666.26
Sewer Billing Collections in Water Bank Acct - Due to MCS		(4,087.79)
Deposits Received		3,555.00
Transfers from Other District Accts		97,500.00
Scrap Sales		-
Prestonsburg Utilities Reimb.		10,975.70
Other		405.32
Total Deposits		329,014.49
Disbursements:		
Checks Written		(206,787.69)
Transfers to Other District Accts		(59,105.12)
Auto Drafted Utilities		(29,323.85)
End of Month Balance	4A-6	\$ 109,310.08

**Martin County Water District
Inez, KY
Treasury Report
Summary of Cash & Investments
June 30, 2021**

Bank Account	Beginning Balance	Deposits	Interest Earned, Net of Fees	Payments	Ending Balance
	198,188.07				
Operations Account	\$ 75,512.25	329,014.49	-	(295,216.66)	\$ 109,310.08
Revenue EFT Account	29,688.61	77,405.04	-	(98,370.99)	8,722.66
Cash on Hand	900.00	-	-	-	900.00
Total Unrestricted Cash	106,100.86	406,419.53	-	(393,587.65)	118,932.74
Restricted Cash					
Security Deposits	173,243.71	2,160.00	7.23	(229.54)	175,181.40
ARC Grant	62.35	150,487.00	-	-	150,549.35
Rockhouse Project	5,963.28	10,800.00	-	(10,443.65)	6,319.63
Regions Bank-KY 2015E Martin County	59,530.63	10,443.65	1.17	-	69,975.45
KIA Bond & Interest	11,240.48	5,800.00	0.14	(5,683.01)	11,357.61
KY Assoc of Counties Leasing Trust	3,615.04	1,200.00	0.07	(307.97)	4,507.14
Debt Service Surcharge	6,487.28	23,635.28	0.11	(29,066.81)	1,055.86
Management Infrastructure Surcharge	9,190.95	15,509.84	0.16	(23,615.00)	1,085.95
Depreciation Reserve	1,021.86	-	0.02	-	1,021.88
Total Restricted Cash	270,355.58	220,035.77	8.90	(69,345.98)	421,054.27
Total Cash & Investments	\$ 376,456.44	626,455.30	8.90	(462,933.63)	\$ 539,987.01

**Martin County Water District
Billing Summary**

Date	Billed		Gallons (000'S)	Billed # of Customers	Payments Received
	Revenue	YTD Total			
Jun-21	198,188	1,069,209	15,411	3,577	220,666
May-21	166,612	871,021	11,619	3,579	210,056
Apr-21	177,176	704,409	13,070	3,607	208,321
Mar-21	168,943	527,233	11,672	3,589	221,475
Feb-21	174,700	358,289	12,558	3,623	178,814
Jan-21	183,589	183,589	13,253	3,497	325,483
Dec-20	176,266	2,424,068	12,219	3,501	201,732
Nov-20	183,638	2,247,802	13,274	3,501	178,105
Oct-20	183,281	2,064,164	13,297	3,496	213,095
Sep-20	181,546	1,880,884	12,276	3,490	188,022
Aug-20	182,051	1,699,338	13,603	3,481	237,043
Jul-20	223,267	1,517,287	18,702	3,463	207,448
Jun-20	372,931	1,294,020	27,388	3,424	195,535

Martin County Water District

Net Income on a Cash Basis (Snapshot) EXCLUDES DEPRECIATION (format Revised 28 July 20)

	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
REVENUE													
Customer Count	3,424	3,463	3,481	3,490	3,496	3,501	3,501	3,497	3,623	3,589	3,607	3,579	3,577
Payments Received	\$195,535	\$207,448	\$237,043	\$188,022	\$213,095	\$178,105	\$201,732	\$325,483	\$178,814	\$221,475	\$208,321	\$210,056	\$220,666
EXPENSES													
Operations Account	\$227,410	\$236,598	\$228,784	\$239,610	\$247,224	\$233,190	\$232,012	\$222,042	\$220,106	\$216,707	\$230,318	\$222,369	\$239,191
Transfers for debt serv funding	\$17,800	\$17,800	\$17,800	\$17,800	\$17,800	\$17,800	\$17,800	\$17,800	\$17,800	\$17,800	\$17,800	\$17,800	\$17,800
Payment Plans	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DSS EXP / (FUNDING)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MIS EXP / (FUNDING)													
Sub total	\$245,210	\$254,398	\$246,584	\$257,410	\$265,024	\$250,990	\$249,812	\$239,842	\$237,906	\$234,507	\$248,118	\$240,169	\$256,991
NET INCOME													
Cash Basis	-\$49,675	-\$46,950	-\$9,541	-\$69,388	-\$51,929	-\$72,885	-\$48,080	\$85,640	-\$59,092	-\$13,032	-\$39,797	-\$30,113	-\$36,325

Notes:

