

Cannonsburg Water District  
1606 Cannonsburg Road  
Ashland, KY 41102  
Office: (606) 928-9808  
Fax: (606) 928-4788

Quality on Tap



Cannonsburg Water District held its Monthly Commissioners Meeting @ 11:00a on Wednesday, January 25, 2023, at the district office located at 1606 Cannonsburg Road, Ashland, KY 41102.

Those in attendance were:

Tim Webb	Manager	Andrea McCoy	Recorder
Robert McGuire	Chairman		
Sam Hampton	Treasurer		
Mark Kazee	Secretary		
Pam Vanhose	Commissioner		
Martin Bays	Commissioner		

Meeting called to order at 10:50a by Robert McGuire

Minutes- Motion was made by Mark Kazee that the Minutes from the December 21, 2022, meeting be approved as stated. Seconded by Sam Hampton. Motion carried.

Treasurers Report- Motion was made by Pam Vanhose that the Treasures Report from the December 21, 2022, meeting be approved as stated. Seconded by Martin Bays. Motion carried.

Water Loss – Annual average was 17.5%, down from 30% in previous years.

Sale of Property - The official purchase of our current property was passed at the last Fiscal Court meeting at \$269,000.

Shopes Creek Update – Motion was made by Mark Kazee to proceed with Shopes Creek project bid in March, after discussing with engineer our plan to install 6" lines rather than 4" to avoid losing hydrants. Seconded by Martin Bays. Motion carried.

Annual Raise – Motion made by Martin Bays to award a 6% annual raise to all employees. Seconded by Pam Vanhose. Motion carried.

Terra Graphics Mapping – Motion made by Pam Vanhose to proceed with purchase of Terra Graphics Mapping Software. Seconded by Martin Bays. Motion carried.

12" AC Valve Insertion-Cedar Knoll – Motion made by Mark Kazee to install 12" valve insertion in Cedar Knoll. Seconded by Martin Bays. Motion carried.

Meeting was dismissed at 11:58a by Robert McGuire

All minds at rest, motion carried to adjourn was made by Pam Vanhose. Seconded by Mark Kazee.

Motion carried to adjourn.

Next meeting is tentatively scheduled for February 22, 2023

Cannonsburg Water District  
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Cannonsburg Water District held its Monthly Commissioners Meeting @ 11:00a on Wednesday, February 22, 2023, at the district office located at 1606 Cannonsburg Road, Ashland, KY 41102.

Those in attendance were:

Tim Webb	Manager	Andrea McCoy	Recorder
Robert McGuire	Chairman		
Sam Hampton	Treasurer		
Mark Kazee	Secretary		
Pam Vanhooose	Commissioner		
Martin Bays	Commissioner		

Meeting called to order at 10:56a by Robert McGuire

Minutes- Motion was made by Mark Kazee that the Minutes from the January 25, 2023, meeting be approved as stated. Seconded by Martin Bays. Motion carried.

Treasurers Report- Motion was made by Pam Vanhooose that the Treasures Report from the January 25, 2023, meeting be approved as stated. Seconded by Mark Kazee. Motion carried.

Water Loss – Slight increase due to multiple frozen/busted meters and service lines.

Shopes Creek Update – All funding is approved. Waiting for certificates from KIA. Biding will start in March or April.

Rate Study – Case will start being processed within 90 days. There is no grant money for rate studies this year so the fee will be rolled into the increase.

Meeting was dismissed at 11:22a by Robert McGuire

All minds at rest, motion carried to adjourn was made by Pam Vanhooose. Seconded by Sam Hampton.

Motion carried to adjourn.

Next meeting is tentatively scheduled for March 22, 2023

Cannonsburg Water District  
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Cannonsburg Water District held its Monthly Commissioners Meeting @ 11:00a on Wednesday, March 22, 2023, at the district office located at 1606 Cannonsburg Road, Ashland, KY 41102.

Those in attendance were:

Tim Webb	Manager	Andrea McCoy	Recorder
Robert McGuire	Chairman		
Sam Hampton	Treasurer		
Mark Kazee	Secretary		
Pam Vanhoose	Commissioner		
Martin Bays	Commissioner		

Meeting called to order at 10:58a by Robert McGuire

Minutes- Motion was made by Mark Kazee that the Minutes from the February 22, 2023, meeting be approved as stated. Seconded by Martin Bays. Motion carried.

Treasurers Report- Motion was made by Pam Vanhoose that the Treasures Report from the February 22, 2023, meeting be approved as stated. Seconded by Mark Kazee. Motion carried.

Water Loss –Continued daily monitoring.

Shopes Creek Update – Start of project is likely to be delayed till May due to unforeseen circumstances within the engineering office.

US 60 Update- New lines will start being tied in and put in service.

New Employee- Hiring a new employee for the laborer position was approved.

