

**South Logan Water Association
Case No. 2024-00203
Commission Staff's First Request for Information**

Witnesses: Johnna Roark #1a-b, 3-11, 14-16, and 18-19.
Ariel Baker #1c-d, 2, 12-13, and 17,

1. Provide copies of each of the following 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 year ended December 31, 202 and for the year 2024 to date.

Response:

Please reference the below file for this information:

Item #1a 2023 General Ledger.xlsx
Item #1a 2024 General Ledger.xlsx

- b. The trial balance in Excel spreadsheet format for the year ended December 31, 2023 and for the year 2024 to date.

Response:

Please reference the below files for this information:

Item #1b 2023 Trial Balance.xlsx
Item #1b 2024 Trial Balance.xlsx

- c. Refer to the Response to Filing Deficiencies, Attachments to Cover Letter, Attachment 2 Revised Statement of Adjusted Operations (SAO) Utilizing 2023 Test Year. Provide a cross reference that points each 2023 general ledger account to each revenue and expense line in the SAO and reconcile each amount that does not match.

Response:

Please reference the below files for this information:

Item #1c Cross Reference.xlsx

- d. Refer to the Response to Filing Deficiencies, Attachments to Cover Letter Attachment 2, Revised SAO Utilizing 2023 Test Year. Provide all schedules used to calculate the proposed adjustments. Component details of each schedule should tie to the general ledger accounts that comprise the SAO line items including any adjustment for unreconciled amounts.

Response: Please reference the below document:

2023 Rate Study South Logan Water.xlsx

2. Refer to the response to Filing Deficiencies. Attachments to Cover Letter, Attachment 2, Revised SAO Utilizing 2023 Test Year. Provide a narrative explanation for each adjustment.

Response: Please reference the below document:

Item #2 References.pdf

3. Provide certificates of insurance and most recent invoices for general liability, workers' compensation, automobile, property, and casualty for 2023 and 2024.

Response: Please reference the below PDF for this information.

Item #3 General Liability.pdf

Item #3 Auto.pdf

Item #3 Work Comp.pdf

Item #3 Bonds in Force.pdf

4. Provide a description of all employee benefits, other than salaries and wages, paid to or on behalf of each employee for the calendar year 2023. 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: Please reference the below file for this information.

Item #4 South Logan Water Employee Benefits.docx

5. Provide a copy of the most recent available invoice for each employee benefit described in response to Item 4.

Response: Please reference Item #4 South Logan Water Employee Benefits.docx.

6. Provide a document listing the employee number, job titles, hours worked, job description and pay rates for each employee during the test year and those currently employed.

Response: Please reference the below document for this information.

Item #6 2023 Wage Report.xlsx

Item #6 2024 Wage Report.xlsx

7. Using the same table that lists each position and wage information, list each employee benefit (medical, dental, life, and 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 that 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: Please refer to Item #4 South Logan Water Employee Benefits.docx.

8. Provide minutes from South Logan's board of director's (Board) meetings for the calendar year 2023 and the year to date 2024.

Response:

Please see Item #8 2023 Board Meeting Minutes.pdf and Item #8 2024 Board Meeting Minutes.pdf

9. Provide a document listing the name of each member of the Board for each of the calendar years 2022 and 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:

Please see Item #9 Board Directors Info.docx. Please note that the commissioners only receive their salary, no other benefits.

10. Provide the following with respect to new tap installations.

a. Number of installations during the test year.

Response: In 2023, the total number of installations is 26.

b. State whether labor costs were capitalized and, if so, provide the total amount and designate the line in the fixed assets listing that reflects the capitalization.

Response: The cost of labor for additions to the water plant constructed by the District's employees is not capitalized.

c. State whether the material costs were capitalized and, if so, provide the total amount and designate the line in the fixed assets listing that reflects the capitalization.

Response: The cost of current repair and maintenance is charged to expense, which the cost of replacements or betterments is capitalized.

11. Provide a breakdown in both gallons and per gallon dollar amounts, of water purchased during the test year by vendor, identifying all vendors from whom South Logan Water's purchased water. Provide the current rates charges by each vendor from whom South Logan Water purchases water.

Response: Please refer to the following documents for South Logan Water's purchased water data.

