

COMMONWEALTH OF KENTUCKY
BEFORE THE PUBLIC SERVICE COMMISSION

In the Matter of:

ALTERNATIVE RATE ADJUSTMENT FILING OF)	CASE NO.
EAST CASEY COUNTY WATER DISTRICT)	2023-00220

RESPONSE OF EAST CASEY COUNTY WATER DISTRICT
TO THE COMMISSION STAFF'S FIRST REQUEST FOR
INFORMATION DATED AUGUST 21, 2023

East Casey County Water District

Case No. 2023-00220
Commission Staff's First Request for Information

1. Provide copies of each of the following, and when appropriate, provide in Excel spreadsheet format with all formulas, rows, and columns fully accessible and unprotected. Employee names should be redacted from all documents.

a. The general ledger in Excel spreadsheet format for the years ended December 31, 2021, 2022, and year to date 2023.

Response: See file: ECCWD_RFI1_ResponseWorksheet

b. The trial balance in Excel spreadsheet format for the years ended December 31, 2021, 2022, and year to date 2023. Provide certificates of insurance and most recent invoices for general liability, workers' compensation, automobile, property, and casualty for 2021, 2022, and 2023.

Response: See file: ECCWD_RFI1_ResponseWorksheet

ECCWD_1.b.2023

ECCWD_1.b.2021,2022,WC

ECCWD_1.b.2022,2021

ECCWD_1.b.2023WC

c. Provide a description of all employee benefits, other than salaries and wages, paid to or on behalf of each employee for the calendar years 2022. Supplemental coverage for which the employee pays 100 percent of the cost should also be included. Employee names should be redacted from all documents.

Response: See file: ECCWD_RFI1_ResponseWorksheet

d. Provide a copy of one invoice for 2023 for each employee benefit

described above.

Response: See file: ECCWD_RFI1_ResponseWorksheet
ECCWD_1.d

2. Using a table format, provide in Excel spreadsheet format with all formulas, rows, and columns fully accessible and unprotected a document that lists each position (Position 1, Position 2, etc.), job title, hours worked, pay rates, total wages paid, and total FICA cost for each employee on December 31, 2022, and as of June 30, 2023. Include the date the employee was hired and, if applicable, the employee's termination date. If a position is recently vacated but the intent is to fill it, note the vacancy and the amount of time that it has been vacant. The table should include a column for total wages by employee (regular wages and overtime) and a row for total wages for all employees. Employee names should be redacted from all documents.

Response: See file: ECCWD_RFI1_ResponseWorksheet

3. Using the same table that lists each position and wage information, list each employee benefit (medical, dental, life, others), the employee's contribution, the employer premium contribution, and the adjustment based on Bureau of Labor Statistics (BLS) contribution rates, if applicable. If health insurance is provided designate the coverage type (i.e., single, family, couple, or parent plus). If benefits other than medical insurance are provided, include a total column for the cost of all benefits excluding the BLS adjustment.

Response: See file: ECCWD_RFI1_ResponseWorksheet

4. Provide the minutes from Commission meetings for the calendar year 2022, and year to date 2023.

Response: See file: ECCWD_4

5. Provide the following information related to billing software:

a. Brand or common name for software.

Response: See file: ECCWD_RFI1_ResponseWorksheet

b. State whether the software is locally installed on a utility-owned computer or is a subscription service that is internet based.

Response: See file: ECCWD_RFI1_ResponseWorksheet

c. If locally installed, state the installation date.

Response: See file: ECCWD_RFI1_ResponseWorksheet

d. State whether the system is still serviced by the manufacturer and whether the utility maintains a service contract.

Response: See file: ECCWD_RFI1_ResponseWorksheet

e. Provide the dates of the most recent training that East Casey District users received on the system.

Response: See file: ECCWD_RFI1_ResponseWorksheet

6. Provide a document listing the names of each member of the Board of Commissioners for East Casey District for each of the calendar years 2021, 2022, and year to date 2023 and state, individually, the total amount of each benefit paid to, or on the behalf of, each director during each year (i.e., wages, health insurance premiums, life insurance premiums, FICA taxes, etc.), their term (beginning and ending), and current authorized annual compensation.

Response: See file: ECCWD_RFI1_ResponseWorksheet

ECCWD_6

7. Provide fiscal court minutes that authorize each Commissioner's appointment and compensation.

Response: See file: ECCWD_7

8. Provide training records for each Commissioner for 2021, 2022, and year to date 2023.

Response: See file: ECCWD_RFI1_ResponseWorksheet

9. Refer to the Water Statistics page of the Annual Reports that are filed with the Commission for the years ended December 31, 2017, through 2022². Water loss ranges from a low of 25.33 percent in 2017 to 33.88 percent in 2022 with an average of 33.33 percent for 2018 through 2022.

a. Describe efforts to reduce water loss and quantify success for the period 2017 through 2022.

Response: See file: ECCWD_RFI1_ResponseWorksheet

b. Provide of the quantity of installed meters (may be grouped by age), water loss testing history, and the average number and age of meters that are replaced each year.

Response: See file: ECCWD_RFI1_ResponseWorksheet

c. Describe the capital planning process and provide details of the plan for the period 2023 through 2027. For each project include estimated cost, sources of funding, overall purpose of project (i.e., water loss, asset age, system expansion), estimated life of asset, and estimated rate impact per thousand gallons.

