

**Cumberland County Water District
Board of Commissioners
January 13, 2025, 6:00 P.M.**

Commissioners: Troy Norris Chairman, *Eric Corlier*
Mark Vibbert Treasure, Secretary J.R. Thacker
Employee Michael Ballard
Visitor: Tyler Thacker, ~~David Wells~~
Greg

A quorum being present Chairman called the meeting to order

Customer Inquiries: N/A

Reading & Accepting Previous Minutes: December 9, 2024, and December 17, 2024, minutes approved by Mark Vibbert seconded by J.R. Thacker all in favor motion passed.

Financial Review: All checks reviewed and approved.

Manager Report: 704 water tie in with Adair County Water is completed now serving approximately 270 customers. Water loss is being worked on. Discussed 2024 finances.

Old Business: PSC plan was submitted 12-30-2024

New Business:

Payment Agreement Procedures were discussed. Effective 1-1-2025 Payment agreements must be signed in person at the CCWD office with 50% of the bill due at signing. Effective 1-1-2025 Increase in Labor and Equipment rates.

Meeting Adjourned:

Motion to adjourn made by Mark Vibbert, second to the motion made by J. R. Thacker all in favor the motion passed.



Troy Norris
Board Chairman

**Cumberland County Water District
Board of Commissioners
January 27, 2025**

Commissioners: Troy Norris: Chairman, Mark Vibbert: Treasurer, Eric Carver: Secretary, J.R.Thacker, Jay Cary
Employees: Micheal Ballard
Visitors: Tyler Thacker

A quorum being present the Chairman called the meeting to order.

Customer Inquiries: Low water and low water pressure issues south and east.

Reading & Accepting Previous Minutes:

On January 13, 2025, Eric Carver was present, and Greg Wells (not David Wells) was present at the meeting. The minutes approved by Jay Cary seconded by Mark Vibbert all in favor of the motion passed.

Financial Review:

Reviewed & Approved

Manager's Report:

Discussed buying water from Clinton County. Looking for water leaks. Found and repaired large main line leak on KY 704. Found and repaired a main line leak at Mike Willens.

Old Business:

Motion made to update payment agreement policy. Customers now must sign and pay 50% of the total bill in person at the water office during normal business hours. Payment must be paid in full by the date agreed upon (no later by the tenth of the following month), if the payment agreement is broken the customer will no longer be eligible for future payment agreements. Effective 1-1-2025

Motion made by Mark Vibbert second to the motion by Jay Cary All in favor the motion passed.

New Business:

Effective 2-1-2025 CCWD employees will NO longer be calling customers who are delinquent for nonpayment. Discussed the total replacement of the Joe Scott Pump Station estimated cost \$1,050,000.00. Discussed security cameras quote (only quote received out of 2 requests) for CCWD office and Plant. Approved quote from Tech-KY \$4895.00 (may be adjusted due to CCWD may need purchase a monitor for CCWD office) Motion made by Jay Cary seconded by Mark Vibbert to accept the quote from Tech-KY all in favor the motion

passed. Motion made to approve a 5 % pay increase to all employees and to adjust Billy Joe Myers pay an additional 0.54 to match Rex England hourly rate of pay both are Assistant Managers. Motion made by Mark Vibbert seconded the motion made by Jay Cary all in favor the motion passed effective February 1, 2025

Meeting Adjourned:

Motion made by Mark Vibbert seconded by Jay Cary all in favor motion passed.


Troy Norris, Chairman

**Cumberland County Water District
Board of Commissioners
February 10, 2025**

Commissioners: Troy Norris: Chairman, Mark Vibbert: Treasurer, Eric Carver: Secretary, J.R.Thacker, Jay Cary
Employees: Micheal Ballard
Visitors: Tyler Thacker

A quorum being present the Chairman called the meeting to order.

Customer Inquiries: None

Reading & Accepting Previous Minutes:

The minutes from Jan. 27, 2025, meeting was approved by Mark Vibbert seconded by Jay Cary all in favor of the motion passed.

Financial Review:

Reviewed & Approved

Manager's Report:

Clinton County Water Department still having issues with suppling CCWD water at times. Water Loss up in Jan found and repaired 2 large leaks. Discussed the profit and Loss report.

