

MINUTES OF THE MEETING OF THE UNION COUNTY WATER DISTRICT

A meeting of the Union County Water District was held on **January 12, 2021 beginning at 5:00 p.m.**, in the Union County Fiscal Court room, at the Union County Courthouse in Morganfield, Kentucky.

The following persons were in attendance:

- Gerald Hunter, Chairman
- Gary Sheffer, Manager
- Andrew Arnold, Board Member
- Joyce Greenwell, Board Member
- Stephen M. Arnett, Attorney
- Sean Sheffer, UC Planning Commissioner
- Robbie Baird, Accountant

The meeting was called to order and the minutes from the December 8, 2020 meeting were presented. There is a correction to the salary increase. The increase was 2.5%, not 2.0% as reported.

Minutes were approved subject to the above correction upon motion by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the expenses through December 29, 2020.

Expenses of the Water District are as follows, per the attached Expense Reports:

Expenses for November 29, 2020 through December 29, 2020	\$ 231,676.11
<u>Expenses for October 30, 2020 through November 28, 2020</u>	<u>\$ 94,856.80</u>

Gary Sheffer presented the expenses for December. Andrew Arnold asked about the increase in utilities and Gary Sheffer said some of the utility bills were not received and almost all of the KU bills were for 2 months. The bills were not received timely because of mail delays. Gerald Hunter inquired about the G&C Supply expense. Gary Sheffer stated that supplies, including meters, were restocked.

Motion to pay bills was approved upon motion by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer presented the financial report.

There was a reduction in the Development and Improvement Account due to payment of the painting bill for the Davis tank.

Current Balances of the Water District are as follows, per the attached Reports:

DEVELOPMENT ACCOUNT: #80180175(UCB)	\$ 46,483.76
<u>OPERATIONS & MAINTENANCE: #80137180 (UCB)</u>	<u>\$306,238.62</u>

Motion to approve financial report was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer presented the December manager's report.

- 28,450,800 Gallons of water purchased
- 21,155,206 Gallons of water sold
- 0 Gallons of water due to customer leaks
- 1,937,702 Gallons flushed (other uses)
- 0 Gallons due to district leaks
- 5,357,892 Gallons due to line loss

Line loss was 18.83%.

Gary Sheffer said UCWD has fixed five (5) leaks since Christmas. There was a major leak on Robinson Road. Gary believes part of the problem is due to the City of Morganfield meter. It is to be checked again in a week. There was a leak in a fire hydrant in Waverly, and there was an issue at Moffet Lake. The meter was spinning using over 211,000 gallons in one (1) month. The lines at Moffet Lake are deteriorated and need to be reworked.

Gary Sheffer asked the Board to consider increasing the Development account due to anticipated maintenance costs in the coming months. These costs would include replacing old generators, and repainting tanks. He is also concerned about the aging of the UCWD vehicles. The current rate is \$5,000.00 per month. Gary suggested an increase of \$2,000.00 per month in order to be prepared for any emergencies or disasters.

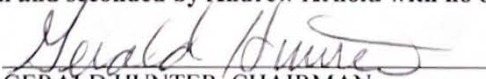
Motion to increase the monthly amount to the Development Account to \$7,000 per month was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Robbie Baird presented the budget proposal for 2021 using the 2020 actual expenses and projected anticipated needs for 2021. After considering the rate increase, the anticipated income increase for 2021 is only \$10,810.00. See attached proposed budget.


Motion to adopt proposed budget with amendments of penalty adjustment and salary increase was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer asked for guidance on salary amount for new hires. It was the consensus of the Board that salary would be open to discussion based on experience.

Motion to Adjourn by Joyce Greenwell and seconded by Andrew Arnold with no objections.


GERALD HUNTER, CHAIRMAN
Union County Water District

ATTEST:


