

**MINUTES OF THE MEETING OF THE UNION COUNTY WATER DISTRICT**

A meeting of the Union County Water District was held on **January 11, 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 via Telephone
- Stephen M. Arnett, Attorney
- Robbie Baird, Accountant

The meeting was called to order and the minutes from the December 14, 2021 and the December 15, 2021 meetings were presented.

**Minutes were approved upon motion by Andrew Arnold with no objections.**

Gary Sheffer presented the expenses through December 29, 2021.

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

Expenses for November 29, 2021 through December 29, 2021	\$ 92,390.00
<u>Expenses for October 30, 2021 through November 28, 2021</u>	<u>\$104,123.75</u>

The Bob Greenwell's Mechanical Service bill was for oil changes and extensive brake work on one truck. All remaining bills were standard except for Max's Custom Completion which was for the replacement of the front door to 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)	\$145,731.98
<u>OPERATIONS &amp; MAINTENANCE: #80137180 (UCB)</u>	<u>\$219,657.45</u>

Account Receivables were \$81,987.00.

**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.

- 27,375,100 Gallons of water purchased
- 19,805,994 Gallons of water sold
- 288,207 Gallons of water due to customer leaks
- 2,376,319 Gallons flushed (other uses)
- 489,283 Gallons due to district leaks
- 4,415,297 Gallons due to line loss

Line loss was 16.13%.

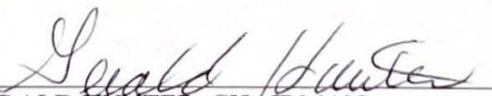
Line loss for 2021 year end was 14.18%.

**Motion to approve manager's report was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.**


Gerald Hunter turned the floor over to Robbie Baird who discussed a pass through rate increase. The proposed rate from the City of Morganfield increases from the old rate of 2.5542/1000 to the new rate of 2.6924/1000. The purchased water adjustment factor is .19/1000 per gallon increase which would result in a minimum bill of \$13.79 per month.

**Motion to approve the rate increase was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.**

**Motion to Adjourn 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 **February 8, 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 11, 2022 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, 2022.

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

Expenses for December 30, 2021 through January 29, 2022	\$103,834.89
<u>Expenses for November 29, 2021 through December 29, 2021</u>	<u>\$ 92,390.00</u>

Gary stated that they are trying to stock up on valves. Andrew Arnold asked about the VISA bill. Gary charged desks for the office. It was agreed to reimburse the regular account to pay the VISA from the development account. Andrew Arnold asked for details about the Kenergy bill. Gary Sheffer stated that they get several bills from Kenergy and this is the total of all stations.

**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)	\$152,731.98
OPERATIONS & MAINTENANCE: #80137180 (UCB)	\$153,160.32

Account Receivables were \$132,916.60.

**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.

- 28,408,100 Gallons of water purchased
- 19,765,473 Gallons of water sold
- 12,013 Gallons of water due to customer leaks
- 1,893,656 Gallons flushed (other uses)
- 259,970 Gallons due to district leaks
- 6,476,988 Gallons due to line loss

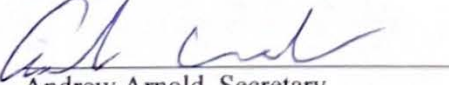
Line loss was 22.80%

Gary Sheffer stated that Kentucky Rural Water is coming on Monday to help find some water leaks. Gerald Hunter asked for a report from Andrew Arnold regarding the fiscal court meeting. Andrew reported that the fiscal court agreed to help fund the improvements to the City of Morganfield Water Plant and improve the water quality. They anticipate to implement improvements in March or April. Gary Sheffer said this should improve problems with HAA's. A new chemical will modify PH in the system. Gary reported that Webster County has implemented this process and no longer has to flush and this will hopefully reduce the need to boost chlorine. The fiscal court approved \$130,000.00 of coal severance money for the project and it will benefit the entire county. Gary Sheffer reported that the state is starting the completion of the Highway 56 improvement to Kentucky Highway 109. Gary Sheffer said that Kemper CPA has not completed the figures on water purchases.

**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 **March 8, 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
- Stephen M. Arnett, Attorney

The following guests were in attendance:

- Frank Gray
- Dorothy Babbage

The meeting was called to order and the minutes from the February 8, 2022 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, 2022.

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

Expenses for January 30, 2021 through February 26, 2022	\$106,465.86
<u>Expenses for December 30, 2021 through January 29, 2022</u>	<u>\$103,834.89</u>

Gary stated that the expense to Bob Greenwell's Mechanical Service was for a blower motor that went out on one truck. The Courier & Press bill was for advertising the new rate increases. Home Oil & Gas supplied propane for generators.

**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)	\$153,708.83
<u>OPERATIONS &amp; MAINTENANCE: #80137180 (UCB)</u>	<u>\$147,060.64</u>

Account Receivables were \$139,953.19.

