

Jefferson County

Public Service District

Jefferson County Public Service District Regular Board Meeting April 4, 2016

The monthly meeting of the Jefferson County Public Service District was held at 7:00PM on Monday, April 4, 2016 in the meeting room at the Districts office in Kearneysville. Those in attendance included: Chairman, Peter Appignani; Treasurer, Bill Strider; Secretary, Richard Weese (speakerphone); General Manager, Susanne Lawton; Administrative Assistant, Ashley Stottlemeyer; Operations Manager, Joe Freeze; from Thrasher Engineering, Wayne Morgan; and liaison for the County Commission, Commissioner Jane Tabb. Attorney, Tyler Mayhew from Bowles Rice filled in for Mr. Kelsh.

CALL TO ORDER

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

Approval of agenda

The first item under new business, "Filing a petition to the PSC to terminate sewer service for non-payment by one customer" was deleted from the agenda.

OLD BUSINESS

Review Minutes of March 7 regular board meeting

The minutes of the March 7, 2016 regular board meeting were approved as presented.

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to accept the March 7, 2016 regular board meeting minutes as presented. Unanimously approved.

Discuss sewer collection and transmission project

- Consider approving revised post-project rate of \$18.32 per 1000 gallons to reflect increased bulk charges from Charles Town

Ms. Lawton and staff are continuing to work on the project and are hoping to be ready to file with the Public Service Commission later this month. She explained that since Charles Town is increasing their rates the District will need to increase the post project rates from \$17.92 to 18.32 per 1000 gallons.

Action: Motion by Mr. Strider and seconded by Mr. Weese to approve an increase to post project rates of \$17.92 to \$18.32 per 1000 gallons to reflect the increase in bulk rate charges from Charles Town.

A brief discussion was held. Mr. Appignani understands that the 30-B pass through is required, but doesn't want to see subsequent Rule 42 exhibits, more attorney fees, and more public notices that have to be published. He spoke with Ron Roberson at the Public Service Commission and he explained that if the 42R, 30B and project rates are put in the Rule 42 with worst case scenario rates and since the Charles Town rates become final April 20th, to file the District rate increase after that date. Mr. Appignani would have no objections approving the rate increase if the suggestions from Mr. Roberson occur. Ms. Lawton and Mr. Strider were under the assumption that the Charles Town rates were effective after the second reading on March 21st, but don't have a problem waiting to file April 20th.

Action: The original motion was amended by Mr. Strider and seconded by Mr. Weese to approve the post project rates from \$17.92 to \$18.32/1000 due to the bulk rate increase from Charles Town with the criteria being met that rates do go into effect in Charles Town on April 20th and the Districts filing of the 30B pass through is approved by the Public Service Commission. Unanimously approved.

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

Ms. Lawton stated that the District will need an estimated \$33,000 in payments to cover the disbursements for sewer and \$6,700 for water.

Action: No action required by the Board.

Discussion results of 2016 legislative actions

Ms. Lawton gave a brief overview of the 2016 legislative actions of numerous laws that may affect the District, including House Bill 4660, Senate Bill 12, House Bill 4005, House Bill 4145, Senate Bill 578, and Senate Bill 625.

Action: No action required by the Board.

NEW BUSINESS

Update on Status of Current Public Service Commission Cases

2015 sewer rate case – Mr. Mayhew stated that the PSC issued an order denying Ms. Milliron's motion for an order requiring District board members to attend the hearings, denying her motion to admit the memo prepared by Jim Weimer into evidence, and granting her motion to compel the District to respond to her second set of discovery requests. The Public Service Commission scheduled an evidentiary hearing for April 27, 28.

2016 sewer rate case – Bowles Rice is preparing to file a Tariff Rule 30-B sewer rate increase to pass on the \$.40 per 1000 gallon increase adopted by Charles Town.

Action: No action required by the Board.

Discussion of any Expenses over Budget

The Administrative and General Insurance and the Special Expense accounts were both over budget for the 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 \$7,307.83. 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 \$184,394.85. Unanimously approved.

Approve transfer of \$4,701.00 from the Renewal & Replacement account to the Sewer Operating account for repairs to Godwin Pump

Approve transfer of \$8,442.00 from the Renewal & Replacement account to the Sewer Operating account to replace the guide rail system at pump station 4-7

Approve transfer of \$2,599.34 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds

Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve transfer of \$4,701.00 from the Renewal & Replacement account to the Sewer Operating account for repairs to Godwin Pump; approve transfer of \$8,442.00 from the Renewal & Replacement account to the Sewer Operating account to replace the guide rail system at pump station 4-7; and approve transfer of \$2,599.34 from the Sewer Security Deposit account to the Sewer 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

Jacquelyn Milliron, District customer, corrected Mr. Mayhew's update of the legal cases by adding that the PSC allowed her to put Mr. Weimers letter in her testimony for submission.

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

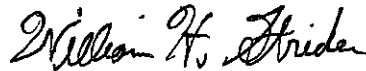
There being no further business at this time, the meeting was adjourned at 7:21PM.

The next regular meeting is scheduled for Monday, May 2, 2016 at 7:00pm at 340 Edmond Road, Suite A at the Districts office in Kearneysville.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Peter L. Appighani", written over a horizontal line.

Peter L. Appighani
Chairman

A handwritten signature in black ink, appearing to read "William H. Strider", written over a horizontal line.

William H. Strider
Treasurer