

**Minutes**  
**Warm Springs Public Service District**  
**July 8, 2020**

A regular meeting of the Public Service Board of the Warm Springs Public Service District (WSPSD) was held at 10:00 AM on July 8, 2020. The meeting was held by conference call due to Covid-19 restrictions. The agenda was posted on July 2, 2020.

Chairman Jenkins called the meeting to order at 10:04 AM with all members present: Mr. Mike Jenkins – Chairman; Mr. Charles Johnson – Treasurer; and Mr. Thomas Stinebaugh. Also present were Michael Crunkleton, General Manager of the WSPSD; Monty Kerns, WSPSD operator and PSD board secretary.

The first order of business was to approve the agenda. Dir. Johnson moved to approve the agenda as posted, the motion passed unanimously.

Item 2 on the agenda was to approve the minutes from the Board of Directors meeting on June 10, 2020. The minutes from the June 10, 2020 BOD meeting were not available for review.

The next order of business was the approval for payment of the following 41 operational invoices received. Upon a motion by Director Stinebaugh, the members unanimously approved payment for the 41 operational invoices received, totaling \$58,968.49.

1	Apple Valley Waste (May/Jun; Dumpster rental-BS)	\$258.22
2	Am Bankers Ins. (Jul; 7/14/20-7/14/21 Flood - GC)	\$2,208.00
3	BSWW (Jun/Jul; meter books,water useage, hydrant - Office, BS)	\$239.87
4	C I Thornburg (Jun; hypochlorite - CSP)	\$980.00
5	Comcast (Jun; phone /internet - Office)	\$277.33
6	Cash (Jun; postage, liens, judgements)	\$47.02
7	Scott Crunkleton (Jun/Jul; mileage/cell phone allowance)	\$74.45
8	Decker & Co. (Jun; working on cash flow analysis)	\$3,750.00
9	Erie Ins (Jul; 7/1-9/30/20 1st qtr vehicle, general, property-BS,GC)	\$5,404.31

10	Gates Automotive (Jun; truck inspections-BS)	\$70.00
11	Joshua Graham (Jul; cell phone allowance)	\$25.00
12	Hunters Hardware (Jun; pvc cutter, rope- BS)	\$43.83
13	Charles Johnson (Jun; Regular Board Mtg Salary)	\$125.00
14	Monty Kerns (Jul; cell phone allowance)	\$25.00
15	Andy McKenzie(Jul;cell phone allowance)	\$25.00
16	Jonathan Mechem (Jul; cell phone allowance)	\$25.00
17	Minnotte Fluid Tech (May; alumium sulfate -BS)	\$1,925.00
18	Miss Utility (May; notification service fees-BS)	\$20.15
19	NAPA Auto Parts (Jun; air filters,belts - CSP)	\$251.94
20	Pace Analy(May/Jun; wastewater analysis, soil analysis-BS, GC, IP, CI)	\$965.81
21	Pillar Innovations (Jun; Fiber Cable Repair - BS)	\$1,125.33
22	Postmaster(Jun/Jul; billing, postage - BS,GC ) Potomac Edison(Jun; Off (\$105.20), BS(\$5093.82) & GC (\$698.97)	\$546.08
23	WWTP&PS)	\$5,897.99
24	William Rohrbaugh (July 19 thru Jun 20; legal services)	\$5,179.00
25	Segra (Jun; phone, internet -BS, GC)	\$190.33
26	South Morgan Repair (Jun; weld metal to bracket - BS)	\$450.00
27	Thomas Stinebaugh (Jun; Regular Board Mtg Salary)	\$125.00
28	Share Corp (Jun; sanitizer,control,dynasty - BS, GC)	\$1,595.10
29	Shives Electric (Jun; replace TVSS modules material & labor - BS)	\$4,729.00
30	Town of Bath (Jun; 9/30/20 qtr garbage, safety, & street fee - BS)	\$108.00
31	USA Bluebook (Jun; filter paper,masks, tube -BS, GC,CSP)	\$428.15
32	VISA(Jun; office, plant, bleach & safety supplies - BS,GC,Off)	\$2,590.95
33	WEX Bank (Jun; fuel for trucks)	\$448.67
34	WVBH (Jun; renew certifications for Terry C & Scott C)	\$300.00
35	State of WV (Jun; FY20 unclaimed refunds)	\$2.02
36	XYLEM Water Solutions (Jun; lamps,holders,switch on site - BS)	\$10,182.65
37	CNB (Jul; Mortgage payments)	\$1,050.00
38	EFTPS (Jun/Jul; SS & Medicare Contribution)	\$1,951.55
39	WV PERS (Jun; Retirement Contribution)	\$2,607.42
40	WV PEIA (Jun; Health Insurance)	\$2,048.32
41	WV PEIA (Jun; Retiree Trust Fund)	\$672.00
		\$58,968.49

The Board of Directors (BOD) 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:

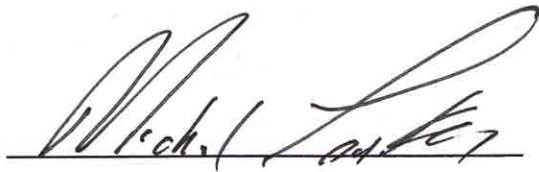
Mr. Crunkleton informed the Board members of the following: (1) The WSPSD received no leachate for the month of June 2020. (2) The Warm Springs PSD sent out 259 Termination of Service notices for the month of June 2020 for past-due payment. (3) The Schreiber rep. has completed the repair and maintenance of Clarifier 1 at the BS Plant. (4) Mr. Larry Omps has been notified of the need to repair the Mag Flowmeter at Coolfont Resort.

Future Business: There was no future business.

Public comments: No public comments.


The next Board meeting will be held on August 12, 2020, at 10 AM, in the Morgan County Commission meeting room, at the Morgan County Courthouse, Berkeley Springs, West Virginia.

Chairman Jenkins adjourned the meeting at 10:57 AM.



Michael Jenkins, Chairman

Attest:



Monty Kerns, Secretary