Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday, August 13, 2019 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Stacy Boone	Dixie Cayce
Chris Sutton	Marvin Wilson	Jessica Daniel
Don Robertson	Mike Henson	

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitor present – None

Motion to approve the July minutes. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Water Issues:
None

Sewer Issues:
None.

Mike gave an update on potential improvements and the review of rates.

There was a motion to secure engineer. Motion by Charles. Seconded by Chris.

Chris motion to approve resolution. Seconded by Charles.

Stacy gave a report on the July financials.

Chris motioned to approve financial report, seconded by Charles. Motion passed unanimously.

Managers' Report: (See Attached)

Motion to approve managers' report. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Old Business:

New Business:
2018 Audit: Jessica Daniel presented the 2018 audit. **Charles motioned to approve the audit report. Seconded by Chris.**

The tank inspection was completed. The repairs to the tank are to be included in the new project.

Employee Pay: The board requested a breakdown of employee cost for the next board meeting.

Ryan reported that the new website is to go live next week.

The was a motion to authorize Dixie to vote at the Rural Water Conference. Motion made by Chris. Seconded by Charles.

Motion to adjourn. Motion made by Charles, second by Chris. Motion passed.

Sign Don Robertson

EXHIBIT
A

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday, September 10, 2019 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Stacy Boone	Dixie Cayce
Chris Sutton	Marvin Wilson	Elaina Bond
Don Robertson	Mike Henson	Vicki Duncan
	Scott Wright	

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitor present – None

Motion to approve the August minutes. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Water Issues:
None

Sewer Issues:
None.

Mike gave an update on the infrastructure and new project improvements. He informed the board of interest rates for the new project, stating 12% would be the high end with a rate of 5 to 6% being what would more than likely be put in place. He mentioned the deadline was the end of the month to hire the engineer.

They also discussed a rate increase. The board has requested that Mike do a rate study proposal for the next meeting.

Chris motioned to submit proper documentation to PSC for a rate increase. Seconded by Charges. Motion passed unanimously.

Elaina gave a report on the August financials. She also provided the board with additional information that was requested on employee cost. Other information was provided on purchased water cost and revenue. (see attached)

Chris motioned to approve financial report, seconded by Charles. Motion passed unanimously.

Managers' Report: (See Attached)

Motion to approve managers' report. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Old Business:
Suwanee Trailer Park: The meters will need to be switched out to the radio reads. The is in agreement that the cost will be on the customer. Each meter is an estimated cost $150. The are going to ask Johnny to come to the next meeting.

Paving/Patching Parking Lot: They have one bid to come in from Dunkerson Paving for $1,700.

Chris made a motion to approve the bid for Dunkerson Paving. Seconded by Charles. Motion passed unanimously.

New Business:
The board has requested a letter to be sent to Crittenden-Livingston asking them to increase their flushing. They are beginning to have a repeat of problems with water quality compliance.

Dixie mentioned the prices on the tank inspection are only good for the fall.

Motion to adjourn. Motion made by Charles, second by Chris. Motion passed.

Sign_____

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday, October 8, 2019 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Stacy Boone	Dixie Cayce
Chris Sutton	Marvin Wilson	Elaina Bond
Don Robertson	Mike Henson	Vicki Duncan
	Scott Wright	Johnny Walls

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitor present – Johnny Walls

Motion to approve the September minutes. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Water Issues:
Paul Jennings, Parkersville Rd (See Attached) Mr. Jennings did not show.

Sewer Issues:
None.

Mike gave an update on the infrastructure and new project improvements. He also provided the board with a formal proposal for a water rate study. (See Attached)

A motion was made to accept the rate study proposal & to include the cost in with the project loan. Motion by Chris. Seconded by Charles. Motion passed.

Elaina gave a report on the September financials. **Charles motioned to approve financial report, seconded by Chris. Motion passed unanimously.**

Managers' Report: (See Attached) Dixie reported that PSC sent a letter approving inspection on the sewer.

Motion to approve managers' report. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Old Business:
Suwanee Trailer Park: Johnny Walls was present to represent. A total of eleven meter sets. He has 5 vacant lots that will be additional for the future. He stated that there would be 3 new settings and 3 relocations and no taps required on the main. The cost will be Johnny's responsibility. The board asked Johnny to upgrade the meters. They will be his responsibility for 1 year, then the district will assume the responsibility. The district will obtain the customers when the last meter is set.

A motion was made by Chris to approve this agreement. Seconded by Charles. Motion passed unanimously.

Crittenden-Livingston: Dixie spoke with Ronnie the superintendent about the extra flushing. The board wants him to still send a letter to follow up their phone conversation.

New Business:
PWWD Rate Increase: See Attached Letter. They need to set a date for a meeting. The board is in agreement for the 22nd or 23nd.

The board reviewed the proposals from the Engineers for the new project. Two bids were put in, BFW and HDR.

After reviewing & scoring the RFQ based on their statements of qualifications Chris made a motion to hire the Engineer with the highest score, HDR, for the new project. Seconded by Charles. Motion passed. (see attached score card)

Motion to adjourn. Motion made by Chris, second by Charles. Motion passed.

Sign_____

October 7, 2019

Mr. Don Robertson
Chairman
Lyon County Water District
5464 US 62
Kuttawa, KY 42005

RE: Water Rate Study

Dear Mr. Robertson,

HDR appreciates the opportunity to provide the Lyon County Water District with this proposal for a Water Rate Study. This proposal outlines a scope and fee to provide an updated study to the Lyon County Water District. Please find below a scope of services for your consideration.