Response: See file: ECCWD_RFI1_ResponseWorksheet

10. Refer to the Application, Attachment #5, Schedule of Adjusted Operations

a. Provide the workpapers and other supporting documentation for each pro forma adjustment described in the References (A through B) of the Schedule of Adjusted Operations. Provide in Excel spreadsheet format with all formulas, columns, and rows unprotected and fully accessible.

Response: See file: ECCWD_10a_Proforma_Adjustments

b. State whether forfeited discounts and nonrecurring charges are included in Metered Water Sales in the Schedule of Adjusted Operations. If these amounts are not included in Metered Water Sales, state where they are classified.

Response: They are not. They are included in “Other Water Revenues”.

c. Provide a list of general ledger account numbers, descriptions, and amounts that comprise reported Miscellaneous Expenses of \$55,691.

Response:

Account	Description	Final 12/31/2022
509-02	Professional Fee	\$18,609.00
518-03	Garbage Collection Expense	10.00
525-05	Overpaid Water Bill	527.00
620-02	House Keeoing Services	7,150.00
620-03	Office Equipment	717.00
620-04	Office Renewals & Repairs	612.00
680-01	01----Misc. Expense	2,534.00
720-02	Dues/License Renewal	8,652.00
803-01	General Fund Bank Charge	15.00
804-01	Credit Card Fees	16,865.00
	Total	\$55,691.00

11. Provide the number of gallons of water purchased by month by supplier, the cost of monthly purchases by supplier, and the average monthly cost of purchases for all suppliers and in total for the year ended December 31, 2022, and year-to-date 2023.

Response: See file: ECCWD_RFI1_ResponseWorksheet

12. Provide updated cost justification sheets for all meter or tap fee charges listed in the current tariff.

Response: See file: ECCWD_RFI1_ResponseWorksheet

13. Provide the number of occurrences and the dollar amount for late fees that were recorded during each of 2021 and 2022.

Response: See file: ECCWD_RFI1_ResponseWorksheet

14. Provide the total amount recorded in the General Ledger for each nonrecurring charge, the number of occurrences, and the General Ledger accounts where the revenue was recorded during each of 2021 and 2022.

Response: See file: ECCWD_14.2021

ECCWD_14.2022

15. Provide updated cost justification sheets for all nonrecurring charges listed in the current tariff.

Response: See file: ECCWD_RFI1_ResponseWorksheet

16. Refer to the Application, Attachment 7, Current Billing Analysis – 2022 Existing Rates (BA-Existing Rates) and Current Billing Analysis – 2022 Proposed Rates (BA-Proposed Rates). Provide a copy of these attachments in Excel spreadsheet format with all formulas, rows, and columns unprotected and fully accessible.

Response: See file: ECCWD_16_ConsumptionAnalysis

17. Refer to the Application Attachment 7, BA-Existing Rates and BA-Proposed Rates.

a. Identify the wholesale customers that are served by the “Wholesale Revenue Rate Increment” of \$1.55 per thousand gallons as an Existing Rate and the Wholesale customers served on the rate stated as \$1.32 per thousand gallons on the proposed schedules.

Response: East Casey’s only wholesale customer is Russel Springs. During the test year, the wholesale rate for that customer was \$1.55 per 1,000 gallons. On October 28, 2022, in Case #20022-00316, that wholesale rate was changed to

0.00312 Per Gallon. The price per gallon, in the Billing Analysis worksheet, was mis transcribed as “1.32”

b. Explain the reason for the decrease in the proposed rate given that the East Casey District has proposed a 5.18 percent increase in rates in its retail rates.

Response: See response above.

c. Provide any Tariff page that states the above current rate of \$1.55 rate.

Response: See response above.

d. Explain why there is a difference between the proposed rate in the billing analysis of \$1.32 per thousand gallons and the proposed wholesale rate in the notice which states \$.00328 per gallon.

Response: See response above.

18. Refer to East Casey District’s current tariff dated February 2, 2019, Section II, Rules and Regulations, Item C, Billings, Meter Readings, and Related Information, item 4, Frequency of meter reading on page 12 (Sheet No. 11).

a. Provide the date that the billing cycle begins (meter read date).

Response: See file: ECCWD_RFI1_ResponseWorksheet

b. State whether the date that the billing cycle begins is the date that would be best stated as the effective date of any order the Commission issues concerning rates in this case.

Response: See file: ECCWD_RFI1_ResponseWorksheet

19. State the last time a cost-of-service study (COSS) was performed to review the appropriateness of its current rates and rate design.

a. Explain whether conducting a COSS was considered for the current rate application and the reasoning for not filing one.

Response: East Casey is unsure when the last time a Cost of Service Study was performed. It was not considered in this case.

b. Explain whether any material changes to the utility's system would cause a new COSS to be prepared since the last time one was completed.

Response: There have been no material changes in their system that would warrant a new COSS.

c. If there have been no material changes to the utility's system, explain when preparation of a new COSS anticipated.

Response: A new COSS would be appropriate if material changes in customer usage patterns were to occur

d. Provide a copy of the most recent COSS in Excel spreadsheet format with all formulas, rows, and columns fully accessible and unprotected.

Response: No such study exists.