Andrew Arnold, Secretary

UNION COUNTY WATER DISTRICT
BUDGET FOR CALENDAR YEAR END 2021

**** PRELIMINARY WORKSHEET ****

	%	Projected	Budgeted
	Increase	12/31/2020	12/31/2021
Sales of Water			
Metered Sales- Residential	0.00%	\$ 796,907	\$ 796,910
Metered Sales- Commerical	0.00%	143,617	143,620
Metered Sales- Government & Industry	0.00%	648,011	648,020
Plus: Pass-thru Rate adjustment			10,810
Net Sales of Water		<u>1,588,535</u>	<u>1,599,360</u>
Other Operating Revenues			
Connection Fees	1.00%	5,562	5,620
Penalties	1.00%	2,938	18,970
Miscellaneous	1.00%	3,909	3,950
Meter Reading	1.00%	61,736	62,360
Total Other Operating Revenues		<u>74,145</u>	<u>90,900</u>
Total Income		1,662,680	1,690,260
Operating Expenses			
Purchased Water	0.00%	908,761	908,770
Plus: Pass-thru Rate adjustment			10,810
Fuel and Power for Production	1.00%	83,452	84,290
Transmission and Distribution Expenses	1.00%	162,282	33,910
Salaries- Manager	2.50%	64,936	66,560
Salaries- Maintenance	2.50%	119,423	122,410
Salaries- Bookkeeping	2.50%	70,282	72,040
Commissioner and Treasurer Fees	0.00%	14,400	14,400
Contract Services- Accounting	1.00%	20,320	20,530
Contract Services- Legal	1.00%	3,150	3,190
Contract Services- Other	1.00%	1,200	1,220
Insurance- General Liability	1.00%	24,809	25,060
Insurance- Worker's Compensation	1.00%	4,100	4,150
Depreciation	0.00%	303,754	303,760
Taxes- Payroll	N/A	20,738	21,100
Employee Benefits	0.00%	83,131	83,140
Employee Pension	N/A	60,221	66,300
Advertising	1.00%	284	390
Transportation Expenses	1.00%	17,362	17,540
Postage	1.00%	8,749	8,840
Rent	0.00%	6,000	6,000
Office Supplies and Expenses	1.00%	5,842	5,910
Data Processing Supplies	1.00%	17,174	17,350
Fees	1.00%	11,805	11,930
Travel	1.00%	344	350
Miscellaneous	1.00%	11,113	11,230
Telephone	1.00%	6,002	6,070
Total Operating Expenses		<u>2,029,634</u>	<u>1,927,250</u>
Net Operating Income		<u>(366,954)</u>	<u>(236,990)</u>
Non-Operating Income and Expenses			
Interest Income	0.00%	5	10
Interest Expense- USDA	N/A	-	-
Rent income	0.00%	1,944	1,950
Total Non-operating Income and Expenses		<u>1,949</u>	<u>1,960</u>
Net Income(Loss) before Contributed Capital		\$ (365,005)	\$ (235,030)
Contributed Capital	0.00%	17,064	17,070
Net Income(Loss) after Contibuted Capital		<u>\$ (347,941)</u>	<u>\$ (217,960)</u>

Calculation for Water Sales Revenue & Purchased Water Increases:

Cost of Water			
Current	Expected	Change	%
2.5242	2.5542	0.0300	1.19%

Note: See excel file for support for salaries, etc amounts.

MINUTES OF THE MEETING OF THE UNION COUNTY WATER DISTRICT

A meeting of the Union County Water District was held on **February 9, 2021 beginning at 5:00 p.m.**, in the Union County Fiscal Court room, at the Union County Courthouse in Morganfield, Kentucky.

The following persons were in attendance:

- Gerald Hunter, Chairman
- Gary Sheffer, Manager
- Andrew Arnold, Board Member
- Joyce Greenwell, Board Member
- Stephen M. Arnett, Attorney
- Sean Sheffer, UC Planning Commissioner

The meeting was called to order and the minutes from the January 12, 2021 meeting were presented.

Minutes were approved upon motion by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the expenses through January 29, 2021.

Expenses of the Water District are as follows, per the attached Expense Reports:

Expenses for December 30, 2020 through January 29, 2021	\$ 99,092.33
<u>Expenses for November 29, 2020 through December 29, 2020</u>	<u>\$ 231,676.11</u>

The G&C Supplies bill was for parts used to repair water lines and leaks. The Timmons Electric bill was to repair a breaker on Terre Hill. United Auto Glass replaced a shattered windshield on one of the trucks, and T&G heating and air repaired an office heater.

Motion to pay bills was approved upon motion by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the financial report.

Current Balances of the Water District are as follows, per the attached Reports:

DEVELOPMENT ACCOUNT: #80180175(UCB)	\$ 53,483.76
<u>OPERATIONS & MAINTENANCE: #80137180 (UCB)</u>	<u>\$298,745.41</u>

Account Receivables was \$84,941.56.

Motion to approve financial report was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer presented the January manager's report.


- 31,663,800 Gallons of water purchased
- 20,805,088 Gallons of water sold
- 97,607 Gallons of water due to customer leaks
- 1,423,951 Gallons flushed (other uses)
- 2,675,000 Gallons due to district leaks
- 6,662,154 Gallons due to line loss

Line loss was 21.04%.

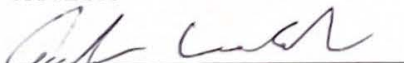
Gary Sheffer said UCWD repaired a leak at the hospital on January 31, 2021. This leak was not reflected on the January report so it will probably contribute to the February Line Loss. The Robinson Road leak was repaired and had most likely been leaking for some time. There was also a leak on Highway 950 that had been leaking for a while. Leaks also found on Irvin Hancock Road and Lyman Road and possible leaks in Dekoven and at the YMCA that have not been located yet. It was discussed that we may want to look at a grant to replace the AC lines in Dekoven. There is a meeting with GRADD on February 16th to investigate.

Two new employees were hired. Gage Nally started last week and Derek Bolds will start next week. Gerald Hunter asked about state sponsored training for employees and Gary Sheffer stated that they have been too busy to enroll Mr. Nally in the program. Andrew Arnold asked what ownership interest there was in Odis Godbehere in Sullivan. Gary Sheffer will provide Steve Arnett with documentation he has on that tank which was erected in the late 1960s or early 1970s.

Motion to Adjourn by Andrew Arnold and seconded by Joyce Greenwell with no objections.


