**MINUTES**

**KENTUCKIANA REGIONAL PLANNING AND DEVELOPMENT AGENCY (KIPDA)**

**REGIONAL WATER MANAGEMENT COUNCIL**

**KIPDA Burke Room**

**11520 Commonwealth Drive**

**Louisville KY 40299**

**July 14, 2020**

 The Regional Water Management Council of the Kentuckiana Regional Planning Development Agency met at 1:30 p.m. on July 14, 2020 via Zoom and the meeting was streamed on the agency’s YouTube page. Members in attendance were:

Russ Rose, Chairman, Oldham County Water District, Oldham County, Kentucky

Tom Doyle, Shelbyville Water & Sewer Commission, Shelby County, Kentucky

Pete Hedges, North Shelby Water District, Shelby County, Kentucky

Paul Maron, Strand Associates, Jefferson County, Kentucky

Jeremy Raney, Louisville Water Company, Jefferson County, Kentucky

Wesley Sydnor, Louisville Metro Sewer District, Jefferson County, Kentucky

Ted Chisholm, Lagrange Utilities Commission, Oldham County, Kentucky

Honorable Todd Pollock, County Judge/Executive, Trimble County, Kentucky

Scot Treece, New Castle Water Works, Henry County, Kentucky

Pat Hargadon, U.S. 60 Water District, Shelby County, Kentucky

**OTHERS IN ATTENDANCE** **REPRESENTING**

Justin Carter KIPDA

Jarrett Haley KIPDA

Rachael Miller KIPDA

Danielle Story KIPDA

Zach Herzog KIPDA

Jennifer Taimi KDOW

Jory Becker KDOW

Joe Burns KRWA

Arianna Lageman KRWA

Edith Halbleib KIA

Linda Bridwell KIA

Don Schierer KIA

Debbie Landrum KIA

Chris Dent SynTerra

Clay Kelly Strand Associates

Hilda Legg Rural Development

Anthony Hollingsworth Rural Development

Holly Nicholas KY Engineering Group

Joe Robinson Trimble County

Jim Silliman Oldham County

Kim Padgett RCAP KY

**CALL TO ORDER**

Chairman Rose called the meeting to order at 1:30 p.m.

**ROLL CALL**

 Ms. Miller called roll. There was a quorum.

**MINUTES FROM JANUARY 14, 2020**

 Mr. Doyle moved to approve the minutes from the January 14, 2020 Regional Water Management Council Meeting with one correction. Mr. Hedges seconded. Motion carried unanimously on a voice vote.

**KDOW SANITARY SURVEY UPDATE**

 Ms. Taimi gave a presentation on Capacity Development. Ms. Taimi stated that most of the Kentucky Division of Water (KDOW) employees are still working remotely due to COVID-19. Information related to COVID-19 can be accessed on the KDOW website.

 There was a complete reorganization of the Kentucky Energy and Environmental Cabinet a few years ago. When that happened, Capacity Development was combined with Wastewater Municipal Planning. It was renamed the Municipal Planning Section with Russell Neal as the supervisor. The Municipal Planning Section is responsible for capacity development and managerial and financial assessment every 3-5 years with the Sanitary Survey on the drinking water side. The Municipal Planning Section is also responsible for line extension bans, facility plans, asset inventories, and environmental reviews on the wastewater side.

 Capacity Development deals with the capability of the entire water system to provide clean, safe drinking water that meets all the requirements of the Safe Drinking Water Act. Capacity Development assists water systems with increasing or developing the capability to provide clean and safe drinking water to customers now and into the future. The capacity of a water system is assessed through the Sanitary Survey process, which is a regulatory requirement for public water systems.

 The Sanitary Survey is a federal requirement, and it is a review of a public water system to assess its capability to supply safe drinking water. It is a proactive public health measure and an important component of the Safe Drinking Water Act public water system supervision program. The survey can provide the opportunity to discover and rectify any issues before they become serious problems. There are 8 federally required elements of the survey that are assessed. These include source, pumps, treatment, monitoring & reporting, distribution system, management & operation, finished water, and operator compliance.

The technical inspection aspect of the survey is conducted by the inspector and is similar to a comprehensive inspection. The managerial and financial assessment is used to check institutional and administrative capabilities to ensure the water system is appropriately staffed; all employees understand regulatory requirements and system operations; effective customer service; savings for infrastructure replacement; training for board members and city councils; and the mission, goals, and expectations are communicated to all employees. The managerial and financial assessment is used to identify significant deficiencies that can affect public health and non-significant deficiencies that are required by regulation but do not directly affect public health.

A system that is lacking capacity, even in one area, can cause the system to be disqualified from receiving a Drinking Water State Revolving Fund (SRF) loan. Asset management works to maintain the desired level of service at the lowest life cycle cost. America’s Water Infrastructure Act of 2018 requires that states must promote asset management in drinking water and wastewater systems.

**RURAL DEVELOPMENT UPDATE**

 Ms. Legg reported that in just this fiscal year alone, Rural Development Kentucky has invested $63 million across all programs. Over the past three years, $244.8 million has been invested across all programs including $5.6 million in water and environmental programs, $10.5 million in business programs, and $229 million in single- and multi-family housing programs.