Old Business:

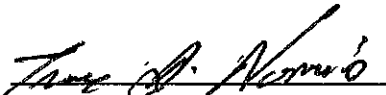
Tech-Ky should have security cameras installed by March 1, 2025.

New Business:

Discussed Tariff updates. Motion made to make the changes to the tariff and to be forwarded to Coleman Hurt for review then on to PSC. Motion made by Jay Cary seconded to the motion made by Mark Vibbert. All in favor the motion passed.

Meeting Adjourned:

Motion made by Jay Cary seconded by Mark Vibbert all in favor motion passed.


Troy Norris, Chairman

**Cumberland County Water District
Board of Commissioners
February 13, 2025, 4:00 P.M.**

Commissioners: Troy Norris Chairman, Jay Cary Vice Chairman,
Mark Vibbert Treasure, Secretary Eric Carver, J.R. Thacker
Employee Michael Ballard
Visitor: Coleman Hurt

A quorum being present Chairman called the meeting to order

Customer Inquiries: N/A

Reading & Accepting Previous Minutes: N/A

Financial Review: N/A

Manager Report: N/A

Old Business: N/A

New Business: Discussed Albany Water Department issues. Coleman Hurt is going to discuss the issues with Clinton County. Motion to go out of closed session made by Jay Cary seconded by Mark Vibbert. No action was taken during the closed session. Motion is made to borrow \$40,000.00 from First & Farmers Bank for a 2-year term to pay interest on taxes. Motion made by Mark Vibbert seconded by Jay Cary. Motion to have legal contract with Clinton County to honor their contract. Motion made by Mark Vibbert seconded by Jay Cary.

Meeting Adjourned:

Motion to adjourn made by Jay Cary, second to the motion made by Mark Vibbert all in favor the motion passed.



Troy Norris
Board Chairman

**Cumberland County Water District
Board of Commissioners
February 24, 2025**

Commissioners: Troy Norris: Chairman, Mark Vibbert: Treasurer, Jay Cary
Employees: Micheal Ballard
Visitors: Judge Luke King, Lee Mudd

A quorum being present the Chairman called the meeting to order.

Customer Inquiries: None

Reading & Accepting Previous Minutes:

The minutes from Feb 10, 2025, and Feb 13, 2025, meeting was approved by Jay Cary seconded by Mark Vibbert all in favor of the motion passed.

Financial Review:

Reviewed & Approved

Manager's Report:

Break down of finances. Abner & Cox updated past taxes and interest have been paid, now waiting on decision on fees and penalties.

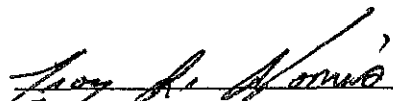
Old Business:

New Business:

The discussion about Tax assistant for CCWD instead of Abner & Cox will be discussed at the next meeting. Judge King asked that communication be made with members of the fiscal court about upcoming water rate increase due to Burkesville increasing CCWD rates 0.96 on minimum bill effective April 15, 2025, motion made to pass resolution for the rate increase by Jay Cary seconded by Mark Vibbert all in favor motion passed. The Grant status for Marrowbone Water District was discussed. Discussion about Old & New Joe Scott Pump stations.

Meeting Adjourned:

Motion made by Mark Vibbert seconded by Jay Cary all in favor motion passed.


Troy Norris, Chairman

**Cumberland County Water District
Board of Commissioners
March 10, 2025, 6:00 P.M.**

Commissioners: Troy Norris Chairman, Jay Cary Vice Chairman,
Mark Vibbert Treasure, Secretary Eric Carver, J.R. Thacker
Employee Michael Ballard

A quorum being present Chairman called the meeting to order

Customer Inquiries: Barry & Diane Barbour had issue with meter box in his field. As of 3-5-2025 he was satisfied.

Reading & Accepting Previous Minutes: Motion to approve made by Mark Vibbert second to the motion made by Jay Cary all in favor motion passed.

Financial Review: Reviewed and approved

Manager Report: Security cameras installed and working great. Water loss being worked on 5,688,000 gallons in leaks fixed. Returned meters that were under full warranty CCWD now receiving 51 new meters saving \$12,095.16.

Old Business: Tarriff updates reviewed and approved by County Attorney Coleman Hurt. Now Lee Mudd will send it to PSC for review and possible approval.