GERALD HUNTER, CHAIRMAN
Union County Water District

ATTEST:


Andrew Arnold, Secretary

MINUTES OF THE MEETING OF THE UNION COUNTY WATER DISTRICT

A meeting of the Union County Water District was held on **March 9, 2021 beginning at 5:00 p.m.**, in the Union County Fiscal Court room, at the Union County Courthouse in Morganfield, Kentucky.

The following persons were in attendance:

- Gerald Hunter, Chairman
- Gary Sheffer, Manager
- Andrew Arnold, Board Member
- Joyce Greenwell, Board Member
- Stephen M. Arnett, Attorney
- Sean Sheffer, UC Planning Commissioner
- Sam McLeod, Guest

The meeting was called to order and the minutes from the February 9, 2021 meeting were presented.

Minutes were approved upon motion by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer presented the expenses through February 26, 2021.

Expenses of the Water District are as follows, per the attached Expense Reports:

Expenses for January 30, 2021 through February 26, 2021	\$105,509.60
<u>Expenses for December 30, 2020 through January 29, 2021</u>	<u>\$ 99,092.33</u>

The G&C Supplies bill was to purchase seven (7) new meter sets and brass fittings for every day operation. Paul Watson was paid to complete excavation work while Gary was on vacation. The ITM bill was for meter testing.

Motion to pay bills was approved upon motion by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer presented the financial report.

Current Balances of the Water District are as follows, per the attached Reports:

DEVELOPMENT ACCOUNT: #80180175(UCB)	\$ 60,483.76
<u>OPERATIONS & MAINTENANCE: #80137180 (UCB)</u>	<u>\$238,372.55</u>

Account Receivables was \$144,388.18.

Motion to approve financial report was made by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the February manager's report.

- 35,135,000 Gallons of water purchased
- 23,415,010 Gallons of water sold
- 76,047 Gallons of water due to customer leaks
- 1,425,205 Gallons flushed (other uses)
- 699,800 Gallons due to district leaks
- 9,518,938 Gallons due to line loss

Line loss was 27.09%.

Gary Sheffer said the line loss is believed to be from the Dekoven area. He is talking to a firm that can conduct sound tests to find the leaks. He believes there are several small leaks due to the winter weather. There was also another leak at Moffit Lake on a four (4) inch line. Gary may have the firm to do the sound tests next week.

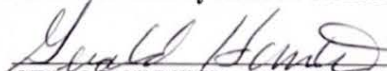
Gerald Hunter turned the floor over to Sam McLeod who was representing Dekoven Masonic Lodge. He stated that the lodge's last month bill was \$48.15 and \$30.00 was charged to read the meter. They had failed to put the meter reading on the card. Sam asked why no one called and asked for the reading. Sam had Roger Carter to read the meter on March 9th and it read 443. Gary Sheffer also read the meter the same day and saw 443; however, Sam had written on the February bill a reading of 445. Sam agreed that last month's reading was incorrect. Gary stated no calls are made because on average there are approximately three hundred (300) cards returned without the reading.

Gary Sheffer discussed having an apprenticeship program as UCWD has already lost one of the new hires, Gage Nally. Gary said they are searching for a new employee. The training program is available to anyone at any age. The remaining new hired is doing well and would participate in the apprenticeship program. He would have to complete one thousand (1,000) hours of employment and computer training over a two (2) year period, which will result in a repayment to UCWD for the training expense which is twelve thousand dollars (\$12,000). Gary Sheffer requested to enroll Derek Bolds but he would require a raise every six (6) months during the two (2) year period.

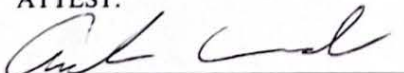
Motion was made by Andrew Arnold to enroll Derek Bolds in the apprenticeship program with KRWA and was seconded by Joyce Greenwell. Motion passed without objection

Gary Sheffer asked to go into Executive Session to present the employee issue for consideration.

Motion to Adjourn by Joyce Greenwell and seconded by Andrew Arnold with no objections.


GERALD HUNTER, CHAIRMAN
Union County Water District

ATTEST:


Andrew Arnold, Secretary

MINUTES OF THE MEETING OF THE UNION COUNTY WATER DISTRICT

A meeting of the Union County Water District was held on **April 13, 2021 beginning at 5:00 p.m.**, in the Union County Fiscal Court room, at the Union County Courthouse in Morganfield, Kentucky.

The following persons were in attendance:

- Gerald Hunter, Chairman
- Gary Sheffer, Manager
- Andrew Arnold, Board Member
- Joyce Greenwell, Board Member
- Christopher Stearns, Attorney

The meeting was called to order and the minutes from the March 9, 2021 meeting were presented.

Minutes were approved upon motion by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the expenses through March 29, 2021.

Expenses of the Water District are as follows, per the attached Expense Reports:

Expenses for February 27, 2021 through March 29, 2021	\$110,125.40
<u>Expenses for January 30, 2021 through February 26, 2021</u>	<u>\$105,509.60</u>

There was a discussion about health insurance. No questions regarding the monthly bills.

