

**MINUTES
WARM SPRINGS PUBLIC SERVICE DISTRICT
May 11, 2011**

A regular meeting of the Public Service Board of the Warm Springs Public Service District was held on Wednesday, May 11, 2011, at the Morgan County Commission meeting room in the Morgan County Courthouse, Berkeley Springs, West Virginia, at 3:30 p.m.

Members present were Andrew Jurick and Mike Jenkins. Paul Zorich was unable to attend. Also in attendance were Brenda Hutchinson and Rodney Hovermale.

The first matter of business was the approval of the Minutes of the April 13, 2011, regular meeting. The Minutes were approved upon a motion by Mr. Jenkins.

The next matter of business was the approval of the invoices received. The following forty-two operating invoices were approved for payment upon a motion by Mr. Jenkins:

Operating:

1. American Bankers Insurance (May., GC flood renewal)	\$1,366.00
2. Bank of America (Apr.; lab supplies, earthlink)	35.06
3. B.S.W.W. (May.; meter books; Apr.; shutoffs)	250.00
4. Cash (Feb. - Apr.; postage and office supplies)	34.04
5. CNB (interest on loan thru 4/24/11; 337 Swallow Place)	789.86
6. CoxHollida, LLP (Apr.; utility rate analysis)	2,590.00
7. Scott Crunkleton (Apr. & May.; cell phone allowance)	40.00
8. Dept. of Environmental Protection (Apr.; lab recertification fee)	305.00
9. Fairview Association (May; 2011-2012 dues)	200.00
10. Fastenal Company (May.; BS storage bins)	23.82
11. Fibernet (Apr.; phone bill GC, BS, office)	233.05
12. Fire-X Sales (Apr.; GC, BS and Truck extinguisher annual maint.)	219.18
13. Glenn Francis (Apr. & May; cell phone allowance)	40.00
14. G.H.S. (Mar. & Apr.; sludge hauling)	1,097.50
15. Glenn's Septic Service (Apr.; sludge hauling from GC)	1,000.00
16. Guardian Life (Apr.; disability insurance admin. fee)	10.00
17. Rodney Hovermale (Apr. 18 - May 1; mileage)	52.85
18. Hunters Hardware (Apr.; chemical feed parts, lime, truck fittings)	321.75
19. Kauffelt & Kauffelt (Mar.; rate case legal fees)	175.50
20. Mike Jenkins (Feb.; board member training expense reimbursement)	533.46
21. Miss Utility of WV (Mar. & Apr.; notifications)	38.75
22. The Morgan Messenger (Apr.; rate change notice)	214.20
23. Morgan Sanitation, Inc. (Apr.; dumpster rental)	122.12
24. Pifer Office Supply, Inc. (Apr.; copy paper & calculator)	215.39
25. Postmaster (Apr. 30; billing postage and stamps)	516.66
26. Potomac Auto Parts (Apr.; p/u truck supplies, hydraulic oil)	65.48
27. Potomac Edison (Apr.; GC & BS; Mar.; PS #3)	5,924.02
28. REIC Laboratory (Apr.; GC & BS water analyses)	248.02
29. Ri-Tec Industrial (Apr.; BS & GC degreaser)	190.00
30. Roy's Serv. Ctr. (4/8, 4/15, 4/22, 4/26, 4/29, 5/5, 5/6 gas/diesel/battery)	723.14
31. Town of Bath (May; office rent)	750.00

32. UPS (4/13/11, water sample shipping)	65.95
33. US Cellular (4/24 - 5/23; service)	45.72
34. USA Bluebook (Apr. & May; BS, GC, & IP, lab supplies)	1,047.53
35. Unifirst (uniforms; 4/11, 4/18, 4/25, 5/2, 5/9)	317.40
36. Univar USA Inc. (Apr.; Delpac flocculent)	1,220.00
37. Valley Credit Service (Mar. & Apr.; collection fee - Rohr)	25.50
38. WV Bureau of Employment Programs (1/11/11-3/19/11 benefits)	47.28
39. WV Clean Water Coalition (May, legal fee, Apr.; SB245 lobbying)	1,446.00
40. Waste Management (Apr.; landfill fee)	1,785.15
41. Winschel Environmental LLC (Mar.; polymer)	1,770.00
42. Xerox (Apr.; copier fees)	59.48
	26,154.86

There were no sewer connection requests to be considered.


The monthly financial reports were reviewed.

Mr. Hovermale reviewed the history on the PSD's Rule 19A rate case that was filed with the PSC on November 19, 2010. The PSC staff came out with their recommendation of no rate increase in early March. The PSD filed on April 11 a Notice of Rate Increase, a proposed tariff, and financial justification for the proposed tariff. The tariff included a 3.2% rate increase and a \$0.43 per thousand gallon surcharge that would generate enough revenue within two years to get the PSD current on bond and reserve account payments. The PSC's Administrative Law Judge has set May 29 as the deadline to receive written direct testimony, with a hearing scheduled for June 15.

The FY2012 operating budget in the amount of \$1,146,420 as submitted by Mr. Hovermale was discussed. The total is about \$11,000 less than the previous year, but includes a 3% pay increase for the first time since the FY2009 budget. Mr. Jenkins felt it was not appropriate to approve a pay increase at the same time that the PSD's bond reserve accounts remain underfunded and unbudgeted. There was no motion to approve a budget, so a special meeting was tentatively scheduled for Wednesday, May 25, 2011, at 3:30 pm to adopt a budget.

Mr. Hovermale reported that he had met with Lee Fowler with the Morgan County Health Department about grease traps for commercial establishments like restaurants. Mr. Fowler had promised to make sure that a grease trap inspection would become a part of the restaurant health inspection.

The meeting was adjourned at 4:55 p.m. upon a motion by Mr. Jenkins.


 Andrew B. Jurick, Chairman


 Michael Jenkins, Secretary/Treasurer