

Jefferson County

Public Service District

Regular Board Meeting Amended Agenda February 2, 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 January 5 regular board meeting
- Update on the water systems improvement project for Glen Haven and Cavaland
 - Approval of Change Order No. 4 for additional customer service line expenses to be paid with project budget contingency funds
 - Approval of resolution for payment #10
 - Presentation of Change Order No. 5 for additional customer service line expense exceeding presently available project funding
 - Approval of Change Order No. 6 extending time for contractor to complete construction by 120 days, with commencement of the extension retroactive to January 29, 2015
 - Discuss and consider approval of cost overrun
- Update on sewer collection and transmission project
- Consider applying for RUS funding for 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
- Update on strategic plan
- Discuss the District's financial status (status of paying bills)

New Business:

- Consider Renewal of Generator Maintenance Agreement with Apparatus Repair & Engineering, Inc.
- Consider revision to annual leave policy in District handbook
- Consider revision to recently approval Rule 42 for sewer project to allow portion for current rate increase to meet bond and cash flow needs and to be resubmitted
- Discuss Post-Issuance Compliance of Bonds
- Update on status of current Public Service Commission cases:
 - Jim Kelsh: 2012 sewer rate case, PSC Case No. 12-0513-PSD-42T-PC
 - Bob Rodecker: Complaint against Old Standard, LLC and East Jefferson Sewer System, Case no. 13-1175-S-C
East Jefferson Sewer System NPDES Application, Case no. 14-0264-S-CN
East Jefferson Sewer Service, LLC vs Jefferson County PSD civil action case no. 14-C-51
- Request from Mr. Cheezum for more information on the Old Standard, LLC and East Jefferson Sewer System cases
- Report on legislation of possible interest to the District by Jim Kelsh
- Discussion of any expenses over budget
- Disbursements
- Approve transfer of \$3,600.00 from the Renewal & Replacement account to the Sewer Operating account for driveway improvements at pump station 4-5
- Approve transfer of \$5,321.02 from the Renewal & Replacement account to the Sewer Operating account for a pump repair at pump station 5-1
- Approve transfer of \$6,696.66 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)

- Revised legal services agreement for sewer project in USDA RUS format
- Discuss sewer collection and transmission project
- Discuss Jefferson County PSD v. Old Standard, LLC and East Jefferson Sewer Services, LLC, PSC case no. 13-1175-S-C
- Discuss East Jefferson Sewer Service, LLC vs Jefferson County PSD civil action case # 14-C-51

- Discuss 2012 sewer rate case, PSC Case No. 12-0513-PSD-42T-PC
- Discuss petition to PSC to terminate sewer service to tenant occupied rental properties for non-payment by owner
- Discuss American Farm Bureau Federation v. Environmental Protection Agency

Items to Remember:

- Legislative issues
- Staff meetings
- West Virginia American Water Company

January Billing:

Public Service District: Sewer (Metered)

- Residential – 2218 Customers
 - December 2013 – 2148 Customers
- Commercial – 154 Customers
 - December 2013 – 156 Customers
- Public Authority – 11 Customers
 - December 2013 – 10 Customers
- Industrial – 9 Customers (9 on Billing, 4 on NPDES Permit)
 - December 2013 – 7 Customers
- EDU's – 12,313, 270 Gallons Billed in December (4500 avg gal/customer/mo) = 2736 EDU's
- 1 New Homes in January (1 EDU's)
- 0 New Commercial in January (0 EDU's)

Public Service District: Sewer (Unmetered)

- Residential – 89 Customers
- Commercial – 0 Customers

Public Service District: Water

- Glen Haven – 75 Customers
- Cavaland – 41 Customers

Public Service District: Capital Improvement Fees Paid

- 2012 – 25 (25 residential)
- 2013 – 111 (88 residential, 23 commercial)
- 2014 – 48 (46 residential, 2 commercial)
- 2015 – 2 (2 residential)

Next Meeting:

- Monday, March 2, 2015 at 7:00PM – Jefferson County PSD Office, 340 Edmond Road, Suite A, Kearneysville