

CHARLES TOWN UTILITY BOARD
WEDNESDAY, December 12, 2018 4:00 p.m.
REGULAR MEETING TO BE HELD AT
101 E. Washington Street

REGULAR MEETING:

1. Approval of October 24, 2018 and November 14, 2018 Regular Meeting Minutes
2. Public Comment - This portion of the agenda is designed for members of the general public to share thoughts on items of interest in the community. By law, Board members may ask clarifying questions or discuss procedural matters but are not permitted to discuss the policy merits of any issue unless it is scheduled for discussion.
3. JCPSD Tentative Closing Schedule
MVB Bank Resolution and Check Signature Authorizations for JCPSD Accounts
4. Utility Manager Report
 - a. Status of Permit Modification for IU02
 - b. Facilities Update
 - c. Consultant Agreement Extension
 - d. Personnel Policies Review
 - e. Lease Amendment for Shentel at 6th Avenue – Rent increase of \$300 per month beginning in December 2018 and, Lease Amendment for Shentel at Charles Town Road – Rent increase of \$450 per month beginning in January 2019.
 - f. 2018 Summary of Accomplishments / Review
5. Approval of Bills