

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

---

## **Regular Board Meeting Amended Agenda March 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 February 2 regular board meeting
- Discuss the District's financial status (status of paying bills)
  - Discuss possible non-project related Rule 42 for sewer bond coverage and cash flow needs
- Update on the water systems improvement project for Glen Haven and Cavaland
  - Approval of resolution for payment #10
  - Approval of Change Order No. 6 to pay the cost overrun contingent upon additional grant funding being obtained
  - Consider filing application to the West Virginia Infrastructure and Jobs Development Council for grant funds for the amount of Change Order No. 6
- Update on strategic plan
- Consider revision to annual leave policy in District handbook

### **New Business:**

- Consider new Bioxide payment related to Senate Bill 373
- Consider request from Sparkle Properties, LLC for sewer service
- 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
- Discussion of any expenses over budget
- Disbursements
- Approve transfer of \$1,556.50 from the Renewal & Replacement account to the Sewer Operating account for pump repair at pump station 4-6
- Approve transfer of \$4,114.61 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds
- Approve transfer of \$127.99 from the Water Security Deposit account to the Water 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 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 deferred payment agreement with owner of occupied rental properties
- Discuss American Farm Bureau Federation v. Environmental Protection Agency
- Discuss 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

### **Items to Remember:**

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

**February Billing:**

Public Service District: Sewer (Metered)

- Residential – 2213 Customers
  - January 2014 – 2152 Customers
- Commercial – 152 Customers
  - January 2014 – 155 Customers
- Public Authority – 11 Customers
  - January 2014 – 10 Customers
- Industrial – 7 Customers (7 on Billing, 4 on NPDES Permit)
  - January 2014 – 7 Customers
- EDU's – 12,872, 510 Gallons Billed in January (4500 avg gal/customer/mo) = 2861 EDU's
- 3 New Homes in February (3 EDU's)
- 0 New Commercial in February (0 EDU's)

Public Service District: Sewer (Unmetered)

- Residential – 75 Customers
- Commercial – 0 Customers

Public Service District: Water

- Glen Haven – 73 Customers
- Cavaland – 40 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 – 5 (5 residential)

**Next Meeting:**

- Monday, April 6, 2015 at 7:00PM – Jefferson County PSD Office, 340 Edmond Road, Suite A, Kearneysville