- 1: **Payments Received** are those received for the full month
- 2: **Expenses** are those planned and presented in the Board Packet for the referenced month
- 3: **Payment Plans** are payment: **Current balance= \$277,383 (Some fin charges forgiven & Prestonburg City decreased)**
- 4: **Operations Account** Includes Bills in Board Packet)
- 5: **MIS EXP** estimated funds applied to AWR Invoice (An Operations Account Expense) estimated DSS and MIS transfers
- 6: MIS fund beginning balance January 2020-of \$12,244 applied to AWR fee in June
- 7: Balance of debt -payments to be funded with unused DSS= \$502,572
- 8: Based on the requirements there will be deposits and subsequent withdrawals in DSS/MIS accounts with a likely sum of zero monthly

Martin County Water District Outstanding Vendor Debt



1:56 PM
07/13/21

Martin County Water District
Vendor Balance Summary
As of June 30, 2021

	<u>Jun 30, 21</u>
All Pumps Sales & Services	8,411.90
Brian Cumbo	32,784.10
Cl Thornburg	36,345.26
Cl Thornburg-VFD#2	12,071.32
Evans Hardware	30,362.72
Evans Hardware #2	18,820.64
Linda F Sumpter, CPA	151,942.35
Service Pumps & Supply	21,282.99
Soles Electric	13,300.00
United Rentals	56,722.94
Xylem	78,739.10
Zip Zone Express	256,726.95
TOTAL	<u><u>717,510.27</u></u>

**Martin County Water District, Inez KY
List of Bills for Consideration
27-Jul-21**

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Operations Account		
1 AEP	Electric (26 bills) Estimated	\$ 27,252.95
2 Big Sandy RECC	Electric (9 bills) Estimated	\$ 2,008.98
3 Paintsville Utilities	Electric for token (6/8/21 to 7/8/21) Estimated	\$ 63.67
4 Martin County Public Library	Rent (Aug)	\$ 773.51
6 Martin County Water District	Sanitation June	\$ 141.67
7 Sales tax	12/2020 (estimated)	\$ 1,242.32
8 School tax	12/2020 (estimated)	\$ 7,125.72
9 Alliance Water Resources	7/1/21-7/15/21 O&M services	\$ 82,222.75
10 Alliance Water Resources	7/15/21-7/30/21 O&M services	\$ 82,222.75
11 Alliance Water Resources	7/21 Suddenlink Reimbursement (estimated)	\$ 74.14
12 Alliance Water Resources	7/21 Suddenlink Reimbursement (estimated)	\$ 34.95
13 Management Inf. Surcharge	Estimated (actual collected will be paid)	\$ 14,461.63
14 Debt Service Surcharge	Estimated (actual collected will be paid)	\$ 8,060.67
15 Walker Communications	Phone maintenance (June)	\$ 89.00
16 City of Inez	Business License	\$ 15.00
17 Brian Cumbo	Legal Fees	\$ 1,750.00
18 KY Underground Protection	811 Services	\$ 90.00
19 KY Underground Protection	811 Services	\$ 106.50
20 KY Underground Protection	811 Services	\$ 73.50
21 KY Underground Protection	811 Services	\$ 133.50
22 Consolidated Pipe & Supply Co.	Zip Zone Project	\$ 2,416.80
23 Consolidated Pipe & Supply Co.	Zip Zone Project	\$ 2,407.45
24 Consolidated Pipe & Supply Co.	Zip Zone Project	\$ 1,886.91
25 Consolidated Pipe & Supply Co.	Zip Zone Project	\$ 2,320.23
26 Consolidated Pipe & Supply Co.	Zip Zone Project	\$ 2,216.88
TOTAL		\$ 239,191.48

The following invoices have already been paid via auto debit or to avoid service interruption(s) and/or late fees.

2 Zoom	Zoom subscription (June)	\$ 15.89
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Martin County Water District, Inez KY
List of Bills for Consideration
27-Jul-21

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
TOTAL		\$ 15.89
Operations Account - Debt Service Funding		Transfer Amounts
1 KIA	Monthly funding for KIA Bond/Loan	\$ 5,800.00
2 KACo	Monthly funding for lease payment	\$ 1,200.00
3 KRW/Regions Bank	Monthly funding for loan	\$ 10,800.00
TOTAL		\$ 17,800.00
TOTAL OPERATIONS		\$ 257,007.37
PAST DUE ACCOUNTS		3/31/2021
	<u>(Based on cash availability)</u>	
2 CI Thornburg VFD # 2	VFD	\$ 12,071.32
3 Xylem	Pump rental	\$ 78,739.10
4 Soles Electric	Pump service	\$ 13,300.00
5 Service Pump & Supply	Pump service	\$ 21,282.99
6 All Pumps Sales & Services	Pump service	\$ 8,411.90
7 Cumbo Law Office	Legal service	\$ 32,784.10
8 Evans Hardware #2	Parts & supplies	\$ 18,820.64
10 United Rentals	Pump Rental	\$ 56,722.94
TOTAL		\$ 242,132.99
DSS Account		(Based on cash availability)
1 Evans Hardware	Parts & supplies	\$ 30,362.72
2 CI Thornburg	Parts & supplies	\$ 36,345.26
3 Linda Sumpter CPA	Accounting fees	\$ 151,942.35
4 Zip Zone	Fuel	\$ 256,726.95
TOTAL		\$ 475,377.28
Total Past Due Accounts		\$ 717,510.27