Motion to pay bills was approved upon motion by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the financial report.

Current Balances of the Water District are as follows, per the attached Reports:

DEVELOPMENT ACCOUNT: #80180175(UCB)	\$ 67,483.76
<u>OPERATIONS & MAINTENANCE: #80137180 (UCB)</u>	<u>\$269,844.42</u>

Account Receivables was \$74,364.50.

Motion to approve financial report was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer presented the February manager's report.

- 28,265,100 Gallons of water purchased
- 18,294,413 Gallons of water sold
- 248,141 Gallons of water due to customer leaks
- 1,904,555 Gallons flushed (other uses)
- 4,791,188 Gallons due to district leaks
- 3,026,803 Gallons due to line loss

Line loss was 10.71%.

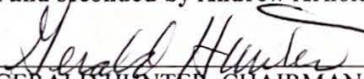
Gary Sheffer discussed various leak repair efforts, locations, and damages. Workers are able to locate and repair leaks now that water levels are dropping. There was discussion of usage and line loss.

Gary Sheffer said the new hire, Noah Bradshaw, was working out well. They will try to get him on an apprenticeship.


Gary Sheffer said they have talked to Riverview engineers.

Gary Sheffer stated that the sound test in Dekoven has not been done yet. They have not found any new leaks in the area.

Motion to Adjourn by Joyce Greenwell and seconded by Andrew Arnold with no objections.


GERALD HUNTER, CHAIRMAN
Union County Water District

ATTEST:


Andrew Arnold, Secretary

MINUTES OF THE MEETING OF THE UNION COUNTY WATER DISTRICT

A meeting of the Union County Water District was held on **May 11, 2021 beginning at 5:00 p.m.**, in the Union County Fiscal Court room, at the Union County Courthouse in Morganfield, Kentucky.

The following persons were in attendance:

- Gerald Hunter, Chairman
- Gary Sheffer, Manager
- Andrew Arnold, Board Member
- Joyce Greenwell, Board Member
- Stephen M. Arnett, Attorney
- Sean Sheffer, UC Planning Commissioner

The meeting was called to order and the minutes from the April 13, 2021 meeting were presented.

Minutes were approved upon motion by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer presented the expenses through April 28, 2021.

Expenses of the Water District are as follows, per the attached Expense Reports:

Expenses for March 30, 2021 through April 28, 2021	\$105,697.91
<u>Expenses for February 27, 2021 through March 29, 2021</u>	<u>\$110,125.40</u>

Andrew Arnold asked what service Charter Communications supplies. Gary Sheffer stated they are the internet and phone service provider. The Dickson bill was for a battery for a pressure recorder. Lots of valve replacements and clamps were purchased from G&C Supplies in order to restock from recent leak repairs.

Motion to pay bills was approved upon motion by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer presented the financial report.

Current Balances of the Water District are as follows, per the attached Reports:

DEVELOPMENT ACCOUNT: #80180175(UCB)	\$ 74,483.76
<u>OPERATIONS & MAINTENANCE: #80137180 (UCB)</u>	<u>\$256,057.80</u>

Account Receivables was \$78,383.08. Gerald Hunter asked about the monthly input into the Development Account. Gary Sheffer said it is \$7,000.00 a month.

Motion to approve financial report was made by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the March manager's report.

- 27,501,700 Gallons of water purchased
- 21,350,100 Gallons of water sold
- 544,728 Gallons of water due to customer leaks
- 877,975 Gallons flushed (other uses)
- 1,257,800 Gallons due to district leaks
- 3,471,097 Gallons due to line loss

Line loss was 12.62%.

Andrew Arnold asked about collections from lock out accounts and Gary Sheffer said some are still making payments. This month was the lowest in lock out numbers for months.

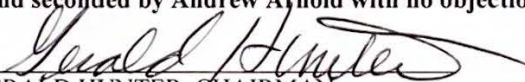
Gerald Hunter asked Gary Sheffer if he had anything else to add. Gary said he will have a conference call tomorrow via Zoom with Sean Sheffer, River View and Engineers regarding the Highway 666 closing and rerouting.

Gerald Hunter asked Sean Sheffer if he had anything else to add. Sean said that there is a new volunteer fire building being built for Henshaw. Gary Sheffer has talked with Emergency Director, Rick White, and he has advised that they need to erect 10,000 gallon storage tank to fill pumpers.


Gary Sheffer said Buck Track Tank services that area and it only has a 4" line. There is not sufficient pressure and a 6" line is mandatory for a hydrant.

Stephen Arnett reported on the PSC filings and the potential liability.

Motion to Adjourn by Joyce Greenwell and seconded by Andrew Arnold with no objections.


GERALD HUNTER, CHAIRMAN
Union County Water District

ATTEST:


Andrew Arnold, Secretary

MINUTES OF THE MEETING OF THE UNION COUNTY WATER DISTRICT

A meeting of the Union County Water District was held on **June 8, 2021 beginning at 5:00 p.m.**, in the Union County Fiscal Court room, at the Union County Courthouse in Morganfield, Kentucky.

