

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

In the Matter of:

**ELECTRONIC APPLICATION OF WEST)
SHELBY WATER DISTRICT FOR A RATE) CASE NO. 2021-00241
ADJUSTMENT PURSUANT TO 807 KAR 5:076)**

**RESPONSE OF
WEST SHELBY WATER DISTRICT
TO
COMMISSION STAFF'S FIRST REQUEST FOR INFORMATION
DATED SEPTEMBER 8, 2021**

FILED: October 22, 2021

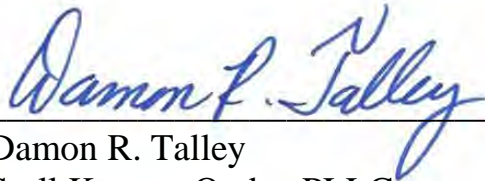
**COMMONWEALTH OF KENTUCKY
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In the Matter of:

**ELECTRONIC APPLICATION OF WEST)
SHELBY WATER DISTRICT FOR A RATE) CASE NO. 2021-00241
ADJUSTMENT PURSUANT TO 807 KAR 5:076)**

**RESPONSE OF WEST SHELBY WATER DISTRICT TO
COMMISSION STAFF'S FIRST REQUEST FOR INFORMATION**

Comes West Shelby Water District for its Response to Commission Staff's
First Request for Information, and states as shown on the following pages.



Damon R. Talley
Stoll Keenon Ogden PLLC
P.O. Box 150
Hodgenville, Kentucky 42748-0150
Telephone: (270) 358-3187
Fax: (270) 358-9560
damon.talley@skofirm.com

Counsel for West Shelby Water District

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

In the Matter of:

**ELECTRONIC APPLICATION OF WEST)
SHELBY WATER DISTRICT FOR A RATE) CASE NO. 2021-00241
ADJUSTMENT PURSUANT TO 807 KAR 5:076)**

**CERTIFICATION OF RESPONSE OF WEST SHELBY WATER
DISTRICT TO COMMISSION STAFF'S FIRST REQUEST FOR
INFORMATION**

This is to certify that I have supervised the preparation of West Shelby Water District's Responses to Commission Staff's First Request for Information. The response submitted on behalf of West Shelby Water District is true and accurate to the best of my knowledge, information, and belief formed after a reasonable inquiry.

Date: October 22, 2021



Lisa Didier, Office Manager
West Shelby Water District

CERTIFICATE OF SERVICE

In accordance with the Commission's Order of July 22, 2021 in Case No. 2020-00085 (Electronic Emergency Docket Related to the Novel Coronavirus COVID-19), this is to certify that the electronic filing has been transmitted to the Commission on October 22, 2021; and that there are currently no parties in this proceeding that the Commission has excused from participation by electronic means.

A handwritten signature in blue ink that reads "Damon R. Talley". The signature is written in a cursive style and is positioned above a horizontal line.

Damon R. Talley

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 1

Responding Witnesses: Lisa Didier, Office Manager

Q-1. Provide a copy of West Shelby District's general ledgers for calendar year 2020 and the current period. The general ledgers shall include all check registers and spreadsheets used to record and track financial transactions. If available, provide a copy of the requested general ledgers in Excel spreadsheet format with all formulas, columns, and rows unprotected and fully accessible.

A-1. A copy of the General Ledger, in Excel spreadsheet format, for calendar year 2020 is attached as **Exhibit 1-1** to this Response. An Excel Spreadsheet of the General Ledger for first portion of 2021 is attached as **Exhibit 1-2**.

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 2

Responding Witnesses: Lisa Didier & Jackie Hunter, CPA

- Q-2. a. Provide a copy of the Adjusted Trial Balance showing unaudited account balances, audit adjustments, and audited balances for the calendar year ended 2020. The trial balances shall be traced and referenced directly to the calendar year 2020 general ledger requested in Item 1.**
- b. Provide a schedule tracing the account balances in trial balance directly to the calendar year 2020 general ledger requested in Item 1.**
- c. Provide a schedule tracing the account balances in trial balance directly to the actual test-year reported in the Application, Attachment 4, Schedule of Adjusted Operations.**
- d. Provide copies of the responses to Item 2.a, Item 2.b. and Item 2.c in Excel spreadsheet format with all formulas, columns, and rows unprotected and fully accessible.**
- A-2. a-d. A copy of the Trial Balance, in Excel spreadsheet format, for calendar year 2020 is attached as Exhibit 2.**

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 3

Responding Witnesses: Lisa Didier

- Q-3. a. Provide copies of West Shelby District's General Liability Insurance, Workers' Compensation Insurance and Automobile Insurance policies for 2019, 2020, and 2021.**
- b. Provide copies of the invoices (bills) received in 2019, 2020, and 2021 for the insurance policies identified in Item 3.a.**
- A-3. a. Please see the attached copies of the requested insurance policies for 2019, 2020, and 2021.
- b. Copies of the invoices for these insurance policies are attached.

Kentucky Association of Counties

All Lines Fund

400 Englewood Drive
Frankfort, KY 40601

Declarations Page

Policy Number P&C0238

Insured Name and Address

West Shelby Water
137 Citizens Blvd
PO Box 39
Simpsonville, KY 40067

Policy Period: 7/1/2021 to 7/1/2022

For customer service please call

(800)264-5226

Issued: 06/01/2021

Business Description Utilities

In return for the payment of the premium, and subject to all the terms of the policy, we agree to provide the insurance stated in the binder,

Coverage			Deductible
General Liability (Per OCC/AGG)	3,000,000	5,000,000	1,000
Law Enforcement (Per OCC/AGG)	NCD	NCD	NCD
Errors/Omissions (Per OCC/AGG)	3,000,000	3,000,000	1,000
Employment Practices (Per claim / AGG) Retroactive Date: 07/01/2003	3,000,000	3,000,000	1,000
Cyber Liability (Per claim / AGG) Retroactive Date: 07/01/2015	1,000,000	1,000,000	2,500
Auto Liability (CSL)	3,000,000		0
Auto Comprehensive	ACV		500
Auto Collision	ACV		500
P.I.P. (No Fault)	10,000		0
Under Insured/Un-Insured	60,000		0
Non Owned Auto Coverage	Primary		
Property/Buildings	As Per Statement on File		500
Personal Property	As Per Statement on File		500
Boiler & Machinery	15,000,000		1,000
Inland Marine & EDP	As Per Statement on File		500
Business Income	500,000	500,000	0
Flood (Excluding Special Hazard Area Flood - Zones A & V)	1,000,000	1,000,000	0
Earthquake	See Policy	See Policy	25,000
Crime (Other than Employee Dishonesty)	150,000		500
Employee Dishonesty	150,000		250
Legal Defense Coverage	50,000		0

Authorized
Representative



Date 6/1/2021



Invoice

Kentucky Association of Counties All Lines Fund

400 Englewood Drive
Frankfort, KY 40601
Tel: 1-800-264-5226
Fax: 1-502-875-8240

Invoice Number K210122
Invoice Date 05/31/2021
Due Date 08/01/2021

Insured Name and Address**Member Number** 0238

West Shelby Water
137 Citizens Blvd
PO Box 39
Simpsonville, KY 40067

Contact(s)

<u>First Name</u>	<u>Last Name</u>	<u>Title</u>	<u>Telephone</u>	<u>Fax</u>	<u>Email</u>
Lisa	Didier	Co-Manager	(502)722-8944	(502)722-0060	lisad@westshelbywater.org
Melvin	Phenix	Co-Manager	(502)722-8944	(502)722-0060	mphenix@westshelbywater.org

Invoice Detail

<u>Effective Date</u>	<u>Description</u>	<u>Premium</u>	<u>Amount Due</u>
07/01/2021	Annual Premium for 2021-2022 Policy Renewal	\$20,287.00	\$20,287.00
		Total Due	\$20,287.00

Payment Options:

- Option 1: Save 1%; pay \$20,084.13 by due date
- Option 2: Pay 50% by due date; and 3 subsequent equal monthly payments
50 % = \$10,143.49 plus 3 monthly payments of \$3,381.17

Please Note: Effective January 1, 2022, any outstanding balance due on this premium will accrue a compounding monthly interest charge of 0.5%. To make certain no interest is charged, be sure to make full payment postmarked no later than December 31, 2021.

Servicing Agency

Kentucky Association of Counties All Lines Fund
1-800-264-5226

For claims service please call:
1-866-367-5226

Please return a copy of this invoice with your payment

INVOICE

Kentucky Association of Counties Workers Compensation Fund

400 Englewood Drive
Frankfort, KY 40601
Tel: 1-502-223-7667
Fax: 1-502-234-5055

Invoice Number: W210283
Invoice Date: 06/01/2021

Member Name and Address:

Member ID: 0238

West Shelby Water
137 Citizens Blvd
PO Box 39
Simpsonville, KY 40067

Item	Amount
Workers Compensation Insurance Premium - Policy WC2021-0238	\$3,926.00
Special Fund Tax	\$276.00
Total Due	\$4,202.00

* You may elect to use one of the following payment options:

(1) Full payment by 8/1/2021. 1% discount applied = \$4,159.98

or

(2) 50% payment by 8/1/2021 and 3 subsequent equal monthly pmts. on balance.

50% = \$2,101.01 Plus 3 monthly payments of \$700.33

Please Note: Effective January 1, 2022 any outstanding balance due on this premium will accrue a compounding monthly interest charge of 0.5%. To make certain no interest is charged, be sure to make full payment postmarked no later than December 31, 2021

Please return a copy of this invoice with your payment

Servicing Agency:

Kentucky Association of Counties Workers Compensation Fund
(800) 264-5226

For claims service please call:

(866) 367-5226

KACo WORKERS COMPENSATION FUND

400 Englewood Drive
Frankfort, KY 40601
1-800-264-5226

CERTIFICATE OF WORKERS COMPENSATION COVERAGE

KACO W/C-4

-
- ITEM 1 -** Name and Address of Insured:
West Shelby Water
137 Citizens Blvd
PO Box 39
Simpsonville, KY 40067
- ITEM 2 -** Certificate Number: WC2021-0238
- ITEM 3 -** Effective Date: Thursday, July 01, 2021 Expiration Date: Friday, July 01, 2022
12:01 A.M., standard time at the address of the Insured as stated herein.
Cancellation Notice: 60 Days - Pursuant to KRS 304.50
- ITEM 4 -** Coverage under this Certificate applies to the Kentucky Workers Compensation Law. (KRS 342)
- ITEM 5 -** Company's Limit of Indemnity Each Occurrence:
- | | |
|-------------------------------|-------------|
| (a) For Workers Compensation: | Statutory |
| (b) For Employers Liability: | \$2,500,000 |
- ITEM 6 -** Workers Compensation Premium: \$3,926.00
- ITEM 7 -** Special Fund Tax: \$276.00
- ITEM 8 -** TOTAL PREMIUM:* \$4,202.00
- ITEM 9 -** Payment Options:
- (1) Full payment by 8/1/2021. 1% discount applied = \$4,159.98
 - (2) 50% payment by 8/1/2021 and 3 subsequent equal monthly pmts. on balance.
50% = \$2,101.01 Plus 3 monthly payments of \$700.33

Please Note: Effective January 1, 2022 any outstanding balance due on this premium will accrue a compounding monthly interest charge of 0.5%. To make certain no interest is charged, be sure to make full payment postmarked no later than December 31, 2021

* An invoice accompanies this declaration for the total amount due.

This Certificate of Coverage shall not be binding of the KACo Workers Compensation Fund unless countersigned by a duly authorized representative of the Fund.

THIS COVERAGE HAS BEEN PLACED WITH A WORKERS COMPENSATION SELF-INSURED GROUP WHICH HAS RECEIVED A CERTIFICATE OF FILING FROM THE COMMONWEALTH OF KENTUCKY. CLAIMS AGAINST GROUP MEMBERS ARE NOT COVERED BY THE KENTUCKY INSURANCE GUARANTY ASSOCIATION.

Dated at Frankfort, Kentucky this 1st day of June, 2021


Kris Dunn, Associate Director of Insurance

KACo
Making Workers Comp Work in Kentucky

Kentucky Association of Counties All Lines Fund

400 Englewood Drive
Frankfort, KY 40601
Declarations Page

Policy Number P&C0238
Insured Name and Address

West Shelby Water
137 Citizens Blvd
PO Box 39
Simpsonville, KY 40067

Policy Period: 7/1/2020 to 7/1/2021
For customer service please call
(800)264-5226

Issued: 05/28/2020

Business Description Water District

In return for the payment of the premium, and subject to all the terms of the policy, we agree to provide the insurance stated in the binder.

Coverage	Deductible		
General Liability (Per OCC/AGG)	3,000,000	5,000,000	1,000
Law Enforcement (Per OCC/AGG)	NCD	NCD	NCD
Errors/Omissions (Per OCC/AGG)	3,000,000	3,000,000	1,000
Employment Practices (Per claim / AGG) Retroactive Date: 07/01/2003	3,000,000	3,000,000	1,000
Cyber Liability (Per claim / AGG) Retroactive Date: 07/01/2015	1,000,000	1,000,000	2,500
Auto Liability (CSL)	3,000,000		0
Auto Comprehensive	ACV		500
Auto Collision	ACV		500
P.I.P. (No Fault)	10,000		0
Under Insured/Un-Insured	60,000		0
Non Owned Auto Coverage	Primary		
Property/Buildings	As Per Statement on File		500
Personal Property	As Per Statement on File		500
Boiler & Machinery	15,000,000		1,000
Inland Marine & EDP	As Per Statement on File		500
Business Income	500,000	500,000	0
Flood	1,000,000	1,000,000	0
Earthquake	See Earthquake Policy	See Earthquake Policy	See Earthquake Policy
Crime (Other than Employee Dishonesty)	150,000		500
Employee Dishonesty (Policy #: CIC1964)	150,000		250
Legal Defense Coverage	50,000		0

Authorized
Representative



Date 5/28/2020



Invoice

Kentucky Association of Counties All Lines Fund
 400 Englewood Drive
 Frankfort, KY 40601
 Tel: 1-800-264-5226
 Fax: 1-502-875-8240

Invoice Number K200161
Invoice Date 05/28/2020
Due Date 08/01/2020

Insured Name and Address

Member Number 0238

West Shelby Water
 137 Citizens Blvd
 PO Box 39
 Simpsonville, KY 40067

Contact(s)

<u>First Name</u>	<u>Last Name</u>	<u>Title</u>	<u>Telephone</u>	<u>Fax</u>	<u>Email</u>
Lisa	Didier	Co-Manager	(502)722-8944	(502)722-0060	lisad@westshelbywater.org
Melvin	Phenix	Co-Manager	(502)722-8944	(502)722-0060	mphenix@westshelbywater.org

Invoice Detail

<u>Effective Date</u>	<u>Description</u>	<u>Premium</u>	<u>Amount Due</u>
07/01/2020	Annual Premium for 2020-2021 Policy Renewal	\$18,766.00	\$18,766.00
		Total Due	\$18,766.00

Payment Options:

- Option 1: Save 1%, pay \$18,578.34 by due date
- Option 2: Pay 50% by due date; and 3 subsequent equal monthly payments
 50 % = \$9,382.99 plus 3 monthly payments of \$3,127.67

Please Note: Effective January 1, 2021, any outstanding balance due on this premium will accrue a compounding monthly interest charge of 0.5%. To make certain no interest is charged, be sure to make full payment postmarked no later than December 31, 2020.

7363
 3700
 JUN 02 2020
 July 62

APPROVED
 [Signature]

Servicing Agency
 Kentucky Association of Counties All Lines Fund
 1-800-264-5226

For claims service please call:
 1-866-367-5226

Please return a copy of this invoice with your payment



KENTUCKY ASSOCIATION OF COUNTIES

ALL LINES FUND

400 Englewood Drive, Frankfort, Kentucky 40601
502-223-7667 • 800-264-5226 • Fax 502-875-8240 • www.kaco.org

2020-2021 Earthquake Renewal Quote

Member: West Shelby Water

Limit: \$7,322,500

Deductible: \$25,000

TIV: \$7,322,500

20-21 renewal premium = \$3,463

Please indicate whether you would like to renew coverage,
sign, and return no later than June 15, 2020:

Yes

No

Rosa M. Dieder 6/23/2020
Signed Date

Scan/return via email to: insurance@kaco.org

Fax to: 502-234-5055 or 502-875-8240

or mail to: KACo All Lines Fund

400 Englewood Drive

Frankfort, KY 40601

KACo WORKERS COMPENSATION FUND

400 Englewood Drive
Frankfort, KY 40601
1-800-264-5226

CERTIFICATE OF WORKERS COMPENSATION COVERAGE

KACo W/C-4

- ITEM 1 -** Name and Address of Insured:
West Shelby Water
137 Citizens Blvd
PO Box 39
Simpsonville, KY 40067
- ITEM 2 -** Certificate Number WC2020-0238
- ITEM 3 -** Effective Date: Wednesday, July 01, 2020 Expiration Date: Thursday, July 01, 2021
(2:01) A.M., standard time at the address of the Insured as stated herein.
Cancellation Notice: 60 Days - Pursuant to KRS 304.50
- ITEM 4 -** Coverage under this Certificate applies to the Kentucky Workers Compensation Law (KRS 342)
- ITEM 5 -** Company's Limit of Indemnity Each Occurrence:
(a) For Workers Compensation: Statutory
(b) For Employers Liability: \$2,500,000
- ITEM 6 -** Workers Compensation Premium: \$3,900.00
- ITEM 7 -** Special Fund Tax: \$250.00
- ITEM 8 -** **TOTAL PREMIUM:*** \$4,150.00
- ITEM 9 -** Payment Options:
(1) Full payment by 8/1/2020 1% discount applied = \$4,108.50
(2) 50% payment by 8/1/2020 and 3 subsequent equal monthly pmts. on balance.
50% = \$2,074.99 Plus 3 monthly payments of \$691.67

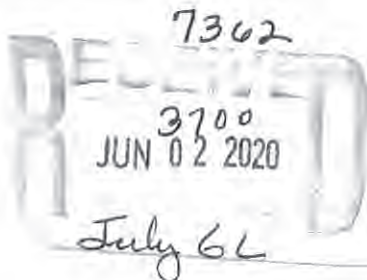
Please Note: Effective January 1, 2021 any outstanding balance due on this premium will accrue a compounding monthly interest charge of 0.5%. To make certain no interest is charged, be sure to make full payment postmarked no later than December 31, 2020

* An invoice accompanies this declaration for the total amount due.

This Certificate of Coverage shall not be binding of the KACo Workers Compensation Fund unless countersigned by a duly authorized representative of the Fund.

THIS COVERAGE HAS BEEN PLACED WITH A WORKERS COMPENSATION SELF-INSURED GROUP WHICH HAS RECEIVED A CERTIFICATE OF FILING FROM THE COMMONWEALTH OF KENTUCKY. CLAIMS AGAINST GROUP MEMBERS ARE NOT COVERED BY THE KENTUCKY INSURANCE GUARANTY ASSOCIATION.

Dated at Frankfort, Kentucky this 28th day of May, 2020.



KACo
Making Workers Comp Work in Kentucky

Kris Dunn
Kris Dunn, Underwriting Manager

APPROVED



KENTUCKY ASSOCIATION OF COUNTIES

ALL LINES FUND

400 Englewood Drive, Frankfort, Kentucky 40601

502-223-7667 • 800-264-5226 • Fax 502-875-8240 • www.kaco.org

2019-2020 Earthquake Renewal Quote

Member: West Shelby Water

Limit: \$7,464,044

Deductible: \$25,000

TIV: \$7,464,044

19-20 renewal premium = \$3,209

Please indicate whether you would like to renew coverage,
sign, and return no later than June 10, 2019:

Yes

No

Lisa M. Diden 6/5/19
Signed Date

Kentucky Association of Counties All Lines Fund

400 Englewood Drive
Frankfort, KY 40601
Declarations Page

Policy Number P&C0238
Insured Name and Address

West Shelby Water
137 Citizens Blvd
PO Box 39
Simpsonville, KY 40067

Policy Period: 7/1/2019 to 7/1/2020
For customer service please call
(800)264-5226

Issued: 05/30/2019

Business Description Water District

In return for the payment of the premium, and subject to all the terms of the policy, we agree to provide the insurance stated in the binder.