Martin County Water District, Inez KY
List of Bills for Consideration
27-Jul-21

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Security Deposit Account		
Customer		
1 Clayton Bradley Davis		\$ 99.02
2 Billy Smith		\$ 19.21
3 Kathy Fletcher		\$ 45.82
4 Sara Hall		\$ 64.47
5 Ronald Wrightsel		\$ 44.29
6 John Curtis Kirk		\$ 36.58
7 Teresa Donovan		\$ 22.10
8 Corenna Scott		\$ 90.00
TOTAL		\$ 421.49

OUR
MISSION

We partner with communities to deliver the finest water and wastewater services available at a competitive price. We are committed to keeping water safe and clean while serving people and taking care of communities with improved technical operations, careful management, and financial oversight, and ensured regulatory compliance.

Alliance Water Resources, Inc.

**206 S. Keene
St. Columbia,
MO 65201**

(573)874-8080

July 2021

Administrative

Staff is continuing to work on office SOP processes. Making sure to always follow and update these, will allow for a more efficient and organized office and staff.

Water Treatment

The reservoir has been consistently on the rise for the last couple of weeks. We are still using a loaner pump to supply our clearwell. Both of our intake pumps are currently at the distributor. They have been repaired and are waiting to be delivered and reinstalled. We are planning on scheduling a day during the week of July 26th-30th.

The Water Treatment plant staff has hired a new operator, Tyler Hall. Tyler is from Martin County and has a bachelor's in business from Morehead State University. He will be starting August 2nd.

Distribution:

We experience some turnover in our distribution department. We had three utility workers leave and have hired two replacements. Chance Muncy started on July 19th and is from Martin County. Dustin Williams is also from Martin County and will be starting August 2nd.

Being shorthanded between employees has caused some struggles in keeping up with work orders and meter reading. Adding to struggles we had a few major main breaks. To keep above water Alliance deployed a crew from Cape Girardeau, Missouri, to assist us with our endeavors.

Many new leaks presented obstacles this previous month. On July 16th, we had a 14" main break on Route 908 near HWY 40. This caused many outages and resulted in a countywide boil water advisory. We also had large breaks at Riverside Apartments in Warfield and westbound Route 3. We also had multiple smaller lines hit by the County Road and Bridge Department.



We also experienced issues with a few pump stations. The pump at Davella booster station burned up. Due to this, we are not currently pumping to the prison. A leak developed in the Otto Brown Booster station. This caused the station overflow which resulted in pumps being down for a period of time. We had to pump out the station and then use fans and heaters to dry out the panels before putting back online. Once power was restored, the large pump would not start. Fortunately, we were able to still use the smaller pump to restore service. The contact breakers for the pump by our clearwells became misaligned. Once resituated, service was restored.

The worst of the outages was Meat House. After hours on July 13th, a power blip occurred causing the pump to shut off. Once a pump shuts off the level of water starts dropping. The pump had a bad mechanical seal and packing which reduced its pumping capacity. Simply said, once the water level in the pipes dropped, the pump was unable to push the water back over the hill to Pike County. We were not able to get the parts needed in until late Wednesday evening. Crews were in Meat House working on the issue each day of the outage, searching for alternative solutions to restore service.

Low chlorine residuals were found in the areas of Davella and Industrial Park. Due to us not pumping to the prison, we determined this water is from Prestonsburg. Regardless, since it is our system, it is our issue. We flushed the area until chlorine residuals rose.

A bore was completed under new Route 3 for a new customer tap.

Water loss was down over 4% from the previous month. Finishing at 63.5% for the month of June.

Summary:

The raw water intake, main breaks and booster station failures presented many challenges during the month of June. We were able to raise the water level of the reservoir, restore services and continue serving the needs of the community.

Customer Service:

Staff has been continuing to help customers with the new "Cares" program now implemented by the Community Action Program. Many customers have called to thank the Billing Office for their continued help.



Alliance WATER RESOURCES®

 Professional Water and Wastewater Operations

Martin County Water District

Project Updates

SOURCE	AMOUNT	PROJECTS
AML Pilot Nexus Grant-2017	\$3,450,000	A, B, C, D
COE 531 (25% Match)	\$1,869,718	B, C
ARC Grant	\$1,200,000	F
AML Pilot Nexus Grant-2018	\$2,000,000	I
Total Grant	\$8,519,718	

Safety

Safety meetings in June covered work zone and flagger safety.

Regulatory

The Martin County Water Treatment Plant performs operational water quality monitoring to ensure compliance with all state, federal safe drinking water act requirements, including chlorine, fluoride, iron, pH, manganese, solids, turbidity and bacteriological analysis.

Training

Several distribution employees are scheduled for examination.

