



Board Meeting

Monday, 01.09.2023

The regular meeting of the Peaks Mill Water District (PMWD) was called to order at 7:00 P.M. January 9, 2023.

Attendees

Church Quarles, *Chairman*
Raven Turner, *Treasurer*
Ross Thompson, *Secretary*
Nancy Sherrow, *Office Manager*
Greg Heitzman, *BlueWater Kentucky*
Jeff Lee, *Water District Operator*
Nathan Clark, *KAWC*

Documents Distributed

Current bills and financial statements
December report
Monthly water loss report

Agenda

Chairman's Report

Church Quarles confirmed the Board had a quorum and called the meeting to order.

A large, stylized handwritten signature in black ink is located on the right side of the page. Below it, there is a smaller, less legible signature. At the bottom right, the name 'Church Quarles' is written in a cursive script.

Approve Minutes

1. Meeting minutes from the December regular meeting were reviewed. Raven Turner made the motion to dispense with the reading of the minutes and approve the minutes. Ross Thompson seconded. Motion approved.

Guest Remarks

Consultant's Report

2. Greg Heitzman updated the Board on acquisition interest and rate increase. No action was taken on approving the proposed rate increase. Greg Heitzman and Church Quarles will meet with KAWC and FPB and any other interested parties to kick off acquisition discussions.
3. Greg Heitzman discussed the KY Clean Water Grant submission. Greg noted that the water district needs a Federal ID # to finalize the application.
4. Greg Heitzman reported on the capital projects list for the SRF funding, the projects list has been updated and submitted to the BGADD.
5. Greg Heitzman updated the board on the meter testing bench that was stored with GWS. The testing bench was sold to Oldham County Water District for cash value and 120 meter test at no charge. PMWD currently has 10 meters being tested.
6. Greg Heitzman notified the board on a PSC order regarding utility locates. Records for utility locates were summarized and sent to the PSC.

Operator Report

7. PMWD recorded a water loss of 43.59% for the month of December as submitted to the PSC.

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8. Jeff Lee presented his December report of activities and flushing, also reported that the district has around 30 zero read meters.
 9. Jeff Lee discussed the fire hydrants that need to be repaired. He will meet with a hydrant services company to evaluate and repair the fire hydrants.
 10. Jeff Lee reported a tier 3 violation the district received. Fouser did not record a disinfectant byproduct sample for the 3rd quarter of 2022. The samples were recorded a few days into the 4th quarter and were in compliance.

Old Business

11. A resolution was put forward to change the regular meeting date and time. Raven Turner made a motion to adapt the resolution moving the regular meetings to the second Monday of the month at 5:30 PM. Ross Thompson seconded. Motion approved.
12. The resolution to file an application for the KY Clean Water Grant was tabled until PMWD receives the federal ID #.

New Business

13. The Board moved into close session.
14. The Board came out of close session with no action taken.

Action Items

1. The GWS and C&L bills were reviewed. Raven Turner made the motion to pay the bills and approve the financials. Ross Thompson seconded. Motion approved.
2. Ross Thompson made the motion to adjourn. Church Quarles seconded. Motion approved.

Next Meeting Agenda Items



Board Meeting

Monday, 02.13.2023

The regular meeting of the Peaks Mill Water District (PMWD) was called to order at 5:30 P.M. February 13, 2023.

Attendees

Church Quarles, *Chairman*
Raven Turner, *Treasurer*
Ross Thompson, *Secretary*
Nancy Sherrow, *Office Manager*
Greg Heitzman, *BlueWater Kentucky*
Jeff Lee, *Water District Operator*

Documents Distributed
Current bills and financial statements
January report
Monthly water loss report

Agenda

Chairman's Report

Church Quarles confirmed the Board had a quorum and called the meeting to order.

Two handwritten signatures in black ink. The top signature is large and stylized, appearing to read 'Church Quarles'. The bottom signature is smaller and more compact, appearing to read 'Raven Turner'.

Approve Minutes

1. Meeting minutes from the January regular meeting were reviewed. Raven Turner made the motion to dispense with the reading of the minutes and approve the minutes with the edit on item 6 under the consultant's report. Ross Thompson seconded. Motion approved.

