

**MINUTES OF THE  
KRADD Water Management Council Meeting  
4<sup>th</sup> Quarter Meeting  
May 11, 2016**

**Members Present**

Judge Scott Alexander – Perry County

Mayor Todd DePriest – City of Jenkins

**Other Attendees**

Troy Hearn – KYTC – Bikes & Ped  
Program

Quentin Smith – KYTC – D11

Roger Friley – City of Jackson

Jason Blackburn – KYTC – D10

Freeman Robertson – Perry County  
Sanitation District

Ervine Allen – Breathitt County PVA

Bennie McCall – City of Jenkins

Grady Varney – City of Hazard

Sam Stacy – Hazard Fire Department

Laura Norris – Division of Water

Rob Blair – Division of Water

Chris Banks – City of Fleming-Neon

Sharlonda Matthews – Mineral Labs, INC

Johannah Lemaster – Mineral Labs, INC

Shannon Chapman Thacker – Mineral  
Labs, INC

Rodney Campbell – Mineral Labs, INC

Nick Camic – Congressman Rogers Office

Keith Damron – American Engineers, INC

Jerry Anglin – American Engineers, INC

Joe Jacobs – Big Sandy ADD

Jack Burkich – KRADD Board Member

Jim McDannel – KRADD Board Member

Eunice Holland – KRADD

Jennifer McIntosh – KRADD

1. The meeting was called to order by Jennifer McIntosh.
2. Ms. Eunice Holland handed out sign in sheets for the Hazard Mitigation plan and briefly explained that she would discuss the plan during her meeting and that the sign-in sheets were part of the in-kind match requirement for the grant.
3. Approval of the March 9, 2016 Regular Meeting Minutes was tabled due to lack of quorum.
4. The first guest speakers were Rodney Campbell, Sharlonda Matthews, Shannon Thacker and Johannah Lemaster from Mineral Labs, INC. Mineral Labs has been in business for 41 years and currently has offices in Hazard, Harlan, Pikeville, Cumberland, Manchester and Catlettsburg that run daily routes to their corporate lab in Salyersville, where most analysis is performed.

They spoke on the Chain of Custody form for Samples. It is a written legal document that can be used in court cases. It is a history of the sample from collection through the time it ends at the lab. Highlights from the presentation included:

- a. Recommended to always sign & print your name on the signature line.
  - b. Recommended using military time or at a minimum using AM/PM after time.
  - c. Crucial to make sure you are using proper preservative.
  - d. Need to use black, waterproof ink.
  - e. Do Not use whiteout on the form – instead draw a single line through the mistake, date and initial it.
  - f. At the beginning of the year all wastewater facilities had to be certified to do field analysis.
  - g. Samples do not necessarily have to be released to a person. Can be released to a cooler, FedEx, UPS, etc., but it needs to be specifically listed on the Chain of Custody form. Such as Cooler 1 at Wastewater Facility at 13:26 on 16 May 2016.
5. Rob Blair and Laura Norris with the KY Division of Water spoke on the Source Water Protection Program. The program is in the process of re-establishing connections with ADD's and Surface Water Systems. Currently they are interested in what activities systems are participating in to protect the water supply. Systems also need to be thinking about Drought Response Plans. The Program also offers a Source Water Protection Assistance Program Grant. The highlights of the grant are as follows:
- a. Must be a water systems or a municipality that owns a water system.
  - b. Can apply for up to \$60,000.
  - c. Can be for:
    - i. Water Well Plugs
    - ii. Education/Outreach
    - iii. Exclude Livestock from Water Source
    - iv. School Education
    - v. Preserving/Protecting the Water Source of a System
  - d. Cannot be for:
    - i. Capital Construction
    - ii. Routine Maintenance
    - iii. Water Lines
  - e. No Match Required.
  - f. Can be used in-conjunction with other funds.
  - g. Open call in January/February.

- h. Rankings in March.
  - i. Contracts usually in May.
  - j. Can be joint endeavors with separate applications to increase money available to a project.
  - k. Need to call Rob, Laura Norris or Jim Calhoun before you begin working on application to run ideas by and see if will work. They will assist any way possible.
6. There were no items for approval.
  7. There were no items for amendment.
  8. Ms. McIntosh reminded the Council that she still needs volunteers to form a committee to assist in compiling a means to rank projects in October.
  9. Ms. McIntosh reminded everyone about the upcoming KRADD/RCAP Training on May 26<sup>th</sup> and also provided information on PSC trainings in 2016.
  10. There were no KIA updates to pass on from KIA.
  11. Ms. McIntosh informed the Council that KRWA will be hosting an Operator training May 24<sup>th</sup> and 25<sup>th</sup> in Western Kentucky and that more information could be found on the KRWA website.
  12. The FY'17 Meeting Schedule was presented, but was also tabled until the next meeting due to lack of quorum.
  13. Ms. McIntosh reminded the Council that she would need copies of the Consumer Confidence Reports. She also reminded the Council that KIA hosts the CCR's for free on their website.
  14. There was no other business.
  15. The next meeting will be Wednesday, August 10, 2016 at 11:00AM.
  16. The meeting then adjourned.