

# *Jefferson County Public Service District*

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## **Regular Board Meeting Agenda August 3, 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 July 6 regular board meeting
- Review minutes of the July 20 work session #1
- Review minutes of the July 20 work session #2
- Review minutes of the July 20 special meeting
- Update on the water systems improvement project for Glen Haven and Cavaland
- Discuss sewer collection and transmission project
- Discuss and consider approval of draft of Jefferson County PSD strategic plan
- 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
- Consider approval of Engagement Letter with CoxHollida & Professionals for revised Cash Flow Analysis of Jefferson Utilities, Inc.
- Consider approval of Representation Letter for CoxHollida & Professionals work on the Cash Flow Analysis of Jefferson Utilities, Inc.
- Discuss the District's financial status of paying bills

### **New Business:**

- Consider engagement letter with Crawford for easement attainment for sewer transmission project
- Discuss status of Local Power Act amendment and lobbying
- Update on status of current legal cases:
  - Jefferson County PSD intent to file a general sewer rate increase – NOIR Jefferson CO PSD 15A
- Discussion of any expenses over budget
- Disbursements
- Approve transfer of \$8,770.39 from the Renewal & Replacement account to the Sewer Operating account for new pumps at pump station 4-5
- Approve transfer of \$10,768.75 from the Series 2013A Bond account to the Sewer Operating account for strategic plan expenses
- Approve transfer of \$3,853.16 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds
- Approve transfer of \$128.09 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

### **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

### **July Billing:**

Public Service District: Sewer (Metered)

- Residential – 2242 Customers
- June 2014 – 2175 Customers

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PSD Agenda

- Commercial – 157 Customers
    - June 2014 – 154 Customers
  - Public Authority – 11 Customers
    - June 2014 – 11 Customers
  - Industrial – 7 Customers (7 on Billing, 4 on NPDES Permit)
    - June 2014 – 7 Customers
  - EDU's – 13,753,930 Gallons Billed in June (4500 avg gal/customer/mo) = 3056 EDU's
  - 2 New Homes in July (2 EDU's)
  - 0 New Commercial in July (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 – 27 (26 residential, 1 commercial)

**Next Meeting:**

- Tuesday, September 8, 2015 at 7:00PM – Jefferson County PSD Office, 340 Edmond Road, Suite A, Kearneysville