

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

In the Matter of:

ELECTRONIC APPLICATION OF NEBO	)	CASE NO.
WATER DISTRICT FOR AN ALTERNATIVE RATE	)	2024-00002
ADJUSTMENT PURSUANT TO 807 KAR 5:076	)	

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**VERIFICATION OF VALERIE COFFMAN**

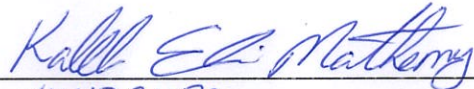
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COMMONWEALTH OF KENTUCKY    )  
  )  
COUNTY OF   HOPKINS          )

Valerie Coffman, on behalf of Nebo Water District, states that she has supervised the preparation of certain responses to the Request for Information in the above-referenced case and that the matters and things set forth therein are true and accurate to the best of her knowledge, information and belief, formed after reasonable inquiry.

  
\_\_\_\_\_  
Valerie Coffman

The foregoing Verification was signed, acknowledged and sworn to before me this   3   day of May, 2024, by Valerie Coffman.

  
\_\_\_\_\_  
KYNP84189  
Commission expiration:   01/07/2028  



**Nebo Water District**  
**Case No. 2024-00002**  
**Commission Staff's First Request for Information**

**Witnesses:** Valerie Coffman #1-9

1. Refer to Nebo District's response to Commission Staff's First Request for Information, Item 3, Item\_3\_Nebo\_Water\_District\_Employee\_Benefits.pdf. Also refer to Nebo District response to Staff's First Request, Item 4, Item\_4\_Recent\_Invoices.pdf, page 6.

- a. Provide Nebo District's monetary contribution percentage for Health, Dental, and Vision insurance. Include in the response the amount that Nebo District requires its employees to contribute.

**Response:** Nebo Water District pays 100% for Health, Dental, and Vision insurance. Employees are not required to pay any percentage for insurance.

- b. In the Employee Benefits spreadsheet, Nebo District reported two employees receive dental insurance. However, the recent invoice list three employees receiving dental insurance. Provide the number of employees that receive dental insurance from Nebo District.

**Response:** Three employees receive dental insurance. Prior to one of the employees starting employment with Nebo District, her insurance was listed under another employee's family plan. Now that she is with the district, her insurance is paid separately.

2. Refer to Nebo District's response to Staff's First Request, Item 5, Item\_5\_2022\_and\_2023\_Wage\_Report.xlsx, cell P12. Also refer to Nebo District's Application, Attachment 4, SAO, Salaries and Wages – Employees and Salaries and Wages – Officers. In the Wage Report, the test year total is \$251,241; however, in the SAO the total salaries for employee and commissioners is \$262,367. Reconcile the discrepancy between the amounts included in the schedules to the amount in the SAO.

**Response:** The discrepancy between the amounts in the Wage report and the amount included in the SAO are two adjusting journal entries made by Nebo District's auditor in the amount of \$5,148 and \$5,977.50 respectively to make adjustments to accrued wages and to adjust Vacation and Sick pay on the balance sheet to actual amounts.

3. Refer to Nebo District's response to Staff's First Request, Item 8. Provide a copy of the training records for each board member for 2022, 2023, and year to date 2024.

**Response:** Please refer to the response to Staff's First Request, Item 13 for the training records for 2022 and 2023 for two of the Commissioners. Nebo District does not have the training records for Billy Brown. However, he attended the training in 2023 that the Commission held.

4. Refer to Nebo District's response to Staff's First Request, Item\_9\_Rate\_Study\_Nebo\_Water\_District.xlsx, Tab ExBA. Provide a detailed list of items equaling the Billing Adjustment of \$5,961.

**Response:** Please see the attached documents referenced below for the requested information.

Item #4 2022 Leak Adjustments Customer Activity Report.pdf

Item #4 2022 Misread Meter Adjustments Customer Activity Report.pdf

5. Refer to Nebo District's response to Staff's First Request, Item 9, Item\_9\_Rate\_Study\_Nebo\_Water\_District.xlsx, Tab AR to ATB, Cells D50 and H55. Reconcile and explain the \$4,449 difference.

**Response:** Nebo District reviewed the audit and determined that the difference between the amounts is related to Sales Tax Expense of \$4038 that was not an account reported on the trial balance, and miscellaneous audit adjustments from the audit, but not reported on the trial balance totaling \$411 across the various miscellaneous accounts.

6. Refer to Nebo District's response to Staff's First Request, Item\_9\_Rate\_Study\_Nebo\_Water\_District.xlsx, Tab AR to ATB, Misc. Service Revenues, Fee Income – Credit Card Fees. Explain whether the credit card fee is a bank fee from Nebo District's financial institution, and if so, provide evidence supporting the fee. If not, explain the necessity of charging a credit card fee to Nebo District's customers and whether credit card fee is listed in Nebo District's tariff.

**Response:** The credit card fee is listed in Nebo District's tariff on Original Sheet No. 12 in section e. The fee is the fee that is charged by the processor for the transaction.

7. Refer to Nebo District's response to Staff's First Request, Item 12, Item\_12\_Fiscal\_Court\_Minutes.pdf, page 9. Fiscal Court minutes provide the appointment and current pay rate for Mike Shocklee and Christopher Winstead's salaries but does not provide Billy Brown's salary approval. Provide the Fiscal Court Minutes for authorization of Billy Brown's appointment and salary.

**Response:** Billy Brown was first appointed as a Commissioner on August 26, 1995. He was reappointed in 2022, and his salary is not mentioned in the reappointment. Nebo District was not able to locate the fiscal court minutes from his original appointment. Please see attached the minutes from his latest reappointment.

Item #7 Fiscal Court Minutes.pdf



8. Refer to Nebo District's response to Staff's First Request, Item 20 and the Application, SAO. Reconcile the amount provided in Item 20 of \$14,309.28 in late fees with the amount provided in the application of \$14,297 in Forfeited Discounts (late fees).

**Response:** There was a penalty adjustment that was reversed of \$12.16 on 7/11/2022. This was not included in the report that was generated to get the amount in the response to Staff's First Request, Item 20. However, it should be included. The correct amount is \$14,297.

9. Refer to Nebo District's response to Staff's First Request, Item 21 and Item\_9\_Rate\_Study\_Nebo\_Water\_District.xlsx, Tab AR to ATB. Provide a detailed breakdown of the items equaling \$1,531 in General Ledger Account 00471-0000 Miscellaneous Service Revenues.

**Response:** Please see the attached Ledger analysis report that supports the total. Item #9 Ledger Analysis.pdf

The detailed breakdown is as follows:

20 Service Calls at \$25  
1 AH Service Call at \$50  
Gary Wayne Materials (Leak Repair)  
Gary Wayne Service (Leak Repair  
Materials for 1 lock at \$10  
Materials for 1 lid at \$50.94  
Audit Adjustments \$182.19