New Business: Discussed Rate Study to be done by Robert Miller cost \$9335.00. Motion made by Mark Vibbert seconded by Jay Cary to allow Monarch Engineering to file a KIA Fund B letter of intent for new Joe Scott Pump Station all in favor motion passed. Bookkeeper position was discussed hiring Joanna Fuester as a contract employee rate of pay \$20.00 per hour 10 hours or less per week. If she accepts the offers the start date will be April 10, 2025. Motion made by Mark Vibbert second to the motion made by Jay Cary. Motion passed.

Meeting Adjourned:

Motion to adjourn made by Jay Cary, second to the motion made by Mark Vibbert all in favor the motion passed.


Troy Norris
Board Chairman

**Cumberland County Water District
Board of Commissioners
March 24, 2025, 6:00 P.M.**

Commissioners: Troy Norris Chairman, Jay Cary Vice Chairman,
Mark Vibbert Treasure, Secretary, J.R. Thacker
Employee Michael Ballard

Visitors: Tyler Thacker, Greg Wells, Steve Capps, Joanne Fueston

A quorum being present Chairman called the meeting to order

Customer Inquiries: None

Reading & Accepting Previous Minutes: Motion to approve made by Mark Vibbert second to the motion made by Jay Cary all in favor motion passed.

Financial Review: Reviewed and approved

Manager Report: Monthly expenses were discussed. Lee Mudd has submitted the rate increase to PSC (Burkesville) match. Materials for Grider Road creek crossing have been ordered. CCWD will be working with Bridge Contractor.

Old Business: Bookkeeper duties discussed. Troy said Joanne Fueston would be in contact with Abner & Cox to discuss the transfer timeline.

New Business: No new business. Chairman Troy Norris discussed the Marrowbone Water Project Grant and the Proposed New Joe Scott Pump Station.

Meeting Adjourned:

Motion to adjourn made by Mark Vibbert, second to the motion made by Jay Cary all in favor the motion passed.



Troy Norris
Board Chairman

**Cumberland County Water District
Board of Commissioners
April 14, 2025, 6:00 P.M.**

Commissioners: Troy Norris Chairman, Jay Cary Vice Chairman,
Mark Vibbert Treasure, Eric Carver Secretary, J.R. Thacker
Employee Michael Ballard
Visitors: Greg Wells, Judge Luke King

A quorum being present Chairman called the meeting to order

Customer Inquiries: None

Reading & Accepting Previous Minutes: Motion to approve made by Jay Cary second to the motion made by Mark Vibbert all in favor motion passed.

Financial Review: Reviewed and approved

Manager Report: Monthly expenses were discussed. Warranty materials replaced include new meters and nodes worth \$53,029.14. United Systems paid and closed out saving \$9000.00. PSC approved the surcharge spending plan and Lee Mudd will begin the bidding process. Lee Mudd is in the process of applying for KIA funding for new Joe Scott Road Pump Station. Annual Report has been submitted to PSC on 3-31-25 Bod Miller has been notified on this. Water Storage Tank inspection will be on 4-25-25. CPR Training will be on 4-15-2025. Working on water leaks.

Old Business: Jonna has begun paying taxes and filing forms. She is set up with Quick Books and will be getting her pin # for KY Tax Portal. This is all she needs to pay and file our taxes.

New Business: Jay Cary was sworn into Cumberland County Water District as a board member on 4-14-25 for 4 year term.

Meeting Adjourned:

Motion to adjourn made by Mark Vibbert, second to the motion made by Jay Cary all in favor the motion passed.


Troy Norris
Board Chairman

**Cumberland County Water District
Board of Commissioners
April 28, 2025, 6:00 P.M.**

Commissioners: Troy Norris Chairman, Jay Cary Vice Chairman,
Mark Vibbert Treasure, Eric Carver Secretary, J.R. Thacker
Employee Michael Ballard
Visitors: Steve Capps

A quorum being present Chairman called the meeting to order

Customer Inquiries: None

Reading & Accepting Previous Minutes: Motion to approve made by Mark Vibbert second to the motion made by Jay Cary all in favor motion passed.

Financial Review: Reviewed and approved

Manager Report:

Monthly expenses were discussed. Water Storage Tank inspection will be on 5-5-25. CPR Training was completed on 4-15-2025. From 7-1-2023 till present CCWD Paid \$22,301.58 to much in Insurance Premiums Issue has been corrected. Working on water leaks.

