

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

In the Matter of:

**ELECTRONIC APPLICATION OF)
SOUTH HOPKINS WATER DISTRICT)
FOR AN ALTERNATIVE RATE) CASE NO. 2022-00122
ADJUSTMENT)
)
)**

**RESPONSE OF
SOUTH HOPKINS WATER DISTRICT
TO
COMMISSION’S REQUEST FOR INFORMATION
DATED MAY 23, 2022**

FILED:

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

In the Matter of:

ELECTRONIC APPLICATION OF)	
SOUTH HOPKINS WATER DISTRICT)	
FOR AN ALTERNATIVE RATE)	CASE NO. 2022-00122
ADJUSTMENT)	
)	
)	

**CERTIFICATION OF RESPONSE OF SOUTH HOPKINS WATER
DISTRICT TO
COMMISSION’S REQUEST FOR INFORMATION**

This is to certify that I have supervised the preparation of SOUTH HOPKINS WATER DISTRICT’s Response to the Commission’s Request for Information. The response submitted on behalf of SOUTH HOPKINS WATER DISTRICT is true and accurate to the best of my knowledge, information, and belief formed after a reasonable inquiry.

Date: _____

Kayla Goodaker, Office Manager
South Hopkins Water District

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 1

Responding Witness: KAYLA GOODAKER

Q-1.

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 (hourly or salary) for each employee on December 31 for calendar years 2019, 2020, and 2021. Provide the requested table in an Excel spreadsheet format with all formulas, columns, and rows unprotected and fully accessible.

See attachment for tables

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 2

Responding Witness: KAYLA GOODAKER

Q-2. Using a table format, provide the following actual full-year salary information for each employee for each employee identified in South Hopkins District's response to Item 1 above for the calendar years 2019, 2020, and 2021 (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 an 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)

See attached table

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 3

Responding Witness: KAYLA GOODAKER

- Q-3. Using a table format, provide the employee work hours broken down into the categories listed in Item 2 above. The employee hours shall be provided separately for each employee identified in South Hopkins District's response to Item 2 above for the calendar years 2019, 2020, and 2021. Provide the requested tables in an Excel spreadsheet format with all formulas, columns, and rows unprotected and fully accessible.

See attachment

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 4

Responding Witness: KAYLA GOODAKER

Q-4.

Provide copies of the January 2021 and January 2022 invoices for the following

employee insurance benefits:

A) Medical

B) Vision

C) Dental

D) Life

See attachment

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 5

Responding Witness: KAYLA GOODAKER

- Q-5. Provide a table listing the name of all Commissioners for each calendar year 2019, 2020, and 2021. 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, and other compensation.).

See attachment

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 6

Responding Witness: KAYLA GOODAKER

Q-6. Provide a copy of the Fiscal Court minutes approving each Commissioner's compensation.

See attached

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 7

Responding Witness: KAYLA GOODAKER

- Q-7. Provide copies of the current contracts between South Hopkins District and any company (i.e.: sewer, garbage, etc.) that South Hopkins District provides billing and collections services to.

See attachment

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 8

Responding Witness: KAYLA GOODAKER

Q-8. Provide copies of each document listed below:

- A) Adjusted trial balance showing unaudited account balances, audit adjustments, and audited balances for the calendar year ended 2020.
- B) A list of the audit adjustments with detailed explanations.
- C) Audit workpapers for long-term debts.
- D) Audit workpapers for accounts receivable, allowance for doubtful accounts, and bad debt expense.

See Attached

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 9

Responding Witness: KAYLA GOODAKER

Q-9. Refer to the Application, Outstanding Debt Amortization Schedules (United States Department of Agriculture bonds and Kentucky Infrastructure Authority loan). For each debt issuance that is still active; provide the case number in which the Commission authorized South Hopkins District to issue the debt.

USDA Loan – 1994-00415

KIA Loan – 2017-00237

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 10

Responding Witness: KAYLA GOODAKER

Q-10. A) Identify the number of new connections (meters) that South Hopkins District installed in calendar year 2020 and 2021.

Between 2020 and 2021 there were 405 new customers . This wasn't all new taps, it was people moving from different addresses to addresses on the district

B) Identify the amount of tap-on fees South Hopkins District collected in calendar years 2020 and 2021.