1. Project Objectives:

The Lyon County Water District Rate Study, will address the following objectives:

- User fees and charges are sufficient enough to meet the District's needs and reflect the true cost of service.
- Determine the Water District's cash needs and rates for services for operations, maintenance, replacement, capital projects and existing and future debt service.
- Maintain rates that align with required mandates and supports the objectives of the Water District.
- Determine what percent of funds should be allocated for day-to-day operations versus rehabilitation and or replacement of facilities.
- Develop a methodology to recover the costs from customers for system development.
- Review Wholesale Contracts that the Water District currently holds for purchasing water.

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(270) 444-9691

2. **Project Approach:**

- Perform a system analysis to determine the Water District's cash needs and rates for services and operations, maintenance, replacement and capital projects and debt service.
- Define a rate structure to recover the costs from customers for system development.
- Benchmark Lyon County rates to other similar water districts and municipalities.
- Provide preliminary and final reports that include recommendations for rate changes and/or methodology modifications.
- Present findings to the Water District.

HDR will perform the scope of work detailed and provided herein for a Lump Sum fee of **$9,000**

We appreciate the opportunity to provide the Lyon County Water District with this proposal for engineering services. Given timely notice to proceed, we can begin immediately. If you should have questions, please do not hesitate to call.

Sincerely,
HDR Engineering, Inc.

Michael A. Hansen, P.E.
Project Manager

Ben R. Edelen, P.E., P.L.S.
Sr. Vice President/Area Manager

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday, December 10, 2019 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Stacy Boone	Dixie Cayce
Chris Sutton	Marvin Wilson	Elaina Bond
Don Robertson	Mike Henson	Cheryl Chino
	Scott Wright	

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitor present None

Motion to approve the October minutes. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Water Issues:
Jeremy Hendrickson. Claims someone turned his water back on after he had winterized everything before they left. Board wants a written statement from the customer (see attached) and then the bill can be adjusted.

Bud Hastings: Rental Property: Adjust bill per board.

Sewer Issues:
None.

Mike gave an update on the new project going into effect. He provided the board with the engineering fees from HDR for the new project.

A motion was made to approve the engineering fees and to move forward with HDR on the new project. Motion by Charles. Seconded by Chris. Motion passed.

Elaina gave a report on the November financials. **Charles motioned to approve financial report, seconded by Chris. Motion passed unanimously.**

Elaina also presented budget amendments. See Attached.

There was a motion to approve the budget amendments based on the accountant's decision. Motion by Chris. Seconded by Charles. Motion passed.

Managers' Report: (See Attached)

Motion to approve managers' report. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Old Business:
Suwanee Trailer Park: An update was given by Dixie that there are 12 customers and they are almost ready to start the meter sets.

PWWD Rate Increase: **Chris made a motion for Marvin to write a letter to object to the rate increase of Princeton Water. Seconded by Charles. Motion passed.**

New Business:
New Employee: David Anguish. The board stated his rate of pay will be $12 per hour and that his employment is contingent upon a back ground check.

Motion to adjourn. Motion made by Chris, second by Charles. Motion passed.

Sign Don Robertson

December 8, 2019

Mr. Don Robertson
Chairman
Lyon County Water District
5464 US 62
Kuttawa, KY 42005

RE: KIA System Improvements

Dear Mr. Robertson,

HDR appreciates the opportunity to provide the Lyon County Water District with this proposal for engineering design, bidding, construction administration, and inspection services. In addition, we have included a fee to perform a Water & Sewer Rate Study. Please find below a scope of services for your consideration.

Task 1 - Water and Sewer Rate Study:

The Lyon County Water District Rate Study, will address the following objectives:

- User fees and charges are sufficient enough to meet the District's needs and reflect the true cost of service.
- Determine the Water District's cash needs and rates for services for operations, maintenance, replacement, capital projects and existing and future debt service.
- Maintain rates that align with required mandates and supports the objectives of the Water District.
- Determine what percent of funds should be allocated for day-to-day operations versus rehabilitation and or replacement of facilities.
- Develop a methodology to recover the costs from customers for system development.
- Review Wholesale Contracts that the Water District currently holds for purchasing water.

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(270) 444-9691

Task 1 Approach:

- Perform a complete system analysis to determine the Water District's cash needs and rates for services and operations, maintenance, replacement and capital projects and debt service.
- Define a rate structure to recover the costs from customers for system development.
- Benchmark Lyon County rates to other similar water districts and municipalities.
- Provide preliminary and final reports that include recommendations for rate changes and/or methodology modifications.
- Present findings to the Water District.

HDR will perform the scope of work detailed for Task 1 for a Lump Sum fee of **$9,000**

Task 2 – Tank Improvements

Lamasco Standpipe

The Lamasco glass lined standpipe needs coating on the interior to mitigate a rust problem that was observed during inspections. In addition to coating the tank, a mixing system is proposed to be installed, along with work at the exterior valve vault to install a bypass valve for better control at the tank site. HDR has completed the design of these improvements, only bidding, construction administration, and inspection services will be required for this portion of Task 2.

Jack Thompson Tank

The Jack Thompson 100,000 gallon elevated storage tank needs coating on the interior and exterior per the latest inspection. As with the Lamasco project, HDR has completed the design of these improvements, so this project can be put out for bid immediately.

It would be our recommendation to bid both the tank projects as one bid package.

HDR will perform the scope of work detailed for Task 2 for a Lump Sum fee as broken down in the following way:

Bidding = $3,375
Construction Administration = $6,750
Inspection Services = $26,400

Task 3 – Tinsley Creek Subdivision

The Tinsley Creek Subdivision was constructed approximately 50/60 years ago near Lake Barkley. The subdivision is currently served by an undersized 2" galvanized waterline. This waterline is undersized and creates pressure and water quality issues. The proposed project will replace the undersized line with an adequately sized waterline. This portion of the overall project has not been designed and HDR will provide the completed survey, design and specifications needed for construction. In addition, HDR will provide bidding, construction administration and inspection services needed.

