

FARMDALE WATER DISTRICT

Case No. 2025-00192

**First Supplemental Response to
Commission Staff's First Request for Information**

Question No. 1-10

Responding Witness: Randall Wooldridge

Q 1-10. Provide the minutes from Farmdale District's Board of Commissioner's meetings for the calendar years 2023, 2024, and 2025 to date. Consider this a continuing request through the date of issuance of Commission Staff's Report.

- a. Designate each action that authorizes hiring.**
- b. Designate each action that authorizes adjustments to wage rates and any other compensation or fringe benefit actions.**

A 1-10a. Attached are copies of the approved Minutes from Farmdale District's August and September 2025 Board of Commissioners meetings.

**Minutes of The
Farmdale Water District
Board of Commissioners Meeting
August 1, 2025**

The Farmdale Water District Board of Commissioners held its regular monthly meeting at the District Office located at 100 Highwood Drive, Frankfort, Kentucky on August 1, 2025, at 8:00 am. Present were Chairman, Scottie Wooldridge; Secretary, Jonathan Dailey; Treasurer, Eddie Harrod; Franklin County Fiscal Court Magistrate, Sherry Sebastian; Farmdale Water District Manager of Field Operations, Chris Ralph; Farmdale Water District Legal Counsel, Tina Frederick; and Farmdale Water Secretary, Holly Mayer.

Commissioner Scottie Wooldridge called the meeting to order and declared a quorum was present.

No visitors were present at this meeting.

Approval of Minutes and Financial Reports

The Minutes from the July 3, 2025 Board Meeting were reviewed. A motion was made by Eddie Harrod to approve the minutes and it was seconded by Jon Dailey. **The motion carried unanimously.**

A motion to ratify the payment of the bills was made by Eddie Harrod and seconded by Jon Dailey. **The motion carried unanimously.**

A motion was made by Jonathan Dailey to terminate a current full-time employee that is currently within his 90-day probation period based on performance reports by Mr. Ralph. The motion was seconded by Eddie Harrod. **The motion carried unanimously.**

Following a discussion of the needs of the field crew following the recent departure of a full-time employee and the imminent termination of the probationary full-time employee, a motion was made by Eddie Harrod to declare two full-time field positions open and authorize interviewing candidates and hiring to fill the positions once qualified candidates are identified. The motion was seconded by Jon Dailey. **The motion carried unanimously.**

Field Manager Chris Ralph's Report

The monthly water loss report was reviewed and showed that the loss was 19.71%. A copy of the report was attached.

Farmdale Water District has installed 1193 of the required new meters, with 212 left to install.

A large leak in Huntington Woods was discovered and repaired this week.

All of the company vehicles have had tires replaced and two of the trucks have appointments this week for air conditioning repair.

A quote of \$15,500 had previously been obtained from Clay's Ground Services for concrete work on South Benson and Bittersweet. A motion to hire Clay's Ground Services for this work was made by Mr. Wooldridge and seconded by Mr. Harrod. **The motion passed unanimously.**

Mr. Ralph will get a quote from Oakland's Trucking for delivering topsoil to the sites requiring cleaning and repair.

Matt Perry and Chris Ralph will be attending the Kentucky Rural Water Annual Conference and Exposition on August 19, 2025.

Kentucky Association of Counties (KACo) insurance, the entity through which Farmdale has property and liability insurance, will be on-site on August 4, 2025, for inspections of the building and pump station.

The Contractors will resume work on the AC line repair project the week of August 12th. They did not want to start during the annual 127 Yard Sale that will be held next week, as traffic along some of the roadways will be very bad and would likely slow their progress. The subcontractor that was hired to do the road bore on Nineveh Road is scheduled to begin work on August 5th in advance of the contractor resuming work. Mr. Ralph is aware that Franklin County plans to repave Nineveh Road and that the line replacement must be complete before repaving can be done.

Old Business

The Rate Case has been filed with the PSC. The PSC has issued its first Request for Information, and Mr. Miller and Ms. Frederick have obtained information from Farmdale and its auditor and have begun to prepare the Response. If further information is needed, Ms. Frederick will contact the office.

New Business

A motion was made by Mr. Dailey to authorize Mr. Harrod to investigate moving the CD that is currently at Community Trust Bank to Whitaker Bank. If the interest rate is competitive and offers local customer service, the commissioners would like to move the funds to Whitaker Bank. The motion was seconded by Mr. Wooldridge. **The motion passed unanimously.**

Ms. Frederick explained that during preparation of the Response to the Request for Information in the Rate Case, she discovered a provision that had been in the "Rules and Regulations" section of Farmdale's tariff since 1991 had been left out of the tariff

when it was revised in 2020. Ms. Frederick explained that the provision had to do with how Farmdale bills customers who have more than one residence served by a single water meter. There are not many of these customers in Farmdale's system, but since 1991 Farmdale has charged a minimum monthly charge per residence to these customers. A motion was made by Eddie Harrod to authorize Tina Frederick to file a tariff revision with the PSC that contains the billing of monthly minimum charges per residence for meters serving more than one residence, as was included in the District's tariff prior to 2020. The motion was seconded by Jon Dailey. **The motion carried unanimously.**

Adjournment

There being no further business to come before the Board of Commissioners, Mr. Wooldridge requested a motion to adjourn the meeting, which was made by Mr. Harrod, and seconded by Mr. Dailey. **The motion carried unanimously.**

Farmdale Water District

BY: _____

Jonathan Dailey, Secretary

APPROVAL OF MINUTES

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Farmdale Water District at a meeting held on the date shown below:

Farmdale Water District

BY: _____

Scottie Wooldridge, Chairperson

DATE APPROVED: _____

9-4-25

**Minutes of The
Farmdale Water District
Board of Commissioners Meeting
September 5, 2025**

The Farmdale Water District Board of Commissioners held its regular monthly meeting at the District Office located at 100 Highwood Drive, Frankfort, Kentucky on August 1, 2025, at 8:00 am. Present were Chairman, Scottie Wooldridge; Secretary, Jonathan Dailey; Treasurer, Eddie Harrod; Franklin County Fiscal Court Magistrate, Sherry Sebastian; Franklin County Fiscal Court Magistrate, Richard Tanner; Frankfort Plant Board Water Superintendent, Bruce Bratten; Farmdale Water District Manager of Field Operations, Chris Ralph; Farmdale Water District Legal Counsel, Tina Frederick; and Farmdale Water Secretary, Holly Mayer.

