

# Jefferson County Public Service District

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## Jefferson County Public Service District Special Board Meeting July 20, 2015

The special meeting of the Jefferson County Public Service District was held at 5:15PM on Monday, July 20, 2015 at the Charles Town Library. Those in attendance included: Chairman, Peter Appignani; Secretary, Richard Weese; Treasurer, Bill Strider; PSD General Manager, Susanne Lawton; Administrative Assistant, Ashley Stottlmyer; District Legal Counsel, Jim Kelsh; Thrasher Engineering, Wayne Morgan; Dunn Engineers, Fred Hypes and Matt Brenner; and liaison for the County Commission, Commissioner Jane Tabb.

Chairman Peter Appignani called the meeting to order at 5:15PM.

### Public Comment

Todd Milliron, Breckenridge resident, suggested the Board should only consider paying half of the engineering fees upfront for the sewer transmission project and pay the remaining when final funding is obtained.

### Consideration of supplemental resolution approving in concept the issuance of the District's sewer revenue bonds in an amount not to exceed \$660,000 to finance professional and other costs relating to the District's sewer transmission line project and to pay issuance costs related to such bonds

Mr. Kelsh stated that last month the Board approved a resolution not to exceed \$616,000 to pay for sewer project costs which will be paid off with final project financing. Since that time, the developer of the Aspen Green subdivision has requested the Board make payments on the District's obligation of approximately \$44,000 for the enlargement of the off-site facilities they had constructed at the request of the District.

**Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve the supplemental resolution as read:**

**RESOLUTION APPROVING IN CONCEPT THE FINANCING OF ALL OR A PORTION OF THE COSTS RELATING TO THE ACQUISITION, DESIGN, CONSTRUCTION, IMPROVEMENT AND EQUIPPING OF CERTAIN EXTENSIONS, BETTERMENTS AND/OR IMPROVEMENTS TO THE EXISTING SEWERAGE SYSTEM AND RELATED FACILITIES OF JEFFERSON COUNTY PUBLIC SERVICE DISTRICT WITH PROCEEDS OF SEWER REVENUE BONDS TO BE ISSUED IN ONE OR MORE SERIES BY THE JEFFERSON COUNTY PUBLIC SERVICE DISTRICT AND APPROVING THE TAKING OF ACTIONS IN CONNECTION THEREWITH.**

**Motion approved 2-1. Mr. Appignani voted against the motion for the same reasons he voted against the resolution at the last board meeting.**

### Consider amount of a capacity improvement fee to be included in sewer rate increase to be filed with the PSC

At the last board meeting, the Board directed Thrasher and Dunn to calculate a capital improvement fee (CIF) for future sewer projects. Mr. Morgan recommended a CIF of \$4,832, which \$1,127 of that goes to Charles Town and \$1,625 will go to Ranson leaving \$2,080 for the District to use toward future projects. The Board agreed with the engineer's calculation and directed Mr. Chuck Young from CoxHollida & Professionals to update the Rule 42 to include the proposed CIF amount.

Mr. Kelsh suggested the District may want to work on drafting legislation for the use of CIF's by PSD's. The Board directed Mr. Kelsh to work with the County Commissions legal staff to draft legislation.

**Action: No action required by the Board.**

### Consider revisions to the amount and effective date of the sewer rate increase to be filed with the PSC

Last month the Board approved Mr. Kelsh filing a 42T rate increase with the Public Service Commission. However, Mr. Kelsh informed the Board that since the District did not meet coverage requirements for the fiscal year ending June 30, 2014 and will not be able to close on the \$660,000 loan until a rate change is in effect, he

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suggested the Board file a Rule 42R rate increase instead. Mr. Kelsh stated that a Rule 42R will allow the District to begin collecting the new rate effective upon filing the rate case rather than waiting for a PSC final order which is done in a Rule 42T. Ms. Lawton stated that the money collected from the rate increase will be kept in a separate account, as well as collected CIFs, since they will both be subjected to refund if the PSC denies the rate increase. The new rate would be \$2.07 or \$17.45 per thousand gallons.

**Action: Motion made by Mr. Strider and seconded by Mr. Weese to approve amending the amount and effective date of the sewer rate increase to be filed with the public service commission and utilize a 42R approach. Unanimously approved.**

Public Comments

Jacquelyn Milliron, Breckenridge resident, questioned if there was a signed agreement with Ranson since an unsigned version was attached in the Preliminary Engineering Report. She also had questions on the District's agreement with Ranson for upgrades to the Flowing Springs pump station.

**Action: Motion made by Mr. Weese and seconded by Mr. Strider to adjourn. Unanimously approved.**

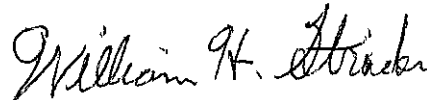
There being no further business at this time, the meeting was adjourned at 5:40PM.

The next regular meeting is scheduled for August 3, 2015 at 7:00pm at 340 Edmond Road, Suite A at the District's office in Kearneysville.

Respectfully Submitted,



Peter L. Appignani  
Chairman



William H. Strider  
Treasurer