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

Gerald Hunter turned the floor over to two (2) visitors. Dorothy Babbage read a statement regarding a water leak. Frank Gray stated that he called the UCWD due to low water pressure. Gary Sheffer said Mr. Gray probably had a leak. However, Mr. Gray stated that he called a plumber and there was no leak. Mr. Gray called the water district back resulting in the replacement of an old regulator. He now has good water pressure. Mr. Gray paid the plumber \$307.00 for a problem that was not on his side of the meter. Gary Sheffer did not have a device to check the pressure but when he uncovered the meter it was spinning. Frank Gray's daughter turned off the water to the house and the meter stopped spinning. Mr. Gray called E&M and they found no leak. He is asking for the UCWD to pay the plumbing bill. E&M did repair a plastic shut off valve.

**Motion to pay \$200.00 to Mr. Frank Gray was made by Andrew Arnold and seconded by Joyce Greenwell with no objections.**

Gary Sheffer presented the manager's report.

- 31,141,600 Gallons of water purchased
- 20,899,663 Gallons of water sold
- 361,934 Gallons of water due to customer leaks
- 1,896,919 Gallons flushed (other uses)
- 2,239,200 Gallons due to district leaks
- 5,743,884 Gallons due to line loss

Line loss was 18.44%


Gary Sheffer stated that they fixed five (5) leaks last month. None of them were large leaks. Kentucky Rural found one leak in Sullivan, one at Hwy 270, and one toward Uniontown. There was also a service line in Henshaw that needed repair.

A salesman demonstrated sound equipment for the water district. However, research shows that sound equipment is not good on PVC and AC lines. It works better on cast iron lines.

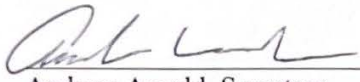


Kentucky Rural Water put a flow meter on a line after digging up the line at various locations on the suspected leaking line.

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

  
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GERALD HUNTER, CHAIRMAN  
Union County Water District

ATTEST:

  
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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 20, 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
- Stephen M. Arnett, Attorney
- Sean Sheffer, UC Planning Commissioner

The meeting was called to order and the minutes from the March 8, 2022 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 March 29, 2022.

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

Expenses for February 27, 2022 through March 29, 2022	\$108,537.62
<u>Expenses for January 30, 2022 through February 26, 2022</u>	<u>\$106,465.86</u>

Andrew Arnold asked about the Cintas bill for \$901.35. Gary Sheffer stated he thinks it was due to an extra week being in the month. Cintas provides uniforms, rugs, and hand sanitizer. Gary said he would review the bill.

**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)	\$159,661.39
<u>OPERATIONS &amp; MAINTENANCE: #80137180 (UCB)</u>	<u>\$187,584.11</u>



Account Receivables were \$66,480.20.

**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.

- 27,907,400 Gallons of water purchased
- 19,963.618 Gallons of water sold
- 239,714 Gallons of water due to customer leaks
- 2,032,226 Gallons flushed (other uses)
- 1,184,400 Gallons due to district leaks
- 4,487,442 Gallons due to line loss

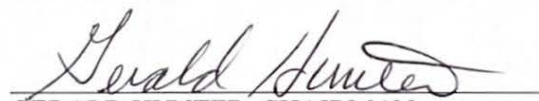
Line loss was 16.08%

Gary Sheffer stated that Sturgis had a large water leak and asked to turn up the water flow. Gary found a bypass valve open which would show as line loss. He said there was also a leak at Highland Mine off of Highway 60.

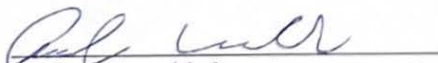
It was discussed that the state is gearing up for the next phase of Highway 56. They will be submitting a plan to move the utilities.

Bob Miller is working on a rate increase for the Public Service Commission which is due by June 7. Gary has not heard from him in a month. It was discussed that Gary Sheffer and Steve Arnett will follow up with Mr. Miller.

**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 10, 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
- Andrew Arnold, Board Member
- Joyce Greenwell
- Stephen M. Arnett, Attorney

The meeting was called to order and the minutes from the April 20, 2022 meeting were presented.

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

Gary Sheffer presented the expenses through April 28, 2022.

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

Expenses for March 30, 2022 through April 28, 2022	\$117,084.67
<u>Expenses for February 27, 2022 through March 29, 2022</u>	<u>\$108,537.62</u>

Gary Sheffer stated that Dunford Painting painted the office and it looks great. The bill from G&C Supplies for a new meter at Highland- still showing that the line has a leak

**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)	\$165,031.39
<u>OPERATIONS &amp; MAINTENANCE: #80137180 (UCB)</u>	<u>\$150,750.18</u>

Account Receivables were \$91,894.90.

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

Gary Sheffer presented the manager's report.

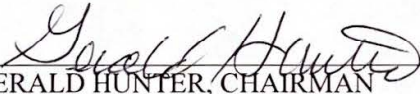
- 29,117,500 Gallons of water purchased
- 21,079,679 Gallons of water sold
- 325,654 Gallons of water due to customer leaks
- 1,549,334 Gallons flushed (other uses)
- 921,600 Gallons due to district leaks
- 5,241,233 Gallons due to line loss

Line loss was 18.00%

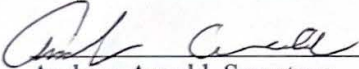
Gary Sheffer stated that there was tank overflow at Blueberry Hill and Waverly when filling tanks.