Coverage			Deductible
General Liability (Per OCC/AGG)	3,000,000	5,000,000	1,000
Law Enforcement (Per OCC/AGG)	NCD	NCD	NCD
Errors/Omissions (Per OCC/AGG)	3,000,000	3,000,000	1,000
Employment Practices (Per claim / AGG) Retroactive Date: 07/01/2003	3,000,000	3,000,000	1,000
Cyber Liability (Per claim / AGG) Retroactive Date: 07/01/2015	1,000,000	1,000,000	2,500
Auto Liability (CSL)	3,000,000		0
Auto Comprehensive	ACV		500
Auto Collision	ACV		500
P.I.P. (No Fault)	10,000		0
Under Insured/Un-Insured	60,000		0
Non Owned Auto Coverage	Primary		
Property/Buildings	As Per Statement on File		500
Personal Property	As Per Statement on File		500
Boiler & Machinery	15,000,000		1,000
Inland Marine & EDP	As Per Statement on File		500
Business Income	500,000	500,000	0
Flood	1,000,000	1,000,000	0
Earthquake	See Earthquake Policy	See Earthquake Policy	See Earthquake Policy
Crime (Other than Employee Dishonesty)	150,000		500
Employee Dishonesty (Policy #: CIC1964)	150,000		250
Legal Defense Coverage	200,000		0

Authorized
Representative



Date 5/30/2019

KACo WORKERS COMPENSATION FUND

400 Englewood Drive

Frankfort, KY 40601

1-800-264-5226

CERTIFICATE OF WORKERS COMPENSATION COVERAGE

KACO W/C-4

ITEM 1 -	Name and Address of Insured: West Shelby Water 137 Citizens Blvd PO Box 39 Simpsonville, KY 40067
ITEM 2 -	Certificate Number: WC2019-0238
ITEM 3 -	Effective Date: Monday, July 01, 2019 12:01 A.M., standard time at the address of the Insured as stated herein. Expiration Date: Wednesday, July 01, 2020 Cancellation Notice: 60 Days - Pursuant to KRS 304.50
ITEM 4 -	Coverage under this Certificate applies to the Kentucky Workers Compensation Law (KRS 342)
ITEM 5 -	Company's Limit of Indemnity Each Occurrence: (a) For Workers Compensation: Statutory (b) For Employers Liability: \$2,500,000
ITEM 6 -	Workers Compensation Premium: \$4,084.00
ITEM 7 -	Special Fund Tax: \$262.00
ITEM 8 -	TOTAL PREMIUM:* \$4,346.00
ITEM 9 -	Payment Options: (1) Full payment by 8/1/2019. 1% discount applied = \$4,302.54 (2) 50% payment by 8/1/2019 and 3 subsequent equal monthly prmts. on balance. 50% = \$2,173.01 Plus 3 monthly payments of \$724.33

Please Note: Effective November 1, 2019 any outstanding balance due on this premium will accrue a compounding monthly interest charge of 0.5%. To make certain no interest is charged, be sure to make full payment postmarked no later than October 31, 2019

* An invoice accompanies this declaration for the total amount due.

This Certificate of Coverage shall not be binding of the KACo Workers Compensation Fund unless countersigned by a duly authorized representative of the Fund.

THIS COVERAGE HAS BEEN PLACED WITH A WORKERS COMPENSATION SELF-INSURED GROUP WHICH HAS RECEIVED A CERTIFICATE OF FILING FROM THE COMMONWEALTH OF KENTUCKY. CLAIMS AGAINST GROUP MEMBERS ARE NOT COVERED BY THE KENTUCKY INSURANCE GUARANTY ASSOCIATION.

Dated at Frankfort, Kentucky this 30th day of May, 2019


Kris Dunn, Underwriting Manager

KACo
Making Workers Comp Work in Kentucky



Invoice

Kentucky Association of Counties All Lines Fund

400 Englewood Drive
 Frankfort, KY 40601
 Tel: 1-800-264-5226
 Fax: 1-502-875-8240

Invoice Number K190442
Invoice Date 05/30/2019
Due Date 08/01/2019

Insured Name and Address

West Shelby Water
 137 Citizens Blvd
 PO Box 39
 Simpsonville, KY 40067

Member Number 0238

Contact(s)

<u>First Name</u>	<u>Last Name</u>	<u>Title</u>	<u>Telephone</u>	<u>Fax</u>	<u>Email</u>
Lisa	Didier	Exec. Administrator	(502)722-8944	(502)722-0060	lisad@westshelbywater.org
Steve	Eden	Director/Manager	(502)722-8944	(502)722-0060	seden@shelbywater.org

Invoice Detail

<u>Effective Date</u>	<u>Description</u>	<u>Premium</u>	<u>Amount Due</u>
07/01/2019	Annual Premium for 2019-2020 Policy Renewal	\$18,745.00	\$18,745.00
		Total Due	\$18,745.00

Payment Options:

- Option 1: Save 1%; pay \$18,557.55 by due date
- Option 2: Pay 50% by due date; and 3 subsequent equal monthly payments
 50 % = \$9,372.49 plus 3 monthly payments of \$3,124.17

Please Note: Effective November 1, 2019, any outstanding balance due on this premium will accrue a compounding monthly interest charge of 0.5%. To make certain no interest is charged, be sure to make full payment postmarked no later than October 31, 2019.

Servicing Agency

Kentucky Association of Counties All Lines Fund
 1-800-264-5226

For claims service please call:
 1-866-367-5226

Please return a copy of this invoice with your payment

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 4

Responding Witnesses: Lisa Didier

Q-4. Provide the minutes from West Shelby District commissioner meetings for the calendar year 2020, and the current period.

A-4. A copy of the Minutes of the West Shelby District Board of Commissioners meetings for 2020 and 2021 (year to date) is attached as **Exhibit 4**.

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 5

Responding Witnesses: Lisa Didier

Q-5. Provide a document listing the name of all commissioners for each of the five previous calendar years, and state, individually, the total amount of each benefit paid to, or on the behalf of, each commissioner during each year (i.e., wages, health insurance premiums, life insurance premiums, FICA taxes, etc.).

A-5. Please see the attached chart for the names of all commissioners for the five previous calendar years. Each Commissioner receives \$500 per month if he attends at least six hours of PSC accredited water district management training each calendar year. West Shelby District has three commissioners on its Board of Commissioners. Each commissioner was paid \$500 per month for each month they served during this five-year period. In February 2019, a long-time commissioner, Ray Larmee, was not re-appointed. He was replaced by Michael Riggs. The commissioners do **not** receive any benefits whatsoever, except for the \$500 per month compensation they receive.

COMMISSIONER NAME / BOARD MEMBER	TITLE	BEGINNING TERM DATE	ENDING TERM DATE	SALARY	COUNTY OF RESIDENCE
Ben Quinn	Chairman	04/30/2018	04/30/2022	\$6,000.00	Shelby
Michael Riggs	Secretary	02/28/2019	02/28/2023	\$6,000.00	Shelby
Raymond Williams	Treasurer	04/15/2021	04/15/2025	\$6,000.00	Shelby
HISTORICAL DATA					
Ray Larmee	Chairperson	02/28/2015	02/28/2019	\$6,000.00	Shelby

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 6

Responding Witnesses: Lisa Didier

Q-6. Provide the fiscal Court minutes approving each commissioner's appointment and compensation.

A-6. The Fiscal Court Minutes are attached. On March 7, 2000, the Shelby Fiscal Court set the compensation at \$300 per month per commissioner or, if they receive the six hours of PSC accredited water district management training each calendar year, they receive \$500 per month. Also attached are the Certificates showing that the Shelby County Judge/Executive administered the oath of office to Raymond Williams on April 15, 2021 and Ben Quinn on April 19, 2018 as commissioners of West Shelby District.

Shelby Fiscal Court

IN RE: West Shelby Water District

ORDER REAPPOINTING COMMISSIONER

Upon the recommendation of Bobby Stratton, Shelby County Judge/Executive, the approval of Shelby County Fiscal Court, and pursuant to KRS 74.020,

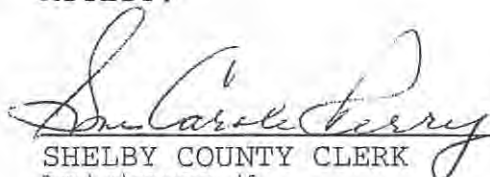
John Frazier

is hereby reappointed to serve as a Commissioner of the West Shelby Water District, for a term of two (2) years, beginning on March 10, 2000 and continuing through March 9, 2002, or until he is reappointed or his successor is duly appointed and qualified. As a Commissioner, and pursuant to KRS 74.020(6), he shall receive an annual salary of not more than Three Hundred (\$300.00) Dollars per month, or if he completes the education requirements set forth in said statute a monthly salary of not more than Five Hundred (\$500.00) Dollars per month, said sums to be paid only from the funds of the Water District.

Dated this 7th day of March, 2000.


BOBBY STRATTON
SHELBY COUNTY JUDGE/EXECUTIVE

ATTEST:


SHELBY COUNTY CLERK
2wtr\ws\commreap.jf

DOCUMENT NO: 171331
RECORDED ON: MARCH 07, 2000 02:39:05PM
COUNTY CLERK: SUE CAROLE PERRY
COUNTY: SHELBY COUNTY
DEPUTY CLERK: SUE CAROLE PERRY

Shelby Fiscal Court

IN RE: West Shelby Water District

ORDER REAPPOINTING COMMISSIONER

Upon the recommendation of Bobby Stratton, Shelby County Judge/Executive, the approval of Shelby County Fiscal Court, and pursuant to KRS 74.020,

Ray Larmee

is hereby reappointed to serve as a Commissioner of the West Shelby Water District, for a term of three (3) years, beginning on March 10, 2000 and continuing through March 9, 2003, or until he is reappointed or his successor is duly appointed and qualified. As a Commissioner, and pursuant to KRS 74.020(6), he shall receive an annual salary of not more than Three Hundred (\$300.00) Dollars per month, or if he completes the education requirements set forth in said statute a monthly salary of not more than Five Hundred (\$500.00) Dollars per month, said sums to be paid only from the funds of the Water District.

Dated this 7th day of March, 2000.


BOBBY STRATTON
SHELBY COUNTY JUDGE/EXECUTIVE

ATTEST:


SHELBY COUNTY CLERK

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DOCUMENT NO: 171332
RECORDED ON: MARCH 07, 2000 02:39:48PM
COUNTY CLERK: SUE CAROLE PERRY
COUNTY: SHELBY COUNTY
DEPUTY CLERK: SUE CAROLE PERRY

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Shelby Fiscal Court

IN RE: West Shelby Water District


ORDER REAPPOINTING COMMISSIONER

Upon the recommendation of Bobby Stratton, Shelby County Judge/Executive, the approval of Shelby County Fiscal Court, and pursuant to KRS 74.020,

Robert McDowell

is hereby reappointed to serve as a Commissioner of the West Shelby Water District, for a term of four (4) years, beginning on March 10, 2000 and continuing through March 9, 2004, or until he is reappointed or his successor is duly appointed and qualified. As a Commissioner, and pursuant to KRS 74.020(6), he shall receive an annual salary of not more than Three Hundred (\$300.00) Dollars per month, or if he completes the education requirements set forth in said statute a monthly salary of not more than Five Hundred (\$500.00) Dollars per month, said sums to be paid only from the funds of the Water District.

Dated this 7th day of March, 2000.


BOBBY STRATTON
SHELBY COUNTY JUDGE/EXECUTIVE

ATTEST:


SHELBY COUNTY CLERK
2wtr\ws\commreap.rm

DOCUMENT NO: 171333
RECORDED ON: MARCH 07, 2000 02:40:32PM
COUNTY CLERK: SUE CAROLE PERRY
COUNTY: SHELBY COUNTY
DEPUTY CLERK: SUE CAROLE PERRY

Court met pursuant to adjournment this 4th day of December, 2018, with the following members present.

Esq. Carriss Esq. Eades Esq. Hedges
Esq. Kingsolver Esq. Miller Esq. Pollett Esq. Riggs

County Judge/Executive Dan Ison presiding. County Attorney, Hart Megibben, County Treasurer, Sheila Quijas and County Clerk, Sue Carole Perry also present.

Court was called to order at 6:30 p.m.

On motion by Esq. Pollett second by Esq. Eades and carried it is ordered to approve the minutes of the previous session as presented.

On motion by Esq. Hedges second by Esq. Riggs and carried it is ordered to approve the following transfers:

From Acct# 01-5205-999	to Acct# 01-5205-177	\$ 1000.00
From Acct# 01-9200-999	to Acct# 01-5040-445	\$ 500.00
From Acct# 01-9200-999	to Acct# 01-5115-567	\$ 500.00

On motion by Esq. Kingsolver second by Esq. Miller and carried it is ordered to approve the following transfers from the General Fund \$30,000.00 to the Jail Fund and \$20,000.00 to the EMS Fund.

On motion by Esq. Riggs second by Esq. Carriss and carried it is ordered to pay the following bills:

GENERAL FUND	
American Cellular, Inc	586.00
Shelby County Attorney	5416.66
Baptist Health Medicine	30.00
KACO Insurance Agency	610.80
Chism's Hardware – FC	99.87
Chris Paiva	360.00
Shelby County Clerk	19.00
Kentucky State Treasurer	1385.00
Dave Marye, M.S.	300.00
Kentucky State Treasurer	546.00
Dollar General Partners	154.12
Doug's Tire Center	51.90
Duplicator Sales and Service	581.53
Express Fashion Operations, LLC	1174.00
International Code Council, Inc – Membership	230.00
Jose Luis Gonzalez	200.00
Kentucky State Treasurer	50.00
Kilesigns Custom Engraving	187.60
Knobs Farm	1000.00
KT Signs, Inc	2000.00
Landmark Community Newspapers	511.00
Logan's	68.51
Lowe's – FC	102.51
Lucien Hunter	37.50
Masters' Supply, Inc – FC	142.78
Operation Care, Inc	40.00
Quill Corp	680.57
Ray Electric, Inc	25.00
Mastercard – FC	273.71
John Deere Financial	134.73
John Deere Financial	17.79
Schiller	44.75
Serenity Center	833.33
Shelby Main Street Corporation	2083.00
Sheila Quijas	70.56
Shelby Home Exteriors	800.00

Cont.

Shelbyville-Shelby County Parks & Rec	47083.33
Shelby Services	1916.66
Shelby Veterinary Clinic	1946.35
Trane Parts Center	420.60
Voyager – AS	323.57
Voyager – BI	277.43
Voyager – CC	101.37
Voyager – CH	182.75
Voyager – CJE	170.15
Voyager – Coroner	50.59
Voyager – EMA	149.10
Voyager – SCJC	38.32
Voyager – LA	467.97
Walmart	272.08
Ware Energy	807.21
Wells & Campbell Builders LLC	364.40
William F Stewart	3881.00
Western Kentucky University	17660.73
<u>ROAD FUND</u>	
Airgas USA, LLC	31.82
Bachman Chevrolet	83.79
Baptist Health Medicine	60.00
Bumper to Bumper Auto Parts #15	250.77
CCP Industries	345.10
Chism’s Hardware – FC	7.60
Duplicator Sales and Service	16.81
Flynn Brothers Contracting, Inc	4989.60
J. Edinger & Son, Inc	670.00
Lawson Products	95.24
Logan’s	416.77
Lowe’s – RD	304.17
Masters’ Supply, Inc – FC	107.32
NAPA	483.10
John Deere Financial	51.96
Schaeffer Mfg. Co	2983.75
Tractor Supply Credit Plan	130.85
<u>JAIL FUND</u>	
ALCCO, LLC	22.65
Bob Barker Co, Inc	3200.67
Center for Education & Employment Law	254.95
Charm-Tex	957.46
Clem’s Refrigerated Foods	1356.20
Darrell Cox	22.00
Fastenal Company	11.66
Flowers Baking Co	433.51
Kentucky Association of Counties	275.00
Kenway Distributors	1156.25
Lowe’s – FC	42.41
Mark’s Plumbing Parts & Comm. Supply	238.12
MTJ American LLC	2849.75
Performance Food Service, LLC	11853.49
Reiter Dairy/Springfield, LLC	740.30
Republic – Jail Mastercard	1.95
Sheila Todd	10.00
Voyager Fleet Systems, Inc	939.62
<u>EMS FUND</u>	
Bound Tree Medical, LLC	527.86
Gall’s Incorporated	237.00
Grainger	110.54
Huber Tire Inc	2390.00
Lowe’s – FC	8.55
Maverick O2 & Respiratory Equip. LLC	96.51
Walmart	230.89
Wayne Ivers	25.00
Voyager Fleet Systems, Inc	5660.77

On motion by Esq. Miller second by Esq. Pollett and carried it is ordered to reschedule the first Fiscal Court meeting in January, 2019 from January 1st to January 8th.

Cont.

On motion by Esq. Carriss second by Esq. Pollett and carried it is ordered to appoint Michael Riggs as Commissioner to West Shelby Water District for a four-year term beginning February 28, 2019.

On motion by Esq. Hedges second by Esq. Kingsolver and carried it is ordered to re-appoint Stephen D. Miller as Commissioner to U.S. 60 Water District for a four-year term beginning January 1, 2019.

On motion by Esq. Pollett second by Esq. Riggs and carried it is ordered to contribute \$2000.00 to Leadership Shelby Program.

On motion by Esq. Hedges second by Esq. Carriss and carried it is ordered to surplus a 2005 Ford Explorer Vin# 1FMZU73W35ZA53908 from Sheriff's Office.

On motion by Esq. Pollett second by Esq. Kingsolver and carried it is ordered to surplus a 2013 Ford Police Interceptor Vin# 1FAHP2M86DG110354 from Sheriff's Office.

On motion by Esq. Riggs second by Esq. Pollett and carried it is ordered to enter into a Notice of Intent Agreement for the MS4 Program.

On motion by Judge Ison second by Esq. Riggs and carried it is ordered to go into closed session to discuss proposed litigation.

On motion by Esq. Eades second by Esq. Pollett and carried it is ordered to come out of closed session

On motion by Esq. Pollett second by Esq. Kingsolver and carried it is ordered to re-open session.

On motion by Esq. Eades second by Esq. Hedges and carried it is ordered the meeting adjourn.

Judge/Executive

Court met pursuant to adjournment this 17th day of April, 2018, with the following members present.

Esq. Carriss Esq. Eades Esq. Hedges
Esq. Kingsolver Esq. Miller Esq. Pollett Esq. Riggs

County Judge/Executive Dan Ison presiding. County Attorney, Hart Megibben, County Treasurer, Sheila Quijas, and County Clerk, Sue Carole Perry, also present.

Court was called to order at 10:00 a.m.

On motion by Esq. Pollett second by Esq. Miller and carried it is ordered to approve the minutes of the previous session as presented.

The Treasurer reported the following cash balances for the month of March.

General Fund	\$7,499,598.69	EMS Fund	\$ 97,622.32
Road Fund	\$1,470,669.51	Special Fund	\$262,788.39
Jail Fund	\$ 159,047.44	KACOLT Fund	\$ 66.80
LGEA Fund	\$ 486,803.28	Public Prop Fund	\$ 8,668.45

On motion by Esq. Carriss second by Esq. Kingsolver and carried it is ordered to accept the report.

On motion by Esq. Pollett second by Esq. Riggs and carried it is ordered to accept the 3rd Quarter Financial Statement.

