

# ***Jefferson County***

## ***Public Service District***

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### **Regular Board Meeting Agenda Monday, December 5, 2016 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

#### **Old Business:**

- Review minutes of the November 7 regular board meeting
- Discuss sewer collection and transmission project
  - Consider for approval the resolution # 8 to pay Crawford Law Group for easement services relating to the sewer collection and transmission project from the Series 2015 Sewer Bond proceeds
  - Consider for approval the resolution to authorize the Treasurer to sign documents for State Revolving Funds
  - Consider for approval condemnation for pump station site in Beallair for project
- Consider for approval the RFPs for billing software vendor
- Discuss the District's financial status of paying bills

#### **New Business:**

- Consider for approval the request from Jefferson Utilities, Inc regarding the Districts Westridge Hills well
- Consider for approval the 2017 board meeting dates
- Consider for approval the 2017 holiday schedule
- Update on status of current legal cases:
  - 2015 sewer rate increase, Case No. 15-1338-PSD-42R-PC
  - 2016 sewer rate increase, Case No. 16-0411-PSD-30B
  - Certificate of Convenience and Necessity, Case No. 16-0616-PSD-PC-CN
  - Water Rate Increase, Case No. 16-0701-PWD-19A
  - 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 \$1,399.20 from the Renewal & Replacement account to the Sewer Operating account to replace flow meter sensor
- Approve transfer of \$1,540.24 from the Renewal & Replacement account to the Sewer Operating account for generator repairs at 1-11
- Approve transfer of \$3,341.00 from the Renewal & Replacement account to the Sewer Operating account for a new pump at 2-14
- Approve transfer of \$3,444.14 from the New Sewer Security Deposit account to the Sewer Operating account for security deposit refunds
- Approve transfer of \$181.92 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 2015 sewer rate increase, Case No. 15-1338-PSD-42R-PC
- Discuss 2016 sewer rate increase, Case No. 16-0411-PSD-30B
- Discuss Certificate of Convenience and Necessity, Case No. 16-0616-PSD-PC-CN
- Discuss Water Rate Increase, Case No. 16-0701-PWD-19A
- East Jefferson Sewer Service, LLC vs Jefferson County PSD civil action case no. 14-C-51

#### **Items to Remember:**

- Fiscal Year 2016 sewer and water budget revisions
- Fiscal Year 2017 sewer and water operating budgets
- Discuss legislative issues

**November Billing:**

Public Service District: Sewer (Metered)

- Residential – 2302 Customers
  - November 2015 – 2251 Customers
- Commercial – 155 Customers
  - November 2015 – 157 Customers
- Public Authority – 11 Customers
  - November 2015 – 11 Customers
- Industrial – 7 Customers (7 on Billing, 4 on NPDES Permit)
  - November 2015 – 7 Customers
- EDU's – 12,892,740 Gallons Billed in September (4500 avg gal/customer/mo) = 2865 EDU's
- 1 New Homes in November (1 EDU's)
- 0 New Commercial in November (0 EDU's)

Public Service District: Sewer (Unmetered)

- Residential – 76 Customers
- Commercial – 0 Customers

Public Service District: Water

- Glen Haven – 74 Customers
- Cavaland – 41 Customers

Public Service District: Capital Improvement Fees Paid

- 2012 – 25 (25 residential)
- 2013 – 111 (88 residential, 23 commercial)
- 2014 – 47 (45 residential, 2 commercial)
- 2015 – 34 (32 residential, 2 commercial)
- 2016 – 32 (27 residential, 5 commercial)

**Next Meeting:**

- Tuesday, January 3, 2017 at 7:00PM – Jefferson County PSD Office, 340 Edmond Road, Suite A, Kearneysville