Old Business:

Lee Mudd has filed for a Profile Number for the new Joe Scott Road Pump Station. Marrowbone Water Project is waiting for DOW approval. Possible bibbing to begin July 2025 then Possible begin date August 2025. Robert Miller has begun the process of proceeding with rate study. He discussed CCWD cash flow issues. He advised CCWD to decide and take the first step in a positive direction to correct this problem ASAP.

New Business:


Review and approve the renewal for Houchens Health Insurance Group 7% increase. Motion was made by Jay Cary second made by Mark Vibbert to renew with Houchens Health Insurance Group all in favor the motion passed.

Discussed bank statements and finances.

Multiple residents/business are in violation of CCWD Tariff a Water Service Contract by having more than one resident/business per water meter. A letter to be sent to each customer advising them to comply withing 60 days.

Meeting Adjourned:

Motion to adjourn made by Mark Vibbert, second to the motion made by Jay Cary all in favor the motion passed.



Troy Norris
Board Chairman

**Cumberland County Water District
Board of Commissioners
May 12, 2025, 6:00 P.M.**

Commissioners: Troy Norris Chairman, Jay Cary Vice Chairman,
Mark Vibbert Treasure, Eric Carver Secretary, J.R. Thacker
Employee Michael Ballard

A quorum being present Chairman called the meeting to order

Customer Inquiries: None

Reading & Accepting Previous Minutes: Motion to approve made by Mark Vibbert second to the motion made by Jay Cary all in favor motion passed.

Financial Review: Reviewed and approved

Manager Report:

Transmission being rebuilt in service truck. Water storage tank inspections are still going, only issue Aliens Creek Tank had to be drained and cleaned. Bob Miller is working on rate increase. Discussed monthly budget. Water loss is down.

Old Business:

Water Customers meter sharing letters have been sent to United Systems and will be mailed with June water bills.

New Business:

Leak Adjustment pay back policy updated. Motion made by Jay Cary requires the customer who takes part in the leak adjustment agreement to pay a minimum payment of \$25.00 per month toward the balance of the leak total, balance to be paid in full over a 12-month term. The CCWD Board reserves the right to adjust the terms of this policy. Second to the motion made by Mark Vibbert all in favor motion passed. Motion made by Jay Cary to open a line of credit loan in the amount of \$50,000.00 at First & Farmers National Bank. Troy Norris and Mark Vibbert have the authority to apply for and have access to these funds. Second, by J.R. Thacker all in favor the motion passed.

Meeting Adjourned:

Motion to adjourn made by Mark Vibbert, second to the motion made by J.R. Thacker all in favor the motion passed.


Troy Norris
Board Chairman

**Cumberland County Water District
Board of Commissioners
May 26, 2025, 6:00 P.M.**

Commissioners: Troy Norris Chairman, Jay Cary Vice Chairman,
Mark Vibbert Treasure, Secretary, J.R. Thacker
Employee Michael Ballard

A quorum being present Chairman called the meeting to order

Customer Inquiries: None

Reading & Accepting Previous Minutes: Motion to approve made by Jay Cary second to the motion made by Mark Vibbert all in favor motion passed.

Financial Review: Reviewed and approved

Manager Report:

Transmission being rebuilt in service truck wrong parts sent to garage. Water storage tank inspections are complete waiting on final report. Dodge truck sent to repair shop 5-27-25 due to hitting a deer. Past tax issue was discussed by Michael; he stated that sales tax has been taken care of and is finished. IRS part is still in the process. Tax and Interest have been paid but fees and penalties will have to be paid. Michael is going to try contacting the IRS and get an updated amount. Discussed ways to pay this.

Old Business:

\$50,000.00 line of credit loan has been approved at First & Farmers National Bank.

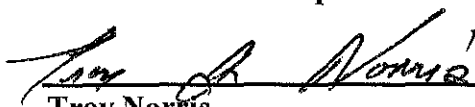
New Business:

Authorized Resolution for Joe Scott Pump Station Loan. Motion by Mark Vibbert seconded by Jay Cary all in favor the motion passed. Joe, Michael & Julie meet with salesperson on the proposed new master meters and residential meters project. Once the bidding process is completed CCWD should start receiving the new residential meters withing 2-3 weeks. The new master meters could take 2-3 months.

Michael presented a detailed description of the daily duties of everyone in the office showing how transparent the office is operated for the customers & members of this community.

