

COMMONWEALTH OF KENTUCKY
BEFORE THE PUBLIC SERVICE COMMISSION

In the Matter of:

ELECTRONIC ACCREDITATION AND)	
APPROVAL OF A PUBLIC SERVICE)	CASE NO.
COMMISSION WATER PERSONNEL TRAINING)	2023-00237
SEMINAR AS A WATER DISTRICT)	
COMMISSIONER TRAINING PROGRAM)	

ORDER

KRS 74.020(7) requires that this Commission “encourage and promote the offering of high quality water district management training programs that enhance a water district commissioner's understanding of his or her responsibilities and duties.” KRS 74.020(8) requires the Commission to conduct a program of instruction “to train newly appointed commissioners in the laws governing the management and operation of water districts and other subjects that the Public Service Commission deems appropriate.” Pursuant to these statutory mandates, the Commission conducted a training seminar at Kentucky Dam Village State Resort Park located at 166 Upper Village Drive, Gilbertsville, Kentucky, on July 11–12, 2023. This seminar included instruction regarding trends in applicable laws and regulations, risk management, and utility administration.

Based upon a review of the course curriculum, the Commission finds that:

1. The course of instruction provided at this seminar will enhance a water district commissioner's understanding of his or her duties.
2. The seminar conducted at Kentucky Dam Village State Resort Park located at 166 Upper Village Drive, Gilbertsville, Kentucky, on July 11–12, 2023, should be

approved for six credit hours of water district management training and six hours of new water district commissioner training per day.

3. A course syllabus for the training seminar is attached to this Order as Appendix A.

4. Those individuals appearing in the list of attendees attached to this Order as Appendix B should receive the credit for the number of hours that he or she attended the training.

IT IS THEREFORE ORDERED that:

1. The 2023 Water Personnel Training Seminar, which the Commission conducted at Kentucky Dam Village State Resort Park located at 166 Upper Village Drive, Gilbertsville, Kentucky, on July 11–12, 2023, is approved for six credit hours of water district management training and six hours of new water district commissioner training per day.

2. Those individuals appearing in the list of attendees attached to this Order as Appendix B shall receive the credit for the number of hours that they attended the training.

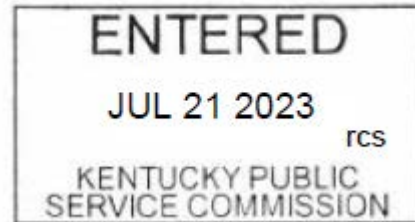
3. This case is closed and removed from the Commission's docket.

PUBLIC SERVICE COMMISSION


Chairman


Vice Chairman


Commissioner



ATTEST:

 for
Executive Director

APPENDIX A

APPENDIX TO AN ORDER OF THE KENTUCKY PUBLIC SERVICE
COMMISSION IN CASE NO. 2023-00237 DATED JUL 21 2023

FOUR PAGES TO FOLLOW

2023 Water Training Seminar
KY Dam Village State Resort Park
Presented by the Public Service Commission
July 11-12, 2023

Day One

7:55 - 8:00

Welcome/Overview

8:00 – 9:15

PSC Regulatory Requirements Presented by: Tina Fredrick (PSC Staff)

This presentation is a review of the Public Service Commission's jurisdiction over water districts and the statutory and regulatory requirements that are imposed upon water districts as a result of their status as public utilities. The importance of seeking advance PSC approval of financing or for deviations from PSC regulations will be emphasized, as will the criteria which the PSC uses to evaluate such requests. Legal requirements for filings, including the necessity of representation by an attorney, also will be addressed.

9:15 – 9:30

Break

9:30 – 10:45

Sustainable Infrastructure through Preventative Maintenance
Presented By: Kim Pagdett (RCAP)

As a water district board member, your most important responsibility is to ensure your system can deliver a safe and adequate supply of drinking water to your customers. To assist in that endeavor, this session will explore the assets of a drinking water system, the cost effectiveness of asset management and preventative maintenance, and their importance to system sustainability.

10:45 – 11:00

Break

11:00 – 12:00

Kentucky's Underground Facilities Protection Law Presented by: Jessica Norris-Canfield (PSC Staff)

This presentation details the responsibilities water utilities have under the Kentucky Underground Damage Prevention Act and best practices to follow to maintain compliance with the Act.

- 12:00 – 1:00 **Lunch – On Your Own**
- 1:00 – 2:30 **Ratemaking Basics** Presented by: Jeff Abshire and Jason Green (PSC Staff)
- PSC staff will discuss ratemaking issues of current interest, including recent changes in Commission treatment of certain expenses, Alternative Rate Filing (ARF), and methods for establishing a utility's revenue requirements. Attention will be given to recurring problems with rate adjustment filings and purchased water adjustment (PWA) applications. The ratemaking consequences of excessive water loss will be covered.
- 2:30 – 2:45 Break
- 2:45 – 4:00 **Accounting controls and internal auditing** Presented by: William Coston (PSC staff)
- PSC Staff will describe common procedures in the proper management of internal controls applicable to small water districts and associations. Additionally, personnel issues and limitations to internal controls will be covered. The presentation will also briefly discuss KRS 74.050 and the duties of the treasurer of a water district with respect to the statute.
- 4:00 – 4:30 **PSC Water Loss Calculation Form – Jason Green (PSC staff)**
- The presentation will discuss the consequences and impact of excessive water loss in a utility's operations. In addition, PSC staff will discuss the requirements for reporting unaccounted-for water loss. This session will take a step-by-step look at the forms and the data and calculations necessary to complete the form.

