

COMMONWEALTH OF KENTUCKY  
BEFORE THE PUBLIC SERVICE COMMISSION

In the Matter of:

ELECTRONIC ACCREDITATION AND APPROVAL	)	
OF A PUBLIC SERVICE COMMISSION WATER	)	CASE NO.
PERSONNEL TRAINING SEMINAR AS A WATER	)	2024-00322
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 Pine Mountain State Resort Park, 1050 State Park Rd., Pineville, Kentucky, 40977, on September 24-25, 2024 (2024 Water Personnel Training Seminar). 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 Pine Mountain State Resort Park, 1050 State Park Rd., Pineville, Kentucky, 40977, on September 24-25, 2024, 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 2024 Water Personnel Training Seminar, which the Commission conducted at Pine Mountain State Resort Park, 1050 State Park Rd., Pineville, Kentucky, 40977, on September 24-25, 2024, 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

  
\_\_\_\_\_  
Commissioner

  
\_\_\_\_\_  
Commissioner

ENTERED  
OCT 21 2024  
rCS  
KENTUCKY PUBLIC  
SERVICE COMMISSION

ATTEST:

  
\_\_\_\_\_  
for  
Executive Director

APPENDIX A

APPENDIX TO AN ORDER OF THE KENTUCKY PUBLIC SERVICE  
COMMISSION IN CASE NO. 2024-00322 DATED OCT 21 2024

FOUR PAGES TO FOLLOW

# 2024 Water Commissioners Training Seminar

Presented by the



## **Kentucky Public Service Commission**

**September 24-25, 2024**

### **Day One**

7:55 - 8:00

Welcome/Overview

8:00 – 9:00

**Consumer Services** – Presented by: 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.

9:00 – 11:00

**Sustainable Infrastructure through Preventative Maintenance** Presented By: Kim Padgett (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.

11:00 – 11:15

Break

11:15 – 12:15

**PSC Regulatory Requirements** Presented by: Moriah Tussey or Amanda Lawson (PSC Staff)

This presentation is a review of the Public Service Commission's jurisdiction over water districts and associations, including the statutory and regulatory requirements that are imposed upon water districts and associations 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.

## **Day One (Continued)**

12:15 – 1:30

**Lunch – On Your Own**

1:30 – 3:00

**Training and Retaining Your Certification Workforce** – Presented by: 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.

3:00 – 4:00

**Cybersecurity** – Presented by: 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.

# 2024 Water Commissioners Training Seminar

Presented by the



## **Kentucky Public Service Commission**

**September 24-25, 2024**

### **Day Two**

7:55 - 8:00

Welcome/Overview

8:00 – 9:00

**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.

9:00 – 10:00

**Ethics:** Presented by: Moriah Tussey or Amanda Lawson 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.

10:00 – 11:00

**Ratemaking Basics** Presented by: Jeff Abshire or 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.

11:00 – 11:45

**PSC Water Loss Calculation Form** Presented by: 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.

11:45-1:00

**Lunch – On Your Own**

## **Day Two (Continued)**

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 – 3:00

**Board Operations and Requirements** Presented By: Moriah Tussey or Amanda Lawson (PSC staff)

This presentation will cover the basic duties and responsibilities of water district commissioners and directors of water associations. 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. Requirements of Kentucky open meeting law will be emphasized. As will best practices for keeping minutes of board meetings.

3:00 – 5:00

**Kentucky's Underground Facilities Protection Law** Presented by: Eric Tout (PSC Staff) or 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.



APPENDIX B

APPENDIX TO AN ORDER OF THE KENTUCKY PUBLIC SERVICE  
COMMISSION IN CASE NO. 2024-00322 DATED OCT 21 2024

THREE PAGES TO FOLLOW



**Andy Beshear**  
Governor

**Rebecca W. Goodman**  
Secretary  
Energy and Environment Cabinet

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

**Angie Hatton**  
Chair

**Mary Pat Regan**  
Commissioner

**John Will Stacy**  
Commissioner

October 2, 2024

Re: Case No. 2024-00322

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 2024 Water Personnel Training Seminar held in person on September 24-25, 2024, at Pine Mountain SRP, in Pineville, KY. 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,

*Ron Parritt*

Ron Parritt  
Deputy Executive Director

<b>2024 Public Service Commission Water Training Sept. 24-25, 2024</b> <b>Held At Pine Mountain SRP in Pineville, KY</b>		
<b>PSC Attendance List - Case No. 2024-00322</b>		
<b>NAME</b>	<b>UTILITY / AGENCY</b>	<b>HOURS EARNED</b>
Adams, Helden	Columbia/Adair Utilities District	0
Cook, Patrick K.	Hyden-Leslie County Water District	6
COOPER, GRANT R.	Black Mountain Utility District	12.75
Cordeiro, Patty	Morgan County Water District	12
Couch, Ted	Hyden-Leslie County Water District	6
Creekmore, Brandon	Cumberland Falls Highway Water District	6
Davis, Jamie S.	Monroe County Water District	12
Dawson, Steven	Southern Water & Sewer District	6
Durham, Bob	Whitley County Water District #1	6
Enix, Eugene	Cawood Water District	12
FIELD, WILLIAM	Corinth Water District	6
Fisher, Kenneth	Laurel County Water District #2	6
Gay, Ronnie R	Hyden-Leslie County Water District	6
Gibson, Don	Knott County Water & Sewer District	6
Goodson, Jeremy	Knott County Water & Sewer District	6
Gunkel, Keith W.	East Pendleton Water District	12
Harper, Donald	Morgan County Water District	12
Hensley, Todd	Cawood Water District	12
Horton, William Todd	Hyden-Leslie County Water District	6
Humfleet, Deverle	Wood Creek Water District	12
Keller, Charlie	Wood Creek Water District	0
Lewis, Dewayne	Wood Creek Water District	12
Lewis, Dwight	Hyden-Leslie County Water District	6
Lewis, James	Wood Creek Water District	12
Marcum, Ted	East Clark County Water District	6
McDaniel, Ricky	Knott County Water & Sewer District	6
Miller, Bradley	Columbia/Adair Utilities District	0
MILLER, SHAWN	Black Mountain Utility District	12
Moore, David	Laurel County Water District #2	6
Motley, Ellen	Morgan County Water District	12.75
Pinkston, Lee Todd	North Mercer Water District	6
Prewitt, Joe	East Laurel Water District	12
Riggs, Michael	West Shelby Water District	6
Roberts, Ricky	Southern Water & Sewer District	6
Rogers, Stephen E.	Rattlesnake Ridge Water District	12

<b>2024 Public Service Commission Water Training Sept. 24-25, 2024</b> <b>Held At Pine Mountain SRP in Pineville, KY</b>		
<b>PSC Attendance List - Case No. 2024-00322</b>		
<b>NAME</b>	<b>UTILITY / AGENCY</b>	<b>Hours Earned</b>
Scott, Lesley B.	Southern Water & Sewer District	12
Sexton, Doug	McCreary County Water District	6
SHEPHERD, BRANDON	Black Mountain Utility District	6
Slone, Phillip D.	Knott County Water & Sewer District	6
Stanley, Ralph	Whitley County Water District #1	6
Tackett, Randy	Mountain Water District	12
Taylor, Coy	McCreary County Water District	6
Taylor, Derrick	McCreary County Water District	6
Taylor, Raymond	McCreary County Water District	6
Turner, Larry (L.J.) J.	Hyden-Leslie County Water District	12.75
WILLIAMS, DWAYNE	Black Mountain Utility District	12
Williams, Freddie	Knott County Water & Sewer District	6