Meeting Adjourned:

Motion to adjourn made by Mark Vibbert, second to the motion made by Jay Cay all in favor the motion passed.



Troy Norris
Board Chairman

**Cumberland County Water District
Board of Commissioners
June 9, 2025, 6:00 P.M.**

Commissioners: Troy Norris Chairman, Vice Chairman,
Mark Vibbert Treasure, Secretary, J.R. Thacker
Visitor: Robert Miller
Employee Michael Ballard

A quorum being present Chairman called the meeting to order

Customer Inquiries: Judith De Tessiers complaining that we need to install a new main water line on her road. CCWD tested water pressure, she has 75 psi at her water hydrant. The board decided issue is on her side.

Reading & Accepting Previous Minutes: Motion to approve made by Mark Vibbert second to the motion made by J.R. Thacker all in favor motion passed.

Financial Review: Reviewed and approved

Manager Report:

Service Truck fixed doing good. Past tax issue Abner & Cox sent a letter to Mitch McConnell's office trying to get help with this issue. 2024 Audit is done. Financial report discussed. Water Loss discussed 40.91% last month we are still finding and repairing leaks.

Old Business:

Robert Miller was here to discuss Analysis & Recommendations for water rates. The board must adopt a resolution to give Robert Miller authorization to submit. Motion has been made to adopt a resolution to submit rate increase by Mark Vibbert second to the motion made by Eric Carver all in favor the motion passed. Customers are calling in with questions concerning the meter sharing letters. CCWD Board Chairman Troy Norris stated he has spoken with County Attorney Coleman Hurt about this issue and how to proceed with this issue.

New Business:

Authorized Resolution to allow Monarch Engineering INC to apply for grant Cumberland/Adair County Connector resolution was approved and signed. Authorized Monarch Engineering INC to perform all engineering on the Dutch Creek Bridge water line relocation for KYTC. Motion was made by Mark Vibbert to accept sealed bids on used dump truck bed setting a reserve price of \$6000.00 seconded to the motion made by J R Thacker all in favor the motion passed.

Meeting Adjourned:

Motion to adjourn made by Mark Vibbert, second to the motion made by J R Thacker all in favor the motion passed.


Troy Norris
Board Chairman

**Cumberland County Water District
Board of Commissioners
June 23, 2025, 6:00 P.M.**

Commissioners: Troy Norris Chairman, Vice Chairman, Jay Cary
Mark Vibbert Treasure, Secretary, Eric Carver, JR Thacker

Employee Michael Ballard

A quorum being present Chairman called the meeting to order

Customer Inquiries: Charles Dyer Estate busted the CCWD main water line. Mr. Dyer called former CCWD board member Alvin Phris who told Mr. Dyer to call PSC. The line was measured was under 18' deep due to erosion. Bill for damage to the water line break \$415.00 but Mr. Dyer was not charged due to water line depth. Michael was contacted via email from PSC and Michael communicated back and forth with PSC and Mr. Dyer. Issue resolved.

Reading & Accepting Previous Minutes: Motion to approve made by Mark Vibbert second to the motion made by Eric Carver all in favor motion passed.

Financial Review: Reviewed and approved

Manager Report:

Proposed new water rates will be posted in Cumberland County News, CCWD website and CCWD office for 3 weeks.

Old Business:

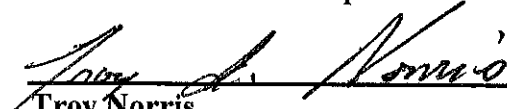
The PSC water rate notice letter has been signed and the Audit release letter.

New Business:

Motion was made by Mark Vibbert to raise the office personal clothing allowance from \$250.00 to \$350.00 per year including the General Manager also in the same motion all field personal will receive \$350.00 per year clothing allowance plus CCWD will purchase one pair of Muck Boot style rubber boots for each field employee per year. Second, to the motion made by Jay Cary all in favor the motion passed. Mark Vibbert made a motion to closed session Jay Cary seconded all in favor motion passed 6:30 p.m. Motion made to go out of closed session 6:45 p.m. no action take by Mark Vibbert seconded by Jay Cary

Meeting Adjourned:

Motion to adjourn made by Jay Cary, second to the motion made by Mark Vibbert all in favor the motion passed.


Troy Norris
Board Chairman