



Andy Beshear  
Governor

Rebecca W. Goodman  
Secretary  
Energy and Environment Cabinet

Commonwealth of Kentucky  
**Public Service Commission**  
211 Sower Blvd.  
P.O. Box 615  
Frankfort, Kentucky 40602-0615  
Telephone: (502) 564-3940  
Fax: (502) 564-3460  
psc.ky.gov

Kent A. Chandler  
Chairman

Mary Pat Regan  
Commissioner

December 13, 2022

## PARTIES OF RECORD

Re: Case No. 2022-00252

Attached is a copy of a memorandum, which is being filed in the record of the above-referenced case. If you have any comments you would like to make regarding the contents of the memorandum, please do so within five days of receipt of this letter.

If you have any questions, please contact Moriah Tussey at [Moriah.tussey@ky.gov](mailto:Moriah.tussey@ky.gov).

Sincerely,

A handwritten signature in blue ink that reads "Nancy J. Vinsel".

For Linda C. Bridwell, PE  
Executive Director

Attachment

**INTRA-AGENCY MEMORANDUM**

**KENTUCKY PUBLIC SERVICE COMMISSION**

**TO:** Case File No. 2022-00252

**FROM:** Moriah Tussey

**DATE:** December 13, 2022

**RE:** Informal Conference of December 12, 2022

Pursuant to an Order issued on December 5, 2022, an informal conference (IC) was conducted on December 12, 2022. Attached is a copy of the attendance roster.

The purpose of the IC was to discuss data request responses. Rowan Water uses Ampstun software for accounting and billing purposes. Ms. Honaker was unsure about what was requested as part of a General Ledger and what was requested as part of a Trial Balance. Travis Leach explained what each one looked like and that they were not interchangeable in the information that was provided. Quikbooks usually has a shortcut to the report but no Team members were familiar with the software Rowan Water used. Travis Leach provided an example of a recent case for examples of how certain information should be formatted and provided to the Commission.

Even if though are no work papers, the manager can summarize how certain figures were arrived at. With the purchase power agreements, an Excel sheet would be the best format, with a tab for each utility.

Jason Green requested that the utility use the cost justifications forms found on the PSC website. He also noted that the names on the justification sheets provided didn't necessarily match the tariff on file and it would be helpful if the information matched the tariff names on file. He also explained that the nonrecurring charges can be listed as a total of # of occurrences and the amount collected. No customer information was required to provide the needed information.

This led to a discussion of the motion for confidential treatment filed by Rowan Water. Because the motion included an extensive amount of customer information, Ms. Honaker is going to file an updated filing.

There being no further discussion, the IC was then adjourned.

cc: Parties of Record

COMMONWEALTH OF KENTUCKY  
BEFORE THE PUBLIC SERVICE COMMISSION

In the Matter of:

ELECTRONIC APPLICATION OF ROWAN )  
WATER, INC. FOR AN ALTERNATIVE RATE ) CASE NO.  
ADJUSTMENT ) 2022-00252

December 12, 2022

Please sign in:

NAME	REPRESENTING
Travis Leach_____	PSC_____
Jason Green_____	PSC_____
Moriah Tussey_____	PSC_____
Allyson Honaker_____	Rowan Water_____
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\*L. Allyson Honaker  
Honaker Law Office, PLLC  
1795 Alysheba Way  
Suite 6202  
Lexington, KENTUCKY 40509

\*Rowan Water, Inc.  
1765 Christy Creek Road  
Morehead, KY 40351

\*Jerry Patrick  
Rowan Water, Inc.  
1765 Christy Creek Road  
Morehead, KY 40351