Guest Remarks

Consultant's Report

2. Greg Heitzman discussed the KY Clean Water grant submission. Greg noted that the water district is still waiting on a unique ID # to finalize the application.
3. Greg Heitzman added that with the CWP grant, services in excess of \$30,000 will need to be bid out. This will include the Sulfur Lick pump station work.
4. Greg Heitzman discussed the acquisition RFP process and schedule. Greg Had a kick off meeting on February 7th with the interested parties. With that he has compiled a data library on the district, including information on infrastructure, software, and the district's finances. Both FPB and KAWC requested 3 months to review the provided information. When the proposals are received Greg noted that the Board would need to form a task group to review them. Greg recommended the board schedule a public meeting to notify the customers of the potential acquisition.

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5. Greg Heitzman updated the board on the 10 meters being tested by Oldham County Water. Out of the meters tested, 90% failed to meet the PSC requirements and 25 % were slow enough to affect the water revenue.

Operator Report

6. PMWD recorded a water loss of 35.68% for the month of January as submitted to the PSC.
7. Jeff Lee presented his January report of activities and flushing. Jeff reported on one large leak repair on Lewis Ferry Road, he estimated the leak to be roughly 20 gallons a minute (864,000 gallons/month).
8. Jeff Lee discussed the fire hydrants that need to be repaired. Jeff met with a hydrant services company and evaluated and repaired four of the eight fire hydrants and should have the other four repaired by the March meeting.

Old Business

9. The resolution to file an application for the KY Clean Water grant was tabled until PMWD receives the unique ID #.

New Business

10. The Board reviewed the new contract for BlueWater Kentucky's consultant services. Raven Turner made the motion to approve the new contract with BlueWater Kentucky thru December 2023. Ross Thompson seconded. Motion Approved.

Action Items

1. The GWS and C&L bills were reviewed. Raven Turner made the motion to pay the bills and approve the financials. Ross Thompson seconded. Motion approved.
2. Raven Turner made the motion to adjourn. Ross Thompson seconded. Motion approved.

Next Meeting Agenda Items



Board Meeting

Monday, 03.13.2023

The regular meeting of the Peaks Mill Water District (PMWD) was called to order at 5:30 P.M. March 13, 2023

Attendees

Church Quarles, *Chairman*
Raven Turner, *Treasurer*
Rass Thompson, *Secretary*
Nancy Sherrow, *Office Manager*
Greg Heitzman, *BlueWater Kentucky*
Jeff Lee, *Water District Operator*
Jim McWilliams, *Customer*
Rob Laurenson, *Guest*
Susan Laurenson, *Guest*

Documents Distributed
Current bills and financial statements
February report
Monthly water loss report

Agenda

Chairman's Report

Church Quarles confirmed the Board had a quorum and called the meeting to order.

Three handwritten signatures are visible on the right side of the page. The top signature is clearly legible and reads 'Church Quarles'. The middle signature is a stylized, cursive signature that is difficult to decipher. The bottom signature is also a stylized, cursive signature, likely belonging to another board member or official.

Approve Minutes

1. Meeting minutes from the February regular meeting were reviewed. Raven Turner made the motion to dispense with the reading of the minutes and approve the minutes. Ross Thompson seconded. Motion approved.

Guest Remarks

Consultant's Report

2. Greg Heitzman discussed the water usage trend. The overall trend shows a decrease in the amount of KAWC water purchased. Greg Heitzman attributed this to the reduction in bulk flushing and a focus on leak detection. This shows a noticeable decrease in non revenue water in zone 3 as compared to the same time period in 2022.
3. Greg Heitzman noted that the CWP grant has still not been received.
4. Greg Heitzman discussed the acquisition RFP process and schedule. Greg Had a kick off meeting on February 7th with the interested parties. Both FPB and KAWC requested 3 months to review the provided information.
5. Greg recommended the board schedule a public meeting to notify the customers of the potential acquisition. The Board set a public meeting for March 23, 2023 at Peaks Mill Christian Church in the fellowship hall.
6. Greg Heitzman updated the board on the cash flow projection in comparison to the actual revenues. The Water District losses are slightly greater than the projection, still trending to drop below the required reserves in earlier 2024.

Operator Report

7. PMWD recorded a water loss of 37.00% for the month of February as submitted to the PSC.
8. Jeff Lee presented his February report of activities and flushing. Jeff reported on the repaired leaks in the district, noting a sizable leak in zone 1 that has been estimated near 1,044,000 gallons of water lost.
9. Jeff Lee discussed the fire hydrant repair status and should have more hydrants back in service this month.
10. Jeff Lee also noted an increase in water thefts since the beginning of the year.