The following persons were in attendance:

- Gerald Hunter, Chairman
- Gary Sheffer, Manager
- Andrew Arnold, Board Member
- Joyce Greenwell, Board Member
- Stephen M. Arnett, Attorney
- Sean Sheffer, UC Planning Commissioner

The meeting was called to order and the minutes from the May 11, 2021 meeting were presented.

Minutes were approved upon motion by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the expenses through May 29, 2021.

Expenses of the Water District are as follows, per the attached Expense Reports:

Expenses for April 29, 2021 through May 29, 2021	\$ 99,567.87
<u>Expenses for March 30, 2021 through April 28, 2021</u>	<u>\$105,697.91</u>

Gary Sheffer stated that Complete Restoration was the company that painted the Blueberry Hill tank. A video inspection of the tank was done and it looks good. The Home Oil and Gas bill was for diesel for a generator.

Motion to pay bills was approved upon motion by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer presented the financial report.

Current Balances of the Water District are as follows, per the attached Reports:

DEVELOPMENT ACCOUNT: #80180175(UCB)	\$ 81,483.76
<u>OPERATIONS & MAINTENANCE: #80137180 (UCB)</u>	<u>\$200,295.00</u>

Account Receivables was \$118,677.22. This amount is high due to the meeting being conducted early in the month.

Motion to approve financial report was made by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the March manager's report.

- 29,229,200 Gallons of water purchased
- 20,366,365 Gallons of water sold
- 119,820 Gallons of water due to customer leaks
- 3,351,968 Gallons flushed (other uses)
- 432,000 Gallons due to district leaks
- 4,959,047 Gallons due to line loss

Line loss was 16.97%.

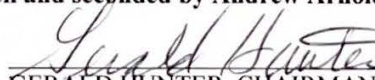
Gary Sheffer said that the high line loss could be due to the fire department filling up the swimming pools at no cost. Gary contacted the Union County Judge Executive who sent out a memo to all the local fire departments.

Stephen Arnett reported the findings of the Public Service Commission.

Andrew Arnold raised issue that the County proposes to see the Union County Water District's office building for \$50,000.00 but would reimburse UCWD for the installation of a new air conditioning unit that was purchased for \$4,700.00. The water district currently pays \$500.00 per month to rent. The appraisal of the property was \$50,000.00. Stephen Arnett said he would speak to the Judge Executive and the County Attorney.

Andrew Arnold stated that Jeff Hesley, who owns the first house coming into Sturgis, raised issue that the city will not correct some erosion problems over a new line that was laid by UCWD. Mr. Arnold stated that it probably would not take much to fix the problem although it is not technically the water district's responsibility. Judge O'Nan was also approached by Hesley. It is believed that a field tile may have been cut when the Sturgis extension was installed. Andrew Arnold was given authorization by the Board to get a bid to fix the problem.

Motion to Adjourn by Joyce Greenwell and seconded by Andrew Arnold with no objections.


GERALD HUNTER, CHAIRMAN
Union County Water District

ATTEST:


Andrew Arnold, Secretary

MINUTES OF THE MEETING OF THE UNION COUNTY WATER DISTRICT

A meeting of the Union County Water District was held on **July 13, 2021 beginning at 5:00 p.m.**, in the Union County Fiscal Court room, at the Union County Courthouse in Morganfield, Kentucky.

The following persons were in attendance:

- Gerald Hunter, Chairman
- Gary Sheffer, Manager
- Joyce Greenwell, Board Member
- Christopher Stearns, Attorney

The meeting was called to order and the minutes from the June 8, 2021 meeting were presented.

Minutes were approved upon motion by Joyce Greenwell and seconded by Christopher Stearns with no objections.

Gary Sheffer presented the expenses through June 28, 2021.

Expenses of the Water District are as follows, per the attached Expense Reports:

Expenses for May 30, 2021 through June 28, 2021	\$109,015.72
<u>Expenses for April 29, 2021 through May 29, 2021</u>	<u>\$ 99,567.87</u>

Motion to pay bills was approved upon motion by Joyce Greenwell and seconded by Christopher Stearns with no objections.

Gary Sheffer presented the financial report.

Current Balances of the Water District are as follows, per the attached Reports:

DEVELOPMENT ACCOUNT: #80180175(UCB)	\$ 88,483.76
<u>OPERATIONS & MAINTENANCE: #80137180 (UCB)</u>	<u>\$234,029.57</u>

Account Receivables was \$103,913.45.

Motion to approve financial report was made by Joyce Greenwell and seconded by Christopher Stearns with no objections.

Gary Sheffer presented the manager's report.

- 30,907,200 Gallons of water purchased
- 25,035,713 Gallons of water sold
- 58,024 Gallons of water due to customer leaks
- 1,732,954 Gallons flushed (other uses)

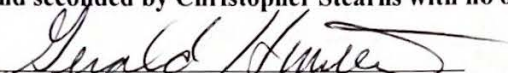
- 2,314,264 Gallons due to district leaks
- 1,766,245 Gallons due to line loss

Line loss was 5.71%.

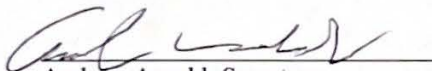
Gary Sheffer stated that the line loss is down significantly. A large leak was found in Dekoven near Davis Mine Road on State Route 492 and repaired.