Visitors included Mr. Ronald Horn, Anne Cockley, Angela Criscillis, and Phyllis Jordan.

Commissioner Scottie Wooldridge called the meeting to order and declared a quorum was present.

Approval of Minutes

The Minutes from the August 1, 2025 Board Meeting were reviewed. A motion was made by Scottie Wooldridge to approve the minutes and it was seconded by Eddie Harrod. **The motion carried unanimously.**

Recognition of Guests

Customer from 201 Hickory Ridge Road, Waddy, KY 40076 came to discuss the low water pressure in only part of his house. In April 2025, Mr. Ralph had put an automatic gauge on his house for five days and it read that he had 50-55 psi at his outside spigot. The measurement chart is attached. Mr. Wooldridge agreed to have Mr. Ralph go back out to his home and remove the meter and conduct a flow test on the meter.

Members of the Huntington Woods Subdivision Homeowner's Association came to express thanks to the Farmdale Water District for their recent hard work repairing leaks in their neighborhood. The members of the Homeowner's Association also wanted to know whether Farmdale has a plan to replace water lines in the area. The commissioners explained that there is no current plan to replace the lines in Huntington Woods because they are PVC and decades newer than the AC lines Farmdale is currently replacing. The commissioners explained that replacing the AC lines must be the first priority before replacing a large area of PVC lines. Also, the Homeowner's Association was under the impression that Farmdale had received grant funding for the AC line replacement. The commissioners informed the members of the Homeowner's Association that no grant money was received for the project and that Farmdale had to secure a loan to replace the AC lines. The members of the

Homeowner's Association then engaged in a discussion concerning the number of hydrants in the neighborhood and the hydrants' functionality.

Approval of Financial Reports and Bills

A motion to approve the Monthly Financial Report and the payment of bills was made by Eddie Harrod and seconded by Scottie Wooldridge. **The motion carried unanimously.**

Field Manager Chris Ralph's Report

The monthly water loss report was reviewed and showed that water loss was 15.45%. A copy of the report was attached.

Chris O'Brien and Matt Perry will be taking their Class 2 Operator test on September 19, 2025. Chris Ralph will be gone September 24-25, 2025 for the Utility Management Institute class.

New brakes were installed on the Dodge Ram 1500 truck this month.

Clay's Underground finished the concrete driveway repairs and the commissioners will do an inspection on the repairs.

Frankfort Plant Board Report

Bruce Bratton reported that the Frankfort Plant Board will conduct purchase and zone meter testing in October 2025.

FPB will resume programming of the Smart Point radios September 8, 2025.

Old Business

The Farmdale Water Office Manager has received approximately six applications and interviewed candidates. She has identified a candidate for the commissioners to interview and possibly hire.

Farmdale Water District Legal Counsel Tina Frederick reports that we are expecting another data request from the Public Service Commission regarding the rate case and Farmdale will have 14 days to respond.

Ms. Frederick also reported that she has filed the tariff revision discussed at the last meeting with the PSC. The revision is necessary because when Farmdale revised its tariff in 2020, language about how customers having a single meter serving a house and a mobile home at the same property are billed was left off inadvertently.

Farmdale will mail a customer notice as a reminder of the billing schedule, late fees, and disconnection due to nonpayment practice to all of the District's customers next week. The Notice will also urge customers who cannot pay their bill in full to come to the office to set up a partial payment arrangement. Forms have been prepared for this purpose so that partial payment arrangements can be memorialized in writing.

New Business

Field Manager Chris Ralph gave an update on the driveway at 496 Ninevah Road. The owner does not want his driveway cut although he previously signed the easement. The commissioners decided to not install the new line in front of his property as part of the current project, but to explore including it in the next AC line replacement project and including the cost of boring under the driveway in the cost of the project at that time.

The customer at 108 Coolbrook Drive repaired their leak. Office manager will provide a leak adjustment and then she will be placed on a payment plan.

A quote for \$1240.00 was provided by Oakland Sand & Gravel for dirt to be used in leak repair clean-up. A motion was made to accept the bid from Oakland by Jon Dailey and seconded by Eddie Harrod. **The motion carried unanimously.**

The Dodge Ram 1500 truck is in need of the 75,000 mile service and a quote for \$3,183.34 from Freedom CDJR of Lexington dealership was obtained. No motion was made concerning this quote. The commissioners decided by consensus to not obtain service from that dealership.

Adjournment

There being no further business to come before the Board of Commissioners, Mr. Wooldridge made a motion to adjourn the meeting and it was seconded by Mr. Dailey. **The motion carried unanimously.**

Farmdale Water District

BY: Eddie Harrod

~~Jonathan Dailey, Secretary~~ Eddie Harrod, Treasurer

APPROVAL OF MINUTES

I hereby certify that the foregoing Minutes were duly approved by the Board of Commissioners of the Farmdale Water District at a meeting held on the date shown below:

Farmdale Water District

BY: Scottie Wooldridge

Scottie Wooldridge, Chairperson

DATE APPROVED: 10-3-2025