

Jefferson County

Public Service District

Regular Board Meeting Agenda Tuesday, September 8, 2015 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
- Public comments

Old Business:

- Review minutes of the August 3 regular board meeting
- Update on the water systems improvement project for Glen Haven and Cavaland
 - Consider approval of Resolution #12
- Discuss sewer collection and transmission project
 - Review funding proposals submitted for sewer transmission project development costs; select preferred funding source and terms; authorize Staff, bond counsel, and a board member to move forward to close on funding as soon as practical
- Discuss acquisition of water and sewer utility assets of Jefferson Utilities, Inc., Shenandoah Junction, Inc. and East Jefferson Sewer, LLC and water project to replace and upgrade Keyes Ferry Acres, Westridge Hills, and Harpers Ferry Campsites
- Discuss status of Local Powers Act amendment and lobbying
 - Consider engagement letter with Bowles Rice for Local Power Act amendment drafting and lobbying
- Discuss the District's financial status of paying bills

New Business:

- Discuss the ownership of the Highland Farms wastewater treatment plant site
- Discuss the September 17th Utility Meeting to be held by the County Commission
- Update on status of current legal cases:
 - 2015 sewer rate increase – 15-1338-PSD-42R-PC
 - 2012 sewer rate increase – 12-0513-PSD-42T
- Discussion of any expenses over budget
- Disbursements
- Approve transfer of \$1,758.00 from the Renewal & Replacement account to the Sewer Operating account for new transducers at pump station 2-13
- Approve transfer of \$32,816.25 from the Series 2013A Bond account to the Sewer Operating account for strategic plan expenses
- Approve transfer of \$5,112.39 from the Sewer Security Deposit account to the Sewer 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 sewer collection and transmission project
- Discuss the September 17th Utility Meeting to be held by the County Commission
- Discuss acquisition of water and sewer utility assets of Jefferson Utilities, Inc., Shenandoah Junction, Inc. and East Jefferson Sewer, LLC and water project to replace and upgrade Keyes Ferry Acres, Westridge Hills, and Harpers Ferry Campsites
- Discuss and possibly take action on Vendor issue

Items to Remember:

- Legislative issues
- West Virginia American Water Company
- East Jefferson Sewer Service, LLC vs Jefferson County PSD civil action case no. 14-C-51

August Billing:

Public Service District: Sewer (Metered)

- Residential – 2239 Customers
 - August 2014 – 2188 Customers
- Commercial – 159 Customers

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- August 2014 – 148 Customers
 - Public Authority – 11 Customers
 - August 2014 – 12 Customers
 - Industrial – 7 Customers (7 on Billing, 4 on NPDES Permit)
 - August 2014 – 7 Customers
 - EDU's – 12,788,730 Gallons Billed in July (4500 avg gal/customer/mo) = 2842 EDU's
 - 3 New Homes in August (3 EDU's)
 - 1 New Commercial in August (1 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 – 31 (29 residential, 2 commercial)

Next Meeting:

- Monday, October 5, 2015 at 7:00PM – Jefferson County PSD Office, 340 Edmond Road, Suite A, Kearneysville