

Jefferson County

Public Service District

Regular Board Meeting Agenda Monday, November 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 October 5 regular board meeting
- Update on the water systems improvement project for Glen Haven and Cavaland
 - Consider approval of Resolution #13
- 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:

- Consideration of and final action on the adoption of a Bond Resolution authorizing the issuance of not to exceed \$660,000 in principal amount of the Jefferson County Public Service District's Sewer Revenue Bonds (Sewer Project Development), Series 2015 (the "Series 2015 Bonds") to finance costs relating to the development and design of improvements to the sewer system of the District and to pay costs relating to the issuance of the Series 2015 Bonds.
- Authorization to open a bank account at Bank of Charles Town for the receipt and disbursement of the proceeds of the Series 2015 Bonds
- Adoption of one or more resolutions authorizing the disbursement of a portion of the proceeds of the Series 2015 Bonds
- Other actions relating to the Series 2015 Bonds and/or the related sewer system improvement project
- Consider the approval of the District's draft financial statement audit for the fiscal year ended June 30, 2015, presentation by Chuck Young of CoxHollida and Professionals
- Review of West Virginia Annual Reports filed for the District's Water and Sewer Systems for the fiscal year ended June 30, 2015, presentation by Chuck Young of CoxHollida and Professionals
- Consider donation to Fraternal Order of Police #83 for "Santa with a Badge" program
- 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
- Discussion of any expenses over budget
- Disbursements
- Approve transfer of \$3,694.15 from the Renewal & Replacement account to the Sewer Operating account for pump repairs at pump station 1-10
- Approve transfer of \$5,849.86 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)

- American Farm Bureau v. EPA regarding Chesapeake Bay Total Maximum Daily Load
- 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

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

October Billing:

Public Service District: Sewer (Metered)

- Residential – 2244 Customers
 - October 2014 – 2199 Customers
- Commercial – 165 Customers
 - October 2014 – 157 Customers
- Public Authority – 11 Customers
 - October 2014 – 11 Customers
- Industrial – 7 Customers (7 on Billing, 4 on NPDES Permit)
 - October 2014 – 7 Customers
- EDU's – 14,360,960 Gallons Billed in September (4500 avg gal/customer/mo) = 3191 EDU's
- 2 New Homes in October (2 EDU's)
- 0 New Commercial in October (0 EDU's)

Public Service District: Sewer (Unmetered)

- Residential – 76 Customers
- Commercial – 0 Customers

Public Service District: Water

- Glen Haven – 74 Customers
- Cavaland – 39 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 – 33 (31 residential, 2 commercial)

Next Meeting:

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