On motion by Esq. Kingsolver second by Esq. Carriss and carried it is ordered to approve the following transfers:

From Acct# 01-9200-999	to Acct# 01-5135-420	12500.00
From Acct# 01-9200-999	to Acct# 01-5330-507	1000.00
From Acct# 01-5315-586	to Acct# 01-5315-578	400.00
From Acct# 01-5205-172	to Acct# 01-5205-107	1000.00
From Acct# 01-5135-429	to Acct# 01-5135-573	700.00
From Acct# 01-5135-594	to Acct# 01-5135-578	1960.00
From Acct# 01-5135-592	to Acct# 01-5135-578-01	100.00
From Acct# 01-5115-429	to Acct# 01-5115-107	1000.00
From Acct# 01-5080-429	to Acct# 01-5080-578	1000.00
From Acct# 01-9200-999	to Acct# 01-5050-576	300.00
From Acct# 01-9200-999	to Acct# 01-5047-573	560.00
From Acct# 01-5047-338	to Acct# 01-5047-331	300.00
From Acct# 01-9200-999	to Acct# 01-5047-725	400.00
From Acct# 01-5001-340	to Acct# 01-5025-551	40.00
From Acct# 01-5025-569	to Acct# 01-5025-556	422.00
From Acct# 03-5101-101	to Acct# 03-5101-165	2000.00
From Acct# 03-5101-173	to Acct# 03-5101-177	7000.00
From Acct# 03-9200-999	to Acct# 03-5101-411	2000.00
From Acct# 03-9200-999	to Acct# 03-5101-437	1000.00
From Acct# 03-9200-999	to Acct# 03-5101-578-01	1000.00
From Acct# 09-5140-413	to Acct# 09-5140-567	3000.00
From Acct# 09-5140-413	to Acct# 09-5140-569	1000.00
From Acct# 01-5047-569	to Acct# 01-5047-563	350.00

On motion by Esq. Eades second by Esq. Hedges and carried it is ordered to approve the following transfers from the General Fund \$20,000.00 to the Jail Fund and \$50,000.00 to the EMS Fund.

On motion by Esq. Riggs second by Esq. Pollett and carried it is ordered to pay the following bills:

<u>GENERAL FUND</u>	
Advanced Global Communications	5723.75
Atom Chemical Inc	1170.00
Bumper to Bumper Auto Parts #15	87.98
Chad R Colony	2309.87
Chism's Hardware – FC	236.08
Shelby County Clerk	60.00
Duplicator Sales and Service	168.99
WT's Electric City	595.02
Haggar Direct Inc	100.00
Harper Law Co PLLC	250.00
High Tech Rescue Inc	779.00
Shelbyville Horse Show Jubilee	500.00
KY County Judge/Executive Association	2584.00
KMCA	3551.82
Layne & Associates LLC	149.00
Logan's	32.47
Lowe's – FC	902.88
Lowe's Business Acct/SYNCB	13.20
Masters' Supply Inc – FC	11.04
NAPA	448.98
O'Brien of Shelbyville Inc	76.67
Omega Plastics Corp of Kentucky	454.20
Pitney Bowes Inc	474.45
Purchase Power	906.84
Quill Corp	738.56
Radio Communications	1581.50
Bluegrass Recycling Service Inc	4540.79
Republic – MC 6848	503.14
Mastercard – FC	144.59
Rusty Newton	23.67
Sheila Quijas	98.94
Todd's Auto Repair	26.50
United Refrigeration Inc	44.57
US Bank Operations Center (Bonds)	45991.67
Walmart	145.44
Ware Energy	928.62
William Austin Newton	451.00
Western Kentucky University	5000.00
<u>ROAD FUND</u>	
Action Overhead Door	266.12
Advanced Global Communications	188.38
Airgas USA LLC	39.72
Bluegrass Septic Service	250.00
Bumper to Bumper Auto Parts #15	31.18
Carrier Concepts Inc	65.00
CCP Industries	1227.53
Chism's Hardware – FC	116.49
Fastenal Company	14.69
H Oil Company	3865.88
Lawson Products	151.04
Logan's	526.96
Lyle Abbott	604.69
MAGO Construction Company	2792.50
Meade Tractor	257.34
NAPA	525.79
Neill Lavielle Supply Co LLC	226.69
Peytona Garage	925.00
Purchase Power	3.03
John Deere Financial	14.98
SAF-TI-CO	232.00
Schaeffer Mfg Co	436.84
Sentinel News	259.44
Shelby Welding Service	25.00
T&G Shoe Store	170.00
Total Truck Parts	9.21
Tractor Supply Credit Plan	941.21
<u>JAIL FUND</u>	
Advanced Global Communications	200.00
Bluegrass Septic Service	300.00
Charm-Tex	1875.42
Clem's Refrigerated Foods	898.17

Cont.

Cook's Locksmith Services Inc	15.00
Clearwater Packaging DBA CPI/Guardian	644.00
Dean Milk Company LLC	739.53
Dine Company	339.30
Doug's Tire Center	35.18
Duplicator Sales and Service	302.60
WT's Electric City	831.50
Fastenal Company	22.07
Flowers Baking Co	735.64
General Rental Center	148.58
Humphrey Double H Farms Inc	219.00
Kenway Distributors	2057.77
KY Jailers Association	600.00
Lowe's – FC	41.63
Masters' Supply Inc – FC	8.83
Maxima Supply	926.40
Overhead Door	884.11
Performance Food Service LLC	11388.73
Quill Corp	401.32
Republic – MC/Jailer	72.79
Satellite Tracking of People LLC	6435.00
Siegel's Uniforms	103.00
Southern Health Partners	38707.21
The G-S Company	77.49
Victory Supply LLC	863.91
Advanced Systems Technology Inc	2795.00
<u>EMS FUND</u>	
911 Billing Services & Consultant Inc	11567.00
Bound Tree Medical LLC	3430.80
WT's Electric City	526.41
Emergent Respiratory	997.20
First Tactical	149.96
Gall's Incorporated	389.03
General Rental Center	148.59
George J Hust Company	412.27
Kenway Distributors	26.80
Kile signs Custom Engraving	95.40
Lowe's Business Acct/SYNCB	109.55
Maverick 02 & Respiratory Equip. LLC	932.22
Mohawk Medical	870.68
NAPA	18.87
Purchase Power	5.72
Quill Corp	93.72
REV Parts LLC	139.02
Trane Parts Center	220.61
Walmart	175.67
World Point ECC	1596.00

Matt Bullock representing the Transportation Cabinet, presented to the court recommendations for the 2018-2019 Rural Secondary Program.

On motion by Esq. Carriss second by Esq. Pollett and carried it is ordered to approve the recommendations.

Paul Gilbert, representing Crown Castle, provided the Court with information regarding their Small Cell Nodes.

On motion by Esq. Pollett second by Esq. Eades and carried it is ordered to transfer Brian Price from Animal Control Officer 1 to Custodian at a rate of \$11.59 per hour effective 4/20/2018.

On motion by Esq. Miller second by Esq. Hedges and carried it is ordered to hire Ben Myatt as full time Kennel Assistant at a rate of \$8.00 per hour effective 4/20/2018.

On motion by Esq. Kingsolver second by Esq. Carriss and carried it is ordered to hire Danielle Reynolds as full time Animal Control Officer 1 at a rate of \$10.00 per hour, effective 4/20/2018.

On motion by Esq. Pollett second by Esq. Miller and carried it is ordered to hire John Clark as full time Animal Control Officer 1 at a rate of \$10.00 per hour, effective 4/20/2018.

On motion by Esq. Pollett second by Esq. Riggs and carried it is ordered to change Megan Stout to full time Dispatch Operator at a rate of \$14.00 per hour, effective 1/12/2018.

On motion by Esq. Kingsolver second by Esq. Eades and carried it is ordered to hire Stuart Hamilton as part time Dispatch Operator at a rate of \$12.00 per hour, effective 4/6/2018.

On motion by Esq. Kingsolver second by Esq. Carriss and carried it is ordered to promote T. J. Stigers to EMS Sargent with a yearly salary of \$41,381.76, effective 4/20/2018.

On motion by Esq. Eades second by Esq. Kingsolver and carried it is ordered to reduce the amount of bonds for Constables to \$20,000.00.

On motion by Esq. Riggs second by Esq. Hedges and carried it is ordered to re-appoint Ben Quinn as Commissioner to the West Shelby Water District, for a four-year term beginning 5/1/2018 and ending 4/30/2022.

On motion by Esq. Riggs second by Esq. Pollett and carried it is ordered to set the following salaries per KRS 64.530, effective 7/1/2018.

* Magistrates	\$ 24,863.54
* Deputy Judge Executive	\$ 59,000.00
* County Judge Executive Administrative Assistant	\$ 27,500.00
* County Judge Receptionist	\$ 25,708.80
* Finance Clerk	\$ 27,000.00
* Coroner	\$ 21,000.00
* Coroner Chief Deputy	\$ 9,000.00
* Deputy Coroner(s)	\$ 6,000.00

On motion by Esq. Eades second by Esq. Hedges and carried it is ordered the meeting adjourn.

Judge/Executive

Court met pursuant to adjournment this 19th day of October, 2021, with the following members present:

Esq. Eades Esq. Hedges Esq. Kingsolver
Esq. Lisby Esq. Metzger Esq. Miller Esq. Webb

County/Judge Executive Dan Ison presiding. County Attorney, Hart Megibben, County Treasurer, Sheila Quijas and County Clerk, Sue Carole Perry also present.

Court was called to order at 10:00 a.m.

On motion by Esq. Miller second by Esq. Hedges and carried it is ordered to approve the minutes of the previous session as presented.

The Treasurer reported the following cash balances for September:

General Fund	\$11,391,178.13	EMS Fund	\$ 71,339.05
Road Fund	\$ 1,969,699.44	Special Fund	\$262,872.64
Jail Fund	\$ 38,572.51	Transient Fund	\$ 40,077.49
LGEA Fund	\$ 504,177.31	KACOLT Fund	\$ 66.80
Fed. Grants	\$ 4,757,724.20	ABC	\$ 6,981.29
Public Prop	\$ 8,688.12		

On motion by Esq. Hedges second by Esq. Webb and carried it is ordered to accept the report.

On motion by Esq. Kingsolver second by Esq. Hedges and carried it is ordered to accept the 1st Quarter Fiscal Year 2021-2022 Financial Statement.

On motion by Judge Ison second by Esq. Webb and carried it is ordered to approve the following transfers:

From Acct# 01-9200-999 to Acct# 01-5025-542	\$ 6,000.00
From Acct# 09-5140-723 to Acct# 09-5140-586	\$100,000.00

On motion by Judge Ison second by Esq. Webb and carried it is ordered to approve the following cash transfers from the General Fund \$105,000.00 to the Jail Fund and \$105,000.00 to the EMS Fund. From the previous court meeting, of the \$105,000.00 requested for the Jail Fund, \$80,000.00 was transferred, of the \$105,000.00 requested for the EMS Fund, \$70,000.00 was transferred.

On motion by Esq. Eades second by Esq. Hedges and carried it is ordered to pay the following bills:

<u>GENERAL FUND</u>	
Advanced Global Communications Inc	680.00
KACO All Lines Funds - KALF	39340.17
Amazon Capital Services - FC (#A11V)	53.97
Amazon Capital Services - EMA (#A2177)	36.99
Anthem EAP	2387.28
Atom Chemical Inc	1350.00
Baptist Health Medicine/Systoc	30.00
Bluegrass Sunrooms	125.00
BMC Productions - %SYNAPSE	1000.00
CanLeen Service Company of Kentucky	29.60
Check Property Group LLC	1000.00
Chris Paiva	360.00
Countryside Industries LLC	5000.00
DC Elevator Company Inc	1500.00

Cont.

Drug Tests in Bulk	198.75
Duplicator Sales and Service	13.87
WT's Electric City	2306.42
Fayette Heating & Air Conditioning Inc	25.00
FMS – Facilities Management Services	7010.00
Haymond CPA PSC	255.00
Hays Law Office – ESCROW	200.00
HDR Engineering Inc	37.00
K&M Blasting Inc	262.00
Kentucky Association of Counties	1250.00
Kenway Distributors	257.02
KY Chamber of Commerce	160.95
Layne & Associates LLC	20.00
Legacy Contracting LLC	18650.00
Logan's	43.59
Lowe's – FC	152.46
Makk Landscape Group LLC	250.00
MARMIC Fire & Safety	840.00
Omega Plastics Corp of Kentucky	352.00
Purchase Power	1497.32
Quill Corp	371.96
R E Purnell Construction Inc	750.00
Republic – MC – SCFC – 3487 (6830 & 6848)	318.57
Robert Ivers	100.00
Sheila Quijas	20.00
Shelby Veterinary Clinic	674.97
Shelby County Sheriff's Dept.	336.00
Tractor Supply Credit Plan	43.99
Wayne Ivers	75.00
William F Stewart	5137.50
Woods Car Wash	40.00
KACO Workers Compensation Fund	7673.34
Zachary Butler	50.00
ROAD FUND	
KACO All Lines Funds – KALF	8342.00
Duplicator Sales and Service	20.85
Logan's	400.31
Lowe's – FC	0.94
Quill Corp	134.60
Shelby County Sheriff's Dept	48.00
KACO Workers Compensation Fund	5432.66
Shelbyville Asphalt	133039.45
Bluegrass Septic Service	250.00
Bumper to Bumper Auto Parts #15	39.09
Carriers Concepts LLC	140.00
Clore Agri-Company LLC	1396.20
Doug's Tire Center	702.00
Frankfort Materials Company	369.06
Global Rental Co Inc	3620.50
Lawson Products Inc	240.93
O'Brien of Shelbyville Inc	381.31
John Deere Financial	1227.07
Shelbyville Chrysler Products Inc	1249.00
The Boot Depot	340.00
Total Truck Parts	137.20
JAIL FUND	
KACO All Lines Funds – KALF	11613.00
WT's Electric City	992.00
Kenway Distributors	2004.39
Lowe's – FC	3.34
R E Purnell Construction Inc	300.00
Shelby County Sheriff's Dept	48.00
KACO Workers Compensation Fund	5647.34
Bluegrass Septic Service	300.00
Axon Enterprise Inc	3450.00
Charm-Tex	321.10
Darrell Cox	22.00
Humphrey Double H Farms Inc	339.00
KellWell Food Management Inc	13371.04
Legacy Heating & Air Conditioning LLC	8317.31
Pipe Eyes LLC	940.00
Republic – Jail Mastercard (9869 & 8655)	1021.20
Siegel's Uniforms	71.00
Southern Health Partners	42703.03

Cont.

SWH Supply Co	6.40
TNT Technologies Inc	12641.91
Toshiba Financial Services	357.76
Trane Supply	5776.00
FMS FUND	
KACO All Lines Funds – KALF	7110.83
Amazon Capital Services – FC (#A11V)	25.98
Baptist Health Medicine/Systoc	30.00
Duplicator Sales and Service	147.91
WT's Electric City	16.76
Purchase Power	1.59
Quill Corp	167.58
Shelby County Sheriff's Dept	96.00
KACO Workers Compensation Fund	11056.00
911 Billing Services & Consultant Inc	12474.31
Bound Tree Medical LLC	2120.58
Emergency Repair Inc	5052.38
Emergency Repair Inc	793.37
Lowe's – EMS	950.80
Maverick O2 & Respiratory Equip. LLC	1026.83
McBrayer PLLC	1622.25
Mohawk Medical	1271.38
Penn Care Inc	602.45
Stryker Sales Corporation	3375.00
Teleflex Funding LLC	3300.00
Capital One – Walmart	198.26
FEDERAL GRANTS FUND	
Stryker Sales Corporation	3820.00
911 Fleet & Fire Equipment	2360.00
Radio Communications	76501.00
Selex ES Inc	18095.00

On motion by Esq. Hedges second by Esq. Kingsolver and carried it is ordered to approve the addition of Revenue Line 03-4537-01 HB 556 – Attendance & Programming to the Jail Fund for Fiscal Year 2021-2022, with a retroactive date of 9/17/21.

On motion by Esq. Eades second by Esq. Lisby and carried it is ordered to approve the addition of Revenue Line 75-4504-01 CDBG – Wieland Gravity Sewer Line Receipts and Expenditure Line 75-5075-548-01 Econ Development Special Project – Wieland Sewer, to the Special Fund for Fiscal Year 2021-2022.

On motion by Judge Ison second by Esq. Lisby and carried it is ordered to introduce for 2nd reading of a Budget Amendment relating to the 2021-2022 Shelby County Fiscal Court Annual Budget, Ordinance 05-18-03, Amendment 3 (CH Loan).

On motion by Judge Ison second by Esq. Hedges and carried it is ordered to adopt the aforementioned Budget Amendment. This Amendment is recorded in EJO Book 02019 page 746.

On motion by Judge Ison second by Esq. Hedges and carried it is ordered to introduce for 1st reading of a Budget Amendment relating to the 2021-2022 Shelby County Fiscal Court Annual Budget, Ordinance 05-18-03, Amendment 4 (CDBG Wieland Sewer).

On motion by Esq. Eades second by Esq. Miller and carried it is ordered to approve ARPA application request approved by the Fiscal Recovery Committee. 2021-13 EMA & Sheriff-2 Mobile Messaging Signs & 10 Weatherproof Sidewalk Signs - \$33,721.00.

On motion by Esq. Eades second by Esq. Lisby and carried it is ordered to obligate \$1 million of the ARPA money for Broadband.

On motion by Esq. Lisby second by Esq. Webb and carried it is ordered to approve a Resolution in support of Charter Communication's application for State Grant Broadband funding on behalf of the County. This Resolution is recorded in EJO Book Q2019 page 748.

On motion by Esq. Kingsolver second by Esq. Lisby and carried it is ordered to approve Judge/Executive to execute Hospuras Agreement.

On motion by Esq. Kingsolver second by Esq. Webb and carried it is ordered to approve Judge/Executive to execute Duplicator Sales and Service Agreement.

On motion by Esq. Eades second by Esq. Hedges and carried it is ordered to execute a service agreement with HMC Service Company for HVAC service at the Judicial Center.

On motion by Judge Ison second by Esq. Lisby and carried it is ordered to execute a Deed of Conveyance between Shelby County Fiscal Court and the City of Simpsonville regarding the sale of the Cardinal Club Estate lots.

On motion by Judge Ison second by Esq. Eades and carried it is ordered to introduce a Resolution regarding Mose Dale Park Grant Project.

On motion by Judge Ison second by Esq. Webb and carried it is ordered to approve the aforementioned Resolution. This Resolution is recorded in EJO Book Q2019 page 749.

On motion by Judge Ison second by Esq. Webb and carried it is ordered to execute MOU between Norfolk Southern Railway Company and Shelby County Fiscal Court.

On motion by Judge Ison second by Esq. Kingsolver and carried it is ordered to introduce a Resolution to accept McConnell Way into the Shelby County Road System.

On motion by Judge Ison second by Esq. Lisby and carried it is ordered to approve the aforementioned Resolution. This Resolution is recorded in EJO Book Q2019 page 750.

On motion by Esq. Eades second by Esq. Lisby and carried it is ordered to execute Grant Contract between Shelby County Fiscal Court and The Department of Local Government to establish an agreement for Wieland Gravity Sewer Line Project.

The following bids were submitted for Court House Roof repairs.

<u>CONTRACTOR</u>	<u>ROOF BID</u>	<u>METAL WORK BID</u>	<u>TOTAL</u>
American Restoration	\$381,265.00	\$259,274.00	\$640,539.00
Highland Roofing	\$435,949.00	\$135,784.00	\$571,733.00
Renaissance Roofing Inc	\$356,000.00	\$257,500.00	\$613,500.00
General Restoration Corp	\$249,200.00	\$156,000.00	\$405,200.00

On motion by Esq. Lisby second by Esq. Webb and carried it is ordered to accept the low bid from General Restoration Corp.

On motion by Judge Ison second by Esq. Webb and carried it is ordered to re-appoint Raymond Williams as Commissioner of the West Shelby Water District Board, beginning with a retro date of 4/15/2021 and ending 4/15/2025.

On motion by Judge Ison second by Esq. Lisby and carried it is ordered to issue an incentive payment in the amount of \$3279.72 to Sheriff Mark Moore for completion of 40 hours of training for year 2021.

On motion by Judge Ison second by Esq. Kingsolver and carried it is ordered to approve the following job descriptions for EMS.

Advanced Emergency Medical Technician	EJO 2019 page 751
Advanced Emergency Medical Technician – Captain	EJO 2019 page 754
Advanced Emergency Medical Technician – Sergeant	EJO 2019 page 758
Advanced Emergency Medical Technician – Chief of Operations	EJO 2019 page 762
Advanced Emergency Medical Technician – Deputy Chief of Operations	EJO 2018 page 766

On motion by Judge Ison second by Esq. Eades and carried it is ordered to approve the following Personnel.

Ethan Southard	Deputy Sheriff	\$20.50 per hour effective 10/11/2021
Heather Robert-Elhussein	CJE Admin. Assistant	\$16.00 per hour effective 10/20/2021
Zack Smith	Road Dept. Laborer	\$12.25 per hour effective 10/20/2021

On motion by Esq. Hedges second by Esq. Eades and carried it is ordered to reclassify Emma Noe from part-time EMT to full-time EMT effective retro date of 10/15/2021 and an annual salary of \$34,000.00.

