

# ***Jefferson County Public Service District***

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## **Jefferson County Public Service District Regular Board Meeting May 1, 2017**

The monthly meeting of the Jefferson County Public Service District was held at 7:00PM on Monday, May 1, 2017 in the meeting room at the Districts office in Kearneysville. Those in attendance included: Secretary, Richard Weese; Treasurer, Bill Strider; General Manager, Susanne Lawton; Administrative Assistant, Ashley Stottlemeyer; Operations Manager, Joseph Freeze; from Thrasher Engineering, Wayne Morgan and liaison for the County Commission, Commissioner Josh Compton.

### **CALL TO ORDER**

Treasurer Bill Strider called the meeting to order at 7:00PM.

### **Moment of silence in recognition for the dedication and service of Peter Appignani**

Mr. Strider asked the staff and audience to join him in a moment of silence for the passing of Peter Appignani.

### **Appoint Chairman**

**Action: Motion made by Mr. Weese and seconded by Mr. Strider to nominate Mr. Strider as Chairman. Approved 2-0.**

### **Approval of agenda**

The Board removed the billing options agenda item.

### **OLD BUSINESS**

#### **Review Minutes of April 3 regular board meeting**

The minutes of the April 3, 2017 regular board meeting were approved as presented.

**Action: Motion made by Mr. Weese and seconded by Mr. Strider to accept the April 3, 2017 regular board meeting minutes as presented. Approved 2-0.**

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

The District will need to collect an estimated \$14,500 in payments to cover the disbursements for water. Commission Josh Compton requested District staff provide him with the number of delinquent bills over the last five years.

**Action: No action required by the Board.**

#### **Discuss sewer collection and transmission project, Case No. 16-0616-PSD-PC-CN**

- **Consider for approval the resolution #10 to pay expenses relating to the sewer collection and transmission project from the Series 2015 Sewer Bond proceeds**

The Public Service Commission approved the certificate of need and convenience for the sewer project last month, however, Ms. Milliron has challenged that ruling with the West Virginia Supreme Court. Ms. Lawton requested the Board approve resolution number ten (10) to pay \$32,375.00 out of the \$660,000 loan for expenses related to the project. Mr. Strider read resolution #10 as follows:

**RESOLUTION OF THE PUBLIC SERVICE BOARD OF THE  
JEFFERSON COUNTY PUBLIC SERVICE DISTRICT APPROVING  
INVOICES RELATING TO ENGINEERING AND OTHER SERVICES  
FOR THE SEWER TRANSMISSION IMPROVEMENTS PROJECT AND  
AUTHORIZING PAYMENT THEREOF IN THE AMOUNT OF  
\$32,375.00.**

**Action: Motion by Mr. Strider and seconded by Mr. Weese to approve the resolution as read totaling \$32,375.00. Approved 2-0.**

## **NEW BUSINESS**

### **Consider Fiscal Year 2017 sewer budget revision**

Finance Manager, April Shultz, discussed the Fiscal Year 2017 sewer budget revisions. This revised budget shows 134% coverage.

**Action:** Motion made by Mr. Weese and seconded by Mr. Strider to approve the Fiscal Year 2017 sewer budget revision as presented. Approved 2-0.

### **Consider Fiscal Year 2017 water budget revision**

Mrs. Shultz, discussed the Fiscal Year 2017 water budget revisions. This revised budget shows 119% coverage.

**Action:** Motion made by Mr. Weese and seconded Mr. Strider to accept the Fiscal Year 2017 water budget revisions as presented. Approved 2-0.

### **Presentation of draft Fiscal Year 2018 sewer operating budget**

Mrs. Shultz discussed the Fiscal Year 2018 sewer operating budget. The budget shows 117% coverage.

**Action:** Motion made by Mr. Weese and seconded Mr. Strider to accept the Fiscal Year 2018 sewer operating budget as presented. Approved 2-0.

### **Presentation of draft Fiscal Year 2018 water operating budget**

Mrs. Shultz discussed the Fiscal Year 2018 water operating budget. The budget shows 130% coverage.

**Action:** Motion made by Mr. Weese and seconded Mr. Strider to accept the Fiscal Year 2018 water operating budget as presented. Approved 2-0.

### **Update on Status of Current Public Service Commission Cases**

- Jefferson County Commission PSC Case No. CCA Jefferson 17A – The Jefferson County Commission filed a petition at the PSC to dissolve the District. The County Commission is having a public hearing on the dissolution on May 4<sup>th</sup>.

**Action:** No action required by the Board.

### **Discussion of any Expenses over Budget**

There were no items over budget.

**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 \$7,351.30. Approved 2-0.

**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 \$184,873.70. Approved 2-0.

### **Approve transfer of \$3,744.77 from the Renewal and Replacement account to the Sewer Operating account for repairs at pump station 3-8**

**Action:** Motion made by Mr. Strider and seconded by Mr. Weese to approve transfer of \$5,486.95 from Renewal and Replacement account to the Sewer Operating account for repairs at pump station 3-8. Approved 2-0.

### **Approve transfer of \$4,430.52 from the New 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 \$4,430.52 from the New Sewer Security Deposit account to the Sewer 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

None discussed.

**Action: No action required by the Board.**

Correspondence

None discussed.

**Action: No action required by the Board.**

Public Comment

Todd Milliron, Breckenridge resident, appreciated the moment of silence for Peter Appignani and will miss him greatly. Mr. Milliron also stated the District may want to look at a tax under real estate taxes for local benefits that may be useful for customers.

Roger Forshee, Breckenridge resident, commented that he hoped the rate payers are represented with the next vacant board position.

**Action: Motion made by Mr. Weese and seconded by Mr. Strider convene in executive session for the purpose of discussing a personnel matter. Approved 2-0**

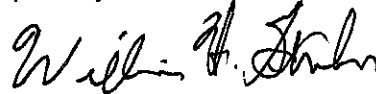
**Action: Motion made by Mr. Weese and seconded by Mr. Strider to return to public session. Approved 2-0.**

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


There being no further business at this time, the meeting was adjourned at 7:15PM.

The next regular meeting is scheduled for Monday, June 5, 2017 at 7:00pm at 340 Edmond Road, Suite A at the Districts office in Kearneysville.

Respectfully Submitted,



William H. Strider  
Chairman



Richard WM Weese  
Secretary