Item #11 Purchased Water.xlsx

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

Response:

- a. Explain whether South Logan Water considered filing a COSS with the current rate application and the reasoning for not filing one.

Response: South Logan Water did not consider filing a COSS with the current rate application. South Logan Water believes that its rate structure is adequate and an across the board increase is reasonable.

- b. Explain whether any material changes to South Logan Water's system would cause a new COSS to be prepared since the last time it completed one.

Response:

There have been no material changes to South Logan Water's system that would warrant a new COSS to be prepared.

- c. If there have been no material changes to South Logan Water's system, explain when South Logan Water anticipates completing a new COSS.

Response:

South Logan Water has no future plans to complete a new COSS.

- d. Provide a copy of the most recent COSS that has been performed for South Logan Water's system in Excel spreadsheet format with all formulas, rows, and columns fully accessible and unprotected.

Response:

South Logan Water does not have records indicating when the last COSS was performed.

13. Refer to the Application, Current Billing Analysis 2023 Usage and Existing Rates and Proposed Billing Analysis 2023 Usage and Proposed Rates.

- a. Provide the Billing Analysis in Excel Spreadsheet format with all formulas, rows, and columns unprotected and fully accessible.

Response: Please reference 2023 Rate Study South Logan Water.xlsx for the requested information.

- b. Provide a detailed listing of the billing adjustments totaling \$32,539 to the billing analysis and the justification(s) for the adjustment.

Response: The revised application proposed no billing adjustments in its billing analysis.

- c. Provide an analysis of the proposed pro forma adjustment to metered revenues of \$17,799.

Response:

Please reference 2023 Rate Study South Logan Water.xlsx for the requested information. Specifically tab ExBA.

14. Provide the number of occurrences and dollars amounts for late fees that were recorded during the calendar years 2023 and year to date 2024.

Response:

Please reference the below spreadsheets for the requested information

Item #14 2023 Late Fees.xlsx

Item #14 2024 Late Fees.xlsx

15. Provide a schedule listing the number of occurrences for each nonrecurring charge that was recorded during the test year and the total amount recorded for each nonrecurring charge. If the revenue for any nonrecurring charge was zero, include that charge and indicate that no revenue was recorded. Include the general ledger account numbers where each nonrecurring charge is recorded.
- a. Provide updated cost justification sheets to support each nonrecurring charges listed in South Logan Water's tariff.
 - b. Provide updated cost justification sheets to support each Meter Connection/Tap-on Charge listed in South Logan Water's tariff.

Response: Please see attachment Item #15 Nonrecurring Charges.pdf for the requested information.

16. Refer to Nebo District's Tariff, PSC Ky. No. 2, Original Sheet No. 11, Billing, Meter Readings and Related Information, Frequency of meter reading.

a. Provide the date that Nebo District's billing cycle begins (meter read date).

Response: Please reference the attached file Item #16 Billing Information.docx.

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: Please reference the attached file Item #16 Billing Information.docx.

17. Refer to the Application, Attachment 8. For each outstanding debt issuance still active, provide the case number in which South Logan Water was authorized to issue the debt.

Response: The below loans that have amortization schedules included with the application, have been approved by the PSC in the following case numbers:

RD 91-01: 1993-00099

RD 91-03: 1997-00465

RD 91-04: 2005-00338

RD 91-06: 2013-00203

RD 08: 2022-00103

18. Provide the following information related to billing software:

- a. State whether the billing software and general ledger/financial management software are separate or integrated.
- b. Brand or common name for software.
- c. State whether the software is locally installed on a utility-owned computer or is a subscription service that is internet based.
- d. If locally installed, state the installation date.
- e. State whether the system is still serviced by the manufacturer and whether the utility maintains a service contract.

Response: Please reference the attached file for answers to the above questions.

Item #18 Billing Software.docx

19. Refer to the Application, Exhibit 4, 4_SAO_With_Attachments.pdf, SAO, Contractual Services - Other.

- a. Provide a list of each contractor that has a cost allocation to the Contractual Services Account balance.
- b. Provide the corresponding amounts for each contractor.

Response: Please see attachment Item #19 Contractual Services.xlsx for the requested information.