

Minutes
Warm Springs Public Service District
February 11, 2015

A regular meeting of the Public Service Board of the Warm Springs Public Service District was held at 10:00 a.m. on February 11, 2015. 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 February 5, 2015, and a copy was delivered to *The Morgan Messenger*.

Members present were Paul Zorich, Joyce Altomare, and Mike Jenkins. Also present were Michael Crunkleton, General Manager of the WSPSD; and Monty Kerns, WSPSD Operator and PSD Board Secretary.

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

The next order of business was the approval of the minutes from the January 15, 2015 meeting. Upon a motion by Mr. Zorich, the minutes from the January 15, 2015 meeting were unanimously approved as presented.

The next order of business was the approval for payment of the following thirty-three operational invoices received. Mr. Zorich and Mr. Jenkins requested clarification on several of the invoices received. During the course of discussion, Mrs. Altomare informed the board of her intention to resign from the safety committee, adding that she would make it official by submitting her resignation in writing. Following discussion, and upon a motion by Mr. Jenkins, the following thirty-three invoices, totaling \$21,618.58, were unanimously approved for payment.

1	Advance Auto Parts (Feb;grease,plastic weld-BS)	\$12.99
2	Joyce Altomare (Jan; Regular Bd Mtg Salary)	\$125.00
3	Apple Valley Waste(Nov/Dec; dumpster rental)	\$260.47
4	Berkeley Club Beverages (Jan; bottle water for plant)	\$10.00
5	BSWW (Jan;fire hydrant & water@WWTP;Feb; meterbooks)	\$202.28
6	Brickstreet Mutual Ins (Workmen's Comp Installment 7 of 8)	\$619.00
7	Capital One Bk (Dec;diesel;cabinet;bleach;etc-BS, IP)	\$1,492.85
8	Commercial Press (Jan; disconnect notices)	\$154.50
9	Troy Crone (Feb; cell phone allowance)	\$20.00
10	Scott Crunkleton(Jan/Feb;cell phone allowance&mileage reimbursement)	\$40.72
11	EFTPS (Jan; SS & Medicare Contribution)	\$1,130.00
12	GHS (Dec; hauling sludge)	\$630.00

13	Glen's Septic Ser (Jan; 3 loads of sludge out of GC to BS)	\$795.00
14	Guardian-Bethlehem (Jan; disability)	\$4.82
15	John Hobday (Dec/Jan; open lines-Johnsons Mill & Wilkes)	\$270.00
16	Hunters Hardware (Dec; PVC pipes; bracket; clamps; supplies-GC, IP)	\$88.23
17	Monty Kerns (Feb; cell phone allowance)	\$20.00
18	Lumos Networks (Jan; phone billing, GC, BS, office)	\$252.29
19	Miss Utility (Dec; notifications fee)	\$10.00
20	Postmaster (Jan; billing postage)	\$430.42
21	Potomac Edison (Jan; BS(\$6418.97) & GC (\$1190.50) WWTP's&PS's)	\$7,609.47
22	REIC Lab (Dec/Jan; wastewater analyses- BS & GC)	\$1,067.00
23	Roy's (1/14, 21, 2/2 gasoline GMC)	\$173.00
24	Share (Jan; dynasty-BS)	\$920.48
25	Thrasher Engineer (Dec; tank inspections)	\$400.00
26	Town of Bath (Feb; office rent)	\$750.00
27	USA Bluebook (Jan; Regal R & O oil- IP)	\$161.46
28	Marvin Vanreenen (Jan; Install safety switch on press-BS)	\$450.00
29	WV PERS (Jan; Retirement Contribution)	\$1,993.88
30	WV PEIA (Jan; Health Insurance)	\$921.72
31	WV PEIA (Jan; Retiree Trust Fund)	\$328.00
32	WVBPH (Feb; Wastewater Class II-Cert - M Kerns)	\$150.00
33	Paul Zorich (Jan; Regular Bd Mtg Salary)	\$125.00
		\$21,618.58

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. Mrs. Altomare inquired as to the receipt of funds for leachate. Mr. Jenkins asked for a modification to the monthly budget report generated by Mrs. Kidwell.

The Monthly Operational Report: Mr. Crunkleton informed the board members that from this point forward, following emergency situations such as the recent diesel fuel spill, the WSPSD will seek compensation apart from other county agencies. Mr. Crunkleton recommended to the board; the replacement of the 2009 GMC pickup by the end of this year, and the replacement of the 1982 flush truck in the near future. Mr. Jenkins advised the board that Morgan County has rolled out the new SORN radio system which has channels available for public works, and the WSPSD should investigate the cost of the equipment. The members reviewed the case filed with the public service commission by Mrs. Gladys Whittington, in which she contended she was not liable for payment of sewer fees. The public service commission ruled in favor of WSPSD, and directed Mrs. Whittington to make arrangements for payment of all current and past fees. Mr. Jenkins recommended that the WSPSD consult legal counsel to provide a roadmap for the collection of delinquent sewer fees.

The members agreed that before awarding the contract for the WSPSD annual audit, several accounting firms should be contacted and multiple bids be considered.

Mr. Crunkleton informed the members that it is the 94 revenue bond that will come due in September of this year, and not the 78 bond, as was reported at last month's meeting. The 78 revenue bond will come to in 2018.

The Board members reviewed the Memorandum of Understanding between the WSPSD and the Morgan County EDA, which outlines the terms for the Warm Springs PSD to operate the Morgan County industrial Park's water and sewer plants. Upon a motion by Mr. Jenkins, the Memorandum of Understanding was unanimously approved as presented.

Under future business: Vehicle and Flush truck upgrades; Online credit card payments for sewer fees; Fill vacant position on the Safety Committee.

There were no public comments.

The next Board meeting will be held on March 11, 2015, at 10 AM in the Morgan County Commission meeting room, at the Morgan County Courthouse.

Mr. Zorich adjourned the meeting at 11:37 AM.



Paul S. Zorich, Chairman

Attest:



Monty Kerns, Secretary