

Jefferson County Public Service District

Jefferson County Public Service District Regular Board Meeting September 5, 2017

The monthly meeting of the Jefferson County Public Service District was held at 7:00PM on Tuesday, September 5, 2017 in the meeting room at the Districts office in Kearneysville. Those in attendance included: Chairman, William Strider; Secretary, Richard Weese (speakerphone); Treasurer, Roger Forshee; General Manager, April Shultz; Office Administrator, Ashley Stottlemeyer; Operations Manager, Joseph Freeze; from Bowles Rice, Tyler Mayhew; from Thrasher Engineering, Dan Ferrell, and liaison for the County Commission, Commissioner Josh Compton.

CALL TO ORDER

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

Approval of agenda

The agenda was unanimously approved with no changes.

OLD BUSINESS

Review Minutes of August 7 regular board meeting

The minutes of the August 7, 2017 regular board meeting were approved as presented.

Action: Motion made by Mr. Strider and seconded by Mr. Forshee to accept the August 7, 2017 regular board meeting minutes as presented. Unanimously approved.

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

The District will have to collect \$24,500 before the September disbursements for sewer can be paid and will need to collect \$10,700 to cover the previous disbursements for water.

Action: No action required by the Board.

Update from Royal Vendors on Silver levels

Don Korrell from Royal Vendors updated the Board. They started using a new chemical supplier in September to see if this has any effect on the Silver results. Mr. Korrell stated the August results came back similar to July and he will submit another sample to both labs. District staff filed the modification for the permit which is now in the 30 day public comment period until October 6th. Mr. Korrell informed the Board that Royal Vendors will cover the costs for the modification.

Action: No action required by the Board.

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

Mrs. Shultz stated that staff and professionals are continuing to work on the administrative duties for the project. She informed the Board that Thrasher has submitted the remaining invoices for the project for all work completed up to this point. Thrasher has agreed that if the project doesn't move forward they will arrange for a payment plan with the District since this money would usually be paid with project financing.

Action: No action required by the Board.

NEW BUSINESS

Consider amendment to bioxide contract with Evoqua

John Macpherson from Evoqua presented to the Board an amendment to the existing five year contract they currently have with the District. Mr. Macpherson has reworked the contract to allow the District to pay for the gallons used rather than a minimum 20,000 gallons per year as originally agreed upon with a savings of an estimated \$8,600 per year. Since the District only used 12,402 gallons instead of the minimum quantity of 20,000 in the first year, Evoqua has also agreed to settle the surcharge for a one-time payment of \$3,000 rather than the \$12,270.77 surcharge balance.

Motion: **Motion made by Mr. Strider and seconded by Mr. Weese to approve the amended bioxide contract with Evoqua.**

Mr. Forshee requested the Board look in to alternative options other than bioxide. He would like the Board to look into this further before making a decision.

The motion was approved 2-1. Mr. Forshee opposed.

Consider changing date of October 2nd board meeting

Mrs. Shultz will be out of town for the October 2nd meeting due to her father having surgery so she requested the Board change the board meeting to the following week. The Board agreed to move the meeting to Wednesday, October 11th at 7pm.

Action: **Motion made by Mr. Strider and seconded by Mr. Forshee to move the October 2nd regular board meeting to October 11th at 7pm. Unanimously approved.**

Update on Status of Current Public Service Commission Cases

• Jefferson County Commission PSC Case No. CCA Jefferson 17A – Last month the Board approved Mr. Rodecker to represent the District for intervention in the case.

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

Discussion of any expenses over budget for the year

There were no items over budget for the year.

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

Disbursements

Action: **Motion made by Mr. Forshee and seconded by Mr. Strider to approve disbursements for the Public Service District water expenses in the amount of \$8,336.02. Unanimously approved.**

Action: **Motion made by Mr. Forshee and seconded by Mr. Strider to approve disbursements for Public Service District sewer expenses in the amount of \$223,250.86. Unanimously approved.**

Approve transfer of \$5,256.28 from the New Sewer Security Deposit account to the Sewer Operating account for security deposit refunds

Action: **Motion made by Mr. Forshee and seconded by Mr. Strider to approve transfer of \$5,256.28 from the New Sewer Security Deposit account to the Sewer Operating account for security deposit refunds. Unanimously approved.**

Approve transfer of \$1,691.30 from the Renewal and Replacement account to the Sewer Operating account for repairs at Pump Station 3-6

Action: **Motion made by Mr. Forshee and seconded by Mr. Strider to approve transfer of \$1,691.30 from the Renewal and Replacement account to the Sewer Operating account for repairs at Pump Station 3-6. Unanimously approved.**

Approve transfer of \$91.29 from the Water Security Deposit account to the Water Operating account for security deposit refunds

Action: **Motion made by Mr. Forshee and seconded by Mr. Strider to approve transfer of \$91.29 from the Water Security Deposit account to the Water Operating account for security deposit refunds. Unanimously approved.**

General Manager's Report

Mrs. Shultz informed the Board that the District received a violation for Glen Haven for the Radiological testing as discussed at last month's Board meeting. Staff will be hand delivering the notification to each customer at the water system. Mrs. Shultz reaffirmed the drinking water was safe to drink.

Mr. Forshee questioned the specifications for pump station 3-7 and if a generator is required as listed in those documents. Mr. Ferrell from Thrasher informed him that the State does not require generators at pump stations as long as some sort of back-up system is in place whether it be a generator or Godwin pump that is currently installed.

Action: Motion made by Mr. Forshee to send DEP a letter requesting a review of the current backup system at pump station 3-7 and if it is acceptable. Motion failed due to a lack of a second.

Other staff reports

Mr. Forshee would like to visit the well site on the Mountain that is deeded to the District.

Mr. Forshee also requested staff contact Ms. Arnett at the Charles Town Utility Board and verify there is plenty of capacity left in the transmission lines used by the District that flow to the Charles Town treatment plant per an EDU tracking sheet that is updated monthly by District staff that displays 82 remaining.

Mr. Forshee requested staff to look into the water loss report provided in the monthly billing report to verify the % of water loss each month for the water systems.

Action: No action required by the Board.

Correspondence

None.

Public Comment

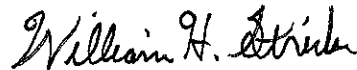
Jacquelyn Milliron expressed her concerns with the bioxide and suggested the District look into other alternatives. She also commented on the 2004, 2006, and 2011 backups in Breckenridge due to the malfunctions with the Godwin pump in her opinion. Mrs. Milliron believed this pump station should have a backup generator rather than the Godwin pump and this should be investigated by WV DEP. She stated that if DEP agreed with the Godwin then she would stand down from this issue. Mrs. Milliron also wanted to remind the Board of the Title 150 Sewer Rules and to be more proactive for the consumers.

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

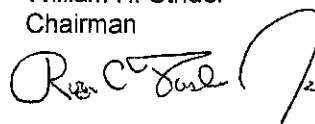
There being no further business at this time, the meeting was adjourned at 8:05PM.

The next regular meeting is scheduled for Wednesday, October 11, 2017 at 7:00pm at 340 Edmond Road, Suite A at the Districts office in Kearneysville.

Respectfully Submitted,



William H. Strider
Chairman



Roger C. Forshee Jr.
Treasurer