On motion by Esq. Eades second by Esq. Hedges and carried it is ordered the meeting adjourn.

Judge/Executive

COMMONWEALTH OF KENTUCKY



TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETINGS;

KNOW YE THAT THIS DAY CAME **Raymond Williams** was by me duly sworn to the oath of office of Commissioner of the **West Shelby Water District**, Shelby County, Kentucky, by being administered the oath required of section 228 of the Constitution of Kentucky, in words as follows:

"I do solemnly swear that I will support the Constitution of the United States and the Constitution of this Commonwealth, and be faithful and true to the Commonwealth of Kentucky, so long as I continue a citizen thereof, and I will faithfully execute, to the best of my ability, the office aforesaid according to law; and I do further solemnly swear that since the adoption of the present Constitution, I being a citizen of this State, have not fought a duel with deadly weapons within the State nor out of it, nor have I sent or accepted a challenge to fight a duel with deadly weapons, nor have I acted as a second in carrying a challenge, nor aided or assisted any person thus offending. SO HELP ME GOD."

IN TESTIMONY WHEREOF, I have caused this certificate to be done in Shelbyville, Kentucky, this 15th day of April 2021. Executed and the seal of this office affixed thereto.



Dan Ison

Shelby County Judge-Executive





COMMONWEALTH OF KENTUCKY

TO ALL TO WHOM THESE PRESENTS SHALL COME,
GREETINGS;

KNOW YE THAT THIS DAY CAME **Ben Quinn** was by me duly sworn to the oath of office of Commissioner with the **West Shelby Water District**, Shelby County, Kentucky, by being administered the oath required of section 228 of the Constitution of Kentucky, in words as follows:

"I do solemnly swear that I will support the Constitution of the United States and the Constitution of this Commonwealth, and be faithful and true to the Commonwealth of Kentucky, so long as I continue a citizen thereof, and I will faithfully execute, to the best of my ability, the office aforesaid according to law; and I do further solemnly swear that since the adoption of the present Constitution, I being a citizen of this State, have not fought a duel with deadly weapons within the State nor out of it, nor have I sent or accepted a challenge to fight a duel with deadly weapons, nor have I acted as a second in carrying a challenge, nor aided or assisted any person thus offending, SO HELP ME GOD."

IN TESTIMONY WHEREOF, I have caused this certificate to be done in Shelbyville, Kentucky, this 19th day of April 2018. Executed and the seal of this office affixed thereto.

Dan Ison
Shelby County Judge Executive



WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 7

Responding Witnesses: Ken Taylor

Q-7. Refer to the Application, Attachment 4, Schedule of Adjusted Operations. Provide the workpapers that support the pro forma adjustments described in the References page of the Attachment in Excel spreadsheet format with all formulas, columns, and rows unprotected and fully accessible.

A-7. The workpapers that support the pro forma adjustments described in the References page of the Schedule of Adjusted Operations portion of the Application is attached to this Response. In addition, the Billing Analysis for the period of April 2020 through March 2021 is attached as **Exhibit 7**.

Electronic Application of West Shelby Water District for Rate Adjustment Pursuant to 807KAR5:076
PSC Case No. 2021-00241
Commission Staff's First Request for Information

Response to Item 7. Application, Attachment 4, Schedule of Adjusted Operations

2020 Annual Report Total Metered Sales		\$1,573,851
A. Metered Water Sales Adjustments		
A.I Addition of Other Sales To Public Authorites to Total Metered Sales		\$2,971
A.II 2021 Purchased Water Adjustment for 12 month water sales		
PWA of \$0.05/1,000 gallons times total gallons sold in test year		
	\$0.05	x
		272,875
		(1,000 gal.)
		\$13,644
A.III Billing Analysis Adjustment 2020 to April 2020 - March 2021*		
Revenue from 4/20 to 3/21 minus Revenue in 2020 PSC Annual Report		
	#####	-
		\$1,573,851
		\$15,082
		Total Adjustment
		\$31,697
		Total Metered Water Sales
		\$1,605,548

* WSWD started using a new billing software program in April 2020 and all of the data in the old system did not transfer over. The April 2020 - March 2021 Billing Analysis is included here with in separate spread sheets.

Salary and Wages Adjustment for 2021 Raises		
2020 Salaries of	\$245,786	
	x	0.03 (3% increase)
		\$7,374
Purchase Water Adjustments		
C.I July 1, 2020 LWC Wholesale Rate Increase		
Adjustment for Jan. - Jun. or half of the yearly increase of \$11,962.		
	0.50	x
		\$11,962
		\$5,981
C.II July 1, 2021 LWC Wholesale Rate Increase		
Adjustment for the full year		
	1.00	x
		\$12,762
		\$12,762
C.III Adjustment for Users added in first quarter of 2021 that are included in the billing analysis		
No. of new users x no. of months x average monthly usage x cost per 1,000 gallons		
56	x	3
	x	5.2
	x	\$2.44
		\$2,132
		Total O&M Expense Adjustment
		\$28,248

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 8

Responding Witnesses: Lisa Didier

Q-8. Using a table format, provide the following information for each employee identified by employee number and job title: job description, date hired, date terminated (if applicable), and pay rates for each employee at December 31 for calendar years 2016 through 2020 and the pay rates as of April 1, 2021. Provide the requested tables in Excel spreadsheet format with all formulas, columns, and rows unprotected and fully accessible.

A-8. Please see **Exhibit 8** for the requested Excel spreadsheet. It should be noted that **Exhibit 8** contains all the requested employee compensation and fringe benefit information requested in Questions 8 through 12.

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 9

Responding Witnesses: Lisa Didier

Q-9. Using a table format, provide the regular hours and overtime hours for each employee identified in West Shelby District's response to Item 8 for the calendar years 2016 through 2020. Provide the requested table in an Excel spreadsheet format with all formulas, columns, and rows unprotected and fully accessible.

A-9. Please see **Exhibit 8**.

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 10

Responding Witnesses: Lisa Didier

Q-10. Using a table format, provide the following actual full-year salary information for each employee listed in Item 8 above, identified by employee number and job title, for the calendar years 2016 through 2020 (in gross dollars—not hourly or monthly rates). The employee salary information for each year shall be provided in a separate table. Provide the requested tables in Excel spreadsheet format with all formulas, columns, and rows unprotected and fully accessible.

- a. Regular salary or pay.**
- b. Overtime pay.**
- c. Vacation payout.**
- d. Standby/Dispatch pay.**
- e. Bonus pay.**
- f. Other amounts paid and reported on the employees' W-2 (specify).**

A-10. a-f. This information is provided in **Exhibit 8** (Excel spreadsheet).

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 11

Responding Witnesses: Lisa Didier

Q-11. Using a table format, provide the following actual full-year benefit information for each employee listed in Item 8 above, identified by employee number and job title, for the calendar years 2016 through 2020. The employee's benefit information for each year shall be provided in a separate table. Provide the requested tables in Excel spreadsheet format with all formulas, columns, and rows unprotected and fully accessible.

- a. Health care benefit cost for each employee.**
 - (1) Amount paid by West Shelby District.**
 - (2) Amount paid by each employee.**

- b. Dental benefits cost for each employee.**
 - (1) Amount paid by West Shelby District.**
 - (2) Amount paid by each employee.**

- c. Vision benefits cost for each employee.**
 - (1) Amount paid by West Shelby District.**
 - (2) Amount paid by each employee.**

- d. Life insurance cost for each employee.**
 - (1) Amount paid by West Shelby District.**
 - (2) Amount paid by each employee.**

- e. Accidental death and disability benefits for each employee.**
 - (1) Amount paid by West Shelby District.**
 - (2) Amount paid by each employee.**

- f. Defined Contribution – 401(k) or similar plan cost for each employee.**
Provide the amount paid by West Shelby District.

- g. Defined Benefit Retirement cost for each employee.**
 - (1) Amount paid by West Shelby District.**
 - (2) Amount paid by each employee.**

h. Cost of any other benefit available to an employee (specify).

A-11. a-h. All of this information is provided in **Exhibit 8**.

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 12

Responding Witnesses: Lisa Didier

Q-12. Provide a listing of all health care plan categories available to West Shelby District's employees, i.e., single, married no dependents, single parent with dependents, family, etc. For each employee listed in Item 8 above, identify the type of health insurance coverage each employee was provided.

A-12. See **Exhibit 8** for the requested information.

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 13

Responding Witnesses: Lisa Didier

Q-13.

- a. Identify the number of new connections (meters) that West Shelby District installed in calendars year 2019, 2020, and to date in 2021.**
- b. Identify the amount of tap-on fees West Shelby District collected in calendar years 2019, 2020, and to date in 2021.**
- c. Identify the account where West Shelby District recorded its tap-on fees.**

A-13.

- a-b. The attached chart identifies the number of new connections and the tap-on fees collected by West Shelby District in calendar years 2019 and 2020 and to date in 2021.**
- c. The tap-on fees were recorded in Account # 4700.**

Recorded in G/L acct# 4700

New Connections	Tap-on Fees Collected
2019	2019
44	\$41,800.00
2020	2020
110	\$105,350.00
2021	2021
57	\$54,350.00

	Non-Recurring Fees	Non-recurring charges 2020
Service/Reconnection Charge	\$ 50.00	\$ 6,750.00
After Hours Reconnection	\$ 75.00	\$ -
Meter Reading Recheck Charge	\$ 50.00	\$ -
Meter Test	\$ 75.00	\$ -
Inspection of Service Line	\$ 25.00	\$ -
Returned Check Fee	\$ 30.00	\$ 210.00
Tap-on Fees	950.00 for 5/8" meter Actual costs for all other sizes	\$ 105,350.00

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 14

Responding Witnesses: Lisa Didier & Jackie Hunter, CPA

Q-14. Identify the cost of the meters and services that West Shelby District capitalized in calendar year 2020 and to date in 2021. Also, identify the calendar year 2020 adjusting journal entry where the cost of the meters and services were transferred from the expense to the capital accounts.

A-14. See **Exhibit 14** for a copy of the Excel spreadsheet which provides the information requested by Question 14 for calendar year 2020. The cost of the meters and services installed in 2021 have not yet been capitalized. This will be done by West Shelby District's auditor during the audit process for calendar year 2021.

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 15

Responding Witnesses: Lisa Didier & Jackie Hunter, CPA

Q-15. Identify the labor West Shelby District capitalized associated with its meter installations in calendar year 2020 and to date in 2021. Explain in detail how the capitalized labor costs were capitalized.

A-15. The requested information is provided in **Exhibit 14** for calendar year 2020.

The labor associated with the meter installations in calendar year 2021 has not yet been capitalized. This will be done by West Shelby's auditor during the audit process for calendar year 2021.

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 16

Responding Witnesses: Ken Taylor

Q-16. Refer to the Application, Attachment 4, Schedule of Adjusted Operations, References C. III. Explain if West Shelby District adjusted its operating revenues and expenses to annualize the usages for the customers added during the test-year, calendar year 2020.

A-16. No adjustments were made to annualize the revenue and expenses for the usage for the customers that were added during calendar year 2020.

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 17

Responding Witnesses: Lisa Didier

Q-17. Refer to the Application, Attachment 4, Schedule of Adjusted Operations, References B. West Shelby District explains that on May 20, 2021, it granted a three-percent pay increase to all employees.

- a. Explain in detail why it is appropriate for West Shelby District to give a three-percent wage increase to each employee in 2021.**
- b. Provide a schedule in Excel spreadsheet format with all formulas, columns, and rows unprotected and fully accessible comparing annual employee wage increases granted in calendar years 2016 through 2020.**
- c. Provide a detailed explanation of any cost containment actions that West Shelby District has implemented in calendar years 2016 through 2020. Quantify the financial impact that each cost containment action had on West Shelby District's financial condition.**

A-17.

- a. Although the Minutes of the May 20, 2021 board meeting do not reflect the rationale for the "across the board" 3% wage increase, the Board wanted to treat all employees the same. This increase was basically a cost-of-living adjustment. All employees had worked extremely hard during very challenging times because of COVID. When you look at the wages of the employees of West Shelby District, you will see that

none of the wages are unreasonably high for this area of Shelby County, which is adjacent to the east end of Louisville and Jefferson County.

- b. This information is found in **Exhibit 8** under Tab 17 a-c.
- c. West Shelby district did **not** implement any cost containment actions in calendar years 2016 through 2020.

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 18

Responding Witnesses: Lisa Didier & Ken Taylor

Q-18. Provide copies of the cost justification sheets West Shelby District filed with the Commission to support the nonrecurring charges listed in the tables below or provide revised cost justification sheets based upon the document found in Appendix A.

a. Service Reconnection Charge	\$50
b. Service Reconnection Charge – After Hours	\$75
c. Meter Recheck Charge	\$50
d. Meter Test	\$75
e. Inspection of Service Line	\$25
f. Return Check Charge	\$30

A-18. a-f. See attached Cost Justification Sheets for each of the Non-Recurring Charges.

COMMISSIONERS

Ray Larmee,
Chairman

West Shelby Water District

MANAGERS

Raymond Williams,
Secretary

Ben Quinn,
Treasurer

7101 Shelbyville Rd.
P.O. Box 39
Simpsonville, KY 40067
(502) 722-8944
State Relay TDD (800) 648-6057
E-mail: info@westshelbywater.org

Wanda Land,
Co-Manager

Steve Eden,
Co-Manager

June 30, 2010

Mr. Jeff Derouen, Executive Director
Public Service Commission
211 Sower Blvd.
P.O. Box 615
Frankfort, KY 40602

RE: Application to Increase Non-recurring Charges

Dear Mr. Derouen

This is an application to increase certain non-recurring charges for the West Shelby Water District, P.O. Box 39, Simpsonville, KY 40067. Attached is the following documentation:

- Exhibit A: Current tariff sheet with items highlighted that are being increased.
- Exhibit B: Proposed tariff sheet with the effective date of August 1, 2010.
- Exhibit C: Notice to Customers
- Exhibit D: Public Notice to Customers from local newspaper
- Non-recurring Charge Cost Justification sheet for Service Reconnect Charge
- Non-recurring Charge Cost Justification sheet for After-hours Service Reconnection
- Non-recurring Charge Cost Justification sheet for Meter Reading Recheck Charge
- Non-recurring Charge Cost Justification sheet for Meter Test
- Non-recurring Charge Cost Justification sheet for Return Check Charge
- Cost Justification sheets (3 pages) for 5/8-inch Average Meter Connection Expense

The District is not requesting a rate increase at this time. However, increased cost attributed to these non-recurring charges can no longer be absorbed by the District. The customers affected by these increases will be the customers that cause the District to incur these additional expenses.

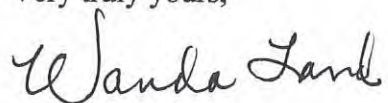
The additional revenue generated from the proposed tariff revisions does not exceed by five (5) percent the total revenues provided by all miscellaneous and non-recurring charges for a recent twelve (12) month period.

The District has previously filed income statements and balance sheets with the Public Service Commission that are currently on file with the Commission.

The District will publish the enclosed public notice of the requested non-recurring charge revisions in the local newspaper for three consecutive weeks. The first notice has already been published and the newspaper ad is enclosed.

A copy of this application and related filings has been sent to the Office of the Attorney General, State Capitol Building, Suite 118, Frankfort, KY 40601. If you have any questions, please call me at (502) 722-8944.

Very truly yours,

A handwritten signature in cursive script that reads "Wanda Land". The signature is written in black ink and is positioned above the typed name.

Wanda Land,
Co-Manager

FOR Shelby County, Simpsonville, Kentucky
Community, Town or City

P.S.C. KY. NO. 2

SHEET NO. 17

WEST SHELBY WATER DISTRICT
(Name of Utility)

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

SHEET NO. 14

RATES AND CHARGES

1. Service Reconnection Charge. A charge of \$25.00 shall be made for all service reconnections made regular working hours, except that there shall be no connection charges made for service on the original installation of facilities. If service is reconnected other than during regular working hours, the charge shall be \$35.00. After hours reconnections are discouraged.
2. Meter Reading Recheck Charge. A charge of \$25.00 shall be made for a trip to recheck a meter reading when the customer requests the meter to be rechecked for a correct reading and the meter was not misread.
3. Meter Test. Upon request and payment of \$25.00, customer may have his meter tested provided request by the customer is not more frequent than once each twelve months. If such test shows the meter to be more than two percent fast, a refund of the \$25.00 charge shall be made and the bill adjusted accordingly. If the periodic testing requirement of 807 KAR 5:066 (17) has not been met met for the meter tested, no charge will be made for the test regardless of the results of the test.
4. PSC Meter Test Complaint. Any customer of the District may request a meter test by written application to the Kentucky Public Service Commission and charges for this test will be as shown in 807 KAR 5:006, Section 20, © and will be collected by the Public Service Commission.
5. Inspection of Service Line. In the installation of a service line, the customer shall leave the trench open and pipe uncovered until it is inspected by the District and shown to be free from any tee, branch connection, irregularity, or defect. A fee of \$25.00 shall be charged for this inspection.
6. Returned Check Charge. A \$15.00 charge will be levied and paid by the customer to the District on each check of the customer "returned" for whatever reason.
7. Contribution in Aid of Construction – Tap-on Fees and Connections. The established tap on or or connection fee is based on the size of the installed metering equipment and is as follows:

5/8 x 3/4	\$525.00
3/4"	Actual cost of installation
1"	Actual cost of installation
1 1/2"	" " " "
2"	" " " "
3"	" " " "
4" or larger	" " " "

CURRENT CHARGES

DATE OF ISSUE _____
Month / Date / Year

DATE EFFECTIVE _____
Month / Date / Year

ISSUED BY Ray L. Larmee Ray L. Larmee

TITLE DISTRICT COMMISSION

EXHIBIT A

BY AUTHORITY OF ORDER OF TH
IN CASE NO. _____

PUBLIC SERVICE COMMISSION
OF KENTUCKY
EFFECTIVE

DEC 17 2003

PURSUANT TO 807 KAR 5:011
SECTION 9 (1)

BY Charles L. Dore
EXECUTIVE DIRECTOR

FOR Shelby County, Simpsonville, Kentucky
Community, Town or City

P.S.C. KY. NO. _____

SHEET NO. _____

WEST SHELBY WATER DISTRICT
(Name of Utility)

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

SHEET NO. _____

RATES AND CHARGES

1. Service Reconnection Charge. A charge of \$50.00 shall be made for all service reconnections made regular working hours, except that there shall be no connection charges made for service on the original installation of facilities. If service is reconnected other than during regular working hours, the charge shall be \$75.00. After hours reconnections are discouraged.
2. Meter Reading Recheck Charge. A charge of \$50.00 shall be made for a trip to recheck a meter reading when the customer requests the meter to be rechecked for a correct reading and the meter was not misread.
3. Meter Test. Upon request and payment of \$75.00, customer may have his meter tested provided request by the customer is not more frequent than once each twelve months. If such test shows the meter to be more than two percent fast, a refund of the \$75.00 charge shall be made and the bill adjusted accordingly. If the periodic testing requirement of 807 KAR 5:066 (17) has not been met for the meter tested, no charge will be made for the test regardless of the results of the test.
4. PSC Meter Test Complaint. Any customer of the District may request a meter test by written application to the Kentucky Public Service Commission and charges for this test will be as shown in 807 KAR 5:006, Section 20, © and will be collected by the Public Service Commission.
5. Inspection of Service Line. In the installation of a service line, the customer shall leave the trench open and pipe uncovered until it is inspected by the District and shown to be free from any tee, branch connection, irregularity, or defect. A fee of \$25.00 shall be charged for this inspection.
6. Returned Check Charge. A \$30.00 charge will be levied and paid by the customer to the District on each check of the customer "returned" for whatever reason.
7. Contribution in Aid of Construction – Tap-on Fees and Connections. The established tap on or or connection fee is based on the size of the installed metering equipment and is as follows:

5/8 x 3/4	\$950.00
3/4"	Actual cost of installation
1"	Actual cost of installation
1 1/2"	" " " "
2"	" " " "
3"	" " " "
4" or larger	" " " "

DATE OF ISSUE _____
Month / Date / Year

DATE EFFECTIVE August 1, 2010
Month / Date / Year

ISSUED BY _____

(Signature of Officer)

TITLE DISTRICT COMMISSION CHAIRMAN

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION
IN CASE NO. _____ DATED _____

EXHIBIT B

FOR Shelby County, Simpsonville, Kentucky
Community, Town or City

P.S.C. KY. NO. _____

_____ SHEET NO. _____

WEST SHELBY WATER DISTRICT
(Name of Utility)

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

_____ SHEET NO. _____

RATES AND CHARGES

1. Service Reconnection Charge. A charge of \$50.00 shall be made for all service reconnections made regular working hours, except that there shall be no connection charges made for service on the original installation of facilities. If service is reconnected other than during regular working hours, the charge shall be \$75.00. After hours reconnections are discouraged.
2. Meter Reading Recheck Charge. A charge of \$50.00 shall be made for a trip to recheck a meter reading when the customer requests the meter to be rechecked for a correct reading and the meter was not misread.
3. Meter Test. Upon request and payment of \$75.00, customer may have his meter tested provided request by the customer is not more frequent than once each twelve months. If such test shows the meter to be more than two percent fast, a refund of the \$75.00 charge shall be made and the bill adjusted accordingly. If the periodic testing requirement of 807 KAR 5:066 (17) has not been met for the meter tested, no charge will be made for the test regardless of the results of the test.
4. PSC Meter Test Complaint. Any customer of the District may request a meter test by written application to the Kentucky Public Service Commission and charges for this test will be as shown in 807 KAR 5:006, Section 20, © and will be collected by the Public Service Commission.
5. Inspection of Service Line. In the installation of a service line, the customer shall leave the trench open and pipe uncovered until it is inspected by the District and shown to be free from any tee, branch connection, irregularity, or defect. A fee of \$25.00 shall be charged for this inspection.
6. Returned Check Charge. A \$30.00 charge will be levied and paid by the customer to the District on each check of the customer "returned" for whatever reason.
7. Contribution in Aid of Construction – Tap-on Fees and Connections. The established tap on or or connection fee is based on the size of the installed metering equipment and is as follows:

5/8 x 3/4	\$950.00
3/4"	Actual cost of installation
1"	Actual cost of installation
1 1/2	" " " "
2"	" " " "
3"	" " " "
4" or larger	" " " "

DATE OF ISSUE _____

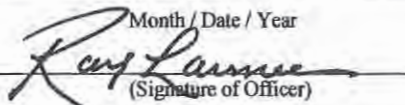
Month / Date / Year

DATE EFFECTIVE _____

August 1, 2010

Month / Date / Year

ISSUED BY _____


(Signature of Officer)

TITLE DISTRICT COMMISSION CHAIRMAN

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION

IN CASE NO. _____ DATED _____

Notice to Customers

West Shelby Water District proposes to make the following revisions to its schedule of charges. The proposed effective date of the change is August 1, 2010.