HDR will perform the scope of work detailed for Task 3 for a Lump Sum fee as broken down in the following way:

Design = $36,050
Bidding = $5,150
Construction Administration = $10,300
Inspection Services = $37,000

Task 4 – Interconnects

The KY 295 interconnect projects will loop lines to allow the increase of circulation of water in the area and thereby improve water quality. This will include an 8" PVC interconnect between KY 295 & KY 373, and also an 8" PVC interconnect between US 62 and KY 295. The design of these interconnects are complete as well as all easements being procured.

The KY 373 to KY 295 Loop project is a project that loops a line that dead ends at the City of Eddyville's master meter valve. The line is also the first phase in allowing the Crittenden Livingston County Water District to serve the City of Kuttawa as a backup source or possibly a primary source. In addition the loop will allow additional water to be transmitted by the City of Eddyville to the City of Kuttawa as a backup water source.

The US 62 & KY 295 project provides another connection between the Lyon County Water District and the City of Kuttawa. Along with the KY 373 to KY 295 project described above, the project provides a means of allowing Kuttawa to receive water from the Crittenden Livingston County Water District and a higher volume feed from the City of Eddyville. The new feed will currently serve as a backup water supply for Kuttawa and could serve as Kuttawa's primary water supply in the event Kuttawa ceases operation of its water treatment plant.

These projects are part of an overall discussion regarding the proposed Lyon County consortium project. These projects primarily benefit the City of Kuttawa and Eddyville. Financial contribution from both municipalities would be expected to complete the project.

HDR will perform the scope of work detailed for Task 4 for a Lump Sum fee as broken down in the following way:

Bidding = $5,838
Construction Administration = $11,676
Inspection Services = $40,800

Task 5 – KY 274 Creek Crossing

The final portion of this project is a replacement of a creek crossing near KY 274. Per water superintendent, Dixie Cayce, this line is very shallow and in danger of immediate failure. HDR will again provide construction drawings, specifications and all necessary permits for this portion of the project. In addition to the design, HDR will provide bidding, construction administration, and construction inspection services for this proposed project.

HDR will perform the scope of work detailed for Task 5 for a Lump Sum fee as broken down in the following way:

Design = $6,860
Bidding = $980
Construction Administration = $1,960
Inspection Services = $9,100

The following table represents the fee breakdown by task:

Task Number	Design	Bidding	Construction Administration	Inspection Services	Total Fee
1 – Water and Sewer Rate Study	$9,000				**$9,000**
2 – Tank Improvements		$3,375	$6,750	$26,400	**$36,525**
3 – Tinsley Creek Subdivision	$36,050	$5,151	$10,300	$37,000	**$88,501**
4 – Interconnects		$5,838	$11,676	$40,800	**$58,314**
5 – KY 274 Creek Crossing	$6,860	$980	$1,960	$9,100	**$18,900**

Please note that our fees do not include and geotechnical services, environmental permits beyond a standard nationwide permit, or easement procurement. It is not anticipated that these services will be required for this project, but can be quoted upon request. In addition, it is assumed that the PADD office will provide all environmental documentation required by DOW and KIA.

We appreciate the opportunity to provide the Lyon County Water District with this proposal for engineering services. Given timely notice to proceed, we can begin immediately. If you should have questions, please do not hesitate to call.

Sincerely,
HDR Engineering, Inc.

Michael A. Hansen, P.E.
Project Manager

Ben R. Edelen, P.E., P.L.S.
Sr. Vice President/Area Manager

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday May 12, 2020 at 8AM at the Water District Office.

Board members present:	Others present:		
Charles Murphy	Stacy Boone	Dixie Cayce	Mike Henson
Don Robertson	Elaina Bond	Vickie Duncan	
Chris Sutton	Marvin Wilson	Scott Wright	

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitor present None

Motion to approve the March minutes. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Motion to approve the April minutes. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Water Issues:
The pressure out on Pleasant Valley.

Sewer Issues:
None.

KIA Infrastructure Improvements: Mike gave an update on the rate study. They are needing the finalized number on the Princeton Water Rate Increase. Once this legal issue is settled HDR can finish the rate study.

Elaina gave a report on the April financials. She also gave them some additional information on Revenue and Expense projections.

Chris motioned to approve the financial report, seconded by Charles. Motion passed unanimously.

Managers' Report: See attached

Motion to approve managers' report. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Old Business:
PWWD Rate Increase: There will be a conference call today May 12th at 9:00 am. Lyon and Caldwell made an offer of settlement up 11% from the last offer. Princeton came back with a counter offer coming down 6% from the last offer.

New Business:
Dixie announced his resignation for retirement on July 1st 2020. (see attached letter)
Vickie announced her resignation for retirement on June 30, 2020.
The board wants to advertise with KY Rural Water for the Superintendent position.

According to KRS 61-810 subparagraph 1c, the board entered executive session at 9:00 AM May 12, 2020. Motion made by Chris. Seconded by Charles. Motion passed.

Chris made a motion to end executive session at 9:22 AM May 12, 2020. Seconded my Charles. Motion passed.

Motion to adjourn. Motion made by Charles, second by Chris. Motion passed.

Sign Don Robertson

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday June 9, 2020 at 8AM at the Water District Office.

Board members present:	Others present:		
Charles Murphy	Stacy Boone	Dixie Cayce	Mike Henson
Don Robertson	Elaina Bond	Vickie Duncan	
Chris Sutton	Marvin Wilson	Scott Wright	

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitor present None

Motion to approve the May minutes. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Water Issues:
None

Sewer Issues:
None.

