

Jefferson County

Public Service District

Jefferson County Public Service District Regular Board Meeting February 1, 2016

The monthly meeting of the Jefferson County Public Service District was held at 7:30PM on Monday, February 1, 2016 in the meeting room at the Districts office in Kearneysville. Those in attendance included: Chairman, Peter Appignani; Treasurer, Bill Strider; Secretary, Richard Weese; General Manager, Susanne Lawton; Administrative Assistant, Ashley Stottlemeyer; Operations Manager, Joe Freeze; District Legal Counsel, Jim Kelsh; from Thrasher Engineering, Wayne Morgan; and from Dunn Engineers, Fred Hypes.

CALL TO ORDER

Chairman Peter Appignani called the meeting to order at 7:40PM.

Approval of agenda

Mr. Strider deleted the item discussion the Breckenridge East alternate mainline extension agreement (AMEA) from the agenda since the AMEA was not available to review at the meeting. The Board agreed.

OLD BUSINESS

Review Minutes of January 4 regular board meeting

The minutes of the January 4, 2016 regular board meeting were approved as presented.

Action: Motion made by Mr. Strider and seconded by Mr. Weese to accept the January 4, 2016 regular board meeting minutes as presented. Unanimously approved.

Discuss sewer collection and transmission project

- Consider approval of revised Rule 42 by CoxHollida & Professionals
- Authorize staff and counsel to file an application for a certificate of convenience and necessity to the PSC for the sewer project once file design documents are complete

Chuck Young from CoxHollida & Professionals presented a revised Rule 42 using the Fiscal Year 2015 numbers. The rate for this proposed project would go from \$17.45 to \$17.92.

Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve and accept the revised Rule 42 as presented. Approved 2-1. Mr. Appignani voted against the motion.

Action: Motion made by Mr. Strider and seconded by Mr. Weese to direct staff and counsel to prepare and file an application to the Public Service Commission for a certificate of convenience and necessity for the project. Approved 2-1. Mr. Appignani voted against the motion.

Discuss the District's financial status (status of paying bills)

Ms. Lawton stated that the District will need an estimated \$39,000 in payments to cover the disbursements for sewer and \$5,600 for water.

Action: No action required by the Board.

Discussion of supporting legislation to:

- Modification of Public Service Commission project approval process

Last month Mr. Kelsh drafted a legislative bill to modify the Public Service Commission (PSC) project approval process. The modifications would require a preliminary engineering report to be filed in support of an application for a certificate of convenience and necessity. Mr. Kelsh, Tom Hayward and Kit Francis from Bowles Rice all met with House Representative Paul Espinosa to discuss the drafted bill. Mr. Espinosa was receptive to the legislation and will meet with other political officials to discuss the proposed bill.

Action: No action required by the Board.

NEW BUSINESS

Consider renewal of generator maintenance contract

The past few years the District has entered into an agreement with Apparatus Repair & Engineering, Inc. (AR&E) for an annual preventative maintenance program for 22 of the District's generators. The staff would like to renew the annual contract.

Action: Motion made by Mr. Strider and seconded by Mr. Weese to renew the contract with Apparatus Repair & Engineering, Inc. for generator maintenance with the annual cost of \$10,952.00. Unanimously approved.

Discuss recent snowstorm "Jonas"

Ms. Lawton and staff are tracking expenses from the snowstorm in case there is an opportunity to get reimbursed by federal funds. Ms. Lawton is also going to work with the County to try to get the pump stations as a priority for snow removal and possibly look into an annual snow removal contract with a local contractor.

Action: No action required by the Board.

Update on Status of Current Public Service Commission Cases

2015 sewer rate case – The Public Service Commission scheduled an evidentiary hearing for April 27, 28.

American Farm Bureau v. EPA regarding Chesapeake Bay Total Maximum Daily Load – The Chesapeake Bay Foundation filed its Brief in Opposition to the petition for Appeal to the US Supreme Court of the 3rd Circuit Court of Appeals.

Action: No action required by the Board.

Discussion of any Expenses over Budget

There were no items over budget this month.

Action: No action required by the Board.

Disbursements

Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve disbursements for Public Service District water expenses in the amount of \$6736.78. Unanimously approved.

Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve disbursements for the Public Service District sewer expenses in the amount of \$180,379.67. Unanimously approved.

Approve transfer of \$2,000.00 from the Renewal & Replacement account to the Sewer Operating account to replace the starter and cylinder on the Digit

Approve transfer of \$3,629.13 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds

Approve transfer of \$128.12 from the Water Security Deposit account to the Water Operating account for security deposit refunds

Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve transfer of \$2,000.00 from the Renewal & Replacement account to the Sewer Operating account to replace the starter and cylinder on the Digit, approve transfer of \$3,629.13 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds, and approve transfer of \$128.12 from the Water Security Deposit account to the Water Operating account for security deposit refunds. Unanimously approved.

General Manager's Report

None discussed.

Action: No action required by the Board.

Other staff reports

None discussed.

Action: No action required by the Board.

Correspondence

None discussed.

Action: No action required by the Board.

Public Comment

Charles Cheezum, District customer, questioned the section of Chapter 16-13-3 which references the County Commission given access to all files, etc. for their review and audit of Public Service Districts. He commented that an operational audit of the District would be helpful to the County Commission and Public Service Commission.

Jacquelyn Milliron, District customer, commented that the Board needs to be more specific on reasons for going into executive session. She also questioned that since the proposed rate increase is based on using money from the Capital Improvement Fee account, if the District can't use this money will the rates increase even more. Ms. Milliron also questioned how much debt cost the District is paying on existing pump stations.

Action: Motion made by Mr. Weese and seconded by Mr. Strider to convene in executive session for the purpose of discussing litigation regarding sewer rate case #15-1338-PSD-42R-PC. Unanimously approved.

Action: Motion made by Mr. Weese and seconded by Mr. Strider to return to public session. Unanimously approved.

Action: Motion made by Mr. Strider and seconded by Mr. Weese to adjourn. Unanimously approved.

There being no further business at this time, the meeting was adjourned at 8:21PM.

The next regular meeting is scheduled for Monday, March 7, 2016 at 7:00pm at 340 Edmond Road, Suite A at the Districts office in Kearneysville.

Respectfully Submitted,



Peter L. Appignani
Chairman



William H. Strider
Treasurer