Old Business

11. The board discussed the road repair bill from L&E. Ross Thompson recused himself due to family ties. The Board decided to write a letter in response to the bill explaining the rejection of the request.

New Business

Action Items

1. The GWS and C&L bills were reviewed. Raven Turner made the motion to pay the bills and approve the financials. Ross Thompson seconded. Motion approved.
2. Raven Turner made the motion to adjourn. Ross Thompson seconded. Motion approved.



Board Meeting

Monday, 04.10.2023

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The regular meeting of the Peaks Mill Water District (PMWD) was called to order at 5:30 P.M. April 10, 2023.

Attendees

Church Quarles, *Chairman*
Raven Turner, *Treasurer*
Ross Thompson, *Secretary*
Nancy Sherrow, *Office Manager*
Greg Heitzman, *BlueWater Kentucky (Zoom)*
Jeff Lee, *Water District Operator*

Documents Distributed

Current bills and financial statements

March report

Monthly water loss report

Agenda

Chairman's Report

Church Quarles confirmed the Board had a quorum and called the meeting to order.

The Chairman reported on a meeting with the County Judge, Elkhorn and Farmdale water districts.

A handwritten signature in black ink, reading 'Church Quarles', is written over a stylized signature that appears to be 'R'. The signature is located on the right side of the page, overlapping the 'Documents Distributed' section.

Approve Minutes

1. Meeting minutes from the March regular meeting were reviewed. Ross Thompson made the motion to dispense with the reading of the minutes and approve the minutes. Church Quarles seconded. Motion approved.

Guest Remarks

Consultant's Report

2. Greg Heitzman discussed the RFP process and schedule, he confirmed the RFP deadline of April 28th with both KAW and FPB. Greg presented the requested proposal outline and the evaluation criteria. Greg Recommend the board form a proposal evaluation team. The Board decide to have Jeff Lee, Greg Hietzman, and Ross Thompson evaluate the proposals.
3. The Sulfur lick pump station improvement project with the revised scope is ready to be put out to bid. Greg Heitzman is planning to advertise this project towards the end of April.
4. The KAW spring flush has been scheduled for April 24th - May 12th. Greg Heitzman and Jeff Lee discussed changing the PMWD valves around to push more KAW Water through the PMWD system.
5. Greg Heitzman updated the board on the cash flow projection in comparison to the actual revenues. The Water District losses are slightly greater than the projection, still trending to drop below the required reserves in earlier 2024.

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6. Greg Heitzman reported on the meter testing, currently we have had 44 meters tested. 19 used meters purchased from Marion County were tested and 13 failed. Greg added that we could swap the 13 failed meters out for other used meters with Marion County. 5 new meters were tested as a benchmark test, all 5 meters passed. 20 PMWD in-service meters were tested and 18 meters failed. The majority of these meters failed the low flow portion of the test.

Operator Report

7. PMWD recorded a water loss of 27.41% for the month of March as submitted to the PSC.
8. Jeff Lee presented his March report of activities and flushing. Jeff reported on the extra expenses that were incurred from the wind storms and power outages in early March.
9. Jeff Lee also went over the C&L Consulting Invoice.

Old Business

10. Greg Heitzman presented the KY Clean Water Grant resolution to the Board. Raven Turner made the motion to approve the resolution accepting the KY Clean Water Grant as presented to the board. Ross Thompson seconded. Motion approved.

New Business

11. Church Quarles updated the Board on a water line break on Bates Road. The property owner was constructing an out building and struck the water line. They did not request a locate. The PMWD as built also did not accurately show where the

lines crossed the property. The District incurred equipment and labor costs repairing the line and marking the lines near the construction site. The Board decided to bill the customer for a portion of the cost to cover the line repair. Raven Turner made the motion to bill the customer \$500.00 for damaging the line without requesting a water line locate. Ross Thompson seconded. Motion approved.

12. The Board discussed the health insurance payments for Blake Gates. During the initial insurance application a health insurance tax credit was assumed to be in place. As Blake was preparing his taxes, it was found that he did not qualify for the health insurance credit. The credit that was applied to the premiums totaled \$2,518.92. Blake Gates did pay the balance of \$2,518.92 back in taxes when he filed his returns. The health insurance is part of Blake's benefits package the Board will need to approve the reimburse payment. Ross Thompson made the motion to reimburse Blake Gates the \$2,518.92 for Health insurance premiums that were underpaid, and continue to pay the insurance premiums for the current plan year up to \$500.00/ month. Raven Turner seconded. Motion approved.

