

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

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## **Regular Board Meeting Agenda January 5, 2015 JCPSD Office 7:00PM**

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

### **Call to Order:**

- Roll call
- Election of 2015 officers
- Approval of the agenda
- Public comments

### **Old Business:**

- Review minutes of the December 1 regular board meeting
- Update on the water systems improvement project for Glen Haven and Cavaland
  - Approval of resolution for payment #9
  - Approval of amendment #3 to the contract with Gwin Dobson & Foreman
  - Approval of the Certificate of Substantial Completion
- Update on sewer collection and transmission project
  - Consider engagement letter with CoxHollida & Professionals
- Review engineering services agreement for sewer strategic plan
- Update on West Virginia American Water Company presentation
- Discuss the District's financial status (status of paying bills)

### **New Business:**

- Consider 2015 holiday schedule
- Consider response to Jacquelyn Milliron questions on sewer project
- Review draft letter to Mr. Cheezum's request regarding ethical obligations of board members
- Consider request from Berkeley County Public Service Water District regarding water service for the Hunter Property
- Update on status of current Public Service Commission cases:
  - Jim Kelsh: Termination Agreement with Mockingbirdhil, Inc, PSC case no. 14-0582-PSD-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 \$4,116.12 from the renewal & replacement account to the sewer operating account for a new PLC at pump station 2-306
- Approve transfer of \$943.26 from the renewal & replacement account to the sewer operating account for a new starter at pump station 5-1
- Approve transfer of \$755.70 from the renewal & replacement account to the sewer operating account for repairs at pump station 4-7
- Approve transfer of \$5,740.00 from the renewal & replacement account to the sewer operating account for a check valve in manhole at Breckenridge
- Approve transfer of \$5,236.37 from the sewer security deposit account to the sewer operating account for security deposit refunds
- Approve transfer of \$128.21 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)

- Consider conflict of interest waiver
- Consider filing petition to PSC to terminate sewer service to tenant occupied rental properties for non-payment by owner
- Revised legal services agreement for sewer project in USDA RUS format
- 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 Termination Agreement with Mockingbirdhil, Inc, PSC case no. 14-0582-PSD-PC
- Discuss American Farm Bureau Federation v. Environmental Protection Agency

**Items to Remember:**

- Legislative issues
- Staff meetings

**December Billing:**

Public Service District: Sewer (Metered)

- Residential – 2217 Customers
  - November 2013 – 2127 Customers
- Commercial – 153 Customers
  - November 2013 – 162 Customers
- Public Authority – 11 Customers
  - November 2013 – 10 Customers
- Industrial – 9 Customers (9 on Billing, 4 on NPDES Permit)
  - November 2013 – 7 Customers
- EDU's – 13,407, 740 Gallons Billed in November (4500 avg gal/customer/mo) = 2980 EDU's
- 0 New Homes in December (0 EDU's)
- 0 New Commercial in December (0 EDU's)

Public Service District: Sewer (Unmetered)

- Residential – 88 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 – 48 (46 residential, 2 commercial)

**Next Meeting:**

- Monday, February 2, 2015 at 7:00PM – Jefferson County PSD Office, 340 Edmond Road, Suite A, Kearneysville