

Jefferson County

Public Service District

Regular Board Meeting Agenda Monday, December 7, 2015 JCPSD Office 7:00PM

The Board will discuss and may take action on the following items:

Call to Order:

- Roll call
- Thank Peter Appignani for six years of service to Jefferson County Public Service District and welcome him for another term
- Approval of the agenda
- Public comments

Old Business:

- Review minutes of the November 2 regular board meeting
- Discuss sewer collection and transmission project
- 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 the ownership of the Highland Farms wastewater treatment plant site
- Discuss the District's financial status of paying bills

New Business:

- Discussion of supporting legislation to modify the Public Service Commission project approval process
- Consider request to County Commission for discussion on topic from their December 3rd meeting
- Consider approval of Berkeley County PSSD to provide sewer service at 4469 Charles Town Road
- Consider resolution # 2 to reimburse Aspen Greens from the Series 2015 Sewer Bond proceeds
- Consider participation in National Association of Clean Water Agencies (NACWA) small & medium utility workgroup
- Consider 2016 Board Meeting Schedule
- Discussion of the number of public comment opportunities at board meetings
- Update on status of current legal cases:
 - 2015 sewer rate increase, Case No. 15-1338-PSD-42R-PC
 - Jacquelyn Milliron et al v. Jefferson County PSD, Case No. 15-1478-PSWD-C
 - American Farm Bureau v. EPA regarding Chesapeake Bay Total Maximum Daily Load
- Discussion of any expenses over budget
- Disbursements
- Approve transfer of \$1,699.40 from the Renewal & Replacement account to the Sewer Operating account for pump repairs at pump station 1-11
- Approve transfer of \$2,505.00 from the Renewal & Replacement account to the Sewer Operating account for air release valves at pump station 4-7
- Approve transfer of \$4,276.97 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds
- Approve transfer of \$64.12 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 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
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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

November Billing:

Public Service District: Sewer (Metered)

- Residential – 2251 Customers
 - November 2014 – 2207 Customers
- Commercial – 157 Customers
 - November 2014 – 152 Customers
- Public Authority – 11 Customers
 - November 2014 – 11 Customers
- Industrial – 7 Customers (7 on Billing, 4 on NPDES Permit)
 - November 2014 – 7 Customers
- EDU's – 12,330,860 Gallons Billed in October (4500 avg gal/customer/mo) = 2740 EDU's
- 2 New Homes in November (2 EDU's)
- 0 New Commercial in November (0 EDU's)

Public Service District: Sewer (Unmetered)

- Residential – 77 Customers
- Commercial – 0 Customers

Public Service District: Water

- Glen Haven – 74 Customers
- Cavaland – 40 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 – 34 (32 residential, 2 commercial)

Next Meeting:

- Monday, January 4, 2016 at 7:00PM – Jefferson County PSD Office, 340 Edmond Road, Suite A, Kearneysville