Action Items

1. The GWS and C&L bills were reviewed. Raven Turner made the motion to pay the bills and approve the financials. Ross Thompson seconded. Motion approved.
2. Raven Turner made the motion to adjourn. Ross Thompson seconded. Motion approved.

Next Meeting Agenda Items



Board Meeting

Monday, 05.08.2023

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The regular meeting of the Peaks Mill Water District (PMWD) was called to order at 5:30 P.M. May 8, 2023.

Attendees

Church Quarles, *Chairman*
Raven Turner, *Treasurer (via phone for an hour)*
Ross Thompson, *Secretary*
Nancy Sherrow, *Office Manager*
Greg Heitzman, *BlueWater Kentucky (Zoom)*
Jeff Lee, *Water District Operator*
Scotty Tracy, *Franklin County Magistrate*

Documents Distributed

Current bills and financial statements
April report
Monthly water loss report

Agenda

Chairman's Report

Church Quarles confirmed the Board had a quorum and called the meeting to order.

A handwritten signature in black ink, located on the right side of the page. The signature is stylized and appears to be the name of the Chairman, Church Quarles.

Approve Minutes

1. Meeting minutes from the March regular meeting were reviewed. Ross Thompson made the motion to dispense with the reading of the minutes and approve the minutes. Church Quarles seconded. Motion approved.

Guest Remarks

Consultant's Report

2. The Sulfur lick pump station improvement project has been advertised on Lynn Imaging's website and in the State Journal. Bids are due by May 25th and a project completion date of December 1st.
3. The CWP Grant is currently in the E-clearinghouse.
4. Greg Heitzman discussed the BGADD regional water meeting and also updated the Board on a portion of Senate Bill 263.
5. Greg Heitzman discussed the sub-zone metering operations for targeting water loss.
6. A summary of the acquisition proposals were presented by Greg Heitzman. PMWD received 1 one proposal from KAWC and a letter from FPB, declining to offer a proposal. Greg reviewed the KAWC proposal scoring criteria and the overall score from the proposal evaluation team. The evaluation team also discussed the questions in response to the KAWC proposal.

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7. Greg Heitzman updated the board on the cash flow projection in comparison to the actual revenues. The Water District losses are slightly greater than the projection, still trending to drop below the required reserves in earlier 2024.

Operator Report

8. PMWD recorded a water loss of 23.57% for the month of April as submitted to the PSC.
9. The 2022 Consumer Confidence Report has been filed.
10. Jeff Lee presented his April report of activities and flushing. Jeff reported on the extra flushing activities in zones 2 & 3. The KAWC spring flush is ongoing and Jeff has increased the amount of flushing to pull the free chlorine deeper into the PMWD system.
11. Jeff Lee also went over the C&L Consulting Invoice.
12. Jeff Lee noted that all new meter requests have been installed.

Old Business

New Business

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13. The Board discussed the KAWC master meter on US 127 North has been estimated for three months. KAWC has been notified, and they are working to correct an error with their radio system.

Action Items

1. The GWS and C&L bills were reviewed. Ross Thompson made the motion to pay the bills and approve the financials. Church Quarles seconded. Motion approved.
2. Ross Thompson made the motion to adjourn. Church Quarles seconded. Motion approved.

Next Meeting Agenda Items



Board Meeting

Monday, 06.12.2023

The regular meeting of the Peaks Mill Water District (PMWD) was called to order at 5:30 P.M. June 12, 2023.

Attendees

Church Quarles, *Chairman*
Ross Thompson, *Secretary*
Nancy Sherrow, *Office Manager*
Greg Heitzman, *BlueWater Kentucky (Zoom)*
Jeff Lee, *Water District Operator*
Nathan Clark, *KAWC*

Documents Distributed

Current bills and financial statements
May report
Monthly water loss report

Handwritten signatures in blue ink. The largest signature is 'Church Quarles'. Below it are two other signatures, one of which appears to be 'Ross Thompson'.

Agenda

Chairman's Report

Church Quarles confirmed the Board had a quorum and called the meeting to order.

Approve Minutes

1. Meeting minutes from the May regular meeting were reviewed. Ross Thompson made the motion to dispense with the reading of the minutes and approve the minutes. Church Quarles seconded. Motion approved.