 Rural Development has more than 45 programs to help rural America with affordable housing, business development, and community programs. The water and environmental programs help rural communities obtain the technical assistance and financing necessary to develop drinking water and waste disposal systems. The Water and Wastewater Disposal Loan Program provides funding for clean and reliable drinking water systems, sanitary sewage disposal, sanitary solid waste disposal, and storm water drainage to households and businesses in eligible rural areas with a population of 10,000 or fewer. Water and Wastewater Disposal Loan Guarantees helps private lenders provide affordable financing to qualified borrowers to improve access to clean, reliable water and waste disposal systems for households and businesses in rural areas with a population of 50,000 or fewer.

 Rural Development has taken a number of steps to help rural Americans deal with COVID-19. Existing borrowers may tap into their reserve accounts to use these reserve funds for payments on loans. If the borrower has suffered a reduction of more than 20% in income, they can receive up to 2 years of deferred payments. The Business and Industry CARES Act Program offers loan guarantees to lenders for their loans to rural businesses and agricultural producers to supplement working capital.

 In fiscal year 2020 Rural Development had $36.7 million in loans and $10.1 million in grants available and expects the same amount in loans and a slightly lower amount in grants to be available in fiscal year 2021.

**KRWA & KIA UPDATE**

 Ms. Halbleib stated that the new contract year will begin on July 15, 2020. The Kentucky Infrastructure Authority (KIA) just concluded the initial invitation stage on the round of loan funding for fiscal year 2021. All responses are in and there is about $8 or $9 million still available in both the drinking water and clean water funds and KIA will be looking into allocating those funds.

 The next phase of the program is for the applicants to have their loan applications complete by August 9, 2020. Any borrowers needing an extension on that due date can send an email requesting an extension to KIA for consideration. The intended use plans have gone out for those projects, and the public comment period has concluded. The dates for the call for projects will be September 15 through December 4, 2020. There has been some legislative activity and talk about possible relief funding due to COVID-19, but nothing is certain yet. So, Ms. Halbleib advised that everyone should proceed accordingly.

 Ms. Lageman stated that the Kentucky Rural Water Association (KRWA) employees are back out and about in the field again, and any systems in need of assistance should call to request help. Workers are trying as much as possible to stay outside because it is much safer and easier to maintain social distancing. Masks are worn if it is necessary for someone to enter a building or office space.

 KRWA is still offering webinars for continued learning. Most of the hours offered for continuing education are for drinking water, but there has been an increase in the number of wastewater hours being offered right now. Anyone who still needs continuing education credits (CEUs) for license renewal should visit the KRWA website for information about the weekly or bi-weekly webinars and how to sign up for those.

 The Kentucky online gateway is now up and running and the KRWA would be more than happy to assist any utilities that have not yet made an account. The Kentucky online gateway allows utilities to submit monthly operating reports, sampling information, certification packages, level 1 assessments, and anything else related to drinking water compliance. At last count, there was over 50% participation from utilities.

**COVID-19 WATER & SEWER OPERATIONS**

**Jefferson County**

 Mr. Sydnor reported that the leadership team meets once a day to discuss COVID-19 illnesses and there have been no positive test results from any employees yet. The utility has been working with nearby distilleries to obtain hand sanitizer and has purchased washable cloth masks for employees to wear. Precautions are being taken by limiting the crew numbers and working alternative schedules. There were roughly 300 delinquent accounts out of 250,000 total customer accounts as of March 1, 2020. As of the end of May 2020, there were 12,000 delinquent accounts.

 Mr. Kelly added that water systems that used to rely more on industrial customers are now relying more on residential customers because there has been an increase in residential usage.

 **Oldham County**

 Mr. Chisholm stated that LaGrange Utilities has been open the whole time since the pandemic began. One employee contracted COVD-19 and was sick, so all employees were subsequently tested, and the entire building was sanitized. The lobby was closed for a short time during the sanitizing and cleaning. Mr. Chisholm also requested and received an increase in paid sick leave for his employees from 80 hours to 120 hours that would not be counted against the employees’ sick time.

 **Shelby County**

 Mr. Doyle reported that the Shelbyville Water and Sewer Municipal Commission lobby has reopened to allow a limited number of customers and masks are required. There are about 100 to 125 customers with accounts that are 90 days past due. Team Kentucky funds are available to help customers, or customers can set up a payment plan. The nation-wide coin shortage has been a bit of an issue but otherwise it is business as usual. Residential water usage has increased during the pandemic since more people are staying home.

**WATER COORDINATOR’S REPORT**

Mr. Carter stated that the new projects list is as follows and requested council approval for the projects.

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| --- | --- | --- | --- | --- |
| **County** | **Applicant** | **WRIS#** | **Project Title** | **Estimated Cost** |
| Shelby | Shelbyville Municipal Water & Sewer Commission | SX21211019 | New Shelbyville Wastewater Treatment Plant | $33,875,675.00 |
| Shelby | North Shelby Water District | WX21211089 | KY Hwy. 53 Water System Replacements | $3,400,000.00 |
| Shelby | U.S. 60 Water District | WX21211088 | 2021 Water System Improvements | $800,000.00 |

 Mr. Chisholm moved to approve all the above projects. Mr. Sydnor seconded. Motion carried unanimously on a voice vote.

**COUNTY UPDATES**

 None

**OTHER BUSINESS**

 Mr. Carter stated that the next Regional Water Management Council meeting will be held on Tuesday, October 13, 2020 at 1:30pm via Zoom video conference and streamed on the agency’s YouTube page.

**ADJOURNMENT**

 Mr. Chisholm moved that the meeting be adjourned. Mr. Doyle seconded. Motion carried unanimously on a voice vote.