2020 and 2021 There were 50 new meter taps equaling around \$62,515.00

C) Identify the account where South Hopkins District recorded its tap on fees
Miscellaneous Service Revenue/Meter Tap Fees

D) State whether South Hopkins District keeps a record of the dollar amounts of labor and materials used to install new customer taps. If so, state the amount of labor expense and materials expense for the test year and where it is located in the general ledger. Separately state the amounts expensed to install each new meter during the test year.

SHWD does not keep track of the price amount for each new meter installed.

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 11

Responding Witness: KAYLA GOODAKER

Q-11. A) Provide the cost justification for each of South Hopkins District's nonrecurring charges listed in the table below.

Late Payment Charge 10.00%
Connection Charge \$ 50.00
Reconnection Charge \$ 50.00
Reconnection Charge (After Hours) \$ 100.00
Returned Payment Charge \$ 25.00
Service Call Investigation \$ 50.00
Service Call Investigation (After Hours) \$ 100.00
Meter Test Request \$ 100.00
Damage to Meter Setting or Lid Actual Cost
Meter Relocate Actual Cost

See attachment

B) For the damage to meter setting and the meter locate charges explain how South Hopkins District computes the actual cost and if the charges collected are recorded as an expense or are the costs capitalized.

There haven't been any locate charges or damages computed.

c. Provide the total amount collected for each nonrecurring charge and the number of occurrences for each nonrecurring charge that was assessed during calendar year 2020. **See attached**

d. Provide the late charges revenue from the calendar years 2017,2018, and 2019

See Attached

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 12

Responding Witness: KAYLA GOODAKER

Q-12. In calendar year 2020 South Hopkins District recorded a water loss percentage of 28.99 percent. Provide an overview of any actions planned or taken by South Hopkins District to reduce its water loss, including any water loss reduction plan.

South Hopkins Water District is currently repairing any line leaks that is found. South Hopkins Water District is also planning to redo a portion of the oldest water lines that is causing most of the issue. The age of the water lines in the ground is the biggest problem along with having enough funds to do the repairs. In replacing a large section of Highway 62 East, it is believed that it would greatly reduce the water loss. It is the hope of the District that this project can be started within the next couple of years. Another idea the District is looking into is side leak detection. There are sensors that can be added around the District that can show service line leaks. This could also help greatly in reducing water loss.

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 13

Responding Witness: KAYLA GOODAKER

Q-13. Provide the date when South Hopkins District last performed a cost of service study (COSS) to review the appropriateness of its current rates and rate design. *To my knowledge there has never been one done.*

A) Explain whether any material changes to South Hopkins District's system have occurred that would cause a new COSS to be prepared since the date of South Hopkins District's most recent COSS.

N/A

B) If there have been no material changes to South Hopkins District's system, explain when South Hopkins District anticipates completing a new COSS.

We have no anticipation of doing one.

SOUTH HOPKINS WATER DISTRICT

CASE NO. 2022-00122

Response to Commission's Request for Information

Question No. 14

Responding Witness: KAYLA GOODAKER

Q-14. Refer to South Hopkins District's Application, Billing Analysis, Excel Workbook: Billing.xlsx; Tab: Billing Analysis.

A) Compare the annual revenue produced by South Hopkins District's billing analysis to the revenues reported in its Application, Schedule of Adjusted Operations.pdf. Include detailed explanations for any noted differences.

The schedule of adjusted operations is \$7,430.00 different than the billing analysis and I cannot determine why unless it is due to billing adjustments.

B) Provide the source of the 2020 usage data South Hopkins District presented in the Billing Analysis, and state whether any adjustments were made to the data.

I used the billing software used to keep track of customer accounts and billing. Its called Alliance and is through United Systems. No adjustments were made to this

C) Provide a listing of each adjustment South Hopkins District made to its billing data, the number of gallons (if any) adjusted, and the reason for each adjustment.

The only time we adjust is during billing errors, discrepancies, or bad meter readings. It would be impossible to list all the adjustments for this during a year.

CERTIFICATE OF SERVICE

In accordance with 807 KAR 5:001, Section 8, I certify that South Hopkins Water District electronic filing of this Response is a true and accurate copy of the same document being filed in paper medium; that the electronic filing was transmitted to the Public Service Commission on June 16, 2022; that there are currently no parties that the Public Service Commission has excused from participation by electronic means in this proceeding; and that an original paper medium of this Response will be delivered to the Public Service Commission within two business days.

Kayla Goodaker
Office Manager
South Hopkins Water District