

Jefferson County Public Service District

Jefferson County Public Service District Regular Board Meeting February 6, 2017

The monthly meeting of the Jefferson County Public Service District was held at 7:00PM on Monday, February 6, 2017 in the meeting room at the Districts office in Kearneysville. Those in attendance included: Chairman, Peter Appignani; Treasurer, Bill Strider; General Manager, Susanne Lawton; Finance Manager, April Williams; Billing Clerk, Amanda Roberson; Operations Manager, Joseph Freeze; and liaison for the County Commission, Commissioner Josh Compton. Secretary, Dick Weese was absent from the meeting.

CALL TO ORDER

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

Approval of agenda

By unanimous consent, the Board approved the agenda as presented.

OLD BUSINESS

Review Minutes of January 9 regular board meeting

The minutes of the January 9, 2017 regular board meeting were approved as presented.

Action: Motion made by Mr. Strider and seconded by Mr. Appignani to accept the January 9, 2017 regular board meeting minutes as presented. Approved 2-0.

Discuss sewer collection and transmission project

- Consider for approval the resolution #9 to pay Crawford Law Group for easement services relating to the sewer collection and transmission project from the Series 2015 Sewer Bond proceeds

Since Mr. Appignani recuses himself for this discussion and Mr. Weese was absent from the meeting, the Board tabled the approval of resolution #9 until next month's meeting.

Action: No action taken by the Board.

Consider for approval the request from Jefferson Utilities, Inc. regarding the Districts Westridge Hills well

PSD staff clarified the vote taken by the County Commission at their December 15, 2016 meeting was a 4-1 vote against the District accepting the offer from Jefferson Utilities to purchase the well. Mr. Appignani and Mr. Strider are both against the offer from Jefferson Utilities, but Mr. Strider suggested possibly being open to discuss a long term lease for the well. He would like to discuss further at next month's meeting. Commissioner Compton questioned why the Board would consider the request at all since the County Commission and the Westridge Hills are both against it.

Action: No action taken by the Board.

Discuss billing options

This item was tabled until the April meeting.

Action: No action taken by the Board.

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

The District will need to collect an estimated \$14,200 in payments to cover the disbursements for water. Mr. Appignani suggested staff look into alternatives for transducers used at the water systems.

Action: No action required by the Board.

NEW BUSINESS

Consider request from Priestfield Pastoral Center for provision of sewer service from Berkeley County Public Service Sewer District

Action: Motion made by Mr. Appignani and seconded by Mr. Strider to approve the request from Priestfield Pastoral Center to have Berkeley County Public Service Sewer District provide sewer service. Approve 2-0.

Consider renewal of generator maintenance contract with Apparatus Repair & Engineering, Inc.

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 the District's generators. This year the number of generators has increased by one as we now have the generator at Cavaland that needed to be included.

Action: Motion made Mr. Strider and seconded by Mr. Appignani to approve the renewal of the generator maintenance contract with Apparatus Repair & Engineering, Inc. Approved 2-0.

Update on Status of Current Public Service Commission Cases

2015 sewer rate case, 15-1338-PSD-42R-PC – There have been no new updates.

2016 sewer rate case, 16-0411-PSD-30B – There have been no new updates.

Certificate of Convenience and Necessity case, 16-0616-PSD-PC-CN – The hearing was held on February 2nd and 3rd in Charleston. The final order is due by March 23rd.

Water Rate Increase case, 16-0701-PWD-19A – The final order became final last month.

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. Appignani to approve disbursements for Public Service District water expenses in the amount of \$9,920.64. 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 \$204,967.10. Approved 2-0.

Approve transfer of \$930.00 from the Renewal & Replacement account to the Sewer Operating account for repairs at pump station 1-12

Approve transfer of \$2,765.58 from the Renewal & Replacement account to the Sewer Operating account pump repairs at pump station 2-13

Approve transfer of \$2,012.60 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. Appignani to approve transfer of \$930.00 from the Renewal & Replacement account to the Sewer Operating account for repairs at pump station 1-12, approve transfer of \$2,765.58 from the Renewal & Replacement account to the Sewer Operating account pump repairs at pump station 2-13, approve transfer of \$2,012.60 from the New Sewer Security Deposit account to the Sewer Operating account for security deposit refunds. Approved 2-0.

General Manager's Report

Pump Station 5-2 – Ms. Lawton reported to the Board that a car hit the fence around the pump station which needs to be replaced now.

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

None.

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

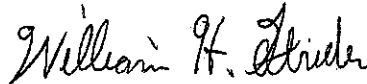
There being no further business at this time, the meeting was adjourned at 7:20PM.

The next regular meeting is scheduled for Monday, March 6, 2017 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