Non-Recurring Charges:

Connection/Tap-on Charge for a 5/8" X 3/4" meter	\$ 950.00
Service Reconnection Charge	\$ 50.00
After Hours Service Reconnection Charge	\$ 75.00
Return Check Charge	\$ 30.00
Meter Reading Recheck Charge	\$ 50.00
Meter Test	\$ 75.00

The rates contained in this notice are the rates proposed by West Shelby Water District. However, the Public Service Commission may order rates to be charged that differ from these proposed rates. Such action may result in rates for customers other than the rates included in this notice.

Any corporation, association, body politic, or person may request leave to intervene by motion within 30 days after notice of the proposed rate changes is given. The motion shall be submitted to the Public Service Commission, 211 Sower Boulevard, Frankfort, KY 40602, and shall set forth the grounds for the request including the status and interest of the party.

Intervenors may obtain copies of the application and testimony by contacting the District Office at 7101 Shelbyville Road, Simpsonville, KY 40067; telephone (502) 722-8944. A copy of the application and testimony shall be available for public inspection at the District Office. This notice is pursuant to 807 KAR 5:011-Tariffs.

SEVERAL COUNTIES:

Henry Co. 86 acre cattle or horse farm, board & woven wire fence, pond, good grass, 2.8 miles from I-71 on hwy 146. Priced at \$3,850 per acre, will divide. Also in Henry County - 77.9 acres with long frontage on Kentucky River \$226,200. Shelby Co. 131.5 acre farm with 2 story frame home \$549,000. Bagdad Road Hwy 12. 2-23 Acres tracts, prime land, trees & pond. \$149,000 per tract. Catridge Rd. 5 to 63 Acre Tracts. Owner Financing. Lots of tress & wildlife. Webb Rd. 5 acres \$129,000. Dover Road 37 to 43 acres tract. Cropland, building sites, trees, barn \$4,950 per acre. Gordon Lane 130 acres, \$24,950 per acre. Barry Smith 502-682-0586. H. Barry Smith Realtors & Auctioneers, LLC 502-633-2746.

SHELBY COUNTY: Bagdad area, Cedarmore Rd. 2 - 5 acre lots \$30,000 each. 96 acre tract \$210,000. 3 - 5 acre tracts, nice building lots with small creek and tree lines \$49,900 each. Waddy area, Catridge Rd. 5.3 acres \$19,500. Black top road frontage, lots of trees & wild life, building sites, city water. Owner financing. Shawn Willard 502-553-1880

Legal 300 Notices

Shane Carroll 9914 Prairie Drive Louisville Ky, 40272 (502) 641-7973 has intention to obtain title to the boat 2000 Landau DX20 Vin # LB0991681900, Owner's name Danny & Susan Drury 5869 County Dale Ct. Fairfield, OH 45014, Lien-holders. First system services and technologies 4315 Pickett RD., St. Josephs, MO64503 unless the owner or lien-holder objects in writing within 14 days of the last publication.

Want To Place An Ad? Call: 633-4987

ADVERTISEMENT FOR BIDS

The Shelby County Road Department is advertising for bids for the resurfacing of South Lawn and Hazel Lawn Subdivisions.

South Lawn Subdivision is approximately 1750' long and 22' wide. It will take approximately 400 tons of bituminous surface 1 1/2" thick with tack oil beneath the new surface.

Hazel Lawn is approximately 1780' long and 22' wide. It will take approximately 410 tons of bituminous surface 1 1/2" thick with tack oil beneath the new surface.

This project must be complete by September 30, 2010. Bids must be at the Shelby County Road Department by Monday, July 12, 2010 no later than 3:00p.m. Bids will be opened at 9:00a.m. on July 13, 2010 at the Shelby County Road Department. Bids will be approved and awarded on Tuesday, July 20, 2010 at our regular Fiscal Court meeting at 10:00am.

Bids will be received only from bidders qualified by the Kentucky Transportation Cabinet and a 100% performance bond must be in place before project starts.

Shelby County Fiscal Court reserves the right to accept the bid deemed by it to be in its best interest, not necessarily the lowest bid; the right to disqualify bids from bidders not deemed to be qualified; the right to disqualify bids deemed to be defective, and the right to waive defects in bids where such defects are not deemed significant.

If there are any questions regarding this matter call the Shelby County Road Department.

Shelby County Fiscal Court is an EEO Employer.

Notice to Customers

West Shelby Water District proposes to make the following revisions to its schedule of charges. The proposed effective date of the change is August 1, 2010.

Non-Recurring Charges:

Connection/Tap-on Charge for a 5/8" x 3/4" meter	\$ 950.00
Service Reconnection Charge	\$ 50.00
Return Check Charge	\$ 30.00
Meter Reading Recheck Charge	\$ 50.00
Meter Test	\$ 75.00

The rates contained in the notice are the rates proposed by West Shelby Water District. However, the public Service Commission may order rates to be charged that differ from these proposed fees. Such action may result in rates for consumers other than the rates in this notice.

Any corporation, association, body politic, or person may request leave to intervene by motion within 30 days after notice of the proposed rate changes are given. The motion shall be submitted to the Public Service Commission, 211 Sower Boulevard, Frankfort, KY 40602, and shall set forth the grounds for the request including the status and interest of the party.

Interveners may obtain copies of the application by contacting the District Office at 7101 Shelbyville Road, Simpsonville, KY 40067; telephone (502) 722-8944. A copy of the application shall also be available for public inspection at the District Office. This notice is pursuant to 807 KAR 5:011-Tariffs.

By virtue of orders of the sale, at public auction, th County Courthouse, Shel which real estate is locat

SALE NO. 1: Wells Farg Defendant: Trace, Shel

SALE NO. 2: Chase Hon Corporatio 00939, Shel (for more s County Cle

SALE NO. 3: PBI Bank, CI-00530, S Kentucky, 760, Shelby

SALE NO. 4: United Bar Action No. Shelby Co Book 465, I

SALE NO. 5: U.S. Bank Associatio Trustee, fo Certificate 10-CI-0001 (for more s County Cle

SALE NO. 6: Wells Farg Defendant Shelbyvill refer to De

SALE NO. 7: American Action No. tract and 4 detailed di and 182, S

SALE NO. 8: Wells Farg 09-CI-0087 Kentucky, 281, Shelb

SALE NO. 9: BAC Hom Plaintiff v. Circuit Co specific at Clerk's Off

SALE NO. 10: Tax Ease I Civil Actio Shelby Co Book 346,

Each of the foregoing pa or certified check in th balance thereof due ant estate shall have the rig on day of sale; if the pu certified check, the Ma: check the sum of 10% c Commissioner payable bearing interest from da Each trac

New

EXHIBIT D

WEST SHELBY WATER DISTRICT

NONRECURRING CHARGE COST JUSTIFICATION

Type of Charge: Service Reconnect Charge

1. Field Expense:

A. Materials (Itemize)

_____	\$ _____
_____	_____
_____	_____

B. Labor (Time and Wage)

<u>1.5 hr. @ \$16.68 per hr.</u>	<u>25.02</u>
----------------------------------	--------------

Total Field Expense \$ 25.02

2. Clerical and Office Expense

A. Supplies	\$ <u>2.30</u>
-------------	----------------

B. Labor	<u>16.68</u>
----------	--------------

Total Clerical and Office Expense \$ 18.98

3. Miscellaneous Expense

A. Transportation	\$ _____
-------------------	----------

B. Other (Itemize)

<u>Truck and Fuel Expense</u>	<u>6.00</u>
_____	_____
_____	_____

Total Miscellaneous Expense \$ 6.00

Total Nonrecurring Charge Expense \$ 50.00

WEST SHELBY WATER DISTRICT

NONRECURRING CHARGE COST JUSTIFICATION

Type of Charge: After-hours ^{Service} Reconnection Charge

1. Field Expense:

A. Materials (Itemize)

_____ \$ _____

B. Labor (Time and Wage)

3 hr. @ \$16.68 per hr 50.04

Total Field Expense \$ 50.04

2. Clerical and Office Expense

A. Supplies \$ 2.30

B. Labor 16.68

Total Clerical and Office Expense \$ 18.98

3. Miscellaneous Expense

A. Transportation \$ _____

B. Other (Itemize)

Truck and Fuel Expense 5.98

Total Miscellaneous Expense \$ 5.98

Total Nonrecurring Charge Expense \$ 75.00

WEST SHELBY WATER DISTRICT

NONRECURRING CHARGE COST JUSTIFICATION

Type of Charge: Meter Reading Recheck Charge

1. Field Expense:

A. Materials (Itemize)

_____ \$ _____

B. Labor (Time and Wage)

1.5 hr. @ \$16.68 per hr. 25.02

Total Field Expense \$ 25.02

2. Clerical and Office Expense

A. Supplies \$ 2.30

B. Labor 1 hr. @ \$16.68 16.68

Total Clerical and Office Expense \$ 18.98

3. Miscellaneous Expense

A. Transportation \$ _____

B. Other (Itemize)

Truck and Fuel Expense 6.00

Total Miscellaneous Expense \$ 6.00

Total Nonrecurring Charge Expense \$ 50.00

WEST SHELBY WATER DISTRICT

NONRECURRING CHARGE COST JUSTIFICATION

Type of Charge: Meter Test

1. Field Expense:

A. Materials (Itemize)

_____	\$ _____
_____	_____
_____	_____

B. Labor (Time and Wage)

<u>1 hr. @ \$16.68</u>	<u>16.68</u>
------------------------	--------------

Total Field Expense \$ 16.68

2. Clerical and Office Expense

A. Supplies \$ 2.30

B. Labor 16.68

Total Clerical and Office Expense \$ 18.98

3. Miscellaneous Expense

A. Transportation Truck & Fuel Expense \$ 6.00

B. Other (Itemize)

<u>Meter Test Charge - Dyer Meters</u>	<u>12.00</u>
<u>Shipping/Postage (To and Return)</u>	<u>21.34</u>

Total Miscellaneous Expense \$ 33.34

Total Nonrecurring Charge Expense \$ 75.00

WEST SHELBY WATER DISTRICT

NONRECURRING CHARGE COST JUSTIFICATION

Type of Charge: Returned Check Charge

1. Field Expense:

A. Materials (Itemize)

_____ \$ _____

B. Labor (Time and Wage)

Total Field Expense \$ _____

2. Clerical and Office Expense

A. Supplies \$ _____

B. Labor 1 hr. @ \$15.00 per 15.00

Total Clerical and Office Expense \$ 15.00

3. Miscellaneous Expense

A. Transportation \$ _____

B. Other (Itemize)

Bank Charge 15.00

Total Miscellaneous Expense \$ 15.00

Total Nonrecurring Charge Expense \$ 30.00

**AVERAGE METER CONNECTION EXPENSE
COST JUSTIFICATION**

Name of Utility WEST SHELBY WATER DISTRICT

The following is an itemization of expenses for providing a metered service connection.

A. Meter Size

5/8-Inch 3/4-Inch 1-Inch 1 1/2 -Inch 2-Inch

Other (specify) _____

B. Materials Expense

	<u>Unit Quantity</u>	<u>Cost</u>	<u>Total Cost</u>
1. Water Meter	<u>1</u>	<u>98.30</u>	<u>98.30</u>
2. Meter Yoke (Saddle)	<u>1</u>	<u>136.89</u>	<u>136.89</u>
3. Corporation Stop	<u>1</u>	<u>22.90</u>	<u>22.90</u>
4. Meter Box and Top	<u>1</u>	<u>112.78</u>	<u>112.78</u>
5. Miscellaneous Fittings	_____	_____	<u>25.71</u>
6. Other (Itemize)			
<u>Single-port TRANSMISSION Limit</u>	<u>1</u>	<u>120.43</u>	<u>120.43</u>
<u>Meter Setter</u>	<u>1</u>	<u>32.99</u>	<u>32.99</u>
_____	_____	_____	_____
TOTAL MATERIALS EXPENSE			<u>\$550.00</u>
(add total cost)			

WEST SHELBY WATER DISTRICT

C. Service Pipe Expense

Type of Service Pipe 200 psi PYC Size of Service Pipe 1-inch

	<u>Unit Quantity</u>	<u>Cost</u>	<u>Total Cost</u>
1. Short Side Service	<u>25 ft.</u>	<u>0.35</u>	<u>\$ 8.75</u>
2. Long Side Service	<u>75 ft.</u>	<u>0.35</u>	<u>26.25</u>
AVERAGE SERVICE PIPE EXPENSE (add total cost and divide by 2)			<u>\$ 17.50</u>

D. Installation Labor Expense

	<u>Total Hours</u>	<u>Hourly Rate</u>	<u>Total Cost</u>
1. Short Side Service	<u>2</u>	<u>17.00</u>	<u>34.00</u>
2. Long Side Service	<u>6</u>	<u>17.00</u>	<u>102.00</u>
AVERAGE INSTALLATION LABOR EXPENSE (add total cost and divide by 2)			<u>\$ 68.00</u>

E. Installation Equipment Expense

	<u>Total Hours</u>	<u>Hourly Rate</u>	<u>Total Cost</u>
1. Short Side Service	<u>2</u>	<u>50.00</u>	<u>100.00</u>
2. Long Side Service	<u>6</u>	<u>50.00</u>	<u>300.00</u>
AVERAGE INSTALLATION EQUIPMENT EXPENSE (add total cost and divide by 2)			<u>\$ 200.00</u>

COMMISSIONERS

Ray Larmee,
Chairman

Raymond Williams,
Secretary

Ben Quinn,
Treasurer

West Shelby Water District

7101 Shelbyville Rd.
P.O. Box 39
Simpsonville, KY 40067
(502) 722-8944
State Relay TDD (800) 648-6057
E-mail: info@westshelbywater.org

MANAGERS

Wanda Land,
Co-Manager

Steve Eden,
Co-Manager

June 30, 2010

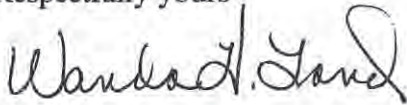
Mr. Jack Conway,
Attorney General
Office of Attorney General
State Capitol Building, Suite 118
Frankfort, KY 40601

Dear Mr. Conway

Please find enclosed a copy of the Application to Increase Non-recurring Charges incurred by this water district. This Application is being filed with the Kentucky Public Service Commission as required in 807 KAR 5:011, Section 10.

If you have any questions, please feel free to contact me at (502) 722-8944.

Respectfully yours



Wanda H. Land
Co-Manager

COMMISSIONERS

Ray Larmee,
Chairman

Raymond Williams,
Secretary

Ben Quinn,
Treasurer

West Shelby Water District

7101 Shelbyville Rd.
P.O. Box 39
Simpsonville, KY 40067
(502) 722-8944
State Relay TDD (800) 648-6057
E-mail: info@westshelbywater.org

MANAGERS

Wanda Land,
Co-Manager

Steve Eden,
Co-Manager

July 27, 2010

Cost Justification for Installation Equipment Expense

Rental of backhoe, equivalent to a Case 580:	\$350 per day
Divide by 8 hour day	\$ 43.75 per hour
Additional fuel & maintenance	\$ <u>6.25</u> per hour
Hour Rate	\$ 50.00 per hour

Wanda Land
West Shelby Water District

An Equal Opportunity Employer

Jayel 502 564-3460

7-27-2010

	A	B	C	D	E	F	G	H	I
1	Employee Benefits		Jun-10	Jul-10					
2	Average hourly wage		\$ 19.01	19.01					
3	County Employee Retirement:								
4									
5	Employer Contributions		\$ 3.07	\$ 3.22					
6	Distribution Manager & Servicemen Aver.								
7									
8									
9									
10	Employee Uniforms		\$ 0.75	\$ 0.75					
11									
12									
13	Employee Health Insurance		\$ 2.52	\$ 2.52					
14									
15									
16	Employee Accidental Death & Dism. Ins.		\$ 0.03	\$ 0.03					
17									
18									
19	Employee Dental Insurance		\$ 0.13	\$ 0.13					
20									
21	Med. & Soc Sec. @7.65%		\$ 1.45	\$ 1.45					
22									
23	Totals		\$ 26.96	\$ 27.11					
24									
25									
26									
27	*Management and full-time employees are treated the same in relationship to Benefits. Two (2) Co-Managers are full-time, salaried								
28	employees and three (3) hourly, employees make up the five (5) full-time employees.								
29	Full-time employees work 40 hours per week.								
30									
31									
32									

Handwritten: 16.93
Signature: [Signature]
Date: July 1, 2010

Employer Contribution changes on July 1.
Emp. Contr. Is currently 16.16%

RUN DATE: 03/04/10 17:15
 TERMINAL: 4

PARTS INVENTORY TRACKING SYSTEM
 WEST SHELBY WATER
 DISBURSEMENTS FROM INVENTORY POSTING REPORT

ERROR CODES: 1 = MASTER FILE RECORD NOT FOUND
 2 = UNITS DISBURSED IS GREATER THAN THE UNITS IN THE MASTER FILE RECORD.
 3 = UNITS DISBURSED IS GREATER THAN THE NUMBER OF UNITS IN THE ADDITIONS HISTORY FILE. DBI ERROR.
 4 = TOTAL COST OF UNITS DISBURSED IS GREATER THAN THE TOTAL COST IN THE MASTER FILE. DBI ERROR.