Portal 2.0-Invoice Cloud- Approval to proceed with Invoice Cloud as a payment processor if it fits our needs.

Meeting was dismissed at 11:43a by Robert McGuire

All minds at rest, motion carried to adjourn was made by Mark Kazee. Seconded by Martin Bays.  
Motion carried to adjourn.

Next meeting is tentatively scheduled for April 26, 2023

Tim Webb, Manager

Robert McGuire, Chairman

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Cannonsburg Water District held its Monthly Commissioners Meeting @ 11:00a on Wednesday, April 26, 2023, at the district office located at 1606 Cannonsburg Road, Ashland, KY 41102.

Those in attendance were:

Tim Webb	Manager	Tim Webb	Recorder
Robert McGuire	Chairman		
Sam Hampton	Treasurer		
Mark Kaze	Secretary		
Pam Vanhoo	Commissioner		
Martin Bays	Commissioner		

Meeting called to order at 11:00a by Robert McGuire

Minutes- Motion was made by Mark Kaze that the Minutes from the March 22, 2023, meeting be approved as stated. Seconded by Martin Bays. Motion carried.

Treasurers Report- Motion was made by Pam Vanhoo that the Treasures Report from the March 22, 2023, meeting be approved as stated. Seconded by Martin Bays. Motion carried.

Water Loss –Continued daily monitoring.

Shopes Creek Update – Waiting for approval from Division of Water.

Meeting was dismissed at 11:18a by Robert McGuire

All minds at rest, motion carried to adjourn was made by Mark Kaze. Seconded by Martin Bays.

Motion carried to adjourn.

Next meeting is tentatively scheduled for May 24, 2023

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Tim Webb, Manager

Robert McGuire, Chairman

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Cannonsburg Water District held its Monthly Commissioners Meeting @ 11:00a on Wednesday, May 24, 2023, at the district office located at 1606 Cannonsburg Road, Ashland, KY 41102.

Those in attendance were:

Tim Webb	Manager	Tim Webb	Recorder
Robert McGuire	Chairman		
Sam Hampton	Treasurer		
Mark Kazee	Secretary		
Pam Vanhooose	Commissioner		
Martin Bays	Commissioner		

Meeting called to order at 11:00a by Robert McGuire

Minutes- Motion was made by Mark Kazee that the Minutes from the April 26, 2023, meeting be approved as stated. Seconded by Martin Bays. Motion carried.

Treasurers Report- Motion was made by Mark Kazee that the Treasures Report from the April 26, 2023, meeting be approved as stated. Seconded by Martin Bays. Motion carried.

Water Loss – Loss is down in gallons but up in perfect due to no sales from City of Greenup.

Shopes Creek Update – Waiting for permits from Division of Water.

City of Ashland Rate Increase- Motion made by Martin Bays to protest increase. Seconded by Sam Hampton. Motion carried. Contact will be made with Big Sandy about possible joining protest.

Meeting was dismissed at 11:34a by Robert McGuire

All minds at rest, motion carried to adjourn was made by Mark Kazee. Seconded by Martin Bays.

Motion carried to adjourn.

Next meeting is tentatively scheduled for June 28, 2023

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Tim Webb, Manager

Robert McGuire, Chairman

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Cannonsburg Water District held its Monthly Commissioners Meeting @ 11:00a on Wednesday, June 28, 2023, at the district office located at 1606 Cannonsburg Road, Ashland, KY 41102.

Those in attendance were:

Tim Webb	Manager	Andrea McCoy	Recorder
Robert McGuire	Chairman		
Sam Hampton	Treasurer		
Pam Vanhooose	Commissioner		
Martin Bays	Commissioner		

Meeting called to order at 11:00a by Robert McGuire

Minutes- Motion was made by Pam Vanhooose that the Minutes from the May 24, 2023, meeting be approved as stated. Seconded by Sam Hampton. Motion carried.

Treasurers Report- Motion was made by Martin Bays that the Treasures Report from the May 24, 2023, meeting be approved as stated. Seconded by Pam Vanhooose. Motion carried.

Water Loss – Loss is trending downward from past few months.

Shopes Creek Update – Waiting for permits from Division of Water.

Insurance Renewal- Motion made by Martin Bays to move forward with 20% increase KACo renewal. Seconded by Sam Hampton. Motion carried.

**\*\*Audit presented- "clean audit" \*\***

Meeting was dismissed at 11:40a by Robert McGuire

All minds at rest, motion carried to adjourn was made by Pam Vanhooose. Seconded by Martin Bays.

Motion carried to adjourn.

Next meeting is tentatively scheduled for July 26, 2023

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Tim Webb, Manager

Robert McGuire, Chairman

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Cannonsburg Water District held its Monthly Commissioners Meeting @ 11:00a on Wednesday, July 26, 2023, at the district office located at 1606 Cannonsburg Road, Ashland, KY 41102.