There was discussion about paying rent versus purchasing the Union County Water District building. An agreement was reached that Gary would talk to Andrew and Steve about the proposed purchase. If Andrew approves, then Steve can talk to the County Attorney about purchasing the property. All in attendance agreed it was a good idea.

Motion to Adjourn by Joyce Greenwell and seconded by Christopher Stearns with no objections.


GERALD HUNTER, CHAIRMAN
Union County Water District

ATTEST:


Andrew Arnold, Secretary

MINUTES OF THE MEETING OF THE UNION COUNTY WATER DISTRICT

A meeting of the Union County Water District was held on **August 10, 2021 beginning at 5:00 p.m.**, in the Union County Fiscal Court room, at the Union County Courthouse in Morganfield, Kentucky.

The following persons were in attendance:

- Gerald Hunter, Chairman
- Gary Sheffer, Manager
- Joyce Greenwell, Board Member
- Andrew Arnold, Board Member
- Shaun Sheffer, UC Planning Commissioner
- Christopher Stearns, Attorney
- Robbie Baird, Accountant

The meeting was called to order and the minutes from the July 13, 2021 meeting were presented.

Minutes were approved upon motion by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer presented the expenses through July 29, 2021.

Expenses of the Water District are as follows, per the attached Expense Reports:

Expenses for June 29, 2021 through July 29, 2021	\$117,902.18
<u>Expenses for May 30, 2021 through June 28, 2021</u>	<u>\$109,015.72</u>

There was discussion about implementing backflow preventers as well as the cost of the Kemper audit.

Motion to pay bills was approved upon motion by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the financial report.

Current Balances of the Water District are as follows, per the attached Reports:

DEVELOPMENT ACCOUNT: #80180175(UCB)	\$ 95,483.76
<u>OPERATIONS & MAINTENANCE: #80137180 (UCB)</u>	<u>\$233,784.49</u>

Account Receivables was \$101,378.62.

Motion to approve financial report was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer presented the manager's report.

- 28,405,500 Gallons of water purchased
- 22,538,568 Gallons of water sold
- 407,475 Gallons of water due to customer leaks
- 1,452,604 Gallons flushed (other uses)
- 206,370 Gallons due to district leaks
- 3,800,483 Gallons due to line loss

Line loss was 13.38%.

The line loss was up from last month. There was discussion of the audit which was presented by Kemper CPA, Robbie Baird. He discussed compliance, assets, revenue, the effects of COVID-19, and retirement.

Motion to accept the audit report was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.

The line leak at Irvin Hancock Road and Yancy Greenwell Road is a recurring breakage due to mine subsidence. Gary will try to get a grant to pay for stronger pipe.

There was a discussion about obtaining cyber-security insurance. The UCWD insurance policy increased this year to \$4,500.00. Gary talked about the options and alternatives. He said the UCWD already has backups through EIDETIC so insurance the cyber-security insurance isn't needed.

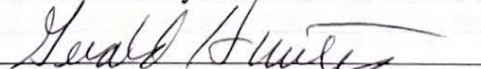
Motion to cancel / not renew policy was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.

There was discussion of purchasing the building for the UCWD for \$50,000.00.

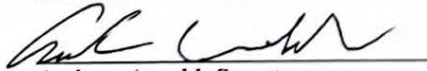
Motion to purchase the building for UCWD was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Motion to borrow \$75,000.00 from UCB to pay for the building and improvements was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Motion to Adjourn by Joyce Greenwell and seconded by Andrew Arnold with no objections.


GERALD HUNTER, CHAIRMAN
Union County Water District

ATTEST:


Andrew Arnold, Secretary

MINUTES OF THE MEETING OF THE UNION COUNTY WATER DISTRICT

A meeting of the Union County Water District was held on **September 14, 2021 beginning at 5:00 p.m.**, in the Union County Fiscal Court room, at the Union County Courthouse in Morganfield, Kentucky.

The following persons were in attendance:

- Gerald Hunter, Chairman
- Gary Sheffer, Manager
- Joyce Greenwell, Board Member
- Andrew Arnold, Board Member
- Shaun Sheffer, UC Planning Commissioner
- Christopher Stearns, Attorney

The meeting was called to order and the minutes from the August 10, 2021 meeting were presented.

Minutes were approved upon motion by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the expenses through August 29, 2021.

Expenses of the Water District are as follows, per the attached Expense Reports:

Expenses for July 30, 2021 through August 29, 2021	\$102,791.89
<u>Expenses for June 29, 2021 through July 29, 2021</u>	<u>\$117,902.18</u>

Motion to pay bills was approved upon motion by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer presented the financial report.

Current Balances of the Water District are as follows, per the attached Reports:

DEVELOPMENT ACCOUNT: #80180175(UCB)	\$126,644.76
<u>OPERATIONS & MAINTENANCE: #80137180 (UCB)</u>	<u>\$248,644.42</u>

Account Receivables was \$75,778.07. The note payable for \$25,000 in the development account is to make improvements on the new building. There was discussion of tentative improvements planned for the building.