KIA Infrastructure Improvements: Mike gave an update on the rate study. See Attached. For the new project there has to be at least an 18% increase by 2022. Mike stated there has not been an increase since 2016. In comparing financial information, he stated expenses has increased on an average 3.7% per year since 2016. A rate increase of at least 12% per year, with 30% increase in the first year is need to cover increasing expenses.

A motion was made to authorize Mike to start the process to submit the rate study to PSC. Motion made by Chris. Seconded by Charles. Motion passed unanimously.

Elaina gave a report on the May financials. The board also discussed some up coming expenses for insurance premiums. It was in agreement that Elaina pay them on installment.

Charles motioned to approve the financial report, seconded by Chris. Motion passed unanimously.

Managers' Report: See attached

Motion to approve managers' report. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Old Business:

New Business:
New Employee Applicants: There is a special meeting set for next Wednesday June 17, 2020 to hire a new Superintendent.

Chris made a motion to authorize the Chairman, Don and manager, Dixie, to interview the maintenance personnel and to negotiate a salary. Seconded by Charles. Motion passed.

Motion to adjourn. Motion made by Chris, second by Charles. Motion passed.

Sign Don Robertson

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday July 14, 2020 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Billy Asher	Dixie Cayce
Don Robertson	Elaina Bond	Jessica Daniel
Chris Sutton	Marvin Wilson	Mike Henson

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitor present None

Jessica Daniel, CPA presented the 2019 Audit. She stated there was not much change between 2018 and 2019.

Charles made a motion to approve the 2019. Seconded by Chris. Motion passed unanimously.

Motion to approve the June & special called meeting minutes. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Water Issues:
None

Sewer Issues:
None.

KIA Infrastructure Improvements: Mike gave an update on the rate study. See Attached. Mike stated after seeing the audited financials for 2019 there has been a 2% increase each year in expenses. He suggested doing a 26% rate increase instead of a 30% increase. He also provided a comparison of other districts rates. See Attached.

Elaina gave a report on the June financials.

Charles motioned to approve the financial report, seconded by Chris. Motion passed unanimously.

Managers' Report: See attached

Motion to approve managers' report. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Old Business: Pressure @ Pleasant Valley—Mike and Dixie looked at the pump station serving this area. Mike's suggestion is to put in a booster pump. Mike is going to put together some cost figures for the next meeting.

New Business: The board discussed about estimating the bills that will go out in July due to employment conditions not allowing the meters to get read in a timely manner. They are in agreement that estimating bills will be better than giving each customer a bill reflecting 6 weeks of usage instead of 4 weeks.

Motion to adjourn. Motion made by Chris, second by Charles. Motion passed.

Sign_____

Eddyville 31.29

Monthly Rates

5/8" x 3/4" Meter	Existing		Proposed - 2020		Proposed - 2021		Proposed - 2022	
First 2,000 Gallons	$25.00	Minimum Bill	$31.50	Minimum Bill	$32.13	Minimum Bill	$32.77	Minimum Bill
Next 3,000 Gallons	$10.62	Per 1,000 Gallons	$13.38	Per 1,000 Gallons	$13.65	Per 1,000 Gallons	$13.92	Per 1,000 Gallons
Next 5,000 Gallons	$7.50	Per 1,000 Gallons	$9.45	Per 1,000 Gallons	$9.64	Per 1,000 Gallons	$9.83	Per 1,000 Gallons
Next 10,000 Gallons	$6.25	Per 1,000 Gallons	$7.88	Per 1,000 Gallons	$8.03	Per 1,000 Gallons	$8.19	Per 1,000 Gallons
Over 20,000 Gallons	$5.50	Per 1,000 Gallons	$6.93	Per 1,000 Gallons	$7.07	Per 1,000 Gallons	$7.21	Per 1,000 Gallons
1" Meter								
First 15,000 Gallons	$116.25	Minimum Bill	$146.48	Minimum Bill	$149.40	Minimum Bill	$152.39	Minimum Bill
Next 5,000 Gallons	$6.25	Per 1,000 Gallons	$7.88	Per 1,000 Gallons	$8.03	Per 1,000 Gallons	$8.19	Per 1,000 Gallons
Over 20,000 Gallons	$5.50	Per 1,000 Gallons	$6.93	Per 1,000 Gallons	$7.07	Per 1,000 Gallons	$7.21	Per 1,000 Gallons
1 1/2" Meter								
First 25,000 Gallons	$156.25	Minimum Bill	$196.88	Minimum Bill	$200.81	Minimum Bill	$204.83	Minimum Bill
Over 25,000 Gallons	$5.50	Per 1,000 Gallons	$6.93	Per 1,000 Gallons	$7.07	Per 1,000 Gallons	$7.21	Per 1,000 Gallons
2" Meter								
First 45,000 Gallons	$281.25	Minimum Bill	$354.38	Minimum Bill	$361.46	Minimum Bill	$368.69	Minimum Bill
Over 45,000 Gallons	$5.50	Per 1,000 Gallons	$6.93	Per 1,000 Gallons	$7.07	Per 1,000 Gallons	$7.21	Per 1,000 Gallons
4000 Gallons	$46.24		$58.26		$59.43		$60.62	

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday August 11, 2020 at 8AM at the Water District Office.

Board members present:	Others present:
Charles Murphy	Billy Asher
Don Robertson	Elaina Bond
Chris Sutton	John Herring

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitor present: John Herring, Lake Barkley Water
John came to discuss with the board about buying more water from them. The board wants John and Billy to get together in the next week or so to see what they can figure out to do so.

Chris made a motion to approve the July Minutes. Seconded by Charles. Motion passed unanimously.

