

**Minutes**  
**Warm Springs Public Service District**  
**April 8, 2015**

A regular meeting of the Public Service Board of the Warm Springs Public Service District was held at 10:00 a.m. on April 8, 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 April 2, 2015, and a copy was delivered to *The Morgan Messenger*.

Mr. Zorich called the meeting to order at 10 AM with 2 members present: Mr. Paul Zorich and Mrs. Joyce Altomare. 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 Mrs. Altomare, the agenda was unanimously approved as posted.

The next order of business was the approval of the minutes from the March 10, 2015 meeting. Upon a motion by Mrs. Altomare, the minutes from the March 10, 2015 meeting were unanimously approved as presented.

The next order of business was the approval for payment of the following thirty-one operational invoices received. Upon a motion by Mr. Zorich, the following thirty-one invoices, totaling \$28,385.72, were unanimously approved for payment.

1	Advance Auto Parts (Mar; fan press oil & thread lock)	\$37.97
2	Joyce Altomare (Mar; Regular Bd Mtg Salary)	\$125.00
3	Berkeley Prop Online (Website-proposal signed-part payment)	\$250.00
4	Bureau for Public Health (Mar; Bacteriological test-IP)	\$20.00
5	Berkeley Club Beverages (Mar;bottled water office & plant)	\$10.00
6	BSWW(Feb;1 shut-off;Mar;fire hydrant&water@WWTP;Apr;meterbooks)	\$237.28
7	Capital One Bk (Feb;postage;bleach;Mar;office supplies;ink-BS,IP)	\$392.22
8	CSX Transportation (2/23/15-2/22/16 Annual Permit fee)	\$134.27
9	EFTPS (Mar; SS & Medicare Contribution)	\$1,092.84
10	Fire-X Sales & Ser (Mar; Annual maintenance fire extinguishers)	\$74.98
11	G. H. S. Inc. (Feb; 1 load of sand to plant)	\$359.30
12	Glen's Septic Ser (Mar; 5 loads of sludge out of GC to BS)	\$1,325.00
13	Guardian-Bethlehem (Mar; disability)	\$4.82
14	Hunters Hardware (Feb;bolt cutter;hose;dolly truck;tarps-BS;heater-IP)	\$194.11
15	Lumos Networks (Mar; phone billing, GC, BS, office)	\$259.90
16	Miss Utility (Feb; notifications fee)	\$10.00

17	Morgan Messenger (Mar; part-time office position ad)	\$67.50
18	PostmasterMar/Apr; billing postage & stamps)	\$494.09
19	Potomac Edison(Mar; BS(\$6827.16) & GC (\$1204.34) WWTP's&PS's)	\$8,031.50
20	REIC Lab (Feb/Mar;outfall 1; wastewater analyses-BS, GC)	\$3,150.00
21	Roy's (2/27, 3/5, 12, & 23 gasoline GMC;diesel cans)	\$265.70
22	Schreiber (Mar; diffuser sleeves & clamps-BS)	\$2,252.00
23	Shives Elec (Mar; lift gates/hoist repairs - BS)	\$942.20
24	Town of Bath (Apr; office rent)	\$750.00
25	USA Bluebook (Mar; hach sample;filter element paper-BS, GC)	\$201.29
26	Univar USA (Mar; Alumn Sulfate - BS)	\$1,478.00
27	WV PERS (Mar; Retirement Contribution)	\$1,933.83
28	WV PEIA (Mar; Health Insurance )	\$921.72
29	WV PEIA (Mar; Retiree Trust Fund)	\$328.00
30	Winschel Environmental (Mar; Polymer)	\$2,655.00
31	Paul Zorich (Mar;Regular Bd Mtg Salary;Reimb Bd training Morgantown)	\$387.20
		\$28,385.72

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.

#### The Monthly Operational Report:

Mr. Crunkleton informed the Members of the following: (1) The PSC has referred the WSPSD's proposed tariff modification and the Memorandum of Understanding with the Morgan County EDA, to the Administrative Law Judge, who should render decisions on both cases by the end of the summer. (2) Mr. Earl Yost has completed the replacement of all the rain guttering on the Berkeley Springs plant office. (3) Five people have been interviewed for the part-time office position, and at this time the position has been offered to one of the candidates. (4) WSPSD is in the process of receiving quotes for maintenance on the 5 individual pump stations. The members engaged in a lengthy discussion on the possibility of offsetting some of the electric costs with solar power.

The next item on the agenda is the approval of funds to purchase a new pickup truck for the PSD. Mr. Zorich moved to allow the General Manager to spend up to \$30,000.00 for the purchase of a new pickup truck for PSD use. The motion was seconded by Mrs. Altomare and approved unanimously.

The Members continued their discussion on current options for office space. The Town of Bath was informed that the WSPSD would prefer a monthly lease agreement, as opposed to the current annual lease agreement, for the WSPSD office space.

Under future business: (1) Continue the search for new office space. (2) Decide between lettering versus magnetic signs for the company vehicles. (3) Review the proposed budget for the fiscal year beginning July 1, 2015.

There were no public comments.

The next Board meeting will be held on May 13, 2015, at 10 AM in the Morgan County Commission meeting room, at the Morgan County Courthouse.

Mr. Zorich adjourned the meeting at 10:55 AM.

Paul S. Zorich

Paul S. Zorich, Chairman

Attest: Monty L. Kerns

Monty Kerns, Secretary