Those in attendance were:

Tim Webb	Manager	Andrea McCoy	Recorder
Robert McGuire	Chairman		
Sam Hampton	Treasurer		
Mark Kazee	Secretary		
Pam Vanhooose	Commissioner		
Martin Bays	Commissioner		

Meeting called to order at 11:00a by Robert McGuire

Minutes- Motion was made by Pam Vanhooose that the Minutes from the June 28, 2023, meeting be approved as stated. Seconded by Sam Hampton. Motion carried.

Treasurers Report- Motion was made by Mark Kazee that the Treasures Report from the June 28, 2023, meeting be approved as stated. Seconded by Martin Bays. Motion carried.

Water Loss – Two large leaks were located which contributed to a current downward trend.

Shopes Creek Update – Currently in a holding pattern due to changes in staffing at FIVCO.

Meeting was dismissed at 11:28a by Robert McGuire

All minds at rest, motion carried to adjourn was made by Mark Kazee. Seconded by Martin Bays.

Motion carried to adjourn.

Next meeting is tentatively scheduled for September 27, 2023

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Cannonsburg Water District held its Monthly Commissioners Meeting @ 11:00a on Wednesday, August 23, 2023, at the district office located at 1606 Cannonsburg Road, Ashland, KY 41102.

Those in attendance were:

Tim Webb	Manager	Andrea McCoy	Recorder
Robert McGuire	Chairman		
Sam Hampton	Treasurer		
Mark Kazee	Secretary		
Pam Vanhoose	Commissioner		
Martin Bays	Commissioner		

Meeting called to order at 11:00a by Robert McGuire

Minutes- Motion was made by Mark Kazee that the Minutes from the July 26, 2023, meeting be approved as stated. Seconded by Pam Vanhoose. Motion carried.

Treasurers Report- Motion was made by Martin Bays that the Treasures Report from the July 26, 2023, meeting be approved as stated. Seconded by Mark Kazee. Motion carried.

Water Loss – Predicted increase due to hot, dry conditions.

Shopes Creek Update – Jasper from FIVCO updated on current filings and reviews. Bidding could start in October.

Personal- Motion to hire an additional new laborer made by Martin Bays. Seconded by Pam Vanhoose. Motion Carried. Motion to increase starting pay to \$14.00 made by Sam Hampton. Seconded by Martin Bays. Motion carried.

Meeting was dismissed at 11:27a by Robert McGuire

All minds at rest, motion carried to adjourn was made by Mark Kazee. Seconded by Martin Bays.

Motion carried to adjourn.

Next meeting is tentatively scheduled for September 27, 2023

Executive session called to order at 11:28a by Robert McGuire.

Motion made to adjourn at 12:00p made by Mark Kazee. Seconded by Martin Bays. Motion Carried.

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Tim Webb, Manager

Robert McGuire, Chairman



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Cannonsburg Water District held its Monthly Commissioners Meeting @ 11:00am on Wednesday, September 27th, 2023, at the district office located at 1606 Cannonsburg Road, Ashland, KY 41102.

Those in attendance were:

Tim Webb	Manager	Andrea McCoy	Recorder
Robert McGuire	Chairman		
Sam Hampton	Treasurer		
Mark Kazee	Secretary		
Pam Vanhooose	Commissioner		
Martin Bays	Commissioner		

Meeting called to order at 10:57am by Robert McGuire

Minutes- Motion was made by Mark Kazee that the Minutes from the August 23rd, 2023, meeting be approved as stated. Seconded by Pam Vanhooose. Motion carried.

Treasurers Report- Motion was made by Martin Bays that the Treasures Report from the August 23rd, 2023, meeting be approved as stated. Seconded by Mark Kazee. Motion carried.

Water Loss – Slight increase due to small leak in unmonitored area and other smalls leaks.

Shopes Creek Update – Still waiting on some certifications (CE) and forms. (Per Citco Rep) (Presented notes from Water Management Council).

Office- “Deliverable plans” After plans and permits are presented Tim will act as General Contractor. Projected to start Spring 2024

Personal- Full staffed in field. Office manger position to be filled. The motion was made by Pam Vanhooose to advertise for the Manager position. Seconded by Marty Bates. The motion was made by Marty Bayes to give Morgan & Teresa a one dollar raise and seconded by Sam Hampton. Both motions carried.

Finance- Discussion about ACH Security agreement with City National Bank

Closed Session @ 11:22

Meeting was dismissed at 11:32am by Robert McGuire

All minds at rest, motion carried to adjourn was made by Pam Vanhooose. Seconded by Mark Kazee.

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Motion carried to adjourn.