Motion to approve financial report was made by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the manager's report.

- 33,757,900 Gallons of water purchased
- 25,390,174 Gallons of water sold
- 146,842 Gallons of water due to customer leaks
- 2,683,550 Gallons flushed (other uses)
- 195,910 Gallons due to district leaks
- 5,341,424 Gallons due to line loss

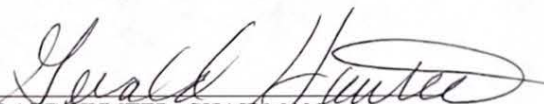
Line loss was 15.82%.

There was an error in last month's reporting that overstated the line loss. There was a discussion of large customers and their usage, for instance, the City of Sturgis, Riverview, and Jim David.


There was discussion of the improvement loan. The monthly payment is \$120.00. It was stated that it may be best to pay ahead in order to minimize the interest.

There was also discussion about how to plan and file for a rate increase. Gary Sheffer stated that it would be best to wait for the pending case to be resolved and then file at the end of the year. It was also suggested that it would be better to wait for the regular pass through increase and file then.

Motion to Adjourn by Joyce Greenwell and seconded by Andrew Arnold with no objections.


GERALD HUNTER, CHAIRMAN
Union County Water District

ATTEST:


Andrew Arnold, Secretary

MINUTES OF THE MEETING OF THE UNION COUNTY WATER DISTRICT

A meeting of the Union County Water District was held on **October 12, 2021 beginning at 5:00 p.m.**, in the Union County Fiscal Court room, at the Union County Courthouse in Morganfield, Kentucky.

The following persons were in attendance:

- Gerald Hunter, Chairman
- Gary Sheffer, Manager
- Joyce Greenwell, Board Member
- Andrew Arnold, Board Member
- Stephen M. Arnett, Attorney

The meeting was called to order and the minutes from the August 10, 2021 meeting were presented.

Minutes were approved upon motion by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the expenses through September 28, 2021.

Expenses of the Water District are as follows, per the attached Expense Reports:

Expenses for August 30, 2021 through September 28, 2021	\$108,880.67
<u>Expenses for July 30, 2021 through August 29, 2021</u>	<u>\$102,791.89</u>

Utilities over lay (2 months). The Timmons Electric bill was for work performed at the Waverly pump station. The UCWD is shopping for windows. The invoice for Window Shopping is the down payment on new windows for the office.

Motion to pay bills was approved upon motion by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Gary Sheffer presented the financial report.

Current Balances of the Water District are as follows, per the attached Reports:

DEVELOPMENT ACCOUNT: #80180175(UCB)	\$132,904.76
<u>OPERATIONS & MAINTENANCE: #80137180 (UCB)</u>	<u>\$220,263.25</u>

Account Receivables was \$94,489.16.

Motion to approve financial report was made by Joyce Greenwell and seconded by Andrew Arnold with no objections.

Gary Sheffer presented the manager's report.

- 28,309,600 Gallons of water purchased
- 24,275,352 Gallons of water sold
- 179,756 Gallons of water due to customer leaks
- 1,359,996 Gallons flushed (other uses)
- 335,000 Gallons due to district leaks
- 2,159,496 Gallons due to line loss

Line loss was 7.63%.

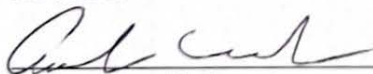
Andrew Arnold asked about current test results. Gary Sheffer said they have been good. The city is working on TTHM's with new process to reduce TTHM's and HHAs.

Gary Sheffer reported he is waiting to hear from the Public Service Commission. He has talked with the Executive Director.

Motion to Adjourn by Joyce Greenwell and seconded by Andrew Arnold with no objections.

GERALD HUNTER, CHAIRMAN
Union County Water District

ATTEST:



Andrew Arnold, Secretary

MINUTES OF THE MEETING OF THE UNION COUNTY WATER DISTRICT

A meeting of the Union County Water District was held on **November 9, 2021 beginning at 5:00 p.m.**, in the Union County Fiscal Court room, at the Union County Courthouse in Morganfield, Kentucky.

The following persons were in attendance:

- Gary Sheffer, Manager
- Joyce Greenwell, Board Member
- Andrew Arnold, Board Member
- Stephen M. Arnett, Attorney
- Sean Sheffer, UC Planning Commissioner

The meeting was called to order and the minutes from the October 12, 2021 meeting were presented.

Minutes were approved upon motion by Joyce Greenwell with no objections.

Gary Sheffer presented the expenses through October 29, 2021.

Expenses of the Water District are as follows, per the attached Expense Reports:

Expenses for September 29, 2021 through October 29, 2021	\$ 96,997.93
<u>Expenses for August 30, 2021 through September 28, 2021</u>	<u>\$108,880.67</u>

The Browns Welding bill was for a meter lid that needed to be fabricated. Henshaw's Services was paid to seal the parking lot. All other expenses were routine.

Motion to pay bills was approved upon motion by Joyce Greenwell with no objections.

Gary Sheffer presented the financial report.