Motion to approve the June & special called meeting minutes. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Water Issues:
None

Sewer Issues:
None.

Mike was unable to attend the meeting. He sent an email to Don to update the board. See attached.

Elaina gave a report on the July financials.

Charles motioned to approve the financial report, seconded by Chris. Motion passed unanimously.

Managers' Report: See attached

Motion to approve managers' report. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Old Business: Iron Hill Campground Sewer: The board is in agreement to entertain the thought of waiving the tap fees.

New Business: Sigourney has resigned her cleaning position. Don has talked with Pam Gibson and she will start cleaning in September.

Rod Murphy RV Park: Rod is wanting to know if a meter can be changed out to a smaller meter for the winter. He will only have one person staying to keep a check on things. Billy is going to check and see if a valve can be changed on the meter to make it a smaller meter size for the winter.

Motion to adjourn. Motion made by Chris, second by Charles. Motion passed.

Sign Don Robertson

Elaina Bond

From: Hansen, Mike <Mike.Hansen@hdrinc.com>
Sent: Monday, August 10, 2020 5:34 PM
To: Don Robertson; lyoncowater@gmail.com
Subject: Lyon County Board Meeting - Update

Hello Don and Ryan,

I hope things are going well. Sorry for the late notice, but I have a conflict for tomorrow's board meeting. I am not sure if you remember, but I am the president of my local school board and I have a meeting tomorrow at the school which I cannot miss. As you can imagine, things are a little tense right now trying to get our kids back to school. Here is an update on a few things:

- The rate study with the PSC is progressing nicely – I sent our resolution into KIA and our environmental was approved by the Division of Water. Once the PSC approves our rates, we can go into bidding our tank projects.

- I think I have a good option on the pressure issue on Pleasant Valley. I would like to discuss these options with you, I think I can save the district some money.

- Sharon is ready to start on Iron Hill – I guess she has made some financial arrangements to pay for the design and the construction. She was wanting me to talk to you about the tap fees.

I will do my best to give you a call tomorrow afternoon to have some further discussions.

Sorry again for missing the meeting – hope to see you guys soon.

Mike

Mike Hansen, PE
KY/TN/AR Water Business Group Operations Lead

HDR
4645 Village Square Drive, Suite F
Paducah, KY 42001
D 270.538.1547 **M** 270.564.3446
Mike.Hansen@hdrinc.com

hdrinc.com/follow-us

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday October 13, 2020 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Billy Asher	Mike Henson
Don Robertson	Elaina Bond	Jimmy Don Seibert
Chris Sutton	Marvin Wilson	Mark Lynn

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitor present: Jimmy Don Seibert – Mayor of Fredonia – He came to plug in an interest of wanting to purchase water from the district. They are currently buying from Eddyville. We are hooked up to be able to provide to them. Mike is going to look at the model to see if it is doable.

Mark Lynn – Pleasant Valley Rd – He came to represent the customer on Pleasant Valley Rd. about not having any pressure. The district has been working on this. See Old Business for solution.

Charles made a motion to approve the September Minutes. Seconded by Chris. Motion passed unanimously.

Water Issues:
None

Sewer Issues:
None.

Mike gave an update on the rate study. PSC is wanting to know why we are wanting an increase before the project. Mike is going to request a 2 phase approach, to get an increase on operations now then an increase for the project later.

Mike also gave an update on the Iron Hill Sewer Project. He said it is fixing to start and that we should see the tap on fees come in very soon.

Elaina gave a report on the September financials.

Chris motioned to approve the financial report, seconded by Charles. Motion passed unanimously.

Managers' Report: See attached – Billy also stated that the plan to purchase more water from Lake Barkley is not going to work. It will not work right to provide enough pressure.

Motion to approve managers' report. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Old Business: Pleasant Valley Rd Pump – Mike addressed a solution. He suggested putting an inland pump. He feels this will solve the problem. Mike and Billy will work on this to get it done.

New Business: City Master Meters – The Master Meters need to be tested by PSC. Billy is wanting to know if Kuttawa & Eddyville are responsible for the cost or if we are. We need to pull contracts and look into it.

Late Fees/Delinquent Shut Off – The board discussed the regulations PSC put out. They decided to revisit next meeting on the way to proceed.

According to KRS 61-810 subparagraph 1c, the board entered executive session at 9:05 AM October 13, 2020 to discuss employee matters for discipline or promotion. Not to discuss general employee decisions. Motion made by Chris. Seconded by Charles. Motion passed.

Motion made by Chris to end executive session at 9:13 AM October 13, 2020. Seconded by Charles. Motion passed.

Motion to adjourn. Motion made by Charles, second by Chris. Motion passed.

Sign Don Robertson

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday November 10, 2020 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Billy Asher	Mike Henson
Don Robertson	Elaina Bond	
Chris Sutton	Marvin Wilson	

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitor present: None

Charles made a motion to approve the October Minutes. Seconded by Chris. Motion passed unanimously.

Water Issues:
None

Sewer Issues:
None.

Mike is still working with PSC for the purchase water & rate increase.

Mike also gave an update on providing Fredonia water. He mention that there is good pressure at the master meter. According to the model, engineering wise, it will work. He stated that at 50,000 gallons per day, he is not sure economically how it work.

Elaina gave a report on the October financials.

Charles motioned to approve the financial report, seconded by Chris. Motion passed unanimously.

Managers' Report: See attached

Motion to approve managers' report. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Old Business: Pleasant Valley Rd Pump – Mike informed the board that it would be less than $10,000 (likely around $7,500) to get the pump and everything to fix the pressure issue. The main hang-up at the moment is finding where to put the pump and dog house.