Guest Remarks

Consultant's Report

2. Greg Heitzman reported on a group meeting with Judge Mueller's office and Board members from Farmdale Water District. The purpose of the meeting was to evaluate common needs and operational similarities between the local water districts.
3. Greg Heitzman updated the Board on the schedule of the proposal evaluation team. A followup meeting has been scheduled with KAWC on June 19th to discuss the potential acquisition.
4. Greg Heitzman and Jeff Lee updated the Board on the operation staff. Blake Gates has accepted a job with FPB and has ended his employment with PMWD. In the interim a temporary agreement for utility labor has been struck with Jeremy Cartwright.
5. Greg Heitzman updated the Board on the bids received for the Sulfur Lick Pump Station project. One bid was received for \$153,669 from Cartwright Contracting LLC. After Greg reviewed the bid, some item changes in the addendum were not revised in the bid received. Greg recommended the board accept the negotiated bid of

\$109,042.58 from Cartwright Contracting. Ross Thompson made the motion to award the contract to Cartwright Contracting for the amount of \$109,042.58. Church Quarles seconded. Motion approved.

6. The CWP Grant is currently in the E-clearinghouse.
7. Greg Heitzman updated the board on the cash flow projection in comparison to the actual revenues. The Water District losses are slightly greater than the projection, still trending to drop below the required reserves in earlier 2024.

Operator Report

8. PMWD recorded a water loss of 24.55% for the month of May as submitted to the PSC.
9. Jeff Lee presented his May report of activities and flushing. Jeff reported on the extra flushing activities in zones 2 & 3.
10. Jeff Lee also went over the C&L Consulting Invoice.
11. Jeff Lee noted that one new meter request has been installed.

Old Business

12. Greg Heitzman presented the board with an emergency contract for operating labor with Cartwright Contracting. Ross Thompson made the motion to accept the contract as presented. Church Quarles seconded. Motion approved.

New Business

Action Items

1. The GWS and C&L bills were reviewed. Ross Thompson made the motion to pay the bills and approve the financials. Church Quarles seconded. Motion approved.
2. Ross Thompson made the motion to adjourn. Church Quarles seconded. Motion approved.

Next Meeting Agenda Items



Board Meeting

Monday, 07.10.2023

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The regular meeting of the Peaks Mill Water District (PMWD) was called to order at 5:30 P.M. July 10, 2023.

Attendees

Church Quarles, *Chairman*
Raven Turner, *Treasurer*
Ross Thompson, *Secretary*
Nancy Sherrow, *Office Manager*
Greg Heitzman, *BlueWater Kentucky*
Jeff Lee, *Water District Operator*
Justin Lanie, *KAWC*
Katie Miller, *Customer*
Rex Miller, *Customer*

Documents Distributed
Current bills and financial statements
June report
Monthly water loss report

Agenda

Chairman's Report

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3. Greg Heitzman updated the Board on the Sulfur Lick Pump Station project. Cartwright Contracting LLC has been given a notice to proceed.
 4. The CWP Grant is currently with KIA, waiting for a signed agreement to be returned.
 5. Greg Heitzman updated the board on the cash flow projection in comparison to the actual revenues. The Water District losses are slightly greater than the projection, still trending to drop below the required reserves in early 2024.

Operator Report

6. PMWD recorded a water loss of 30.79% for the month of June as submitted to the PSC.
7. Jeff Lee presented his June report of activities and flushing. Jeff reported on the extra flushing activities in zones 2 & 3 and a line break on Royal Parkway.
8. Jeff Lee also went over the C&L Consulting Invoice.

Old Business

New Business

9. Greg Heitzman discussed House Bill 522 regarding new procurement requirements. Ross Thompson made the motion to adopt the new requirements detailed in HB522 by increasing the non-advertised bid limit to \$40,000. Raven Turner seconded. Motion approved.
10. The Board discussed the cost-of-living increases for employees. Raven Turner made the motion to distribute a one-time cost of living bonus to PMWD employees.

matching the Franklin County's cost of living percentage increase. The bonus amount will be accrued by the number of days worked per week. Ross Thompson Seconded. Motion approved.

Action Items

1. The C&L bill was reviewed. Ross Thompson made the motion to pay the bills and approve the financials. Raven Turner seconded. Motion approved.
2. Ross Thompson made the motion to adjourn. Raven Turner seconded. Motion approved.

Next Meeting Agenda Items



Board Meeting

Monday, 8.14.2023

The regular meeting of the Peaks Mill Water District (PMWD) was called to order at 5:30 P.M. August 14, 2023.