Water Plant Operation

Water Pumped – June	
Total Water Production (gallons)	50,619,000
Total Water Metered/Billed (gallons)	17,317,000
Other Water Used (gallons)	1,126,000
Total Water Loss (gallons)	32,176,000
Portion of TWL due to Main Breaks (gallons)	14,292,000
Average Daily Flow (Million Gallons per Day)	1.687 MGD
Maximum Daily Flow	1.782 MGD
Fluoride Used (lbs.)	573 LBS
Chlorine Used (lbs.)	1,778 LBS
Lab Tests	3,630 TESTS

Water Quality Analysis

Test	Routine	Special	Repeat
Bacteriological	10 (Pass)	3 (Pass)	
		Reported	Minimum Limit
Fluoride Plant Sample	30	0.81 mg/l Average	0.6 mg/l
Chlorine Distribution Sample	33	Low Readings Total - 0.55 mg/L Free - 0.51 mg/L	0.2 mg/l

Customer Service Request and Work Orders

Meter Reads	3400
Meter Sets	32
Turn offs-Close account	27
Taps	1
Meter Changes	14
Disconnects for Non-payment	19
Boil Notices	0
Line Locates	92
Water Leaks/Breaks	23
Other/Investigates	133

Water Main Breaks & Service Lines

Date	Location	Pipe Size/Type	Estimated Water Loss (gallons)
6/1/2	4721 ROCKCASTLE RD	¾" Service	37,000
6/1/21	3610 BLACKLOG RD	¾" Service	40,000
6/4/21	86 DRY FORK	¾" Main	524,000
6/4/21	121 BEATRICE LOOP	¾" Service	294,000
6/7/21	57 CARDINAL LANE	2" Main	5,000,000
6/7/21	5340 BLACKLOG RD	¾" Service	2,300,000
6/8/21	111 RIVERSIDE APTS 37	¾" Service	588,000
6/22/21	65 OTTO DR	¾" Service	509,000
6/22/21	73 SHIRLEY MOORE LN	¾" Main	1,000,000
6/21/21	1257 SALTWELL RD	¾" Service	2,000,000
6/28/21	5412 ROCKCASTLE RD	¾" Service	2,000,000

Repair Expenses Ending May 2021

Expended	Actual YTD	Annual Budget	% Budget / Line Item
Bldg. & Grounds Maintenance	\$0	\$7,000	0%
Vehicle Maintenance	\$37,750	\$25,000	151%
Water Plant Maintenance	\$2,979	\$15,000	20%
Well Maintenance	\$0	\$0	0%
Distribution System Maintenance	\$61,761	\$60,000	103%
Water Meter Maintenance	\$1,479	\$10,000	15%
Street Maintenance	\$0	\$8,000	0%
Totals	\$103,969	\$125,000	84%

Chemical Expenses Ending May 2021

Expended	Actual YTD	Annual Budget	% Budget / Line Item
Sodium Hydroxide	\$5,151	\$11,000	47%
Lime/Caustic Soda	\$0	\$30,000	0%
Polymer	\$1,401	\$15,000	10%
Alum	\$12,813	\$0	0%
Chlorine	\$8,816	\$20,000	44%
Permanganate	\$0	\$19,000	0%
Fluoride	\$0	\$7,000	0%
Chemicals Other - Water	\$1,880	\$8,000	24%
Totals	\$30,061	\$110,000	28%

Martin County Water District

Notes:

- 1) Building & Grounds Maintenance
 - a. \$0.00

- 2) Vehicle Maintenance
 - a. \$349.36 - Capital Tire and Auto
 - b. \$993.38 - Citgo Water
 - c. \$77.33 - Fast Change Lube and Oil
 - d. \$137.79 - Fast Change Lube and Oil
 - e. \$258.51 - Fast Change Lube and Oil
 - f. \$1,648.62 - Middlefork Service Center
 - g. \$4,434.64 - Trinity Equipment Parts
 - h. \$1,955.00 - Trinity Repair Services

- 3) Water Plant Maintenance
 - a. \$0.00

- 4) Well Maintenance
 - a. \$0.00

- 5) Distribution System Maintenance
 - a. Howell's Recycling - \$175.00
 - b. Consolidated Pipe - \$622.75
 - c. Consolidated Pipe - \$46.45
 - d. Consolidated Pipe - \$18.82
 - e. R&J Supply - \$22.23
 - f. R&J Supply - \$1.06
 - g. R&J Supply - \$89.93
 - h. Roy Kirk - \$105.00
 - i. Roy Kirk - \$135.00
 - j. Roy Kirk - \$165.00
 - k. Roy Kirk - \$415.00
 - l. Roy Kirk - \$600.00
 - m. Roy Kirk - \$600.00
 - n. Citgo Water - \$364.41
 - o. Citgo Water - \$89.19
 - p. Consolidated Pipe - \$2,391.36
 - q. Consolidated Pipe - \$2,341.87
 - r. Consolidated Pipe - \$1,979.62
 - s. Consolidated Pipe - \$1,786.34
 - t. Roy Kirk - \$920.00
 - u. Roy Kirk - \$195.00
 - v. Roy Kirk - \$165.00
 - w. Roy Kirk - \$160.00
 - x. Roy Kirk - \$600.00

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Professional Water and Wastewater Operations
Martin County Water District

