

**MINUTES**  
**WARM SPRINGS PUBLIC SERVICE DISTRICT**  
**September 7, 2011**

A regular meeting of the Public Service Board of the Warm Springs Public Service District was held on Wednesday, September 7, 2011, at the Town of Bath Council Chambers in the Municipal Center, Berkeley Springs, West Virginia, at 3:30 p.m. The meeting was held a week earlier than normal and in a different location due to scheduling conflicts. Notice was provided to *The Morgan Messenger* on August 29, 2011.

Members present were Andrew Jurick, Paul Zorich, and Mike Jenkins. Also in attendance was Rodney Hovermale.

The first matter of business was the approval of the Minutes of the August 10, 2011, regular meeting. The Minutes were unanimously approved upon a motion by Mr. Jenkins.

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

**Operating:**

1. Bank of America (July-Aug.; earthlink, copier, cable, lab supplies)	\$740.46
2. Berkeley Club Beverages (Aug.; water)	17.50
3. B.S.W.W. (Sept.; meter books)	125.00
4. Kevin Boles Computers (Aug.; network and new pc setup)	1,089.00
5. CNB (interest on loan thru 8/24/11; 337 Swallow Place)	779.72
6. CoxHollidaPrice LLP (Aug.; accounting fees rate case)	2,975.00
7. Terrance Cross (8/10-8/11; mileage for training class)	51.00
8. Douglas Motors (Aug.; GMC oil change, tire rotation&brake check)	71.65
9. Environmental Express (Aug.; BS lab supplies)	362.98
10. Fastenal Company (Aug.; BS v-belts)	54.45
11. Fibernet (Aug.; phone bill GC, BS, office)	231.81
12. Guardian Life (Aug.; disability insurance admin. fee)	8.00
13. HD Supply Waterworks (Aug.; manhole risers)	784.30
14. Rodney Hovermale (8/8 - 8/21; mileage)	48.96
15. Kauffelt & Kauffelt (July; rate case legal fees)	1,115.00
16. Mercury One (Aug.; BS water analysis)	150.00
17. Miss Utility (July; notifications)	21.25
18. Postmaster (Aug. 31; billing postage and stamps)	418.60
19. Pot. Edison (Aug.; GC-ps#2; July; BS-ps#3)	92.12
20. REIC Lab (Aug.; BS sludge analyses; IP,GC & BS water analyses)	627.77
21. Roy's Serv. Ctr. (8/12, 8/17, 8/19, 8/26; gas)	296.00
22. Schreiber (July & Aug.; DO probe caps,scraper wheels&squeegees)	853.00
23. Smith-Nadenbousch Ins. (Sept.; Public Officials Liability 9/11-9/12)	2,718.30

24. Town of Bath (Sept.; office rent)	750.00
25. UPS (8/2; GC, BS, IP water sample shipping)	260.72
26. USA Bluebook (Aug.; lab supplies)	445.10
27. Unifirst (8/15, 8/22, 8/29; uniforms)	165.07
28. United Laboratories (Aug.; treatment chemicals)	792.72
29. Univar USA Inc. (Aug.; BS - Delpac, GC - sanitizers)	3,015.54
30. Valley Credit Service (July; collection fee Rohr & Ryan)	61.00
31. WV Rural Water (Aug.; membership dues)	364.50
32. WV Clean Water Coalition (Sept.; legal fee)	1,000.00
	<b>\$20,486.52</b>

There were no sewer connection requests to be considered.

The monthly financial reports were reviewed. The Board will consider adopting a policy of billing customers/properties when vacant. The new hospital on Fairview Drive has been connected to the sewer system, but has not yet been billed for service because it is still under construction. The start date will have to be determined based on potential use of the system.

Mr. Hovermale reviewed the status of the Rule 19A rate case that was filed with the PSC on November 19, 2010. The ALJ denied the request for a rate increase and a surcharge. Since it would be too expensive to start another rate case, the ALJ's decision was appealed by filing exceptions showing that the ALJ made errors in her consideration of the testimony. The Municipal Bond Commission will also join the case on the District's behalf, and request that at least the surcharge be granted so that the delinquent bond payments can be caught up.

The Board discussed putting a cap on the Manager's authorization to spend money without Board approval. There was no action taken.

The property and liability insurance quotes from State Auto, BRIM, and the County Risk Pool were considered. BRIM offered the lowest premium at \$12,824 per year compared to the Pool at \$19,979. State Auto's premium would be \$24,586. BRIM included a substantially higher deductible at \$2,500 versus \$500 for the Pool. The District's claim history is very good, and the premium difference would still allow for savings even with one or two claims. Upon a motion by Mr. Zorich, BRIM's proposal was unanimously approved.

The meeting was adjourned at 5:00 p.m. upon a motion by Mr. Jenkins.

  
Andrew B. Jurick, Chairman

  
Paul S. Zorich, Vice-chairman

  
Michael Jenkins, Secretary/Treasurer