

October 18, 2024

*Via Electronic Filing*

Linda Bridwell  
Executive Director  
Kentucky Public Service Commission  
P.O. Box 615  
Frankfort, KY 40602

Re: Case No. 2024-00331

Dear Ms. Bridwell:

This letter is being filed in response to the March 17, 2024 Commission deficiency letter. In its October 17, 2024, deficiency letter the Commission found that Elkhorn Water District (Elkhorn District) did not file a completed ARF Form-3 for its general manager as required by 807 KAR 5:076 Section 4(1)(h). Elkhorn District does not have a Staff or General Manager, it is operated with contract labor. Dale Gatewood is responsible for the outside work and there is a contract with the Peaks Mill Water District for the administrative services. Enclosed is a completed ARF Form 3 for me the Office Manager.

A copy of Butler System's response to the deficiency letter has been emailed to the Office of Rate Intervention, Office of Attorney General

If you have any questions or need any additional information, please let me know.

Sincerely,



Nancy Sherrow  
Office Manager

Enclosure

**STATEMENT OF DISCLOSURE OF  
RELATED PARTY TRANSACTIONS**

I swear or affirm to the best of my knowledge and belief the information set forth below represents all present transactions and those transactions occurring within the past twenty-four (24) months between Elkhorn Water District ("Utility") and related parties that exceed \$25.00 in value. For the purpose of this statement, "related party transactions" include, all transactions and payments in excess of \$25.00, except regular salary, wages and benefits, made directly to or on behalf of: 1) the Utility's current or former employees; 2) current or former members of the Utility's board of commissioners or board of directors; 3) persons who have a 10 percent or greater ownership interest in the Utility; 4) family members\* of any current Utility employee, director, commissioner or person with a 10 percent or greater ownership interest in the Utility or 5) a business enterprise in which any current or former Utility employee, director, commissioner or person with a 10 percent or greater ownership interest in the Utility or a family member of such person has an ownership interest.

Name of Related Party (Individual or Business)	Type of Service Provided By Related Party	Amount of Compensation

- Check this box if the Utility has no related party transactions.
- Check box if additional transactions are listed on the supplemental page.
- Check box if any employee of the Utility is a family member of the Utility's chief executive officer, a Utility commissioner, or any person with a 10 percent or greater ownership interest in the Utility. The name of each employee and the official to whom they are related and the nature of the relationship are listed on the supplemental page entitled "Employees Related to Utility Officials."

Nancy Sherrow  
(Print Name)

  
(Signed)

Office Manager  
(Position/Office)

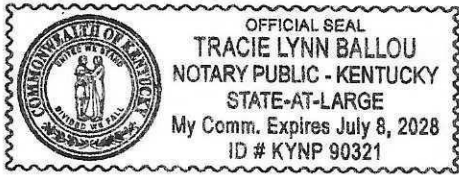
\* "Family Member" means any person who is the spouse, parent, sibling, child, mother-in-law, father-in-law, son-in-law, daughter-in-law, grandparent, or grandchild of any current Utility employee, director, commissioner or person with a 10 percent or greater ownership interest in the Utility; or is a dependent for tax purposes of any Utility employee, director, commissioner or person with a 10 percent or greater ownership interest in the Utility or his or her spouse; or who is a member of the household of any Utility employee, director, commissioner or person with a 10 percent or greater ownership interest in the Utility.

COMMONWEALTH OF KENTUCKY

COUNTY OF Franklin

Subscribed and sworn to before me by Tracie Lynn Ballou  
(Name)

this 21<sup>st</sup> day of October, 2024.



Tracie Lynn Ballou  
NOTARY PUBLIC  
State-at-Large