- 6) Meter Maintenance
 - a. \$0.00

- 7) Street Maintenance
 - a. \$0.00

- 8) Sodium Hydroxide
 - a. \$1,073.11 – Citco Water
 - b. \$754.84 – Citco Water
 - c. \$661.93 – Citco Water
 - d. \$877.98 – Citco Water
 - e. \$655.88 – Citco Water

- 9) Lime/Caustic Soda
 - a. \$0.00

- 10) Polymer
 - a. \$1,178.89 – Citco Water

- 11) Alum
 - a. \$2,376.10 – Citco Water
 - b. \$1,110.33 – Citco Water
 - c. \$3,561.07 – Citco Water
 - d. \$1,233.47 – Citco Water
 - e. \$1,155.08 – Citco Water

- 12) Chlorine
 - a. \$758.40 – Citco Water
 - b. \$1,061.51 – Citco Water
 - c. \$1,490.35 – Citco Water
 - d. \$1,452.57 – Citco Water

- 13) Permanganate
 - a. \$0.00

- 14) Fluoride
 - a. \$0.00

- 15) Chemicals Other – Water
 - a. \$1,164.84 – Citco Water
 - b. \$479.88 – Citco Water
 - c. \$234.83 – Citco Water

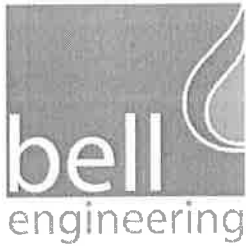
PUBLIC SERVICE COMMISSION

Monthly Water Loss Report

Water Utility: Martin County Water District

For the Month of: June Year: 2021

LINE #	ITEM	GALLONS (Omit 000's)
1	WATER PRODUCED AND PURCHASED	
2	Water Produced	50,619
3	Water Purchased	
4	TOTAL PRODUCED AND PURCHASED	50,619
5		
6	WATER SALES	
7	Residential	12,639
8	Commercial	2,772
9	Industrial	
10	Bulk Loading Stations	
11	Wholesale	
12	Public Authorities	1,906
13	Other Sales (explain)	
14	TOTAL WATER SALES	17,317
15		
16	OTHER WATER USED	
17	Utility and/or Water Treatment Plant	1,126
18	Wastewater Plant	
19	System Flushing	
20	Fire Department	
21	Other Usage (explain)	
22	TOTAL OTHER WATER USED	1,126
23		
24	WATER LOSS	
25	Tank Overflows	
26	Line Breaks	14,292
27	Line Leaks	17,884
28	Excavation Damages	
29	Theft	
30	Other Loss	
31	TOTAL WATER LOSS	32,176
32		
33	Note: Line 14 + Line 22 + Line 31 MUST Equal Line 4	
34		
35	WATER LOSS PERCENTAGE	
36	(Line 31 divided by Line 4)	63.57%



MEETING AGENDA
PROGRESS MTG #25
MARTIN COUNTY WATER DISTRICT
MARTIN COUNTY, KENTUCKY
July 21, 2021

LOCATION: Via ZOOM
TIME: 3:00 PM
Present: Announcement of Those Present

SUMMARY OF PROJECT FUNDING:

<u>Source</u>	<u>Amount</u>	<u>Associated Project(s)</u>
AML Pilot NEXUS Grant (2017)	\$3,450,000	A,B,C,D
COE 531 Partnership (25% Match)	\$1,869,718	B,C
ARC Grant	\$1,200,000	E
AML Pilot NEXUS Grant (2018)	<u>\$2,000,000</u>	G
TOTAL GRANT	\$8,519,718	

A. CONTRACT 113-19-01

RAW WATER INTAKE IMPROVEMENTS (PUMP PURCHASE ONLY)

1. AML provided clearance to advertise for bids on June 13, 2019.
2. Bids were opened at BSADD at 11:00 AM Wednesday July 3, 2019. Xylem Dewatering Solutions was the only bid received in the amount of \$470,286.07, compared to Bell's opinion of cost of \$500,000.00.
3. Bell made recommendation to award to BSADD and they along with MCWD agreed to accept the bid.
4. On July 29, 2019 Bell received the AML Contractor/Subcontractor Information, Campaign Finance Law Compliance and Affidavit for Bidders Forms from Xylem. These were forwarded to AML.
5. On August 9, 2019 AML advised Xylem had cleared the AVS check and the contract could be signed. Contract documents were forwarded to Xylem.
6. Contract documents were executed by both Xylem and the BSADD. A Notice to Proceed was issued to Xylem after the contracts were executed.
7. The 2 MG pump, 4 MG pump, 2 MG variable speed drive, 4 MG variable speed drive (VFD) and the river screen are complete.