Attendees

Church Quarles, *Chairman*
Raven Turner, *Treasurer*
Ross Thompson, *Secretary*
Nancy Sherrow, *Office Manager*
Greg Heitzman, *BlueWater Kentucky*
Jeff Lee, *Water District Operator*
Nathan Clark, *KAWC*
Rick Waddle, *C.T.M. C P A*

Documents Distributed
Current bills and financial statements
July report
Monthly water loss report

Agenda

Chairman's Report

Church Quarles confirmed the Board had a quorum and called the meeting to order.

Three handwritten signatures in black ink are visible on the right side of the page. The top signature is clearly legible as 'Church Quarles'. Below it are two other signatures, one of which appears to be 'Raven Turner'.

Approve Minutes

1. Meeting minutes from the July regular meeting were reviewed. Ross Thompson made the motion to dispense with the reading of the minutes and approve the minutes. Church Quarles seconded. Motion approved.

Guest Remarks

Rick Waddle presented the auditor's unmodified report for the 2022 financials. Ross Thompson made the motion to accept the independent auditors report. Church Quarles seconded. Motion approved.

Consultant's Report

2. Greg Heitzman updated the Board on potential AMI meter reading, leak detection and the hardship rate being offered by the FPB.
3. Greg Heitzman presented a water loss & flushed water trends over the last 2 years.
4. Greg Heitzman updated the Board on the cash flow projection in comparison to the actual revenues. The Water District losses are slightly greater than the projection, still trending to drop below the required reserves in earlier 2024.

Operator Report

5. PMWD recorded a water loss of 16.04% for the month of July as submitted to the PSC.
6. Jeff Lee presented his July report of activities and flushing.
7. Jeff Lee also went over the C&L Consulting Invoice.

Old Business

New Business

8. The Board discussed a water line leak in the meter vault on the customers side, the customer has requested a leak adjustment to their water bill. Jeff Lee will talk with Robbie Parrish, who repaired the leak for the customer, to verify where the water was leaking in the meter vault.
9. Jeff Lee discussed a possible leak on Campbell Lane, Jeff will test the water to see if it is PMWD water or a septic line leaching out.
10. Greg Heitzman updated the board in the Sulphur Lick Pump Station Project. Cartwright Contracting as requested to have the easement flagged so he can begin the clearing and grubbing.
11. Greg Heitzman updated the Board on the Rural Water rate study timeline and cost. The Grant fund for covering the cost of rate studies has ended, the new cost to supply PMWD with a current rate study is \$9000. Once approved a rate study could be completed by the end of October. Raven Turner made the motion to proceed with a rate study to be completed by Rural Water for a cost not to exceed \$9000. Ross Thompson seconded. Motion approved.

Action Items

1. The C&L bill was reviewed. Ross Thompson made the motion to pay the bills and approve the financials. Raven Turner seconded. Motion approved.
2. Ross Thompson made the motion to adjourn. Raven Turner seconded. Motion approved.

Next Meeting Agenda Items



Board Meeting

Monday, 9.11.2023

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The regular meeting of the Peaks Mill Water District (PMWD) was called to order at 5:30 P.M. September 11, 2023.

Attendees

Church Quarles, *Chairman*
Raven Turner, *Treasurer*
Ross Thompson, *Secretary*
Nancy Sherrow, *Office Manager*
Greg Heitzman, *BlueWater Kentucky (Conference Call)*
Jeff Lee, *Water District Operator*

Documents Distributed
Current bills and financial statements
August report
Monthly water loss report

Agenda

Chairman's Report

Church Quarles confirmed the Board had a quorum and called the meeting to order.

A handwritten signature in blue ink, appearing to read 'Church Quarles', written in a cursive style.

A handwritten signature in black ink, appearing to be a stylized 'R' or similar, written in a cursive style.

Approve Minutes

1. Meeting minutes from the August regular meeting were reviewed. Church Quarles made the motion to dispense with the reading of the minutes and approve the minutes. Ross Thompson seconded. Motion approved.

