

Jefferson County

Public Service District

Regular Board Meeting Agenda October 6, 2014 JCPSD Office 7:00PM

The Board will discuss and may take action on the following items:

Call to Order:

- Roll call
- Approval of the agenda
- Public comments

Old Business:

- Review minutes of the September 2 regular board meeting
- Update on the water systems improvement project for Glen Haven and Cavaland
 - Approval of resolution for payment # 6
 - Approval of change order # 2
 - Consider request from Mr. Welder for paving driveway
- Update on easement/ownership issue of pump station 3-9
- Consider revising West Virginia Infrastructure and Jobs Development Council application for sewer collection and transmission upgrades due to revised project scope
- Consider selection of engineering firm for final design of a sewer collection and transmission project
- Consider applying for RUS funding for acquisition of water and sewer utility assets of Jefferson Utilities, Inc., Shenandoah Junction, Inc. and East Jefferson Sewer, LLC, and Water Project to replace and upgrade Keyes Ferry Acres, Westridge Hills, and Harpers Ferry Campsites
- Discuss the District's financial status (status of paying bills)

New Business:

- Request for sewer service from Jefferson Heights North
- Discuss the aboveground storage tank program requirements of Senate Bill 373 being implemented by West Virginia Department of Environmental Protection
- Consider renewal of membership for the National Association of Clean Water Agencies (NACWA)
- Presentation by Dan Bickerton from West Virginia American Water Company
- Update on status of current Public Service Commission cases:
 - Jim Kelsh: Lutman Properties, LLC complaint, PSC case no. 14-0606-PSD-C
Termination Agreement with Mockingbirdhil, Inc, PSC case no. 14-0582-PSD-PC
 - Bob Rodecker: Complaint against Old Standard, LLC and East Jefferson Sewer System, Case no. 13-1175-S-C
East Jefferson Sewer System NPDES Application, Case no. 14-0264-S-CN
East Jefferson Sewer Service, LLC vs Jefferson County PSD civil action case no. 14-C-51
- Discussion of any expenses over budget
- Disbursements
- Approve transfer of \$7,000 from the Renewal & Replacement account to the Sewer Operating account for a new pump at 3-6
- Approve transfer of \$1,190.70 from the Renewal & Replacement account to the Sewer Operating account for repairs at pump station 3-9
- Approve transfer of \$632.50 from the Renewal & Replacement account to the Sewer Operating account for PLC repairs at pump station 3-6
- Approve transfer of \$1,164 from the Renewal & Replacement account to the Sewer Operating account for a spare pump.
- Approve transfer of \$8,504.96 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds
- Approve transfer of \$256.78 from the Water Security Deposit account to the Water Operating account for security deposit refunds
- General Manager Report
- Other staff reports
- Correspondence
- Public comments

Discuss Litigation, Personnel Matters, and Contract Negotiations:

(The items below may be discussed in Executive Session)

- Discuss Jefferson County PSD v. Old Standard, LLC and East Jefferson Sewer Services, LLC, PSC case no. 13-1175-S-C
- Discuss East Jefferson Sewer Service, LLC vs Jefferson County PSD civil action case # 14-C-51
- Discuss Termination Agreement with Mockingbirdhil, Inc, PSC case no. 14-0582-PSD-PC
- Discuss Lutman Properties, LLC complaint, PSC case no. 14-0606-PSD-C
- Discuss American Farm Bureau Federation v. Environmental Protection Agency

- Discuss petition to reopen the District's 2012 sewer rate case, PSC case No. 12-0513-PSD-42T-PC

Items to Remember:

- Legislative issues
- Staff meetings
- Options and process path for creating/revising PSD strategic plan

September Billing:

Public Service District: Sewer (Metered)

- Residential – 2192 Customers
 - August 2013 – 2081 Customers
- Commercial – 164 Customers
 - August 2013 – 143 Customers
- Public Authority – 11 Customers
 - August 2013 – 10 Customers
- Industrial – 7 Customers (7 on Billing, 4 on NPDES Permit)
 - August 2013 – 7 Customers
- EDU's – 12,971,870 Gallons Billed in August (4500 avg gal/customer/mo) = 2883 EDU's
- 2 New Homes in September (2 EDU's)
- 0 New Commercial in September (0 EDU's)

Public Service District: Sewer (Unmetered)

- Residential – 88 Customers
- Commercial – 0 Customers

Public Service District: Water

- Glen Haven – 77 Customers
- Cavaland – 39 Customers

Public Service District: Capital Improvement Fees Paid

- 2012 – 25 (25 residential)
- 2013 – 111 (88 residential, 23 commercial)
- 2014 – 45 (43 residential, 2 commercial)

Next Meeting:

- Monday, November 3, 2014 at 7:00PM – Jefferson County PSD Office, 340 Edmond Road, Suite A, Kearneysville