Next meeting is tentatively scheduled for October 25th, 2023

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Tim Webb, Manager

Robert McGuire, Chairman

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Cannonsburg Water District held its Monthly Commissioners Meeting @ 11:00am on Wednesday, October 25th, 2023, at the district office located at 1606 Cannonsburg Road, Ashland, KY 41102.

Those in attendance were:

Tim Webb	Manager	Morgan Opell	Recorder
Robert McGuire	Chairman		
Sam Hampton	Treasurer		
Mark Kazee	Secretary		
Pam Vanhooose	Commissioner		
Martin Bays	Commissioner		

Meeting called to order at 10:56am by Robert McGuire

Minutes- Motion was made by Martin Bayes that the Minutes from the September 27th, 2023, meeting be approved as stated. Seconded by Mark Kazee. Motion carried.

Treasurers Report- Motion was made by Mark Kazee that the Treasures Report from the September 27th, 2023, meeting be approved as stated. Seconded by Pam Vanhooose. Motion carried.

Water Loss – Water loss was presented by Tim Webb.

Shopes Creek Update – Still waiting for signature for permit. Should be able to start the bidding process in January 2024

Incentive- Last year's amount was \$500.00, discussion about increasing amount this year. Motion was made by Samuel Hampton to raise it to \$550.00, Martin Bayes seconded. Motion Carried.

Commissioner Training- Will be held at the office either on December 5<sup>th</sup> or 6<sup>th</sup>.

Meeting was dismissed at 11:19am by Robert McGuire

All minds at rest, motion carried to adjourn was made by Pam Vanhooose. Seconded by Martin Bayes.

Motion carried to adjourn.

Next meeting is tentatively scheduled for November 22nd, 2023

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Tim Webb, Manager

Robert McGuire, Chairman

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Cannonsburg Water District held its Monthly Commissioners Meeting @ 11:00am on Wednesday, November 22nd, 2023, at the district office located at 1606 Cannonsburg Road, Ashland, KY 41102.

Those in attendance were:

Tim Webb	Manager	Morgan Opell	Recorder
Robert McGuire	Chairman		
Sam Hampton	Treasurer	Absent	
Mark Kazee	Secretary		
Pam Vanhooose	Commissioner		
Martin Bays	Commissioner		

Meeting called to order at 10:56am by Robert McGuire

Minutes- Motion was made by Pam Vanhooose that the Minutes from the October 25th 2023, meeting be approved as stated. Seconded by Mark Kazee. Motion carried.

Treasurers Report- Motion was made by Martin Bayes that the Treasures Report from the September 27th, 2023, meeting be approved as stated. Seconded by Mark Kazee. Motion carried.

Water Loss – Water loss was presented by Tim Webb, shows a slight increase and will possibly still be up next month. We have been working on multiple leaks.

Shopes Creek Update – Environmental study has been delayed. Should still be able to start the bidding process in January 2024

November/ December Cut off's- All in agreement to skip cut offs for the holidays. Motion was made by Marty Bayes and seconded by Pam Vanhooose. Motion Carried.

Cannonsburg Retail District- After discussion it was proposed that we go through with the agreement presented by the Army Corp of Engineers. Motion was made by Mark Kazee. Second by Pam Vanhooose. Decided to table the Letter of Intent until next meeting.

Meeting was dismissed at 11:35am by Robert McGuire  
All minds at rest, motion carried to adjourn was made by Mark Kazee. Seconded by Pam Vanhooose.

Motion carried to adjourn.

Next meeting is tentatively scheduled for December 27th, 2023

Tim Webb, Manager

Robert McGuire, Chairman

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Cannonsburg Water District held its Monthly Commissioners Meeting @ 11:00am on Wednesday, December 27th, 2023, at the district office located at 1606 Cannonsburg Road, Ashland, KY 41102.

Those in attendance were:

Tim Webb	Manager	Tim Webb	Recorder
Robert McGuire	Chairman		
Sam Hampton	Treasurer		
Mark Kazee	Secretary		
Pam Vanhooose	Commissioner		
Martin Bays	Commissioner		

Meeting called to order at 11:00am by Robert McGuire

Minutes- Motion was made by Mark Kazee that the Minutes from the November 22nd 2023, meeting be approved as stated. Seconded by Pam Vanhooose. Motion carried.

Treasurers Report- Motion was made by Martin Bayes that the Treasures Report from the November 22nd, 2023, meeting be approved as stated. Seconded by Mark Kazee. Motion carried.

Shopes Creek Update – Still waiting on Environmental Study to be completed by FIVCO

Meeting was dismissed at 11:26am by Robert McGuire

All minds at rest, motion carried to adjourn was made by Mark Kazee. Seconded by Pam Vanhooose.

Motion carried to adjourn.

Next meeting is tentatively scheduled for January 24<sup>th</sup>, 2024

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Tim Webb, Manager

Robert McGuire, Chairman