Guest Remarks

Consultant's Report

2. Greg Heitzman Discussed the Sulfur Lick Pump Station Project. It was determined that PMWD needed temporary construction site access. Greg met with the property owner's representative to discuss site access. The owner's representative asked to have a shed removed, some additional clearing, and replace some fencing in trade for granting access. Cartwright Contracting priced the additional work items at \$2,177.56. Ross Thompson made the motion to approve the 2nd construction change order for the additional clearing, shed removal and additional fencing for an amount of \$2,177.56. Raven Turner seconded. Motion approved.
3. Greg Heitzman notified the Board that the CWP grant has been officially executed, also noting the procurement amounts are set at \$40,000. Any work over \$40,000 must be advertised and bid, work under \$40,000 requires 3 quotes.
4. Greg Heitzman updated the Board on potential AMI meter reading, leak detection and the hardship rate being offered by the FPB.
5. Greg Heitzman discussed selling the District's chlorine injection trailers. Greg has been contacted by South Woodford Water District and would like to purchase one of the trailers. Greg estimated that one trailer and equipment to be worth \$5,000. Ross Thompson made the motion to sell one surplus injection trailer, internal equipment and safety fence for \$5,000 to South Woodford Water District. Raven Turner seconded. Motion approved.

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6. Greg Heitzman noted that the rate study is underway.
 7. Greg Heitzman updated the Board on the cash flow projection in comparison to the actual revenues. The Water District losses are slightly greater than the projection, still trending to drop below the required reserves in earlier 2024.
 8. All Points Broadband's lease is up for renewal. In the past they have placed their equipment on the PMWD water towers without any cost. The Board will ask for a monthly fee for the tower usage in the range from \$250-\$500.

Operator Report

9. PMWD recorded a water loss of 17.38% for the month of August as submitted to the PSC.
10. Jeff Lee presented his August report of activities and flushing.
11. Jeff Lee also went over the C&L Consulting Invoice.

Old Business

New Business

12. The Board discussed a water line leak in the meter vault on the customers side, the customer has requested a leak adjustment to their water bill. After Jeff Lee talked with Robbie Parrish, who repaired the leak for the customer, it was verified that the water was leaking on the customer side of the meter vault. Board will have a letter drafted in response to the Customers leak adjustment request.
13. Jeff Lee did repair a leak on Campbell Lane.

Action Items

1. The C&L bill was reviewed. Ross Thompson made the motion to pay the bills and approve the financials. Raven Turner seconded. Motion approved.
2. Ross Thompson made the motion to adjourn. Raven Turner seconded. Motion approved.

Next Meeting Agenda Items



Board Meeting

Monday, 11.27.2023

The Special meeting of the Peaks Mill Water District (PMWD) was called to order at 5:30 P.M. November 27, 2023.

Attendees

Church Quarles, *Chairman*
Ross Thompson, *Secretary*
Raven Turner, *Treasury*
Nancy Sherraw, *Office Manager*
Greg Heitzman, *BlueWater Kentucky (Conference Call)*
Jeff Lee, *(Conference Call)*
Bob Miller, *StraightLine Kentucky LLC*

Documents Distributed

PMWD Rate Study

Resolution of the Board of directors of the Peaks Mill Water District proposing adjustments to its water rates and charges and authorizing its chairmen to file an application with the PSC seeking approval of the proposed rate adjustments

Statement of Disclosure of Related Party Transactions

Agenda

Chairman's Report

Church Quarles confirmed the Board had a quorum and called the meeting to order.

Guest Remarks

Bob Miller presented and reviewed the PMWD rate study. The study recommended a rate increase of 20.86% and a temporary water loss reduction surcharge of \$3.59 per customer.

A Resolution was put to the Board for the proposed adjustments to the water rates and charges and to authorize the chairman to file an application with the PSC seeking approval of the proposed rate adjustments.

Raven Turner made the motion to authorize Bob Miller to correspond with the PSC and act on PMWD Behalf & authorize the chairman to file the application with the following modification to the proposed rates and charges;

1. Proposed 20.86% rate increase is to be split equally over two years.
1. 5/8"x3/4" meter and 1" meter will be in the same rate group.
2. The water loss reduction surcharge is to be implemented immediately and will end after 4 years.

Ross Thompson seconded. Motion approved.

Action Items

1. Ross Thompson made the motion to adjourn. Church Quarles seconded. Motion approved.

Next Meeting Agenda Items



Board Meeting

Monday, 11.13.2023

The regular meeting of the Peaks Mill Water District (PMWD) was called to order at 5:30 P.M, November 13, 2023,

Attendees

Church Quarles, *Chairman*
Ross Thompson, *Secretary*
Nancy Sherrow, *Office Manager*
Greg Heitzman, *BlueWater Kentucky (Conference Call)*
Jeff Lee, *Water District Operator*
Rex Hunt, *Customer & Attorney for Eddie Thompson*

Documents Distributed

Current bills and financial statements

October report

Monthly water loss report

Agenda

Chairman's Report

Church Quarles confirmed the Board had a quorum and called the meeting to order.

