

**CHARLES TOWN UTILITY BOARD**  
**Wednesday, October 12, 2016 8:30 a.m.**  
**MEETING TO BE HELD AT**  
**WATER TREATMENT PLANT**

**REGULAR MEETING:**

1. Approval of September 28, 2016 meeting minutes
2. Engineering / Utility Manager
  - i. Contracts 5A & 6A (SRF Project No. C-544496)  
DEP Payment Requisition Form Invoice No. 22 for Alvarez Pay  
Application No. 18 FINAL – Balance for approval \$30,000
  - ii. 2016A Water Projects  
2016A Bond Draw Resolution #10 – Lobar Pay Application No. 7 and  
RK&K Invoices  
RK&K Task 14, Change Order No. 4 – Jefferson Avenue Water Line  
Rebid
  - iii. 2016B Sewer Projects  
2016B Bond Draw Resolution #4 – JR Contracting Pay Application  
No. 1 and RK&K Invoices
3. Discussion of November 3, 2016 County Commission work session with the  
goal of seeking the County Commission Preliminary Support for the Asset  
Acquisition of the Jefferson County Public Service District by Charles Town  
and Ranson
4. Approval of Bills

Note: 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 19, 2016 – Brief City Council  
October / November 2016 – Resolutions to be presented