**B. CONTRACT 113-19-02
RWI&WTP IMPROVEMENTS**

1. The WTP and RWI sites were surveyed.
2. Basins were documented for condition assessment.
3. The Preliminary Engineering Report for the project was completed and distributed.
4. The Phase I Environmental Site Assessment required by the Corps of Engineers was completed and submitted.
5. Vendor proposals for replacement equipment were requested and reviewed.
6. Plans and specifications were developed.
7. Project mapping for NEPA purposes was submitted to AML on February 6, 2020.
8. Project description and Opinion of Probable Construction Costs were submitted to AML on February 17, 2020.
9. Project was submitted for DOW review on March 13, 2020. DOW Construction Permit issued on June 3, 2020.
10. Project was submitted for a COE 4345 Permit Application review on March 20, 2020. Permit was issued on June 8, 2020.
11. The AML Authorization to Proceed was granted on July 31, 2020.
12. The Project was submitted to DOW for a Permit to Construct Along or Across a Stream on April 14, 2020. The DOW requested a public notice be run in the Mountain Citizen newspaper. The notice ran on June 24th, July 1st and July 8th. The period for public comments or objections related to the project ran through July 29th. The permit was issued on August 13, 2020.
13. Project was submitted to Corps of Engineers for Plan and Specification Review March 20, 2020. Corps provided review comments on April 28, 2020. Final plans and specifications including all electrical and structural components of the project were forwarded to the Corps of Engineers for final review during the week of July 13th. The Corps of Engineers completed its review of the final plans / specifications including the opinion of probable cost and certified the package.
14. The Corps of Engineers advertised the Draft Environmental Assessment (DEA) and Finding of No Significant Impact (FONSI) for the project on August 4, 2020 for the 30-day public comment period. KY SHPO requested further consultation. The FONSI was issued October 29, 2020.
15. Project was sent out for bidding on November 11, 2020.
16. A pre-bid meeting for interested contractors was held @ 1:00 p.m. on December 1, 2020.
17. Bids for the project were originally received on December 15, 2020 at 1:00 p.m. Only one bid was received (submitted by Pace Contracting). The project bid was in excess of the available funds.
18. The project was rebid.

19. Bids for the project rebid were opened on April 13th at 1:00 p.m. at the office of the Big Sandy Area Development District. There were four plan holders for the rebid. Only one bid was received (submitted by Pace Contracting).
20. The bid submitted by Pace was \$3,858,387.00.
21. The base bid of \$3,858,387.00 submitted compares to a base bid of \$3,396,220.00 submitted by Pace last December. The difference is \$462,167.00 between the bids.
22. The combined base bids for the RWI/WTP Project and Water Line Replacement in the Beauty/Lovely Project exceeds the funds available for construction activities. Given the grave condition of the Raw Water Intake and Water Treatment Plant, the MCWD took the following actions:
 - A. Defer the construction of the Water Line Replacement in the Beauty / Lovely area until a later date and use the funds budgeted for this project for construction of the RWI/WTP Project.
 - B. Continued submitting funding requests in an effort to obtain funding to construct the Water Line Replacement Project in the Beauty / Lovely area as soon as possible.
 - C. Awarded the Raw Water Intake / Water Treatment Plant Project to Pace Contracting based on the base bid received with the deletions outlined in Table 1.

TABLE 1

DESCRIPTION	PRIORITY TO ADD BACK	AMOUNT
Base Bid submitted by Pace Contracting, Inc.	N/A	\$3,858,387.00
Delete - Backup Generator	1	\$ (175,000.00)
Delete - Roof Replacement over Garage	2	\$ (31,818.00)
Delete - 60' & 20' Sections of 10-Inch Pipe	3	\$ (11,143.00)
Delete - Cash Allowance for Second Trailer	4	\$ (20,000.00)
Delete - Temporary Piping	N/A	\$ (10,000.00)
Change - Augur Cast Piles to Micro Piles	N/A	\$ (17,000.00)
Change - Buried Conduit from Rigid to PVC	N/A	\$ (20,000.00)
Reduce - Pace Markup	N/A	\$ (50,000.00)
Reduce - Various Unit Price Items	N/A	\$ (50,000.00)
TOTAL AWARD AMOUNT		\$ 3,473,426.00

23. AML has granted conditional approval with this plan pending OSMRE agreement with the plan. The USACE has also granted approval.

24. A letter awarding the project to Pace under the conditions outlined in Table 1 and subject to concurrence of all the state and federal agencies was sent to Pace on July 9th.

**C. CONTRACT 113-19-03
LINE IMPROVEMENTS**

1. Bell was able to locate several sets of As-Built Drawings of the water distribution system. Bell scanned copies of all plan sets and returned to MCWD with digital copies of plan sets for MCWD future use.
2. Bell and MCWD personnel have been in the field multiple times locating existing lines, surveying existing meters, valves and fire hydrants and determining routing of new water lines.
3. Location of features affecting alignment of the waterline has been completed.
4. The Phase I Environmental Site Assessment required by the Corps of Engineers was completed and submitted.
5. Plans and specifications have been developed.
6. Project mapping for NEPA purposes was submitted to AML on February 10, 2020.
7. Project description and Opinion of Probable Construction Costs were submitted to AML on February 17, 2020.
8. Project was submitted for DOW review on March 13, 2020. DOW Construction Permit was issued on April 27, 2020.
9. Project submitted to Corps of Engineers Plan and Specification Review March 20, 2020. Corps provided review comments on April 28, 2020. Bell responded to comments and resubmitted plans/specifications on May 7, 2020. The Corps of Engineers completed its review of the final plans / specifications including the opinion of probable cost and certified the package.
10. Project was submitted to KYTC on April 6, 2020 for review. KYTC Encroachment Permit was issued on May 13, 2020.
11. Submitted to DOW for Permit to Construct Along or Across a Stream April 14, 2020. The permit was issued on June 17, 2020.
12. The AML Authorization to Proceed was granted on July 31, 2020.
13. The Corps of Engineers advertised the Draft Environmental Assessment (DEA) and Finding of No Significant Impact (FONSI) for the project on August 4, 2020 for the 30-day public comment period. KY SHPO requested further consultation. The FONSI was issued October 29, 2020.
14. Project was sent out for bidding on November 11, 2020.
15. A pre-bid meeting for interested contractors was held @ 11:00 a.m. on December 1, 2020.