Approve Minutes

1. Meeting minutes from the October regular meeting were reviewed. Ross Thompson made the motion to dispense with the reading of the minutes and approve the minutes. Church Quarles seconded. Motion approved.

Guest Remarks

Rex Hunt addressed the Board on behalf of his client (Eddie Thompson) dealing with an invoice his client submitted to the Board in September 2022. Mr. Hunt's client has alleged his access road located on Hurt Lane was damaged by the District's flushing activities in conjunction with his property. Mr. Hunt understood why the Board denied his client's invoice due to the actions his client took to refurbish the road without allowing the District an opportunity to view the alleged damage. Mr. Hunt asked the Board if he could submit some historical pictures to help substantiate his client's position. The board agreed and Mr. Hunt said he would provide such within a couple of weeks.

Consultant's Report

2. Greg Heitzman updated the Board on the Sulfur Lick Pump Station Project. Cartwright Contracting has completed the site work. Service Specialties is a month or more out on their schedule. Greg estimated the pump replacement would take four weeks. Greg recommended pushing the pump replacement into spring of next year to avoid having an above ground pump during the winter temperatures.
3. Greg Heitzman reported on the status of the distribution systems improvements project. Cartwright Contracting has completed 8 out of the 10 auto flushers throughout the district.
4. Greg Heitzman distributed and reviewed a summary spreadsheet on vendor quotes for materials and small equipment needs. Ross Thompson made the motion to procure the leak detection equipment and 8 auto-flusher; 1 DLD leak detector for

\$3589 & 8 auto-flusher for \$2,928.91 ea. Church Quarles seconded. Motion approved.

5. Greg Heitzman discussed the sale of the District's chlorine injection trailers. The South Woodford Water District has approved the purchase of the surplus chemical trailer. PMWD has invoiced South Woodford Water district for the trailer.
6. Greg Heitzman supplied the board with a cost summary for office and operating expenses that should be shared with Elkhorn Water District. After reviewing the data and ratio of PMWD to EWD customer volume, Greg Recommended to increase the rate charged to EWD.
7. Greg Heitzman noted that the rate study has been completed, and recommended a special meeting in November to review the study. The Board set a date for the special meeting, November 27th at 5:30. The meeting will be advertised in the local paper.
8. Greg Heitzman updated the Board on the cash flow projection in comparison to the actual revenues. The Water District losses are matching the budget projection, still trending to drop below the required reserves in earlier 2024.

Operator Report

9. PMWD recorded a water loss of 20.74% for the month of October as submitted to the PSC.
10. Jeff Lee presented his October report of activities and flushing.
11. Jeff Lee reported pressure issues along the lower elevations in zone 2 & 3 during the switch from KAWC water to FPB water. Jeff added that the pressure problem is due to a PRV that is stuck open and will need to be refurbished. Nancy Sherrow noted that there were a number of customers that called into the office during this time.
12. Jeff Lee reported to the board the finding in the PSC inspections. Greg Heitzman and Jeff Lee will prepare a letter in response to the PSC findings before the next regular meeting.
13. Jeff Lee also went over the C&L Consulting Invoice.

Old Business

New Business

14. Greg Heitzman supplied the Board with the final draft for the mutual aid agreements from FPB. Ross Thompson made the motion to approve the mutual aid agreement. Church Quarles seconded. Motion approved.
15. Greg Heitzman supplied the Board with the final draft for the hardships rate for flushed water from FPB. Ross Thompson Made the motion to approve the hardship rate agreement. Church Quarles seconded. Motion approved.
16. Greg Heitzman reviewed the Project Profile for KIA/WRIS. The projects were reprioritized based on current needs and active projects. Greg recommended the Board approve the updated project profiles list. Ross Thompson made the motion to approve the updated project profiles. Church Quarles seconded. Motion approved.

Action Items

1. The C&L bill was reviewed. Ross Thompson made the motion to pay the bills and approve the financials. Church Quarles seconded. Motion approved.
2. Ross Thompson made the motion to adjourn. Church Quarles seconded. Motion approved.

Next Meeting Agenda Items