Late Fees/Delinquent Shut Off – Ryan has sent out letters to start collecting on past due bills. They cannot start charging late fees until first of the year. They can start cutting off now. The board wants to send out follow up letters in December to the ones who has not set up arrangements. Then start cutting off in January.

Motion to adjourn. Motion made by Chris, second by Charles. Motion passed.

Sign Don Robertson

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday January 12, 2021 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Billy Asher	Doug Haws-HDR
Chris Sutton	Elaina Bond	
	Marvin Wilson	

Meeting called to order by Charles Murphy. Invocation gave by Marvin Wilson.

Visitor present None

Motion to approve the December minutes. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Water Issues:
None

Sewer Issues:
None.

Doug reported for Mike. He brought the plans for the tank improvement. They want Billy to look over them and get in contact with Mike if they approve or want any changes.

Mike has tried to get in touch with PSC on the status of the rate increase. He has not heard back from them yet.

Elaina gave a report on the December financials.

Chris motioned to approve the financial report, seconded by Charles. Motion passed unanimously.

Elaina also presented the 2021 budget. See Attached.

There was a motion to approve the 2021 budget. Motion by Chris. Seconded by Charles. Motion Passed.

Managers' Report: (See Attached)

Motion to approve managers' report. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Old Business:
Pump on Pleasant Valley: They have got the pump set and it should be up and going soon. They are waiting on KU to run the electric.

Iron Hill: After the last meeting Sharon Cruce talked with the board and decided that she did not need to the escrow after all.

New Business:
Cut-offs: **Chris made a motion to start late fees and cut-offs starting 02.01.21. Seconded by Charles. Motion passed.**

Motion to adjourn. Motion made by Chris, second by Charles. Motion passed.

Sign Jon Sutton

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday February 7, 2021 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Billy Asher	Doug Haws-HDR
Chris Sutton	Elaina Bond	Erica Perkins
Don Robertson	Marvin Wilson	

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy..

Visitor present None

Motion to approve the January minutes. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Water Issues:
None

Sewer Issues:
After a big downpour Mark Riley was asking Billy how they could keep the rain water run off out of the sewer in the Bar X area. Billy is not sure what they can do but will look into the situation.

Doug gave an update on the rate increase due to water purchase. He said that PSC is requesting more data about the purchased water increase.

Doug asked about the approval of the water tank project plans. Billy gave the ok and said everything looked good to him. Doug will pass along the information to Mike and he will start the permit process.

Elaina gave a report on the January financials.

Chris motioned to approve the financial report, seconded by Charles. Motion passed unanimously.

Managers' Report: (See Attached)

Motion to approve managers' report. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Old Business:

New Business:
Campground: Inquiring about new lines be run. They are going to have to meter the water up through the road. The main question was that the water department would be responsible for the maintenance. The board is in agreement that they do not want to take on the maintenance responsibility. Also if they run lines bigger than 2 inches they will have to get a rate approval from PSC.

Elkhorn Tavern: There may be several new customers coming in. They are subdividing the area. Their main question was if we would be able to service that area. Billy said we have a 6 inch line that should service them.

Motion to adjourn. Motion made by Chris, second by Charles. Motion passed.

Sign_____

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday March 9, 2021 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Billy Asher	Doug Haws-HDR
Chris Sutton	Elaina Bond	
Don Robertson	Marvin Wilson	

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitor present None

Motion to approve the February minutes. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Water Issues:
None

Sewer Issues:
None

Doug gave an update on the rate increase due to water purchase. He had paperwork for Donnie to sign today for PSC. See attached.

A motion was made to approve the resolution on purchased water rate increase agreement for PSC. Motion by Charles. Seconded by Chris. Motion passed. See attached.

For the latest project, they have until August to bid on everything. Due to Covid, the project will be delayed 6 months.

They are planning to bid the Iron Hill Project in April.

Elaina gave a report on the February financials.

Chris motioned to approve the financial report, seconded by Charles. Motion passed unanimously.

Managers' Report: (See Attached)

Motion to approve managers' report. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Old Business: Cut Offs – They board wants to start cutoffs in March

New Business: Fredonia – They have been having leaks from Fredonia to Eddyville. They are needing help. The board is in agreement that Fredonia needs to hire an engineer and get a project going.

Motion to adjourn. Motion made by Charles, second by Chris. Motion passed.

Sign Don Robertson

PURCHASED WATER ADJUSTMENT FOR WATER DISTRICTS AND WATER ASSOCIATIONS (807 KAR 5:068)

Name of Utility	Lyon County Water District
Date	03-09-21
Address	5464 US 62
City, State, Zip	Kuttawa, KY 42055
Telephone Number	270-388-0271
Email Address	lyoncowater@gmail.com

1.a. Name of all wholesale suppliers and the base (current) rate and changed rate of each. In the event the water purchased is billed by the supplier on a rate that is not a flat rate schedule, the entire rate schedule must be shown. Attach additional sheets if necessary.

Supplier(s)	Base Rate	Changed Rate
See Attached Sheet		

1.b. A copy of the supplier's notice of the changed rate showing the effective date of the increase is attached as Exhibit

2. Twelve-month period upon which the purchased water adjustment is based. (This twelve-month period must end within 90 days of this filing).

From	January 2020	through	December 2020
	(month and year)		(month and year)

3. Statement of water purchases. Where water is purchased from more than one supplier, purchases from each supplier must be shown separately. If water is purchased through a declining block rate schedule, purchases for each month must be shown. Attach an additional sheet if necessary.