Day Two

7:55 - 8:00

Welcome/Overview

8:00 – 9:15

Board Operations and Requirements – Tina Fredrick (PSC staff)

This presentation will cover the basic duties and responsibilities of water district commissioners. These include the relationship with the county judge/executive and fiscal court, the hiring and supervision of water district senior staff, the conduct of board meetings, board recordkeeping requirements and other aspects of board operations.

The outward-facing portions of a utility's system, such as customer service portals or e-mail.

9:15 – 9:30

Break

9:30 – 10:45

Ethics: Practical Examples to Avoid Litigation Presented by: Tina Fredrick (PSC Staff)

Join staff to discuss the ethics laws and the statutory provisions addressing the standards of conduct for water district commissioners and employees as well as directors and officers of nonprofit water associations. The discussion includes recent case studies of water districts called before the PSC to show cause as to why they should not be fined for behavior in violation of statutes and investigations of districts with historically poor performance of services and business practices. Staff will give suggestions for eliminating long-held practices that have led to statutory violations, implementing policies to guard against political pressures that have led to weakening infrastructure, and structuring office management to implement basic business practices to meet regulatory requirements.

10:45 – 11:00

Break

11:00 – 12:00

Consumer Services – Rosemary Tutt (PSC staff)

This presentation will focus on the regulatory aspects of customer relations. Topics include the Customer Bill of Rights, customer billing disputes, installation and termination of utility service, and the Commission's informal and formal complaint processes. Presenter will also address landlord-tenant utility service issues, imputation of

utility bills to family members, and the importance of tariffs and water user agreements.

12:00 – 1:00

Lunch – On Your Own

1:00 – 2:00

Inspections and Water Loss Presented by: Taylor Stamper (PSC Staff)

This session will explain how the PSC conducts and follows up on inspection results. The PSC also is placing a greater emphasis on reducing unaccounted-for water loss. This will be a point of emphasis during inspections. The financial consequences of excessive water loss to a utility and to its customers also will be addressed.

2:00 – 2:45

Break

2:45 – 4:00

Training and Retaining Your Certificated Workforce – BJ Bland (KY Division of Compliance Assistance)

This will be an overview of the importance of proper licensing and training requirements concerning certified operators. This training will also focus on the requirements, job duties, and other functions required by operator certification, as well as the importance of the role of elected officials in this process. The relationship between elected officials and operators will also be discussed.

4:00 – 5:00

Cybersecurity – David Carter (Commonwealth Office of Technology)

This presentation looks at the emerging threats to utilities posed by hacking or other intrusions into utility computer systems. The presentation will focus on preventing such intrusions, particularly into

APPENDIX B

APPENDIX TO AN ORDER OF THE KENTUCKY PUBLIC SERVICE
COMMISSION IN CASE NO. 2023-00237 DATED JUL 21 2023

TWO PAGES TO FOLLOW

Andy Beshear
Governor

Rebecca W. Goodman
Secretary
Energy and Environment Cabinet



Commonwealth of Kentucky
Public Service Commission
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Frankfort, Kentucky 40602-0615
Telephone: (502) 564-3940
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Kent A. Chandler
Chairman

Mary Pat Regan
Commissioner

July 19, 2023

Re: Case No. 2023-00237
Accreditation and Approval of a Public Service Commission Water Personnel
Training Seminar as a Water District Commissioner Training Program

Attached is a list of the persons who attended the 2023 Water Personnel Training Seminar held in person on July 11, 12, 2023, which includes their name, utility or agency, and the number of hours they attended.

If you have any question please contact Commission Staff, at
PSCWaterTraining@ky.gov.

Sincerely,

A handwritten signature in blue ink that reads "Linda Bridwell".

Linda Bridwell
Executive Director.

2023 Public Service Commission Water Training July 11-12, 2023		
PSC Attendance List - Case No. 2023-00237		
Name	Utility	Hours Earned
Adams, Ronald	Christian County Water District	6
Arnold, Andrew	Union County Water District	12
Aubrey, Blake	Edmonson County Water District	12
BARR, Tim	North Logan Water District #1	6
Beatty, Jarrod	Edmonson County Water District	12
Blane, Mathew A.	Lyon County Water District	6
Brunson, III, Ashbel	Christian County Water District	6
Cates, Chris	Webster County Water District	12
Doss, Deric	Muhlenberg County Water District #3	12
Fonk, Ronald	Oldham County Water District	12
Gomer, Larry S.	Simpson County Water District	12
Gover, Bruce	Western Pulaski County Water District	12
Greenwell, Joyce	Union County Water District	12
Harper, Wallace	North Logan Water District #1	6
Holland, Billy	Muhlenberg County Water District #3	6
Howell, Heath	Christian County Water District	6
Hunt, Steve	Christian County Water District	6
Johnson, David	Christian County Water District	6
Loxley, Stephen	Union County Water District	12
Morris, Barbara	Christian County Water District	6
Murphy, Charles	Lyon County Water District	6
Nugent, Greg	Edmonson County Water District	12
Owen, James	Christian County Water District	6
Pinkston, Lee Todd	North Mercer Water District	12
Robertson, Don	Lyon County Water District	6
Sheffer, Gary S.	Union Co. Water District	12
Shocklee, Mike	Nebo Water District	6
Sutton, Christopher	Lyon County Water District	6
Travis, Tony	Crittenden-Livingston County Water District	12
Winstead, Christopher	Nebo Water District	6

