

**CHARLES TOWN UTILITY BOARD**  
**Wednesday, August 24, 2016 8:30 a.m.**  
**MEETING TO BE HELD At 832 S. George Street**

**REGULAR MEETING:**

1. Approval of August 10, 2016 meeting minutes
2. Engineering / Utility Manager
  - i. RK&K Status Report
  - ii. 2016A Water Projects
    - a. Approval for Chairman to sign Contract and Notice to Proceed – Pro-Contracting, Inc. (Jefferson Avenue)
    - b. 2016A Bond Draw Resolution #8 – RK&K Engineers
  - iii. 2016B Sewer Projects
    - a. Approval for Chairman to sign Contract and Notice to Proceed – JR Contracting, Inc. (Gravity Line and Pump Stations)
    - b. 2016B Bond Draw Resolution #3 – RK&K Engineers
    - c. Review Force Main Blasting Quotes – Approval of Bid
3. WV State Code Section §6-9A-4(b) (9) - To consider matters involving or affecting the purchase, sale or lease of property, advance construction planning, the investment of public funds or other matters involving commercial competition, which if made public, might adversely affect the financial or other interest of the state or any political subdivision.
4. Approval of Bills

Note: Sewer Tariff Schedule – 45 Day PSC Hold ends May 26, 2016  
Sewer Bond Schedule (2016 B)  
May 16, 2016 – First Reading & Reimbursement Resolution – Passed  
June 6, 2016 – Second Reading – Passed  
July 13, 2016 – Bid Opening  
July 18, 2016 - 3rd Reading & Public Hearing - Complete  
Bond Closing – August 18, 2016

West Virginia Water Development Authority to substitute a Build America Mutual (BAM) surety policy for the Debt Service Reserve Requirements and 2013B Bond Refunding  
September 6, 2016 – Brief City Council