

# *Jefferson County Public Service District*

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## **Regular Board Meeting Agenda July 6, 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 June 1 regular board meeting
- Review minutes of the July 1 special board meeting
- Update on the water systems improvement project for Glen Haven and Cavaland
- Discuss sewer collection and transmission project
- Discuss and consider draft of Jefferson County PSD strategic plan
- Discuss the District's financial status of paying bills

### **New Business:**

- Consideration of and action on resolution declaring the official intent of the Jefferson County Public Service District pursuant to Treasury Regulation Section 1.150-2 to be reimbursed from proceeds of sewer revenue bonds to be issued by the District for expenditures made by the District for its sewer transmission line project.
- Consideration of an action on resolution approving in concept the issuance of the District's sewer revenue bonds in an amount not to exceed \$616,000 to finance professional and other costs relating to the District's sewer transmission line project and to pay issuance costs relating to such bonds.
- Consider approval of filing sewer rate increase with the PSC
- Consider approval of representation letter with CoxHollida & Professionals for Rule 42 for sewer transmission project
- Discuss/consider the District's role in consolidation discussions with the Jefferson County Commission
- Consider accrued leave policy modification in District Handbook
- Consider retirement plan modification in District Handbook
- Update on status of current legal cases:
  - East Jefferson Sewer Service, LLC vs Jefferson County PSD civil action case no. 14-C-51
- Discussion of any expenses over budget
- Consider Fiscal Year 2015 budget revision
- Disbursements
- Approve transfer of \$3,422.50 from the Series 2013A Bond account to the Sewer Operating account for strategic plan expenses
- Approve transfer of \$7,233.23 from the Sewer Security Deposit account to the Sewer Operating account for security deposit refunds
- Approve transfer of \$128.65 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 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
- West Virginia American Water Company

**June Billing:**

Public Service District: Sewer (Metered)

- Residential – 2233 Customers
  - May 2014 – 2184 Customers
- Commercial – 159 Customers
  - May 2014 – 158 Customers
- Public Authority – 11 Customers
  - May 2014 – 10 Customers
- Industrial – 7 Customers (7 on Billing, 4 on NPDES Permit)
  - May 2014 – 7 Customers
- EDU's – 12,541,390 Gallons Billed in May (4500 avg gal/customer/mo) = 2787 EDU's
- 3 New Homes in June (3 EDU's)
- 0 New Commercial in June (0 EDU's)

Public Service District: Sewer (Unmetered)

- Residential – 77 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 – 25 (24 residential, 1 commercial)

**Next Meeting:**

- Monday, August 3, 2015 at 7:00PM – Jefferson County PSD Office, 340 Edmond Road, Suite A, Kearneysville