

Minutes
Warm Springs Public Service District
March 10, 2015

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

Mr. Zorich called the meeting to order at 10 AM, and announced that he would be attending a board member training class in Morgantown, West Virginia on March 26-28, 2015.

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 and PSD Board Secretary.

The first order of business was the approval of the agenda. Mr. Zorich requested to amend the agenda by moving item 6 ahead of item 5. Upon a motion by Mrs. Altomare, the agenda was unanimously approved as amended.

The next order of business was the approval of the minutes from the February 11, 2015 meeting. Upon a motion by Mrs. Altomare, the minutes from the February 11, 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. Upon a motion by Mrs. Altomare, the following thirty-three invoices, totaling \$22,984.17, were unanimously approved for payment.

1	Advance Auto Parts (Feb; oil; antifreeze for trucks)	\$37.97
2	Joyce Altomare (Feb; Regular Bd Mtg Salary)	\$125.00
3	Apple Valley Waste(Jan; dumpster rental)	\$128.64
4	American Bankers Ins (4/6/15-4/6/16 Flood Ins - BS)	\$2,061.00
5	BSWW (Feb;fire hydrant & water@WWTP;Mar; meterbooks)	\$208.11
6	Board of Risk Ins Management (Liab/Prop qtr prem 6/30/15)	\$2,410.00
7	CA Contractors Supplies (Feb; gloves with safety cuff)	\$83.88
8	Capital One Bk(Jan;office supplies;basin;blowe;bleachr-BS,GC,IP)	\$890.58
9	CAN Surety (4/16/15-4/16/16 WV Highway permit)	\$250.00
10	Troy Crone (Mar; cell phone allowance)	\$20.00
11	Cash (12/2/14-2/18/15 postage; lien removed)	\$20.74
12	Scott Crunkleton(Feb;cell phone allowance)	\$20.00

13	EFTPS (Feb; SS & Medicare Contribution)	\$1,098.15
14	G. H. S. Inc. (Jan; crane truck used @ PS)	\$150.00
15	Guardian-Bethlehem (Feb; disability)	\$4.82
16	Hunters Hardware (Jan; snow shevel; ice; plastic; hose; rope; etc-BS)	\$153.85
17	Monty Kerns (Feb; cell phone allowance)	\$20.00
18	Kauffelt & Kauffelt (Jan; conferences; study; prep Memo Undersanding; Leachate rate; Tariff Change; Bond Reserve)	\$943.50
19	Lumos Networks (Feb; phone billing, GC, BS, office)	\$259.72
20	Mike the Computer Guy (Jan; Internet security for 3 users)	\$172.49
21	Miss Utility (Jan; notifications fee)	\$12.60
22	Morgan Messenger (Feb; subscription thru 2/16)	\$33.92
23	Postmaster (Feb/Mar; billing postage & stamps)	\$544.99
24	Potomac Edison (Feb; BS(\$6523.68) & GC (\$1078.88) WWTP's&PS's)	\$7,602.56
25	REIC Lab (Jan/Feb; wastewater analyses-BS, GC & Ind Pk)	\$1,233.63
26	Roy's (1/26, 2/12, 14, 17 & 23 gasoline GMC; diesel cans)	\$239.54
27	Town of Bath (Mar; office rent)	\$750.00
28	UPS (Mar; shipping samples-BS)	\$55.07
29	Water Environment Fed (Scott C & Terry C renewal-2015)	\$134.00
30	WV PERS (Feb; Retirement Contribution)	\$1,944.69
31	WV PEIA (Feb; Health Insurance)	\$921.72
32	WV PEIA (Feb; Retiree Trust Fund)	\$328.00
33	Paul Zorich (Jan; Regular Bd Mtg Salary)	\$125.00
		\$22,984.17

The Board conducted the monthly review of the financial statements which include; the Monthly Budget Comparison Report, the Cash Account Balance, and the Municipal Bond Commission Status of Accounts statement. Mrs. Altomare asked if there were any immediate plans for any sewer line extensions or other projects that would be considered capital expenditures, knowledge of which would aid in the construction of the next year's budget.

The Members discussed the offer by Decker & Company LLC, to perform the WSPSD's annual audits for the fiscal years ending June 30, 2015 through June 30, 2017, for the fee of \$15,000 per year. Upon a motion by Mrs. Altomare, the board unanimously approved the use of Decker & Company LLC, to perform the WSPSD's annual audits for the fiscal years ending June 30, 2015, June 30, 2016 and June 30, 2017, for the fee of \$15,000 per year.

The Monthly Operational Report:

(1) Mr. Crunkleton confirmed that there has been no movement by the PSC on the WSPSD's tariff change request, nor has the PSC ruled on the Memorandum of Understanding agreement between WSPSD and the Morgan County EDA. (2) Mr. Crunkleton informed the

board members of his intention to schedule a meeting with the Morgan County EDA to further discuss the status of the Morgan County Industrial Park's water plant project. (3) The board members continued their discussion on the prospects of future office space. (4) The Members discussed the need for an additional part-time person in the office. Mr. Crunkleton informed the members that the job will be posted immediately. (5) The Members discussed the purchase of a new pickup truck, which will replace the 2009 GMC currently in use.

Under future business: (1) Approve funds for new vehicle purchase. (2) Review of options for SORN radios.

There were no public comments.

The next Board meeting will be held on April 8, 2015, at 10 AM in the Morgan County Commission meeting room, at the Morgan County Courthouse.

Mr. Zorich adjourned the meeting at 11:52 AM.

Paul S. Zorich

Paul S. Zorich, Chairman

Attest:

Monty L. Kerns

Monty Kerns, Secretary