

Minutes
Warm Springs Public Service District
July 9, 2014

A regular meeting of the Public Service Board of the Warm Springs Public Service District was held at 10:00 a.m. on July 9, 2014. The meeting was held in the Morgan County Commission meeting room, at the Morgan County Courthouse, Berkeley Springs, West Virginia. The meeting agenda was posted on July 3, 2014, and a copy was delivered to *The Morgan Messenger*.

Members present were Paul Zorich and Joyce Altomare; Mike Jenkins was not in attendance. Also present were Michael Crunkleton, General Manager of the WSPSD; and Monty Kerns, WSPSD Operator.

The first order of business was the approval of the agenda. Upon a motion by Mrs. Altomare, the agenda was unanimously approved as posted.

The next order of business was the approval of the minutes from the May 14, 2014 meeting. Upon a motion by Mrs. Altomare, the May 14, 2014 minutes were unanimously approved as corrected.

The next order of business was the approval of the minutes from the June 11, 2014 meeting. Upon a motion by Mrs. Altomare, the minutes from the June 11, 2014 meeting were unanimously approved as presented.

The next order of business was the approval for payment of the following thirty-nine operational invoices received. Upon a motion by Mr. Zorich, the following thirty-nine invoices, totaling \$39,860.17, were unanimously approved for payment.

1	Advance Auto Parts (June; oil - GMC)	\$34.47
2	Joyce Altomare (June 11 regular board meeting salary)	\$100.00
3	Apple Valley Waste(May; dumpster rental)	\$131.83
4	Allied Control Service (June PLC programming 5/16 elect damage)	\$1,201.10
5	Am Bankers Ins (7/14/14-7/14/15 Flood Ins Bldg - GC)	\$1,548.00
6	AR & E (Charger battery for generator 5/16 elect damage)	\$1,544.51
7	BSWW (Jun; fire hydrant & water@WWTP; Jul; meterbooks)	\$202.28
8	Bob's Tire Service(Jun;tire rotation - GMC)	\$8.00
9	Brickstreet Mutual Ins (5/19/14-5/19/15 Installment 1 of 8)	\$617.00
10	Capital One Bk (May;ink toner;pens; step stool-Plant;Office)	\$109.53
11	Cash (Jun; reimb petty cash postage)	\$19.12
12	Troy Crone (Jun; cell phone allowance)	\$20.00

13	Scott Crunkleton(May&Jun; cell phone allowance&mileage reimbursement)	\$63.12
14	Dawson's Home Center Jun;clairfier in basin #1-BS)	\$17.98
15	EFTPS (Jun; SS & Medicare Contribution)	\$1,047.19
16	Fairway Laboratories (Mar & Jun; wastewater analyses BS & GC)	\$640.00
17	Guardian-Bethlehem (Jun; disability)	\$13.30
18	Monty Kerns (Jun;Cell phone allowance)	\$20.00
19	Lumos Networks (Jun; phone billing, GC, BS, office)	\$252.72
20	Miss Utility (May; notifications fee)	\$44.20
21	Morgan Count Clerk (Jul; Liens on 10 properties for delinquent)	\$110.00
22	Northern Safety (Jun; protection gloves)	\$167.43
23	Postmaster (Jun & Jul; billing postage & stamps)	\$586.09
24	Potomac Edison(May-Jun; BS(\$3681.55) & GC (\$468.27) WWTP's&PS's)	\$4,149.82
25	REIC Lab (Jun; wastewater analyses-BS)	\$319.01
26	Roy's (6/10, 13, 19, 20, & 27 gasoline GMC & cans)	\$417.17
27	Schreiber (Jun; bridge wheel;scraper;bolts;etc.)	\$2,062.00
28	Share Corp (Jun; veg control)	\$236.98
29	Shives Elec (Jun; Breakers;surge protectrs 5/16 elect damage)	\$16,070.59
30	Town of Bath (July; office rent)	\$750.00
31	UPS (Jun;water sampling shipping BS,GC)	\$70.99
32	Univar USA (Jun; alum sulfat)	\$2,458.50
33	WV DEP (May;renewal lab certification)	\$180.00
34	WV PERS (Jun; Retirement Contribution)	\$1,891.08
35	WV PEIA (Jun; Health Insurance)	\$635.16
36	WV PEIA (Jun; Retiree Trust Fund)	\$176.00
37	WVDEP (Jun;Cert environmental testing lab by inspect)	\$75.00
38	Winschel Environment (May; lost invoice Nov polymer)	\$1,770.00
39	Paul S. Zorich (June 11 regular board meeting salary)	<u>\$100.00</u>
		\$39,860.17

The Board conducted the monthly review of the financial statements which include; the Monthly Budget Comparison Report, the Aged Trial Balance Report, the Cash Account Balance and Accounts Payable, and the Municipal Bond Commission Status of Accounts statement.

Mr. Crunkleton reviewed the Monthly Operational Report with the Board members. The Members engaged in discussion on the progression of efforts to collect past-due accounts.

Mrs. Altomare requested that the Board reconsider its May 14, 2014 decision to pay board member fees on an annual basis. Mrs. Altomare moved to reverse the Board's previous decision and return to the payment of board member fees on a monthly basis. Mr. Zorich indicated that he would not be comfortable making a decision on such a motion until all members were present. The motion did not receive a second.

The board members discussed the marketing of the 2 acres of property owned by Warm Springs PSD, located in the Fairview subdivision, Berkeley Springs, West Virginia. Mrs. Altomare moved that the Warm Springs PSD should enter into a six month agreement with Kesecker Realty, for the marketing and sale of the aforementioned 2 acres of property. Mrs. Altomare's motion was seconded by Mr. Zorich and passed unanimously.

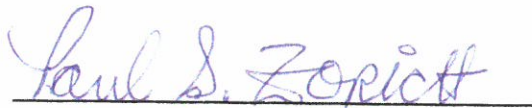
The board members discussed and agreed to an asking price of \$25,000 for the Warm Springs PSD property in the Fairview subdivision.

The board members discussed amending the Warm Springs PSD tariff to include Leachate monies. Mrs. Altomare moved to allow the Warm Springs PSD general manager to enlist the services of Mr. Mark Kauffelt attorney, for the purposes of updating the WSPSD tariff. The motion was seconded by Mr. Zorich, and passed unanimously.

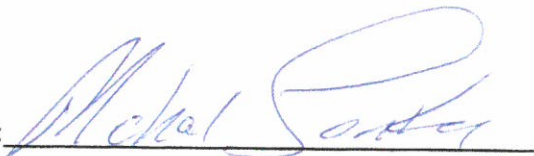
There were no public comments.

The next Board meeting will be held on August 13, 2014, at 10 AM in the Morgan County Commission meeting room, at the Morgan County Courthouse.

Mr. Zorich adjourned the meeting at 11:20 AM.



Paul S. Zorich, Chairman

Attest: 

Mike Jenkins, Secretary