

STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:

A regular meeting of the Buckhannon Water Board was held on Thursday, June 14, 2018 at 4:00 p.m. in Council Chambers of City Hall.

David McCauley	Mayor	Present
Colin Reger	City Recorder	Present
Robbie Skinner	Board Member	Present
David Thomas	Board Member	Present
Don Nestor	Board Member	Absent
Eric Waggoner	Board Member	Absent
Kelly Arnold	Line Superintendent	Present
Jerry Arnold	Director of Public Works	Present
Jay Hollen	City Engineer	Present
Amberle Jenkins	Assistant Recorder/Director of Finance	Present

Meeting Agenda Posted 06/11/18

***City of Buckhannon Water Board - 4:00pm at City Hall in Council Chambers
Meeting Agenda for Thursday, June 14, 2018***

- A. Call to Order
 - A.1 Moment of Silence
 - A.2 Pledge to the Flag of the United States of America
- B. Recognized Guests
 - B.1 Chapman Technical Group (E.1 & E.2 Update)
- C. Finance Report
 - C.1 May 2018 (Amby)
- D. City Engineer Report
- E. Department Report
 - E.1 Victoria Hill Tank Project (Jay/CTG)
 - E.2 ACP Pipeline Contract #1 and #2 update
 - E.3 SWP Early Warning Monitoring System (Jay)
 - E.4 Water Dpt Report (Kelly)
- F. Correspondence and Information
 - F.1 Shawn Flanigan (update)
 - F.2 Adrian P.S.D. Water Purchase Agreement
 - F.3 PSC Municipal and Association Seminar
 - F.4 WVRWA 2018 33rd Annual Technical Conference
 - F.5 Letter to Dominion RE; Contractor Payment Procedure
 - F.6 Adrian P.S.D April 2018 Meeting Minutes
 - F.7 Notice to Proceed-Hulls Contracting-Liggett Addition Rd for ACP
- G. Consent Agenda
 - G.1 Approval of Minutes -05/10/18
- H. Strategic Issues for discussion and vote
 - H.1 Approval Ray Edgell -Back up Water Plant Operator as needed at \$8.75 an hour
 - H.2 Hodgesville PSD Request penalties to be waived RE: water accounts; late fees & past due accounts
 - H.3 Approval to Accept Partial Refund of CSX Permit Fees
- I. Board Members Comments and Announcements
- J. Mayor's Comments and Announcements
- K. Adjournment

POSTED 06/11/18 ***Next Meeting is July 12, 2018 at City Hall in Council Chambers. ***

The meeting was called to order by Mayor McCauley followed by a moment of silence and pledge to the flag.

Recognized Guests

B.1 Chapman Technical Group

In Chapman Technical Group's absence, Jay Hollen presented the email by Mike Johnson RE: updates on the items CTG is currently working on for the City.

E1. Victoria Hill Tank Project:

You should have a copy of change order #2 signed by Mid-Atlantic that reflects cost reductions for LD and fencing.

Last I heard the fence was up and seeding & mulching complete. We haven't been up to see if the grass is growing. Assuming it is, to our knowledge, Mid-Atlantic is completely done. We'll all keep an eye on things through the warranty period and sometime around the end of the year, do a warranty period walkthrough. The asphalt road seems to have held up MUCH better than we anticipated.

E2. ACP Pipeline Contract #1 and #2 update:

Contract No. 1 – Liggett Addition – Hull's Contracting planned to start this past Monday (June 11th) but due to rain earlier in the week they're now planning to start June 18th. The current date of substantial completion is September 11th, 2018. They have asked for 30 additional days due to delay in receiving DOH permits. We'll provide the City with our recommendation once I take a minute to look at specific dates things happened. The biggest wild card, from both time and money standpoint, is approval from the Feds to directional drill Corridor H. I've heard nothing additional from DOH: The City seems to have a pretty good working relationship with DOH, you guys may have better luck aggravating them then I would.

Contract No. 2 – Brushy Fork – We contacted a few references for Chojnacki Construction including a vendor as well as another consulting engineer who's had them complete several water main projects. All references were positive and we can find no reason not to proceed. We've already released most of the submittals; pipe should start showing up soon. They want to start work June 25th. Their first order of business will be to install the road bores. We'll schedule a pre-construction meeting for one day next week (week of June 18th). If we date NTP for the 25th of June, substantial completion would be October 23rd.

I'm told the signed agreements should arrive in my office around noon today. We have bonds and insurance certificates in hand. The I'll put the agreements and Notice to Proceed in the mail today.

Keep in mind we defined substantial completion as the main line installed and in service. Final completion includes surface restorations, customer service lines, etc. which is approximately 60 days past substantial. Both contractors are of the opinion that meeting the substantial completion deadline should not be a problem.

WTP Coating:

Triton said they're trying to work out dates to get the coating sub back in to repair the failed coating areas inside the basin. Both are still saying they'll get it fixed this summer.

Victoria Hill WST Project Change Order #2; June 8, 2018 is new completion date.

CHANGE ORDER		Distribution:		
		OWNER	<u> X </u>	FIELD <u> X </u>
		ENGINEER	<u> X </u>	
		CONTRACTOR	<u> X </u>	
PROJECT:	City of Buckhannon Victoria Hill Water Storage Tank	CHANGE ORDER NO.:	2	
CONTRACTOR:	Mid Atlantic Storage Systems Inc. 1551 Robinson Road Washington Court House, OH 43180	INITIATION DATE:	June 8, 2018	
		ENGINEER'S PROJECT NUMBER:	17003	
		CONTRACT DATE:	8/18/17	
		CONTRACT FOR:	Victoria Hill WST	

You are directed to make the following changes in this Contract:

1 Reduce the contract amount for Liquidated Damages (\$20,000.00)

*Negative values are shown in parentheses (-).