It was discussed that Landon Brown is wanting to extend his water line. Steven Gough to give a quote. Gary said that he would have pressure problems at the end of that line. Andrew has talked with Landon regarding that issue. Landon thinks a cistern could be a potential solution.

**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 special meeting of the Union County Water District was held on **May 25, 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
- Robbie Baird, Accountant  
*Robert Miller Special Guest*

This special meeting was called for the purpose of considering a rate increase as directed by the Public Service Commission (PSC). The meeting was called to order by Gerald Hunter, and then turned over to Robert Miller with Kentucky Rural Water Association.

Mr. Miller reported that all information he needed was supplied by UCWD office personnel very promptly. PSC looks at the bottom line and will allow enough supplies to address anticipated debt.

PSC adds back depreciation, then looks at regular expenses.

PSC has changed in recent times from being solely a watchdog, against rate increases, to ensuring that utility companies are healthy in the long term.

Mr. Miller's job is to be somewhat of a mediator between the utility companies and PSC.

We will be asking for UCWD to adopt a resolution authorizing Chairman and Manager to:

1. Submit the necessary documents to support a rate increase proposal to PSC
2. Complete conflict questionnaire
3. Provide a Notice to customers regarding a rate increase, including a Notice to the City of Sturgis

After examining the annual report from 2020 and making necessary adjustments (i.e. addition of late fees based upon 2019 fees, less tapping fees, and new employee rates). If authorized, Mr. Miller will prepare appreciation package with supporting documents for the Alternate Rate Filing (ARF) to be submitted to PSC.

Must advertise 1 week before appreciation is made and 2 weeks after appreciation is submitted.

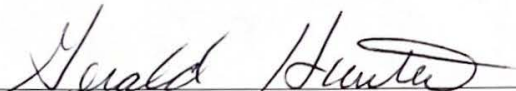
This will be filed electronically to Kentucky Attorney General Office and to PSC. PSC will review it and go through the checklist. PSC will then send a Notice of No Deficiencies, then will issue a calendar which may entail approximately 6 months.

PSC will provide a report to Commissioners who will then issue an Order.

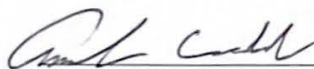
Motion was presented to pass Resolution presented by Kentucky Rural Water Association Proposing Adjustments to UCWD water rates and for the authorized Chairman to file an appreciation with PSC.

**Motion to pass Resolution by Andrew Arnold and seconded by Joyce Greenwell with no objections.**

**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 **June 14, 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
- Stephen Loxley, Guest

The meeting was called to order and the minutes from the May 10, 2022 meeting were presented.

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

The minutes from the May 25, 2022 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, 2022.

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

Expenses for April 29, 2022 through May 29, 2022	\$103,912.96
<u>Expenses for March 30, 2022 through April 28, 2022</u>	<u>\$117,084.67</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)	\$172,031.39
<u>OPERATIONS &amp; MAINTENANCE: #80137180 (UCB)</u>	<u>\$170,889.78</u>



Account Receivables were \$79,395.68.

**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.

- 31,248,800 Gallons of water purchased
- 22,828,958 Gallons of water sold
- 39,024 Gallons of water due to customer leaks
- 2,069,386 Gallons flushed (other uses)
- 271,000 Gallons due to district leaks
- 6,040,422 Gallons due to line loss

Line loss was 19.33%

Gary Sheffer stated that he was starting to make grids of the county, in an attempt to try and track line loss by grid. He stated that Union County Water District may want to purchase a device to check the meters, so we have the ability to see if the loss is occurring at the meters. Currently, it appears that Waverly is using an extensive amount of water.

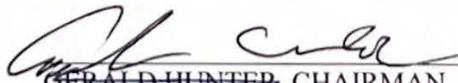
Gary Sheffer then informed the board that the PSC application that was discussed at the Special Called Meeting on May 25, was submitted by Mr. Miller. PCS rejected the application for deficiency. PSC rejected the application due to the 2021 Annual Report being submitted by Kemper on the same day the application was made. PSC required the 2021 Annual Report to be used, so the Kentucky Rural Water will be updating report to submit to PSC. Mr. Miller will have to attend another special called meeting with a new proposal.

Gary Sheffer also mentioned they may need to start looking for new trucks. One of the current trucks have over 300,000 miles on it. Due to the high mileage and frequent usage, the truck has been requiring a lot of repairs.


Gerald Hunter addressed the newest board member, Stephen Loxley. Stephen Loxley states that he is honored to be selected

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

ANDREW  
ARNOLD

  
GERALD HUNTER, CHAIRMAN  
Union County Water District

ATTEST:

  
Andrew Arnold, Secretary  
JOYCE GREENWELL