Current Balances of the Water District are as follows, per the attached Reports:

DEVELOPMENT ACCOUNT: #80180175(UCB)	\$136,574.76
<u>OPERATIONS & MAINTENANCE: #80137180 (UCB)</u>	<u>\$231,985.52</u>

Account Receivables were \$84,468.30.

Motion to approve financial report was made by Joyce Greenwell with no objections.

Gary Sheffer presented the manager's report.

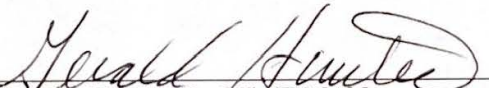
- 26,512,500 Gallons of water purchased
- 19,938,518 Gallons of water sold
- 538,684 Gallons of water due to customer leaks
- 1,748,554 Gallons flushed (other uses)
- 560,640 Gallons due to district leaks
- 3,726,104 Gallons due to line loss

Line loss was 14.05%.

There was a small leak on Marcum Road that was fixed.

Motion to approve manager's report was made by Joyce Greenwell with no objections.

Motion to Adjourn by Joyce Greenwell with no objections.


GERALD HUNTER, CHAIRMAN
Union County Water District

ATTEST:

Andrew Arnold, Secretary

MINUTES OF THE MEETING OF THE UNION COUNTY WATER DISTRICT

A meeting of the Union County Water District was held on **December 14, 2021 beginning at 5:00 p.m.**, in the Union County Fiscal Court room, at the Union County Courthouse in Morganfield, Kentucky.

The following persons were in attendance:

- Gerald Hunter, Chairman
- Gary Sheffer, Manager
- Joyce Greenwell, Board Member
- Stephen M. Arnett, Attorney
- Sean Sheffer, UC Planning Commissioner

The meeting was called to order and the minutes from the November 9, 2021 meeting were presented.

Minutes were approved upon motion by Joyce Greenwell with no objections.

Gary Sheffer presented the expenses through November 28, 2021.

Expenses of the Water District are as follows, per the attached Expense Reports:

Expenses for October 30, 2021 through November 28, 2021	\$104,123.75
<u>Expenses for September 29, 2021 through October 29, 2021</u>	<u>\$ 96,997.93</u>

The Designer Accents bill was for the funeral of a family member of an employee. The G&C Supplies bill was for meter sets. There was a shortage of supplies that needed to be stocked up. Max's Custom Completion bill was for flooring installation for the office. The flooring was purchased from Morganfield Home Center. A battery for a pump station was purchased from O'Reilly Auto Parts and new windows were purchased from Window Shopping.

Motion to pay bills was approved upon motion by Joyce Greenwell with no objections.

Gary Sheffer presented the financial report.

Current Balances of the Water District are as follows, per the attached Reports:

DEVELOPMENT ACCOUNT: #80180175(UCB)	\$139,674.76
<u>OPERATIONS & MAINTENANCE: #80137180 (UCB)</u>	<u>\$243,917.64</u>

Account Receivables were \$62,070.06.

Motion to approve financial report was made by Joyce Greenwell with no objections.

Gary Sheffer presented the manager's report.

- 27,731,000 Gallons of water purchased
- 20,765,593 Gallons of water sold
- 246,555 Gallons of water due to customer leaks
- 2,906,033 Gallons flushed (other uses)
- 1,504,300 Gallons due to district leaks
- 2,308,519 Gallons due to line loss

Line loss was 8.32%.

There were two long term leaks repaired in the last month. There was one major leak in Sullivan that reduced water loss to 8.32%, and there are still two more leaks in Sullivan that have not been found yet. Gary suggested that the Board approve a ~~bo~~at allowance each year. Sean Sheffer stated that the County makes a similar allowance.

Motion to make an annual allotment of \$150.00 for boats was made by Joyce Greenwell with no objections.

Gary Sheffer suggested raises and Gerald Hunter asked Sean Sheffer how much the County's employees were raised. Sean Sheffer stated that the County makes their raises in June due to their fiscal year but he thought it was a 3% raise. Gerald Hunter asked to table the discussion until Andrew Arnold was present. Discussion was tabled until a special meeting could be called on December 15, 2021 for the sole purpose of considering employee wages for 2022.

Motion to approve a \$400.00 incentive for UCWD employees and a \$700.00 incentive for the manager made by Joyce Greenwell with no objections.

Gary Sheffer asked if anyone had other business and there was none.

Motion to approve manager's report was made by Joyce Greenwell with no objections.

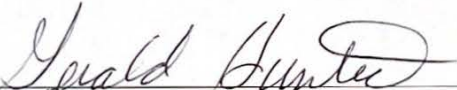
Motion to Adjourn by Joyce Greenwell with no objections.

SPECIAL MEETING

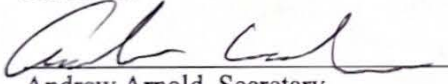
December 15, 2021

Motion to approve a 3% increase for all employees beginning January 1, 2022 was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.

Motion to Adjourn by Joyce Greenwell and seconded by Andrew Arnold with no objections.


GERALD HUNTER, CHAIRMAN
Union County Water District

ATTEST:


Andrew Arnold, Secretary