Supplier(s)	Gallons Purchased during 12 month period
See Attached Sheet	
TOTAL PURCHASES	See Attached Sheet

4. Total gallons sold for the 12 month period	88,813,800.00
5. Increased water cost	$32,975.29

The increased water cost is the cost difference between purchases at base (current rate) and purchases at new rate. The calculation and all supporting documents used to determine the change in purchased water costs sufficient to determine the accuracy of the calculation is attached as Exhibit

6. Purchased water adjustment factor	$0.37/1000 gallons

The purchased water adjustment factor is obtained by dividing the increased cost of water by the total gallons sold.

Note: The purchased water adjustment factor is added to each thousand gallons sold. If the minimum usage is 2,000 gallons then the purchased water adjustment factor would be added to the minimum bill twice.

7. A schedule listing the current and proposed rates is attached as Exhibit

8. A copy of the resolution or other document of the utility's governing body authorizing the proposed rates is attached as Exhibit

9. Proposed effective date	04-01-21

Don Robertson

Signature of Utility Officer

Chairman

Title

Lyon County Water District
Purchase Water Adjustment

Current Wholesale Suppliers	Base Rate/1000 Gal	Changed Rate/1000 Gal	
Lake Barkley	$2.23	$2.23	
Crittenden/Livingston	$2.58	$3.34	
Eddyville	$3.97	$4.09	
Kuttawa	$2.19	$2.19	
Princeton	$3.06	$3.26	Also Added Surcharge of $697/month

Purchased Water 2020	Gallons
Lake Barkley	1,271,400.00
Crittenden/Livingston	13,950,940.00
Eddyville	7,482,000.00
Kuttawa	45,504,100.00
Princeton	65,553,697.00
Total Gallons Sold	88,813,800.00

Base Rate Cost	
Lake Barkley	$2,835.22
Crittenden/Livingston	$35,993.43
Eddyville	$29,703.54
Kuttawa	$99,653.98
Princeton	$200,594.31
Total Purchased	$368,780.48

Changed Rate Cost	
Lake Barkley	$2,835.22
Crittenden/Livingston	$46,596.14
Eddyville	$30,601.38
Kuttawa	$99,653.98
Princeton	$213,705.05
Princeton Surcharge	$8,364.00
New Total Purchased	$401,755.77
Increased Total	$32,975.29
PWA Factor	$0.37

AREA Lyon County, Kentucky

PSC KY NO. 1

7th Revised SHEET NO. 1

CANCELLING PSC KY NO. 1

6th Revised SHEET NO. 1

Lyon County Water District

(NAME OF UTILITY)

Monthly Rates

5/8" x 3/4" Meter		
First 2,000 Gallons	$25.74	Minimum Bill
Next 3,000 Gallons	$10.99	Per 1,000 Gallons
Next 5,000 Gallons	$7.87	Per 1,000 Gallons
Next 10,000 Gallons	$6.62	Per 1,000 Gallons
Over 20,000 Gallons	$5.87	Per 1,000 Gallons

1" Meter		
First 15,000 Gallons	$121.80	Minimum Bill
Next 5,000 Gallons	$6.62	Per 1,000 Gallons
Over 20,000 Gallons	$5.87	Per 1,000 Gallons

1 1/2" Meter		
First 25,000 Gallons	$165.50	Minimum Bill
Over 25,000 Gallons	$5.87	Per 1,000 Gallons

2" Meter		
First 45,000 Gallons	$297.90	Minimum Bill
Over 45,000 Gallons	$5.87	Per 1,000 Gallons

DATE OF ISSUE _____
MONTH / DATE / YEAR

DATE EFFECTIVE _____
MONTH / DATE / YEAR

ISSUED BY Don Robertson
SIGNATURE OF OFFICER

TITLE Board Chairman

BY AUTHORITY OF ORDER OF THE PUBLIC SERVICE COMMISSION

IN CASE NO. _____ DATED _____

LYON COUNTY WATER DISTRICT
BOARD RESOLUTION

NOW THEREFORE, BE IT RESOLVED that the LYON COUNTY WATER DISTRICT hereby resolves to execute and file a Purchase Water Adjustment Application, Tariff Sheet, and all other documents as may be required by the Kentucky Public Service Commission.

Approved: March 9th 2021

Don Robertson

Don Robertson
Chair, Lyon County Water District

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday April 13, 2021 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Billy Asher	Mike Hansen-HDR
Chris Sutton	Elaina Bond	Mark Riley - Kuttawa
Don Robertson	Marvin Wilson	

Meeting called to order by Don Robertson. Invocation gave by Chris Sutton.

Visitor present Mark Riley with Kuttawa Water. He came to address issues they are having with the Sewer. The main issues are within Bar-X and Bends of the River. He mentioned that they are at overloaded capacity and the lift stations cannot keep up. They believe they have a problem with I&I. The board said they will stay on Bends of the River and that they may need to put flow meters on the charge the customer with excess runoff.

Motion to approve the March minutes. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Water Issues:
None

Sewer Issues:
None

Mike gave an update on the rate study for purchase water rate increase. They should be ready to approve it at anytime. He also mentioned that the tank project is ready to go they are just waiting on PSC approval.

Elaina gave a report on the March financials.

Charles motioned to approve the financial report, seconded by Chris. Motion passed unanimously.

Managers' Report: (See Attached)

Motion to approve managers' report. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Chris made a motion to allow Billy to get prices on a boring machine and purchase if it fell under the biding limit. Seconded by Charles. Motion passed.

Old Business: Cut Offs

New Business: Dental Insurance

Chris motioned to approve of the district paying 100% for medical and dental insurance for employees. It will be negotiable on an annual basis.

Motion to adjourn. Motion made by Charles, ~~second by~~ Chris. Motion passed.