WORK ORDER	DATE DISBURSED	PART ID	DESCRIPTION	UNIT TYPE	G/L ACCOUNT	INVOICE NUMBER	UNPOSTED UNITS	POSTED UNITS	COST PER UNIT	TOTAL COST
100079	02/24/10	1" MTR SETT	1" METER SETTER W/CHECK VALVE	EACH	111	585177	32.99	1	90.590	90.590
		1"SENSUS ANR	1" SENSUS ANR	EACH	111	S1451549.1	98.30	1	213.950	213.950
		148463	20" CI MTR BOX COVER	EACH	111	9139282		1	68.030	68.030
		20281840CC4	16" CI/AC X 1"CS BRONZE SADDLE	EACH	111	0036905		1	136.890	136.890
		6-00310	1" POLY TUBING	FEET	111	7730662		50	0.350	17.500
		9312420	20" X 24" RIBBED PVC METER PIT	EACH	111	S1308936.1		1	44.750	44.750
		H 150081	1" CORP STOP	EACH	111	S1305165.1		1	22.900	22.900
		SINGLE 520	SENSUS M520R SINGLE PORT MXU	EACH	111	12010801		1	120.430	120.430
							<u>524.29</u>			<u>715.04</u>
100089	02/19/10	226-71012	6" FULL CIRCLE CLAMP AC 200	EACH	724	6069162		1	166.230	166.230
100106	02/26/10	C8433	3/4 PJ COUPLING TO IRON THREAD	EACH	724	21011034		1	5.250	5.250
		H 14250677	5/8 X 3/4 X 3/4 ANG VALVE	EACH	724	BEGINNING		1	13.700	13.700

5/8 x 3/4"
1"
Same for both
524.29
715.04

SUMMARY OF POSTING ERRORS

Miscellaneous fittings - not inventoried

ERROR CODE NUMBER
 TOTAL ERRORS: 0

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 19

Responding Witnesses: Lisa Didier & Ken Taylor

Q-19. Refer to the Application, Attachment 7.b., Proposed 2021 Depreciation Schedule and to the National Association of Regulatory Commissioners (NARUC) Depreciation Practices for Small Water Utilities, August 15, 1979, Figure 1, Typical Service Lives, Salvage Rates, and Depreciation Rates, Small Water Utilities attached hereto as an Appendix B.

- a. Provide a copy of West Shelby District's Proposed 2021 Depreciation Schedule in an Excel spreadsheet format with all formulas, columns, and rows unprotected and fully accessible.**
- b. Provide any analysis or study that was prepared by West Shelby District or its Auditors showing that West Shelby District's Capitalization Policy and proposed depreciation lives are reasonable.**
- c. Provide a schedule in Excel format that compares the depreciation lives in West Shelby District's Proposed 2021 Depreciation Schedule to the average service life ranges in the NARUC survey.**
- d. Using the midpoint depreciation life of the average service life ranges in the NARUC survey recalculate West Shelby District's pro forma depreciation expense. Provide the recalculation of pro forma depreciation expense in an Excel spreadsheet format with all formulas, columns, and rows unprotected and fully accessible.**

A-19.

- a. See Exhibit 19-a for the requested Excel spreadsheet which depicts West Shelby District's proposed 2021 Depreciation Schedule using its opinion as to the appropriate useful life of each physical asset.**

- b. No formal Depreciation Study was performed. Nevertheless, the West Shelby District management staff, commissioners, and its consulting engineers thoroughly discussed the useful life of West Shelby District's physical assets. In addition, input from West Shelby District's Auditor was obtained. The useful life of each asset listed in **Exhibit 19-a** reflects the consensus opinion of this group.
- c. See **Exhibit 19-b**.
- d. See **Exhibit 19-c**.

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 20

Responding Witnesses: Lisa Didier

Q-20.

- a. State when the last time West Shelby District performed a cost of service study (COSS) to review the appropriateness of its current rates and rate design.**
- b. Explain whether any material changes to West Shelby District's system would cause a new COSS to be prepared since the last time it has completed one.**
- c. If there have been no material changes to West Shelby District's system, explain when West Shelby District anticipates completing a new COSS.**
- d. Provide a copy of the most recent COSS performed for West Shelby District's system in Excel spreadsheet format with all formulas, rows, and columns unprotected and fully accessible.**

A-20.

- a-d. To the best of our knowledge, West Shelby District has never prepared a Cost of Service Study (COSS). When the Commission Staff prepared the general rate case for West Shelby District in 2009 (See PSC Case No. 2009-454), Commission Staff may have prepared a COSS. West Shelby District has been unable to locate any COSS in its records.

WEST SHELBY WATER DISTRICT

CASE NO. 2021-00241

Response to Commission Staff's First Request for Information

Question No. 21

Responding Witnesses: Lisa Didier

Q-21. Provide the total amount collected for each nonrecurring charge and the number of occurrences for each nonrecurring charge that was assessed during the test year.

A-21. The chart shown below provides the requested information.

	Non-Recurring Fees	#	Non-recurring charges 2020
Service/Reconnection Charge	\$ 50.00	135	\$ 6,750.00
After Hours Reconnection	\$ 75.00	-	\$ -
Meter Reading Recheck Charge	\$ 50.00	-	\$ -
Meter Test	\$ 75.00	-	\$ -
Inspection of Service Line	\$ 25.00	-	\$ -
Returned Check Fee	\$ 30.00	7	\$ 210.00
Tap-on Fees	950.00 for 5/8" meter Actual costs for all other sizes	110	\$105,350.00

EXHIBITS

EXHIBIT 1-1

See Separate File for Exhibit 1-1

EXHIBIT 1-2

See Separate File for Exhibit 1-2

EXHIBIT 2

See Separate File for Exhibit 2

EXHIBIT 4



*Commission Meeting
January 16, 2020*

A meeting of the West Shelby Water District (WSWD) was held on January 16, 2020 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman
Michael Riggs, Secretary
Melvin Phenix, Co-Manager

Hite Hays, Attorney
Lisa Didier, Co-Manager
Eddie Brown, Kenvirons
Brendan Welch, Kenvirons

Others in Attendance:

Doug Butler, District Customer

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

Michael made a motion to approve the minutes from the December meeting. Ben seconded the motion.

Business:

Fairway Crossing – Melvin stated that on December 23rd, a leak was discovered on the new waterline. Melvin has been in contact with Mr. Jenkins at J&L Contractor's. Mr. Jenkins refused to make the repair without knowing who was going to pay him to do so. Eddie said that our waterlines are under warranty by the contractor that installs them for 1 year after the date of completion. Ben suggested that WSWD bill J&L Contractor's for the cost of repairs.

Melvin noticed a footer was poured on top of WSWD's water main. Melvin called Kenvirons which had the contractor resurvey the property. After resurveying, the contractor moved the footer approximately 5ft. away from the water main. Melvin's suggestion was to get a new easement and move the waterline under the sidewalk. Eddie will contact Pulte Homes to request that they release the current easement and allow WSWD to acquire a new one.

Ardmore Crossing- Brendan said that the advertisement for bids ran in the Shelby Sentinel last Friday and the bid opening will take place at 11:00 am on Friday January 24, 2020. Eddie submitted to the Commission, the engineering service contract, showing the cost of \$36,200.00 for Kenvirons services. Ben asked

Kenvirons if their fee followed the Rural Water Association fee schedule, which Eddie said it did, Ben then motioned to approve the contract, Michael seconded the motion. Ben then signed the contract.

Melvin's Report:

Melvin stated that the new Louisville Water Company waterline is still not supplying 100% of WSWD's water. Melvin suggested possibly having to put another master meter in at the Shelbyville side to keep the Bekaert tank full.

Lisa's Report:

Lisa presented the 2020 Budget to the Commissioners for review. Ben made a motion to approve the 2020 budget as presented. Michael seconded the motion.

Treasurer's Report:

Raymond will review the invoices at a later date because of his absence.

Meeting adjourned:

Ben made a motion to adjourn at approximately 9:54 a.m. Michael seconded the motion.

All motions passed, unless otherwise stated.



Ben Quinn Jr., Chairman



Michael Riggs, Secretary



*Commission Meeting
February 6, 2020*

A special meeting of the West Shelby Water District (WSWD) was held on February 6, 2020 at the District Office and those in attendance were:

Ben Quinn, Jr., Chairman
Raymond Williams, Treasurer
Michael Riggs, Secretary

Melvin Phenix, Co-Manager
Lisa Didier, Co- Manager
Brendan Welch, Kenvirons


A Special meeting was called to order at 8:30 am, by Commission Chairman, Ben Quinn, Jr. Meeting was held to discuss the bid opening for Ardmore Crossing.

Brendan stated that the bid opening for Ardmore Crossing was held on January 24, 2020 with 14 participating contractors. Twin States Utilities was the low bidder with a bid of \$118,435.00. Brendan presented the Award Recommendation letter and the Notice of Award to the Commission.

Ben made a motion to accept Twin States Utilities as the winning bidder. Michael seconded the motion. Ben also motioned to allow any Commissioner the authority to sign the Notice to Proceed in his absence next week, as long as all mandatory documents are in place. Raymond seconded the motion.

Ben made a motion to adjourn the meeting at 8:36 am. Michael seconded the motion.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
February 20, 2020*

A meeting of the West Shelby Water District (WSWD) was held on February 20, 2020 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Lisa Didier, Co-Manager
Raymond Williams, Treasurer	Eddie Brown, Kenvirons
Melvin Phenix, Co-Manager	Brendan Welch, Kenvirons

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

Ben read the minutes from the January 16, 2020, meeting. Eddie pointed out that a change needed to be made. The sentence in the *Ardmore Crossing* paragraph that reads **Ben asked Kenvirons if their fee followed the Rural Water Association fee schedule**, needs to be changed to **Ben asked Kenvirons if their fee followed the Rural Development fee schedule**. With that change being made, Michael motioned to approve the Minutes, Raymond seconded the motion.

Ben read the Minutes from the special meeting held on February 6, 2020. Ben requested that the word **apparent** be added in front of the phrase **low bidder** and that **apparent** should replace the word **winning** in the second paragraph. Ben made a motion to approve as modified. Raymond seconded the motion.

Business:

Preliminary Plat Signing – Ben asked Hite if a specific individual's signature is required to be on preliminary plats. Hite stated that any water district personnel that is given authority by the Commission could sign the preliminary plats. Ben motioned for Hite to write a Resolution giving the District Co-Managers authority to sign the preliminary plats if a commissioner is not available. The preliminary plats simply state that water is available for the development. Raymond seconded the motion. Everyone agreed that the final plats must be signed by a commissioner.

Ardmore Crossing- Brendan stated that the pre-construction meeting took place Friday February 14th. He said the anticipated start date is Monday February 24th, and the contract will expire on April 4th.

Melvin's Report:

Melvin requested input from the Commissioners regarding re-routing the waterline that was installed at Fairway Crossing because of the proximity of the houses to the easement. After a lengthy discussion, Melvin and the Commissioners are in agreement that moving the line down along side of the curb in the road would be the best suggestion. Eddie said he would draw up the new plans and talk to the developer.

Engineer's report:

Eddie presented an invoice for Ardmore Crossing in the amount of \$15,280.00 Ben motioned to pay the invoice. Raymond seconded the motion. Ben signed the document.

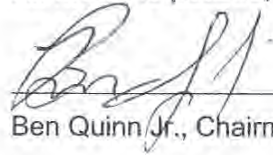
Treasurer's Report:

Prior to the meeting Raymond reviewed the invoices and made a motion to pay said invoices. Michael seconded the motion.

Meeting adjourned:

Ben made a motion to adjourn at approximately 9:50 a.m. Michael seconded the motion.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
March 19, 2020*

A meeting of the West Shelby Water District (WSWD) was held on March 19, 2020 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Lisa Didier, Co-Manager
Raymond Williams, Treasurer	Eddie Brown, Kenvirons
Melvin Phenix, Co-Manager	Brendan Welch, Kenvirons

Others in Attendance:

Jackie Hunter, CPA

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

Michael made a motion to approve the minutes from the February meeting. Ben seconded the motion.

Business:

Audit Report – Jackie Hunter with Roy Hunter CPA Firm, presented the 2019 audit of West Shelby Water District's financials to the Commission. She reported no derogatory findings and stated that WSWD is in good financial standings.

COVID – 19 Ben discussed changes that have been mandated through legislation, regarding the COVID–19 outbreak. The Commission decided to close the lobby to customers following this meeting. It was also stated that the Public Service Commission had mandated an order stating that no disconnections could be made, or late charges applied during the current State of Emergency.

Ardmore Crossing- Brendan stated that the project was started on February 24th. He presented a pay estimate from Twin States in the amount of \$72,916.00, a pay estimate from Kenvirons for \$11,539.77, and a change order in the amount of \$14,400.00. Ben motioned to pay Twin States and accept the change order altering the itemization from open cuts to free boring. Raymond seconded the motion. Ben also motioned to pay Kenvirons. Michael seconded the motion.

Fairway Crossing – The Developer has agreed to relocate the water line at the corner of lot 34 and will begin moving it away from the house in the next few days. They will be contacting Melvin prior to beginning the relocation project.

Territory- Tom Doyle, Shelbyville Municipal's manager contacted Ben 3 weeks ago regarding territory at a proposed new subdivision North of Collins High School. The development is mostly in WSWD's territory, but a small portion, in the upper East corner, is in Shelbyville Municipal's territory. Tom proposed a possible land swap between our district's so that WSWD would be able to serve the entire subdivision. After much discussion, Michael made a motion to retain the current territory lines, as is, with West Shelby serving their portion and Shelbyville municipal serving theirs. Raymond seconded the motion. The Commissioners asked that Lisa or Melvin send Tom a letter informing him that we were not interested in a territory swap, but if Shelbyville wanted us to pick-up those customers for them, we'd be happy to just add those customers to our system permanently.

Melvin's Report:

Melvin reported that the HWY 148 pump station was having some flooding issues and the sump pump went out. Walt's Pump repair is in process of repairing said pump.


Treasurer's Report:

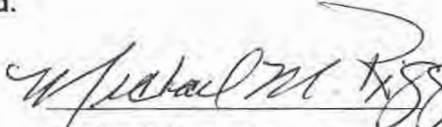
Prior to the meeting Raymond reviewed the March invoices and made a motion to pay said invoices. Ben seconded the motion.

Meeting adjourned:

Ben made a motion to adjourn at approximately 10:10 a.m. Michael seconded the motion.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
April 16, 2020*

An audio tele-conferenced meeting of the West Shelby Water District (WSWD) was held on April 16, 2020 and those that participated were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Lisa Didier, Co-Manager
Raymond Williams, Treasurer	Brendan Welch, Kenvirons
Melvin Phenix, Co-Manager	

Ben Quinn, Chairman, called the meeting to order at 8:40 a.m.

Reading of Minutes:

The minutes from the March meeting were reviewed by the Commissioner's prior to the meeting. Ben made a motion to approve said minutes. Michael seconded the motion.

Business:

Fairway Crossing – Melvin said that the waterline was moved further from the easement, pressure tested, sampled for bacteria and put into service. The job is complete.

Ardmore Crossing- Brendan emailed the final pay requests, a change order, the warranty letter and affidavit signed by the contractor to be reviewed by the Commissioners prior to the meeting. Ben made a motion to pay the invoice from Twin States for \$57,707.00, Raymond seconded the motion. Ben also made a motion to pay Kenviron's invoice for \$9,380.00, Michael seconded the motion.

Infrastructure Grant Money – KIPDA contacted Melvin and Lisa regarding some grant money that is becoming available and wanted to see if West Shelby had any projects to submit. Lisa sent over information about replacing West Shelby's remaining A/C lines. The information provided to KIPDA was just to get the project submitted for consideration.

Melvin's Report:

Melvin reported that the HWY 148 pumps are still in the process of getting repaired and is hopeful they will be complete in the next couple of weeks. He said the pumps are not critical to be in operation they are used as a backup and fire demand without them is not an issue. Melvin also stated that he sent the email to Tom Doyle regarding the territory swap on the Discovery Blvd property and he hasn't heard back from him yet.

Lisa's Report:

Lisa explained that Shannon has been off work since March 17th, because she has rheumatoid arthritis, which is an autoimmune disease, and she is afraid to come to work in fear of catching COVID-19. She was supposed to be out for 2 weeks but, changed her mind and wanted to take off an additional 14 days. After lengthy discussion regarding this situation, the Commission agreed to let her off the additional 14 days and told Lisa to let her know that she needed to come back to work on Monday April 20th.

Lisa also stated that West Shelby received notice from Louisville Water Company saying they have filed to increase wholesale rates by .05 per 1,000 gallons. She requested permission be given to proceed with a Purchased Water Adjustment (PWA) filing with Public service Commission to offset the increased cost of wholesale rates. Ben made a motion to proceed with the PWA filing, Raymond seconded the motion.

Treasurer's Report:

Prior to the meeting Raymond reviewed the April invoices and made a motion to pay said invoices. Michael seconded the motion.

Meeting adjourned:

Ben made a motion to adjourn at approximately 9:20 a.m. Raymond seconded the motion.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
May 21, 2020*

An audio tele-conferenced meeting of the West Shelby Water District (WSWD) was held on May 21, 2020 and those that participated were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Lisa Didier, Co-Manager
Raymond Williams, Treasurer	Brendan Welch, Kenvirons
Melvin Phenix, Co-Manager	

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

The minutes from the April meeting were reviewed by the Commissioner's prior to the meeting. Ben made a motion to approve said minutes. Michael seconded the motion.

Business:

Ardmore Crossing Phase II – Melvin and Brendan reviewed the final plat for phase II of the Ardmore Crossing development which consists of 48 lots. Ben came by the office and signed said plat.

Discovery Crossing- Melvin said the preliminary plat was brought to the office for review. This development consists of 416 lots. Melvin signed the preliminary plat.

COVID - 19 – The Commissioners were in agreement that the office lobby can be opened back up to the public on June 1st. Lisa stated there is still no word from the Public Service Commission as to when late charges or disconnects will be allowable again.

Melvin's Report:

Melvin stated that all the equipment has been serviced and ready for the summer. He also said they have set about 3 times as many meters as usual for this time of the year. Staff has really been working extra hard to get it all done lately.

Lisa's Report:

Lisa said that Shannon sent in her resignation letter stating she wasn't ready to come back to work on the required return date of April 20th. A new employee, Christi Parker, has been hired and will be starting on June 1st. Lisa also said a prior employee of West Shelby's, Krista Risinger, was re-hired to work 1 day a week and as a sub on an *as needed* basis when other employees are not available to work.

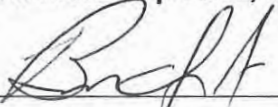
Treasurer's Report:

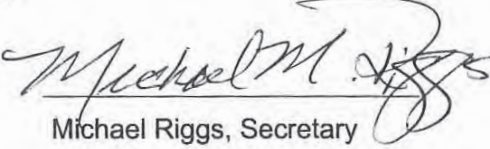
Prior to the meeting Raymond reviewed the May invoices and made a motion to pay said invoices. Michael seconded the motion.

Meeting adjourned:

Ben made a motion to adjourn at approximately 9:00 a.m. Raymond seconded the motion.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
June 18, 2020*

A meeting of the West Shelby Water District (WSWD) was held at 137 Citizens Boulevard, in Simpsonville on June 18th, 2020 and those in attendance were:

Ben Quinn Jr., Chairman	Lisa Didier, Co-Manager
Michael Riggs, Secretary	Christi Parker, District Personnel
Raymond Williams, Treasurer	Eddie Brown, Kenvirons
Hite Hays, Attorney	

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

The minutes from the May meeting were read. Raymond made a motion to approve said minutes. Ben seconded the motion.

Business:

Ardmore Crossing Phase II – Eddie stated that he is working on a cost estimate for this project.

Discovery Crossing- Nothing on this project has proceeded since preliminary plat was signed.

COVID - 19 – The office is now fully open with signage for proper social distancing and Lisa said it is going well. She stated that they disinfect the lobby after each customer comes in. She also said that Public Service Commission is still not allowing late charges or disconnects and she is really concerned about some of the recurring late paying customer's balances.

Lisa's Report:

Lisa introduced West Shelby's new employee, Christi Parker to everyone. Lisa also said that the Pass-Through Rate increase has been approved by Public Service Commission (PSC) to be effective as of July 1st. In the order, PSC also ordered West Shelby to do a Rate Case Study since WSWD hasn't had a rate increase since 2009. PSC wants this Rate Study done within the next year.

