

Jefferson County Public Service District

Regular Board Meeting Agenda May 4, 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 April 6 regular board meeting
- Discuss the District's financial status (status of paying bills)
- Update on the water systems improvement project for Glen Haven and Cavaland
- Discuss sewer collection and transmission project
- Update on strategic plan
- Approve sewer transmission agreement with Ranson

New Business:

- Request from Charlie Cheezum to discuss document on acquisition of Jefferson Utilities, Inc. assets
- Request for sewer service from Fred Blackmer for Morgan's Grove Market
- Consider donation to D.A.R.E. Program sponsored by the Sheriff's Department
- Consider renewing the WV Division of Natural Resource permit for Highland Farms
- Discuss Charles Town revised strategic plan
- Consider directing Jim Kelsh to offer to work with County Commission legal staff to investigate water and sewer impact fees
- Update on Senate Bill 234
- Update on status of current legal cases:
 - East Jefferson Sewer Service, LLC vs Jefferson County PSD civil action case no. 14-C-51
- Consider renewal of audit services by CoxHollida & Professionals for fiscal years ending 2015, 2016, and 2017
- Consider Fiscal Year 2015 budget revision
- Presentation of draft Fiscal Year 2016 sewer operating budget
- Presentation of draft of Fiscal Year 2016 water operating budget
- Discussion of any expenses over budget
- Disbursements
- Approve transfer of \$1,393.04 from the Renewal & Replacement account to the Sewer Operating account for pump repair at Deerfield WWTP
- Approve transfer of \$4,311.25 from the Series 2013A Bond account to the Sewer Operating account for strategic plan expenses
- Approve transfer of \$5,546.38 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds
- Approve transfer of \$193.84 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 Charles Town revised strategic plan
- Discuss sewer collection and transmission project
- Discuss East Jefferson Sewer Service, LLC vs Jefferson County PSD civil action case # 14-C-51
- Discuss American Farm Bureau Federation v. Environmental Protection Agency
- 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
- Staff meetings
- West Virginia American Water Company

April Billing:

Public Service District: Sewer (Metered)

- Residential – 2232 Customers
 - March 2014 – 2165 Customers
- Commercial – 152 Customers
 - March 2014 – 150 Customers
- Public Authority – 11 Customers
 - March 2014 – 10 Customers
- Industrial – 7 Customers (7 on Billing, 4 on NPDES Permit)
 - March 2014 – 7 Customers
- EDU's – 12,509,550 Gallons Billed in March (4500 avg gal/customer/mo) = 2780 EDU's
- 4 New Homes in April (4 EDU's)
- 0 New Commercial in April (0 EDU's)

Public Service District: Sewer (Unmetered)

- Residential – 76 Customers
- Commercial – 0 Customers

Public Service District: Water

- Glen Haven – 73 Customers
- Cavaland – 41 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 – 13 (12 residential, 1 commercial)

Next Meeting:

- Monday, June 1, 2015 at 7:00PM – Jefferson County PSD Office, 340 Edmond Road, Suite A, Kearneysville