

Jefferson County Public Service District

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

The monthly meeting of the Jefferson County Public Service District was held at 7:00PM on Monday, June 6, 2016 in the meeting room at the Districts office in Kearneysville. Those in attendance included: Chairman, Peter Appignani; Treasurer, Bill Strider; General Manager, Susanne Lawton; Administrative Assistant, Ashley Stottlemeyer; from Bowles Rice, District Legal Counsel, Jim Kelsh; from Thrasher Engineering, Wayne Morgan; and liaison for the County Commission, Commissioner Jane Tabb. Mr. Weese was absent from the meeting.

CALL TO ORDER

Chairman Peter Appignani called the meeting to order at 7:00PM.

Approval of agenda

There were no changes made to the agenda and it was approved with unanimous consent.

OLD BUSINESS

Review Minutes of July 5 regular board meeting

The minutes of the July 5, 2016 regular board meeting were approved as presented.

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to accept the July 5, 2016 regular board meeting minutes as presented. Approved 2-0.

Discuss sewer collection and transmission project

- **Consider substitution of Counsel for the sewer certificate project**

The PSC granted motions for both Mr. Kelsh to withdraw as Counsel from the case and a 90 day toll to allow for additional time to provide information requested by the PSC. Ms. Lawton has provided the Board with background on two lawyers who don't have any conflicts of interest, Mr. David Hanna of Hanna & Hanna PLLC and Robert Rodecker of Kay Casto & Chaney PLLC.

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to hire Bob Rodecker as Counsel for the sewer certificate project. Approved 2-0.

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

The District will need to collect an estimated \$2,000 in payments to cover the disbursements for sewer and \$19,000 for water.

Action: No action required by the Board.

NEW BUSINESS

Update on Status of Current Public Service Commission Cases

2015 sewer rate case, 15-1338-PSD-42R-PC –The District is waiting for a final order from the PSC.

2016 sewer rate case, 16-0411-PSD-30B –The PSC issued an order approving an interim rate of \$17.83 per 1000 gallons effective for all bills rendered after July 1st. The PSC is waiting on the outcome of the 42R case to set final rates.

Certificate of Convenience and Necessity case, 16-0616-PSD-PC-CN – The PSC granted Bowles Rice's motion to withdraw as counsel from the case and granted a 90 day toll to allow for additional time to provide information requested by the PSC.

Water Rate Increase case, 16-0701-PWD-19A – The PSC Staff recommended an 18.2% interim rate increase. A PSC Staff report is due by September 5th.

Action: No action required by the Board.

Discussion of any Expenses over Budget

The following line items were over budget for the 2016 fiscal year; Collecting Supplies and Expense, General Office Supplies and Expense, Miscellaneous and General Expense, Bad Debt Expense, and Special Expense. The District operated within the limitations of the budget for the current fiscal year.

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to approve the line items over budget as discussed. Approved 2-0.

Disbursements

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to approve disbursements for Public Service District water expenses in the amount of \$6,638.12. Approved 2-0.

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to approve disbursements for the Public Service District sewer expenses in the amount of \$178,598.47. Approved 2-0.

Approve transfer of \$1,076.78 from the Renewal & Replacement account to the Sewer Operating account for a new starter pump station 3-9

Approve transfer of \$4,895.38 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds

Approve transfer of \$2,692.05 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. Appignani to approve transfer of \$1,076.78 from the Renewal & Replacement account to the Sewer Operating account for a new starter pump station 3-9; approve transfer of \$4,895.38 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds; approve transfer of \$2,692.05 from the Water Security Deposit account to the Water Operating account for security deposit refunds. Approved 2-0.

General Manager's Report

None discussed.

Action: No action required by the Board.

Other staff reports

Mr. Appignani questioned an exhibit that was created by District staff.

Action: No action required by the Board.

Correspondence

None discussed.

Action: No action required by the Board.

Public Comment

Jacquelyn Milliron, District customer, referenced the discussions from last month's meeting and the concerns regarding giving customer's reductions or discounts in capital improvement fees. She gave the examples of Driswood Elementary School and recent hotels being charged an amount of EDU's that don't line up with the tariff sheet. Ms. Milliron questioned that if the District is asking for CIF's that don't match the tariff then why is the District asking for CIF's at all when the amount is being reduced for potential customers that are supposed to be helping to support the infrastructure.

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to convene in executive session for the purpose of discussing litigation regarding East Jefferson Sewer Service. Approved 2-0.

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to return to public

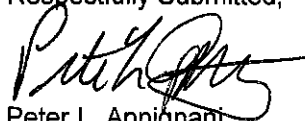
session. Approved 2-0.

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to adjourn. Approved 2-0.

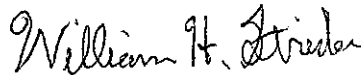
There being no further business at this time, the meeting was adjourned at 7:32PM.

The next regular meeting is scheduled for Tuesday, September 6, 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