New Business:

Ben asked Eddie to get some cost estimates together for the replacement of WSWD's remaining asbestos lines and an estimate for putting in a new master meter on the Shelbyville side of the system near the I-64 Louisville waterline. The new master meter would replace the current ones located at the corner of Freedom Way and the one located near Burger King. Ben said there is Cares Act Federal Stimulus grant money available for economic development.

After much discussion among the Commissioners, Ben made a motion to give a one-time monetary gift in the amount of 500.00 to the essential employees of WSWD as a thank you for working through the COVID-19 pandemic. He stated that as a Commission they feel grateful and appreciative of the employee's dedication to faithfully come to work and deal with the challenges that they were presented with in such a stressful situation.

Ben stated that the fire hydrant in front of the Flea Market across from Pilot, is down in a hole that fills up with water and needs to be moved. Raymond said that if the fire department needed to use it to put out a fire in the future it needs to be made more accessible. Lisa, Eddie, and Fire Chief Sowder will go look at it together after the meeting.


Treasurer's Report:

Prior to the meeting, Raymond reviewed the June invoices and made a motion to pay said invoices. Michael seconded the motion.

Meeting adjourned:

Ben made a motion to adjourn at approximately 9:30 a.m. Michael seconded the motion.

All motions passed, unless otherwise stated.



Ben Quinn Jr., Chairman



Michael Riggs, Secretary



*Commission Meeting
July 16, 2020*

A meeting of the West Shelby Water District (WSWD) was held on July 16, 2020 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Lisa Didier, Co-Manager
Raymond Williams, Treasurer	Brendan Welch, Kenvirons
Melvin Phenix, Co-Manager	

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

Raymond made a motion to approve the minutes from the June meeting. Michael seconded the motion.

Business:

Ardmore Crossing Phase II- Brendan stated that he is still working on the estimate. He is hopeful to have that completed by the next meeting.

Flea Market Fire Hydrant – Melvin said that the fire hydrant in front of the flea market can be removed without needing to replace it. He said there are currently an adequate number of hydrants next to the flea market and across the highway to cover Pilot and the other business' in case of a fire. Melvin also stated that if new businesses build in that area, more hydrants can be installed at that time. Commissioners were in agreement to just remove the hydrant.

Engineer's Report:

Brendan stated that Eddie spoke with Gary Larimore, the President of Kentucky Rural Water, regarding WSWD's Alternate Rate Case Study. Gary seemed to think we may qualify for help doing the study from KRWA at no cost. Brendan will send the contact information for Mr. Larimore to Lisa.

Brendan handed out cost estimates for replacing WSWD's remaining A/C lines. He also provided a map showing the location of the remaining lines. This cost estimate for Phase I of the project is \$242,000.00, phase II is \$453,000.00. This A/C line replacement is part of West Shelby's 15-year Capital Improvement Plan.

Regarding installing a new master meter on the Shelbyville side of the system, Brendan said that Louisville Water Company owns those master meters and they may be willing to install a new one in order to pull more water off the new line. Melvin will be getting in touch with LWC

Melvin's Report:

Melvin said that AJ sent him an email stating that he felt like he deserved a raise because he has taken on so many more duties and is being trained to take Melvin's place when he retires. After much discussion, the Commissioners are in agreement with AJ. Ben made a motion to give AJ a 6% raise and to adjust his job description and title. Michael seconded the motion.

Melvin stated that his truck is a 2012 with 130,000 miles on it and it is beginning to have some mechanical issues. He requested that the Commissioners approve buying a replacement. Ben suggested getting a quote from both dealerships in Shelbyville and bring them to the next meeting. There was also discussion about needing an excavator, Ben also suggested getting estimates for that as well.

Treasurer's Report:

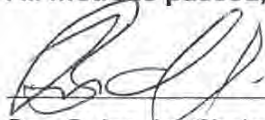
Raymond asked about an invoice he reviewed from Cruse Excavating. Melvin explained that, as WSWD has done in the past, we are using Cruse to change out meters that are due to be tested in order to stay in compliance with PSC guidelines. Melvin stated that Cruse charges 50.00 per meter which is very reasonable since other water companies he spoke with are paying from 75.00-125.00 per meter. Commissioners were in agreement to continue using Cruse to change out meters to remain in compliance.


Raymond made a motion to approve the July invoices. Ben seconded the motion.

Meeting adjourned:

Ben made a motion to adjourn at approximately 10:25 a.m. Raymond seconded the motion.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
August 20, 2020*

A meeting of the West Shelby Water District (WSWD) was held on August 20, 2020 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Lisa Didier, Co-Manager
Raymond Williams, Treasurer	Brendan Welch, Kenvirons
Melvin Phenix, Co-Manager	Christi Parker

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

Raymond made a motion to approve the minutes from the July meeting. Michael seconded the motion. All Commissioners voted in favor.

Business:

Discovery Pointe – Ben stated that Tom Doyle contacted him through email regarding the territory trade with Shelbyville Municipal for property in Discovery Pointe. Tom said he hadn't received an email that Melvin sent to him back in April stating that WSWD wasn't interested in a territory trade. Melvin re-sent the email. Tom has not responded.

Ardmore Crossing Phase II- Brendan handed out the estimate for Phase II of Ardmore Crossing. The estimated cost is \$181,400.00. Melvin stated that the curbs still aren't in and bidding will probably not take place until November.

Louisville Water Company (LWC) Master Meter – Melvin said that he spoke with Jim Smith at LWC regarding the installation of a new master meter on the Shelbyville side of our system. Jim said he didn't see it as a problem and will contact Melvin when he finds out more.

New Truck Purchase - Melvin stated that he contacted both Shelbyville Chrysler and O'brien Auto Sales requesting an estimate for a new truck to be purchased. O'briens presented an estimate for \$27,961.81. Shelbyville Chrysler did not submit one. Ben made a motion to authorize the purchase of the vehicle from O'Brien's for \$27,961.81 Michael seconded the motion. All Commissioners voted in favor.

Getting rid of the current vehicle that will be replaced was not discussed until after the motion. It was determined that the estimate did not include a trade-in allowance. Ben made a motion to modify the purchase of the new truck to include the trade in of the old truck and not exceed the purchase amount of \$27,961.81. Raymond seconded the motion. All Commissioners voted in favor.

Melvin's Report:

Melvin presented 2 quotes for a new mini excavator. One quote was from Jacobi (Kubota) for \$49,900.00 and the other from Wright Implement (John Deere) for \$40,000.00. Both estimates included a trade-in allowance of \$12,000.00 for our skid steer. Commissioners requested an advertising for bids less trade in of our existing skid steer and including a trailer that is rated to haul the mini excavator.

Melvin said that Norfolk Southern removed a crossing which was our access to the (Bekaert) Industrial Park tank. Hite will be drafting an agreement to be signed by the current landowner giving us access to our tank and making sure our easements are on the plat properly.

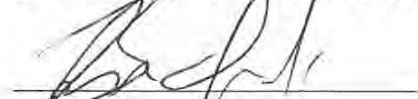
Treasurer's Report:

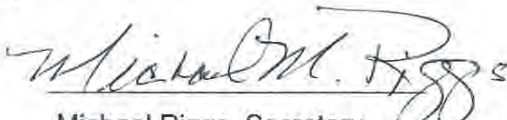
Prior to the meeting Raymond reviewed the August invoices and made a motion to approve said invoices. Michael seconded the motion. All Commissioners voted in favor.

Meeting adjourned:

Ben made a motion to adjourn at approximately 10:55 a.m. Raymond seconded the motion. All Commissioners voted in favor.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
September 14, 2020*

A meeting of the West Shelby Water District (WSWD) was held on September 14, 2020 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Lisa Didier, Co-Manager
Raymond Williams, Treasurer	Brendan Welch, Kenvirons
Melvin Phenix, Co-Manager	Christi Parker, District Personnel

Other in Attendance:

Tom Doyle, Shelbyville Municipal Manager
Erik Senn, Land Design and Development
Kevin Young, Land Design and Development

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

The minutes from the August meeting were reviewed by the Commissioner's prior to the meeting. Michael made a motion to approve said minutes. Raymond seconded the motion.

Business:

Tom Doyle – Tom Doyle with Shelbyville Municipal Water presented the Commission with a wholesale purchasing contract. He stated that in exchange for West Shelby signing the proposed contract, Shelbyville Municipal would give WSWD the northeast corner of the Discovery Pointe Subdivision allowing the entire development to be served by WSWD. After much discussion, Ben made a motion to direct Hite to pursue working on an agreeable contract between WSWD and Shelbyville Municipal and bring it to the next meeting or call a special meeting if needed. Raymond seconded the motion. All Commissioners voted in favor.

Ardmore Crossing Phase II- Melvin stated that he will soon be contacting Mr. Hemple to sign the Preliminary Estimate and bring the funds to get the process of bidding started.

Policies and Tariffs –

Commissioners discussed current Policies and Tariffs and made the following suggestions:

- 1.** Have meters, valves, hydrants, etc. that are in walkways, inspected bi-annually.
- 2.** Create a policy regarding virtual meetings.
- 3.** Add a space on water applications for a cell phone number and email address.

Ben also made a motion to move funds from our sweep account at Citizens Union Bank into the current depreciation account at Commonwealth Bank in order to maintain a \$500,000 balance. Michael seconded the motion. All Commissioners voted in favor.

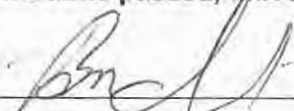
Melvin's Report:

Melvin ordered a new truck from O'Brien Fords. It should be in within 5 to 9 weeks. The Commissioners were in agreement to keep our old truck instead of trading it in since they only offered \$2,000.00 for trade in allowance. Melvin also stated that he will be putting the advertisement to purchase a mini-excavator and trailer in the paper within the next couple of weeks.

Meeting adjourned:

Ben made a motion to adjourn at approximately 10:45 a.m. Raymond seconded the motion. All Commissioners voted in favor.

All motions passed, unless otherwise stated.



Ben Quinn Jr., Chairman



Michael Riggs, Secretary



*Commission Meeting
Tuesday October 13, 2020*

A meeting of the West Shelby Water District (WSWD) was held on October 13, 2020 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman
Michael Riggs, Secretary
Melvin Phenix, Co-Manager
Lisa Didier, Co-Manager

Hite Hays, Attorney
Christi Parker, District Personnel
Brendan Welch, Kenvirons

Other in Attendance:

Steve Eden, City of Simpsonville Administrator

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

The minutes from the August meeting were reviewed by the Commissioner's prior to the meeting. Ben made a motion to approve said minutes. Michael seconded the motion. All voted in favor.

Business:

Shelbyville Municipal Contract – Hite presented both the original wholesale purchase contract, proposed by Shelbyville Municipal, and the WSWD revised version of the contract. After much review and discussion, the Commissioners were in agreement that Hite should present the revised contract to Shelbyville Municipal for approval.

Ardmore Crossing Phase II- Lisa stated that Mr. Hempel came by the office, signed the extension agreement, and dropped off the check in the amount of \$181,400.00. Ben made a motion accepting the engineering contract between Kenvirons and WSWD. Michael seconded the motion. Motion passed with all in favor. Ben then signed the extension agreement.

New Truck and Equipment – Melvin stated that he still hasn't heard any news on the truck he ordered last month. He also said that no estimates were received from the advertisement regarding the purchase of an excavator. He said the quotes received from Wright and Jacobi's have expired, so they are going to re-submit their

quotes. He is hopeful that by the end of the week WSWD will have 3 bids from the 3 local companies Wright, Jacobi's and REP Equipment.

Engineer's Report:

Brendan met with Jim Smith from Louisville Water Company and discussed installing a new master meter on the Shelbyville side of the District. Jim said it would cost approximately \$300,000.00 to 400,000.00 and he thought a much more economical solution would be to restore the Shelbyville pump station currently in operation. Restoring the pump station will cost approximately \$200,000.00. No action was taken.

The Commissioners asked Kenvirons to submit a fee proposal to WSWD for preparing an Alternative Rate Adjustment study.

Melvin's Report:

Melvin said that a sales rep gave him with a price to have an AED machine on site. Ben suggested discussing this topic more when Raymond is present.

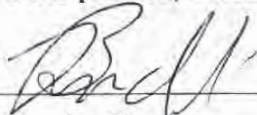
Lisa's Report:

Lisa stated that Raymond came by WSWD prior to the meeting and reviewed the invoices for October. She made a motion on Raymond's behalf to approve the invoices. Michael seconded the motion. Motion passed with all in favor.

Meeting adjourned:

Ben made a motion to adjourn at approximately 9:50 a.m. Michael seconded the motion. All Commissioners voted in favor.

All motions passed, unless otherwise stated.



Ben Quinn Jr., Chairman



Michael Riggs, Secretary



*Commission Meeting
Thursday November 19, 2020*

A meeting of the West Shelby Water District (WSWD) was held on November 19, 2020 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Melvin Phenix, Co-Manager
Raymond Williams, Treasurer	Lisa Didier, Co-Manager
Eddie Brown, Kenvirons	

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

Ben read the Minutes from the October meeting and made a motion to approve said Minutes. Michael seconded the motion. All voted in favor. Motion passed.

Raymond reviewed the November invoices prior to the meeting and made a motion to approve said invoices. Ben seconded the motion. All voted in favor. Motion passed.

Business:

Water Purchase Contract –Prior to the meeting, Hite presented the final water purchase agreement from Shelbyville Municipal, to the Commissioners for review. After much consideration and back and forth negotiations, Ben made a motion to proceed with the agreement that has WSWD picking up territory at Discovery Boulevard, reducing the cost of purchasing water and agreeing to a short-term contract. Michael seconded the motion. All voted in favor. Motion passed. Ben signed the document and Hite was taking the agreement to Shelbyville Municipal.

Territory Agreement - Hite provided the final Shelbyville Municipal Discovery Point territory agreement to the Commissioners for review. Raymond made a motion to accept the territory agreement which allows WSWD to serve the entire Discovery Pointe Subdivision. Michael seconded the motion. All voted in favor. Motion passed. Ben signed the document and Hite was taking the agreement to Shelbyville Municipal.

Ardmore Crossing Phase II- Eddie Brown said 8 bidders submitted bids for Ardmore Crossing Phase II. The apparent low bidder was Twin States with a bid of \$77,262.50. Eddie presented Kenviron's recommendation letter to the Commissioners, recommending WSWD accept Twin States' bid. Michael made a motion to accept Twin States bid. Ben seconded the motion with an amendment to said motion allowing a Commissioner to stop by the office and sign the contract documents when they become available. All voted in favor. Motion passed.

Engineer's Report:

Eddie had several topics of discussion as follows:

1. Eddie handed out a preliminary cost estimates of \$488,200.00 for the Discovery Point project.
2. The estimate for relocating the line and setting 2 master meter vaults for the Old Veechdale Apartments was presented for review. Estimated cost is \$200,000.00
3. Eddie presented the cost estimate of a new pump station on US 60 Shelbyville. Cost is estimated at \$180,000.00. Eddie was asked to discuss the pump station location with the KYTC District 5 Chief Engineer Matt Bullock about whether the KYTC would cost share in this relocation as it would enhance the KYTC's ability to build a much needed turning lane at the intersection.
4. Eddie stated that the Alternative Rate Case Study would cost \$6,500.00 and take approximately 6-8 months to complete. Ben noted that Kenvirons already knows WSWD's accounting and system very well and as such having them provide the rate study would likely be faster, more economical. Ben made a motion to accept Kenviron's proposal of \$6,500.00 to complete the study and submit it to PSC as expeditiously as possible. Raymond seconded the motion. All voted in favor. Motion passed.
5. Eddie stated that Brendan is working on the boundary maps and should have them generated for WSWD within a couple of weeks.

Melvin's Report:

Melvin stated that the customer in Ardmore Crossing, Michael Raily, still isn't happy with the hydrant placement in his front yard. Ben suggested that if Pulte Homes is in agreement, WSWD could do a Change Order with the contractor during the Phase II contract extending the line from the beginning hydrant location and moving the hydrant to the property line. Melvin will contact Mr. Hempel and ask him about this amendment adjustment and obtain signed documentation from Mr. Hempel that he was in agreement.

Melvin said he had received 3 quotes on the mini-excavator and trailer that WSWD is needing to purchase the quotes are as follows:

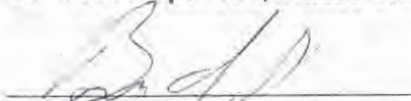
1. Jacoby - \$54,850.00
2. Wright Implements - \$35,650.00
3. REP Equipment - \$31,605.00

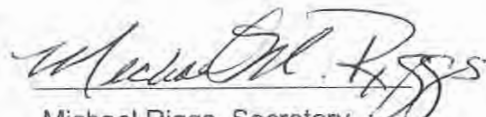
Considering the state of the current economic situation brought on by the pandemic and with Kentuckians losing jobs and being furloughed or let go; Ben stated WSWD is representative of the community and we don't need to be making large dollar purchases that are not essential. Ben suggested Melvin notify O'Brien that we were going to forgo the purchase of the new truck. Considering the bids for the new excavator came in significantly lower than the first time WSWD was looking to receive bids, the Commissioners felt the District should move forward with locking in the rate and moving forward with the excavator purchase. Raymond is going to do comparisons of the equipment and report his findings at the next meeting.

Meeting adjourned:

Ben made a motion to adjourn at approximately 10:10 a.m. Michael seconded the motion. All Commissioners voted in favor.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
Thursday December 17, 2020*

A meeting of the West Shelby Water District (WSWD) was held on December 17, 2020 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Melvin Phenix, Co-Manager
Raymond Williams, Treasurer	Lisa Didier, Co-Manager
Brendan Welch, Kenvirons	Christi Parker, District Employee

Others in Attendance:

Derek Triplett, Land Design and Development

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

The minutes from the November meeting were reviewed by the Commissioner's prior to the meeting. Raymond made a motion to approve said minutes. Michael seconded the motion. All voted in favor. Motion passed

Raymond reviewed the December invoices prior to the meeting and made a motion to approve said invoices. Michael seconded the motion. All voted in favor. Motion passed.

Business:

Derek Triplett – Mr. Triplett presented the final plat of the Old Veechdale Apartments project. Raymond made a motion for Ben to sign said plat, Michael seconded the motion. All voted in favor. Motion passed

Mr. Triplett also brought in a plat of property located on Scott Station Road that is owned by Courtney Roberts. The plat is creating 5 tracts, 5 acres each. After reviewing the plat, it was decided that West Shelby is capable of serving said tracts with no issues. Ben motioned to sign the plat; Raymond seconded the motion. All voted in favor. Motion passed.

Ardmore Crossing Phase II- Brendan said that the pre-construction meeting will take place this morning after the Commission meeting. The document books for this project were signed by Ben. Brendan stated that construction should begin on Monday.

Melvin said that he spoke with Dan Hempel about Michael Raily still not being happy with the placement of his hydrant. Mr. Hempel agreed with the plan to do a Change Order extending the line from the beginning hydrant location and moving the hydrant to the property line. Ben requested that Melvin get a document with Mr. Hempel's signature agreeing to this change order.

New Business:

Ben discussed how appreciative he and the other Commissioners are of the WSWD essential employee's hard work and dedication during the COVID crisis. He made a motion to give a \$300.00 gift of appreciation for all of the employees. Michael seconded the motion. All voted in favor. Motion passed.

Melvin's Report:

Melvin said that the US 60 and Hwy 148 pump stations had to be rebuilt but are now in great working condition.

Raymond signed the authorization to purchase the mini-excavator. It was ordered and it should be in within the next two weeks.

Lisa's Report:

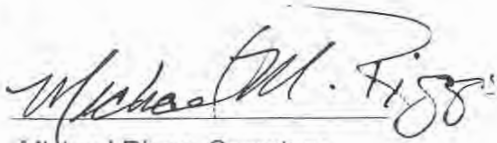
Lisa submitted the budget for 2021. Raymond made a motion to accept the 2021 budget. Ben seconded the motion. All voted in favor. Motion passed.

Meeting adjourned:

Ben made a motion to adjourn at approximately 9:30 a.m. Michael seconded the motion. All Commissioners voted in favor.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
Thursday January 21, 2021*

A meeting of the West Shelby Water District (WSWD) was held January 21, 2021 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Melvin Phenix, Co-Manager
Raymond Williams, Treasurer	Lisa Didier, Co-Manager
Brendan Welch, Kenvirons	Eddie Brown, Kenvirons

Others in Attendance:

Cary Vowels, Mayor of Simpsonville

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

The minutes from the December meeting were reviewed by the Commissioners prior to the meeting. Raymond made a motion to approve said minutes. Raymond seconded the motion. All voted in favor. Motion passed.