16. Bids for the project were originally received on December 15, 2020 at 11:00 a.m. Five bids were received.
17. The project was rebid.
18. Bids for the project rebid were opened on March 30th at 11:00 a.m. at the office of the Big Sandy Area Development District. There were six plan holders for the rebid. Three bids were received (BP Pipeline, Buchanan Contracting, and Conhurst, LLC).
19. The low bid was submitted by Conhurst with a base bid of \$910,810.00 and a total bid with alternate of \$1,744,066.00.
20. The combined base bid for the RWI/WTP Project and Water Line Replacement in the Beauty/Lovely Project exceeds the funds available for construction activities. Given the grave condition of the Raw Water Intake and Water Treatment Plant, the MCWD is deferring construction of the Water Line Replacement. The MCWD is seeking funding for this project by working with Congressman Rogers office on a potential federal earmark and by seeking a portion of the \$49.5 M from the state for underfunded projects.

D. WATER SYSTEM CAPITAL IMPROVEMENT PLAN / HYDRAULIC MODELING

1. Document is required by PSC
2. Bell has completed field review of RWI, WTP, Storage Tanks, Pumping Stations and PRV's.
3. Bell & UK met in Martin County on June 21, 2019 to coordinate collection of field data the week of July 8, 2019. This effort was for calibration of the Hydraulic Model.
4. UK professors and 3 students traveled to Martin County on July 8, 2019 to begin effort of collecting field data (pressures and flows) at key points throughout the water distribution system. Bell had a team of four individuals that were to join the UK team on July 10, 2019; however, MCWD had some major line breaks on July 9, 2019 and were unable to recover water supply during the week to allow flowing water from hydrants.
5. The effort to collect flow data was rescheduled for August 6 and 7, 2019, however, on August 5, 2019 MCWD has a failure of a PRV which would not allow the flowing of the hydrants.
6. The collection of the field data was rescheduled and occurred on August 14 and 15, 2019.
7. Field data has been reviewed. UK returned to the field in an effort to repeat two tests for the Hazen Williams coefficient that appeared suspect.
8. Money is in place to pay for the Hydraulic Model through AML 2017 Grant. OSM refused to allow for payment of the CIP through the 2018 Grant. The funds associated with that have been realigned toward additional waterline replacement.

9. UK delivered testing forms to Bell.
10. PRVs, tanks, lines, etc. have been input into the model.
11. Alliance Resources provided usage data and address information for each customer to effectively distribute demand throughout the system.
12. Model was calibrated using field collected data.
13. Bell has been working with UK to coordinate modeling efforts.
14. A Zoom meeting was held between the Kentucky Division of Water, University of Kentucky and Bell on July 1, 2020 to discuss the modeling. A second Zoom meeting was held on July 7, 2020 between UK and Bell to further discuss items that are needed.
15. Data has been shared between UK and Bell.
16. A trip to obtain additional field data was made in mid-July 2020.
17. The hydraulic model is operational and has been checked against previously recorded field observations. The results being output by the model are consistent with the observations obtained in the field.
18. Bell and UK are sharing model information.

E. CONTRACT 113-19-04

ARC WATERLINE REPLACEMENT PROJECT

1. Bell received the signed contract on August 2, 2019.
2. Bell and MCWD personnel have been in the field multiple times locating existing lines, surveying existing meters, valves and fire hydrants and determining routing of new water lines.
3. Location of all features affecting alignment of the waterline has been completed including gas lines.
4. Plans and specifications have been developed.
5. Project was submitted for DOW review on March 27, 2020. DOW Construction Permit issued April 27, 2020.
6. Project was submitted to KYTC on April 6, 2020 for review. KYTC Encroachment Permit was issued April 24, 2020.
7. Bids for the project were opened on May 29, 2020. Three bids were received for the project. The low bid in the amount of \$390,725.00 was submitted by Boca Enterprises, Inc.
8. A conversation was held with DLG representative on June 8, 2020 concerning using the remaining funds to continue laying additional mainline & service lines, along with, installing new meters in the Lovely area. ARC approved allowing the funds to be used to replace additional mainline, service line and water meters.
9. Issues were resolved with the Contractor concerning contract time associated with the additional construction activities.