Sign_____

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday June 9, 2021 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Billy Asher	Doug Haws-HDR
Chris Sutton	Elaina Bond	
Don Robertson	Marvin Wilson	

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitors: None

Motion to approve the March minutes. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Water Issues:
None

Sewer Issues:
None

PSC passed the increase for .38 per 1,000 gallons. It can go into effect June 1st. A new tariff needs to be signed because .37 was on the tariff submitted to PSC.

Chris made a motion to accept the rate increase approved by PSC and encourages a speedy submission of the full rate study. The rate will go in effect for the June billing. Seconded by Charles. Motion passed unanimously.

Doug also gave an update on the Kuttawa issue. They are suggesting flow meters. Billy has been looking at flow meters and options. (See Attached)

Chris made a motion for Billy to work with Gripp's to get the measurements needed to provide to Kuttawa. Seconded by Charles. Motion Passed unanimously.

Elaina gave a report on the May financials.

Charles motioned to approve the financial report, seconded by Chris. Motion passed unanimously.

Managers' Report: (See Attached)

Motion to approve managers' report. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Old Business:

New Business:

Motion to adjourn. Motion made by Charles, second by Chris. Motion passed.

Sign Don Robertson

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday July 13, 2021 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Billy Asher	Mike Hansen-HDR
Chris Sutton	Elaina Bond	Jessica Daniel
Don Robertson	Marvin Wilson	

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitors: None

Motion to approve the June minutes. Motion by Charles. Seconded by Chris. Motion passed unanimously.

Water Issues:
None

Sewer Issues:
None

Mike gave an update on the rate increase to just rediscuss that it will show an increase of revenue of $33,000 per year.

Mike also gave an update on the tank project. He needs to talk to Kyle and see if we can go ahead and start bidding the project out or if we need to wait on PSC with approving the rate increase for the project.

Billy and Mike discussed the Kuttawa sewer issue with the board. (see attached report from flow meter) The report shows that the district is in line with what the contract states. Mike suggest to continue to measure the flow to have a good collection of data.

Elaina gave a report on the June financials.

Charles motioned to approve the financial report, seconded by Chris. Motion passed unanimously.

Managers' Report: (See Attached)

Motion to approve managers' report. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Old Business:

New Business: Jessica Daniel presented the audit.

Chris made a motion to accept the audit as presented. Charles seconded. Motion passed.

Marvin informed the board of changes to open meetings and requirements.

Motion to adjourn. Motion made by Chris, second by Charles. Motion passed.

Sign Don Robertson

Lyon County Water District
Minutes

The Lyon County Water District met in regular session on Tuesday August 10, 2021 at 8AM at the Water District Office.

Board members present:	Others present:	
Charles Murphy	Billy Asher	Carmen Cruce
Chris Sutton	Elaina Bond	Willie Iberg
Don Robertson	Marvin Wilson	

Meeting called to order by Don Robertson. Invocation gave by Charles Murphy.

Visitors: Carmen Cruce with Iron Hill Campground attended the meeting. Mike was not able to attend but in an email suggested that another meeting be set up with Kuttawa because they do not believe our numbers from the flow meter. Don is going to get in touch with Mike and get the meeting set up with Kuttawa.

Motion to approve the July minutes. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Water Issues:
Willie Iberg of Moon Bay for not getting the mail. The board discussed with him issues with the mail and all of our payment options (autopay and calling in your payment by phone.)

Sewer Issues:
None

Mike was not able to attend to give an update but sent an email. See attached.

Elaina gave a report on the July financials.

Charles motioned to approve the financial report, seconded by Chris. Motion passed unanimously.

Managers' Report: (See Attached)

Motion to approve managers' report. Motion by Chris. Seconded by Charles. Motion passed unanimously.

Old Business:

New Business: **Chris made a motion to give Billy a 4% raise effective today. Seconded by Charles. Motion passed,**

Motion to adjourn. Motion made by Charles, second by Chris. Motion passed.

Sign Don Robertson

lyoncowater@gmail.com

From: Hansen, Mike <Mike.Hansen@hdrinc.com>
Sent: Monday, August 9, 2021 9:13 AM
To: lyoncowater@gmail.com; donrobertson@bellsouth.net
Subject: Board Meeting Tuesday

Ryan/Donnie:

I unexpectedly was called down to Alabama this weekend and won't be back until late Tuesday night. Sorry for the late notice, but I won't be able to make the meeting tomorrow morning.

Donnie – The biggest thing is I think Sharon Cruce's daughter was going to come to meeting for an update. I don't have her number, because that day, I talked with her on your phone. I don't know if she will still want to come, we might want to call and talk to her and tell her I won't be there. We should have all our information from the flow study, so I will get with Billy and get that data and talk with Chad McCann. Depending on how that goes, another meeting with Kuttawa might be beneficial. I know Iron Hill and the other campground owner is really looking for direction. I did have a sidebar conversation with Jason Goins about the other project and he is hearing that Kuttawa doesn't believe our flow numbers, so we might be in this for the long haul.

Other updates:

Rate Study – I have had several calls with the PSC about our rate case over the past month and we are making good progress. Like I said last month this one will get some attention, but since most of the increase is due to the project, we should be ok.

Tank Project – I talked with Ryan and we have discussed including the scada improvements on the project with the tank. This makes sense. Billy was going to get some quotes for this work and then we can get together on including in in our project. I don't believe that will be a problem.

KIA – allowed us another 6 month extension on the project – this is good since we had so many delays with PSC. This gives us additional time to get everything worked out.

I will get with Billy when I get back and discuss the flow information and scada and we will go from there.

Sorry for the late notice – I didn't know I was going to be called to Alabama!

Thanks – Mike

Mike Hansen, PE
KY/TN/AR Water Business Group Manager

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