Raymond reviewed the January invoices prior to the meeting and made a motion to approve said invoices. Michael seconded the motion. All voted in favor. Motion passed.

Business:

Tank Inspections – Melvin said that he spoke with Jay Hoffman with Wet N Dry Tanks regarding WSWD's tank inspection schedule. Mr. Hoffman stated that our tanks were last inspected in 2019 when he changed the batteries in our tank lights. He failed to send us any documentation on those inspections but told Melvin that he would get some paperwork over to us as soon as possible. He also said that no new inspections are needed until 2024.

Ardmore Crossing Phase II- Brendan said the progress meeting will take place this morning at 10:30 AM. Brendan also handed out pay estimates for review. The pay estimates were from Twin States for \$51,079.00 and Kenvirons for \$25,226.94, reflecting that 70% of the job is complete. Michael made a motion to approve the estimates, Raymond seconded the motion. All voted in favor, motion passed. Ben signed the pay estimates.

Discovery Point Subdivision- Brendan said a final plat was approved through zoning and the Extension Agreement needs to be completed but to hold off on getting it signed.

Old Veechdale Apartments- Brendan reported that the probable cost for the apartment's water extension is \$220,000.00 He said the Extension Agreement needs to be completed, but it is not ready for signing. He also said that next Wednesday a meeting will be held with the developer to discuss fire protection.

New Business:

Michael received an email from a customer, Tim Acord at 1013 Majestic Oaks Way, Simpsonville. He is concerned with the time frame in which he has to pay his bill before a late fee is added. He feels like the dates that the bills are mailed out should be adjusted to allow more time. Lisa explained that we are required to mail the bills to our customers at least 10 days prior to adding a late fee. The bills are currently sent out on the 25th of each month and late fees are not applied until the 11th of the following month. She also explained that customers can have their bill electronically delivered which takes the USPS delay out of the equation or they can pay by ACH bank draft and never worry about late fees again. Michael agreed to respond to Mr. Acord with this information.

Engineer's Report:

Eddie said that he emailed Matt Bullock at District 5 regarding the possibility of cost sharing the cost to move our pump station at the intersection of US 60 and Freedom's Way. This would allow room for a right turn lane. Commissioners were in agreement that this would benefit both WSWD and Department of Transportation. Mr. Bullock said they have no interest in cost sharing to move the pump station at this time.

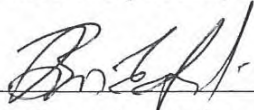
Melvin's Report:

Melvin stated that Jeremy is not currently able to work because of a back injury. He said while Jeremy is out, we will need to use a third-party contractor to help set meters because we are so busy. Raymond suggested using a contractor temporarily but, would rather us hire someone permanently when possible. The other Commissioners were in agreement that a new employee is needed.


Meeting adjourned:

Ben made a motion to adjourn at approximately 9:40 a.m. Michael seconded the motion. All Commissioners voted in favor.

All motions passed, unless otherwise stated.



Ben Quinn Jr., Chairman



Michael Riggs, Secretary



*Commission Meeting
Thursday February 25, 2021*

A meeting of the West Shelby Water District (WSWD) was held February 25, 2021 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Melvin Phenix, Co-Manager
Raymond Williams, Treasurer	Lisa Didier, Co-Manager
Christi Parker, WSWD Employee	

Others in Attendance:

Eric Simms, Land Design and Development (LD&D)

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

The minutes from the January meeting were reviewed by the Commissioners prior to the meeting. Michael made a motion to approve said minutes. Ben seconded the motion. All voted in favor. Motion passed.

Raymond reviewed the February invoices prior to the meeting and made a motion to approve said invoices. Ben seconded the motion. All voted in favor. Motion passed.

Business:

Discovery Point – Eric Simms, LD&D, brought the final plat to be signed that included the first 130 lots of the Discovery Point development. Engineers had reviewed the final plat prior to the meeting, and it has been submitted to Triple S Zoning. Plans have also been submitted to the Division of Water. Raymond made a motion to sign said plat. Michael seconded the motion. All voted in favor. Motion was passed and Ben signed the final plat.

Ardmore Crossing Phase II- All Phase II lines have been installed and have been pressure tested. Melvin presented the final pay estimate as well as the change order to be signed. The final contract WSWD owes includes a change order total of \$8,803.50, bringing the final total to \$86,066. Amount to be paid to Twin States on their final invoice is \$34,987. Ben made a motion to approve the final pay estimate. Raymond seconded the motion. All voted in favor. Motion passed. Ben signed the

final pay estimate. Brendan will submit Kenvirons final pay estimate during the next meeting.

New Business:


Lisa wrote an agreement to present to Simpsonville sewer with guidelines and expectations regarding the disconnection of water for non-paying sewer customers. Hite reviewed this agreement prior to the meeting. Commissioners were in agreement that an agreement is needed. Hite will present the agreement to Simpsonville sewer and Lisa will get the exact agreement together for Shelbyville sewer also.

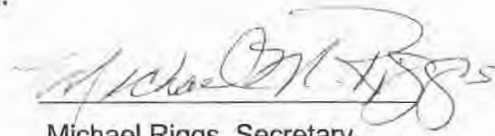
Ben mentioned that we have a CD maturing as of April 8, 2021 and asked if we could contact Mike Lavera with Raymond James to see if any municipal bonds that meet our investment policy criteria are available.

Meeting adjourned:

Ben made a motion to adjourn at approximately 9:30 a.m. Michael seconded the motion. All Commissioners voted in favor.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
Thursday March 18, 2021*

A meeting of the West Shelby Water District (WSWD) was held on March 18, 2021 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Melvin Phenix, Co-Manager
Raymond Williams, Treasurer	Lisa Didier, Co-Manager
Christi Parker, WSWD Employee	Brendan Welch, Kenvirons

Others in Attendance:

Steve Eden, City of Simpsonville
Jackie Hunter, Hunter CPA Firm

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

The minutes from the February meeting were reviewed by the Commissioners prior to the meeting. Ben made a motion to approve said minutes. Raymond seconded the motion. All voted in favor. Motion passed.

Raymond reviewed the March invoices prior to the meeting and made a motion to approve said invoices. Michael seconded the motion. All voted in favor. Motion passed.

Business:

Audit Report – Jackie Hunter with Roy Hunter CPA Firm, presented the 2020 audit of West Shelby Water District's financials to the Commission. She reported no derogatory findings and stated that WSWD is in good financial standings. Raymond made a motion to accept the 2020 audit. Michael seconded the motion. All voted in favor. Motion passed.

Discovery Point – Brendan received a call from a Fisher Homes representative that stated the project was about 2 months behind their planned start date. They are now looking to begin in August or September.

Ardmore Crossing Phase II- Melvin stated that the bac-t samples were good, and the waterline is complete and in service. The final drawings for Phase II have been recorded. Brendan presented the final pay requests from Kenvirons for \$6,123.06

Ben made a motion to approve the final pay estimate. Raymond seconded the motion. All voted in favor. Motion passed. Ben signed the final pay estimate.

Melvin's Report:

Melvin stated that Jay Hoffman with Wet N Dry Tank Inspections is in the process of inspecting WSWD's tanks.

Lisa's Report:


Lisa presented the water shut off agreement between Simpsonville Sewer and WSWD for signing. Michael made a motion to sign the agreement, Raymond seconded the motion. All voted in favor. Motion passed. Ben signed the agreement. Simpsonville Sewer will vote on signing the agreement at their April 5th meeting.

Raymond signed the Gross Operating Revenue document and Ben signed the Oath page of the Annual Report. Both documents are to be sent to Public Service Commission by March 31, 2021.

Meeting adjourned:

Ben made a motion to adjourn at approximately 10:55 a.m. Michael seconded the motion. All Commissioners voted in favor.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
Thursday April 15, 2021*

A meeting of the West Shelby Water District (WSWD) was held on April 15, 2021 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Melvin Phenix, Co-Manager
Raymond Williams, Treasurer	Lisa Didier, Co-Manager
Christi Parker, WSWD Employee	Brendan Welch, Kenvirons

Others in Attendance:

Shelby County Judge Executive Dan Ison

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

The March 18th, 2021 minutes were reviewed by the Commissioners prior to the meeting. Ben made a motion to approve said minutes. Raymond seconded the motion. All voted in favor. Motion passed.

Raymond reviewed the April invoices prior to the meeting and made a motion to approve said invoices. Michael seconded the motion. All voted in favor. Motion passed.

Business:

Commission Reappointment – The Honorable Dan Ison swore Raymond Williams in as a Commissioner of WSWD for 4 more years. His term will end March 2025.

Discovery Point – Brendan received a call from a Fisher Homes representative that requested to have the subdivision waterline extension broken up into 2 separate contracts. After much discussion, all Commissioners were in agreement that the Development should remain with only one contract.

Old Veechdale Apartments- Melvin stated that John Flynn contacted him stating that they are going to begin construction within the next 2 weeks. Brendan stated the approval through the Division of Water has been received and we are just waiting on the Developer to move forward with the project.

Engineer's Report:

Funding is available from the county for utility infrastructure. Brendan stated that he will be getting profiles together to seek funding for the following projects:

1. Asbestos line elimination
2. New Master Meter at the Louisville line near Martinrea
3. Installation of new pump station at Shelbyville

Brendan also stated that the rate case study is still in the process of being filed with Public Service Commission. Twelve months of data will be available with the new billing software as of the April 25th billing and they will be able to proceed at that time.

Melvin's Report:

Melvin stated that Jay Hoffman with Wet N Dry Tank Inspections sent him reports on the new inspections of WSWD's tanks. According to the reports, no repairs or upgrades are needed to the tanks at this time.

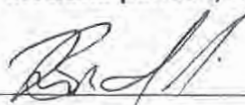
Lisa's Report:

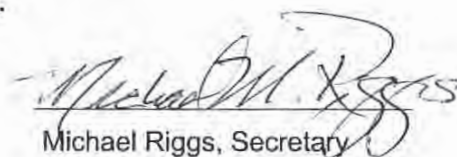
Lisa stated that Pulte Homes has \$63,984 due to them from remaining funds after Phase II of Ardmore Crossing's completion. Raymond motioned to send Pulte a check and finalize the project. Michael seconded the motion. All Commissioners voted in favor. Motion passed.

Meeting adjourned:

Ben made a motion to adjourn at approximately 9:30 a.m. Raymond seconded the motion. All Commissioners voted in favor. Motion passed.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
Thursday May 20, 2021*

A meeting of the West Shelby Water District (WSWD) was held on May 20, 2021 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	Melvin Phenix, Co-Manager
Raymond Williams, Treasurer	Lisa Didier, Co-Manager
Christi Parker, WSWD Employee	Brendan Welch, Kenvirons

Others in Attendance:

Kent Gootee, Mindel Scott & Associates
Doug Butler, District Customer
Eric Senn, Land Design & Development

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

The April 15th 2021 minutes were reviewed by the Commissioners prior to the meeting. Michael made a motion to approve said minutes. Ben seconded the motion. All voted in favor. Motion passed.

Raymond reviewed the May invoices prior to the meeting and made a motion to approve said invoices. Ben seconded the motion. All voted in favor. Motion passed.

Business:

Kent Gootee – Mr. Gootee from Mindel Scott & Associates, presented a preliminary plat of the property on the south east corner of Buck Creek Road and Interstate 64. Raymond made a motion to sign said plat Michael seconded the motion. All voted in favor. Motion passed and Ben signed the plat.

Eric Senn – Mr. Senn with Land Design and Development presented the final plat for Ardmore Crossing Phase 3A & 3B. Michael made a motion to sign the final plat, Raymond seconded the motion. All voted in favor. Motion passed. Ben signed the final plat.

Engineer's Report:

Brendan said they are still working on the rate case study and will meet with Lisa after the meeting to get some more documentation. He also said that he is getting the project profiles together for KIPDA for the following projects:

1. New Master Meter on the Louisville line at Shelbyville
2. Shelbyville Pump station upgrade
3. Remaining asbestos lines replaced

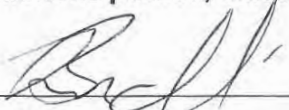
Other Business:

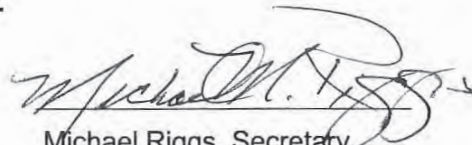
Michael made a motion to pass a 3% raise for all WSWD employees to become effective immediately. Raymond seconded the motion. All voted in favor. Motion passed.

Meeting adjourned:

Ben made a motion to adjourn at approximately 9:15 a.m. Michael seconded the motion. All Commissioners voted in favor. Motion passed.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
Thursday June 17, 2021*

A meeting of the West Shelby Water District (WSWD) was held on June 17, 2021, at the District Office and those in attendance were:

Ben Quinn Jr., Chairman	Hite Hays, Attorney
Michael Riggs, Secretary	AJ Ellis, District Operator
Brendan Welch, Kenvirons	Lisa Didier, Co-Manager
Christi Parker, WSWD Employee	Eddie Brown, Kenvirons

Others in Attendance:

Patti Kaelin, Louisville Water Company
Jim Smith, Louisville Water Company

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

The Commissioners reviewed the May minutes prior to the meeting. Michael made a motion to approve said minutes. Ben seconded the motion. All voted in favor. Motion passed.

Business:

Discovery Pointe – Terry Lloyd with Fischer Homes called and requested a copy of an updated cost estimate. He said he would be by the office within the next week or so to sign the estimate and drop off the funds for the project.

Ardmore Crossing 3A & 3B – The bid opening for phase 3A and 3B took place on June 16th. The apparent low bidder was Twin States Utilities with a bid of \$72,285.00. Ben made a motion to award the contract to Twin States. Michael seconded the motion. All voted in favor. Motion passed.

Brendan presented the engineering agreement for Ardmore Crossing Phase 3A & 3B. Ben motioned to accept and sign the agreement approving the amount of \$31,220.00 for Kenvirons design and inspection services. Michael seconded the motion. All voted in favor. Motion passed.

Rate Case Study – Brendan and Eddie presented the rate case study to the Commissioners for review. The Commissioners were in agreement that the Resolution for a rate adjustment does not reflect their opinion therefore, they made a decision to table signing the study until further review.

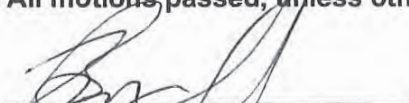
Other Business:


Louisville Water Company representatives, Patti Kaelin and Jim Smith, joined our meeting to discuss some of their proposed future projects and to see if WSWD had any questions or concerns that they could address.

Meeting adjourned:

Ben made a motion to adjourn at approximately 10:15 a.m. Michael seconded the motion. All Commissioners voted in favor. Motion passed.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
Thursday May 20, 2021*

A special meeting of the West Shelby Water District (WSWD) was held on June 24, 2021 at the District Office and those in attendance were:

Ben Quinn Jr., Chairman
Raymond Williams, Treasurer
Ken Taylor, Kenvirons
Melvin Phenix, Co-Manager

Michael Riggs, Secretary
Lisa Didier, Co-Manager
Brendan Welch, Kenvirons

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Business:

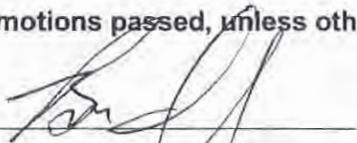
It was discussed that in 2012 WSWD used Joe Sutherland, CPA, as their accountant. He alone determined the fixed asset listing and depreciation schedule for the financials. In 2012 WSWD hired Mountjoy Chilton and Medley (MCM) Accounting Firm to audit the financials. MCM helped WSWD with setting up a depreciation policy and schedule. From their apparent lack of understanding of the utility industry, some of the depreciation items and schedules were not in line with the NARUC study which Public Service Commission uses as a guideline. This was discovered while preparing documentation to file for a Rate Case Study with Public Service Commission. The special meeting was called to discuss and make changes to the depreciation schedule policy.


Ben made a motion to utilize the higher end of the NARUC study as a guideline for WSWD's asset listing and depreciation schedule changing it from the current, MCM asset listing which was implemented by MCM in 2012. This will change the depreciation schedule and asset list to be more applicable to WSWD and in-line with PSC guidelines. Michael seconded the motion. All voted in favor. Motion passed. Ben suggested using Hunter CPA to make those necessary changes.

Meeting adjourned:

Ben made a motion to adjourn at approximately 9:10 a.m. Raymond seconded the motion. All Commissioners voted in favor. Motion passed.

All motions passed, unless otherwise stated.


Ben Quinn Jr., Chairman


Michael Riggs, Secretary



*Commission Meeting
Thursday July 15, 2021*

A meeting of the West Shelby Water District (WSWD) was held on July 15, 2021, at the District Office and those in attendance were:

Ben Quinn Jr., Chairman
Michael Riggs, Secretary
Brendan Welch, Kenvirons
Melvin Phenix, Co-Manager

Hite Hays, Attorney
Raymond Williams, Treasurer
Lisa Didier, Co-Manager

Others in Attendance:

Allie Terrell, HomeServe
Doug Butler, District Customer
Ken Taylor, Kenvirons

Ben Quinn, Chairman, called the meeting to order at 8:30 a.m.

Reading of Minutes:

The Commissioners reviewed the June 17th minutes prior to the meeting. Raymond motioned to approve said minutes and Michael seconded the motion. The June 24th special meeting minutes were also reviewed prior to the meeting. Raymond made a motion to approve those minutes. Ben seconded the motion. All voted in favor. Motions passed.

Raymond reviewed the May invoices and made a motion to approve said invoices Ben seconded the motion. Raymond also reviewed the June invoices prior to the meeting and made a motion to approve those invoices. Michael seconded the motion. All voted in favor. Motions passed.

Business:

HomeServe – Allie Terrell with Homeserve, a home repair plan protection company, gave a presentation about Homeserve and offered a partnership with WSWD as an added source of income. Allie said Homeserve would pay WSWD annually, an amount of \$.50 per contracted service that each WSWD customer purchases per month. The only requirement from WSWD would be to allow Homeserve to use WSWD's name on their advertising campaign as a partner client of theirs. Allie will be sending a contract for review and the Commissioners stated they would continue discussion at the next monthly meeting.

Discovery Pointe – Mr. Lloyd brought in \$407,000.00 and signed the extension agreement. Ben also signed the extension agreement.

Ardmore Crossing 3A & 3B – Brendan presented the contracts for 3A & 3B and said the pre-construction meeting will take place after the meeting. Ben signed the contract.

Rate Case Study – In accordance with the order in case #2020-00184, Public Service Commission is requiring WSWD to submit a rate case study. Ken presented the rate case study resolution which is based on the auditors suggested adjusted depreciation schedule. He also presented a customer notice with the proposed new rates. Ben made a motion to accept the rate case study resolution as provided by Kenvirons which reflects a 13% rate increase to be submitted to Public Service Commission for review. Michael seconded the motion. All voted in favor. Motion passed. The public notice will run in the local newspaper beginning next week for three consecutive weeks.

Other Business:

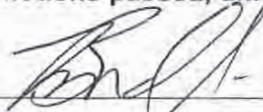
Ben made a motion to hire Kenvirons to do a study forecasting WSWD's needs of water storage and capacity according to the regulations. Ben said the study should cost no more than \$7,500 and asked for Kenvirons to provide a fee proposal. Michael seconded the motion. All voted in favor. Motion passed

Michael suggested getting a review of what the current pay scale is for water utility employees in our area. He also suggested hiring a new field employee as soon as possible to be able to train and meet WSWD's future needs.

Meeting adjourned:

Ben made a motion to adjourn at approximately 10:05 a.m. Raymond seconded the motion. All Commissioners voted in favor. Motion passed.

All motions passed, unless otherwise stated.



Ben Quinn Jr., Chairman

Michael Riggs, Secretary

EXHIBIT 7

See Separate File for Exhibit 7

EXHIBIT 8

See Separate File for Exhibit 8

EXHIBIT 14

See Separate File for Exhibit 14

EXHIBITS

19a-c

See Separate Files for Exhibits 19a-c