10. The Contract has been executed and the Contractor has submitted the required performance and payment bonds.
11. A preconstruction meeting was held on September 9, 2020 at the offices of Alliance Water Resources.
12. Project construction is complete. A final walkthrough was conducted on June 22nd and a list of deficiencies prepared. The contractor is to address those deficiencies and the project can then be closed. Contractor is currently awaiting delivery of the ladder for the master meter vault so it can be installed.
13. Record Drawings have been forwarded to the MCWD.

**F. CONTRACT 695-19-01
HIGH SCHOOL WATER STORAGE TANK & BOOSTER PUMP STATION
TELEMETRY**

1. Bell received the signed contract on August 14, 2019.
2. The project was advertised for bids on August 21, 2019 and was advertised a second time on September 11, 2019.
3. Bids for the project were opened September 26, 2019 @ 5:00 p.m. at the offices of the Martin County Fiscal Court.
4. The low (and only) bid was submitted by Micro-Comm. The base bid submitted was in the amount of \$48,921.00 and included the installation of an electrically powered telemetry unit at the pumping station and a solar powered unit at the tank site. A deductive alternate of \$5,400.00 was offered if the Fiscal Court ran electric to the tank site and Micro-Comm could also use an electrically powered unit at this location. Cost would then be \$43,521.00.
5. Bell provided a letter of recommendation to the Martin County Fiscal Court concerning the award of the project to Micro-Comm.
6. Martin County Fiscal Court has awarded the project to the low bidder.
7. Contract documents have been executed by both the Contractor and Fiscal Court. The executed documents were received from the Fiscal Court on Friday, February 28, 2020. They were forwarded to the contractor along with the Notice to Proceed with construction on March 3, 2020.
8. Information from the Contractor concerning the FCC licensing process was received.
9. The Contractor has submitted shop drawings of the equipment to be used as part of the project. Bell Engineering has reviewed the equipment for conformance with the contract requirements and returned to the Contractor.
10. The transducer tap at the tank site has been completed.
11. The telemetry has been programmed and is operating.

G. USP BIG SANDY, EASTERN KENTUCKY BUSINESS PARK & BIG SANDY AIRPORT WATER PROJECT

1. Project budget was revised and sent to AML on September 19, 2019.
2. The Memorandum of Agreement between AML and BSADD was signed by BSADD on September 25th. The MOA was signed by AML on October 1, 2019.
3. A contract for engineering services has been executed by the Big Sandy Area Development District.
4. Bell and MCWD personnel went to the field to review potential tank and pump station sites.
5. The Preliminary Engineering Report for the project is complete and has been distributed.
6. Plans have been prepared for the 250,000-gallon water storage tank.
7. Bell, Alliance and MCWD coordinated with the mineral lease holder and the surface owner concerning location of the proposed tank and pump station. BSADD, Bell and Alliance representatives met with the property owner on January 30, 2020.
8. On March 3rd, the property owner advised most of the property is permitted with only a phase one bond release.
9. Bell and Alliance met on-site with the property owner on May 5, 2020 and permission to move forward was granted.
10. The site was surveyed on May 27, 2020 and topographic mapping was developed.
11. Due to issues with utilizing AML Pilot funds on this tank site, a new site is being sought. Multiple sites continue to be reviewed.
12. At the request of the MCWD, work on this project has been paused.

**H. CONTRACT 113-20-01
WATER LINE RELOCATION WILLIS DIALS/DAN'S BRANCH ROAD**

1. Met on-site with Bizzack Construction, Alliance Water Resources and representatives of other utilities on May 28, 2020.
2. Plans and specifications were prepared.
3. At the request of Bizzack Construction, the project was forwarded to a utility contractor (Akins Excavation) for pricing.
4. Pricing and plans were forwarded to Bizzack Construction for approval by KYTC.
5. The project was approved for construction by the Kentucky Division of Water.
6. Bell Engineering staked the proposed waterline alignment on Thursday, September 17, 2020.

7. Akins Excavating relocated the waterline.
8. The new line was pressure tested, disinfected and samples were taken. The line was then placed in service.

I. CONTRACT 113-20-02 and 113-20-03

WATER LINE RELOCATION HUNTER'S LANE AND ROCKHOUSE CREEK

1. Met on-site with Bizzack Construction, Alliance Water Resources and representatives of other utilities on May 28, 2020.
2. A scope of work for these projects is being developed.
3. Projects are currently scheduled by KYTC and Bizzack Construction for 2021/2022 fiscal year.

J. KY 908 GUARDRAIL PROJECT

1. Met on-site with KYTC multiple times.
2. Awaiting further direction from KYTC.

January 27th, 2021

TO: Martin County Water District
Board of Directors

INFORMATION & DECISION

FROM: Staff

RE: Bad Debt Write-Offs/Collection Agencies

Staff is wanting to inquire if the Board would like to do annual or bi-annual collections for bad debt write-offs.

Additionally, staff is requesting permission to commence and assemble RFQ's for collection agencies.

If the Board agrees, Staff request a motion to approve this decision and the permission to begin RFQ's.