2 Reduce the contract amount for revised fencing unit prices.

Cost/LF	\$	30.78
Installed Length (R)		505
Installed Cost	\$	23,689.10
Bid Cost	\$	29,555.00
Deduction	\$	(5,865.90)

3 Add 270 calendar days to the contract time to allow the Contractor to finish the project.

Not valid until signed by both the Owner and Engineer. Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time, and the Contractor hereby waives the right to claim any delays as a result of this Change Order.

The Original Contract Sum was	\$	744,990.00
Net change by previously authorized Change Orders is	\$	(15,155.00)
The Contract Sum prior to this Change Order was	\$	729,835.00
The Contract Sum will be (decreased) by this Change Order by	\$	(25,885.90)
The new Contract Sum including this Change Order will be	\$	703,949.10
The Contract Time will be changed by <u>270</u> days		
Therefore, the Date of Substantial Completion is		<u>August 7, 2018</u>

Authorized:

<u>Chapman Technical Group</u>	<u>Mid Atlantic Storage Systems Inc.</u>	<u>City of Buckhannon Water Board</u>
ENGINEER	CONTRACTOR	OWNER
<u>200 56th Ave.</u>	<u>1551 Robinson Road</u>	<u>70 East Main Street</u>
<u>Address</u>	<u>Address</u>	<u>Address</u>
<u>SL Albans WV 25177</u>	<u>Washington Court House, OH 43180</u>	<u>Buckhannon, WV 26201</u>
<u>By Randy Blankenship, P.E.</u>	<u>By John Fox</u>	<u>By Dave McCauley, Mayor &</u>
<u>Randy Blankenship</u>	<u>GARY MANN</u>	<u>Chair of Water board</u>
<u>Date 6/15/18</u>	<u>Date 6/15/18</u>	<u>Date 6/14, 2018</u>

Motion Skinner/Thomas to approve Change Order #2 Victoria Hill WST Project- Motion Carried.

Jay Hollen gave updates on the following:

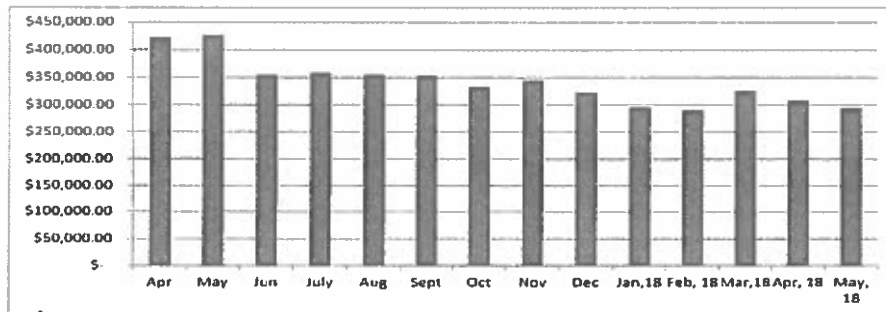
- **ACP Pipeline Contract #1;** Sept. 11, 2018 substantial completion date. Contractor asking for a thirty day contract extension due to not receiving the WVDOH approved permit in a timely manner. There was discussion concerning the details of the contract.
- **Contract #2 Brushy Fork** – Notice of Award has been issued. Notice to Proceed to be issued to Chojnacki within the week. The WVDOH, City personnel, Contractor and other concerned parties will be invited to preconstruction meeting. Oct. 23, 2018 is the substantial completion date for Contract #2.
- **Water Treatment Plant Coating Issue** – The two separate coating systems are flaking off on inside. Subcontractors will come back to repair this summer.

Financial Report- Amberle Jenkins: The following information for May 2018 was submitted and explained:

**WATER BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

Balance May 31, 2019

Money market & checking	\$ 295,369.17
CD	\$ 575,685.84
2% Depreciation fund	\$ 380,129.62



Money Market and Checking Trend

Note: Bond Payments began March 2017 \$22751.66 per mth.

Motion Skinner/Thomas to approve the financial report as submitted- Motion carried.

Engineer Report-

- Decided on **Hach Early Warning Monitoring System (\$55 - \$60K 1st at Tallmansville Bridge, 2nd at Intake)**. The 1st EWMS equipment will be purchased by 06/30/18; hope to order it week of 06/17/18.
- Need to send invoice #5 for \$12,959.51 to Dominion Transmission, Inc. from Chapman Tech Group concerning incurred expenses for ACP Pipeline Water System Improvement Project. **Motion Thomas/Skinner to submit invoice #5 – Motion carried.**

DATE: June 14, 2018
INVOICE #: 5
INVOICE PERIOD: May 1, 2018 to May 31, 2018

TO: Brittany Moody - Manager
 Engineering Projects ACP Construction
 Dominion Transmission, Inc.
 99 Edminston Way
 Buckhannon, WV 26201

FROM: City of Buckhannon
 FEIN #: 55-6000152

PROJECT: Dominion Transmission, Inc.
 Atlantic Coast Pipeline
 Water System Improvement Project

DESCRIPTION: Hydraulic evaluations of the City of Buckhannon Water Board's existing water distribution system and as-needed, open-end consulting services, related to the delivery of potable water to Dominion Energy Transmission, Inc.'s proposed Brushy Fork connection point.

INVOICE INFORMATION:

a. Total Funds available for project (Original Agreement):	\$282,350.00
b. Total Funds increased for project (Supplemental Agreements):	\$0.00
c. Total Funds available for project (for reimbursement):	\$282,350.00
d. Total Funds reimbursed prior to attached invoice(s):	\$91,137.71
e. Total funds remaining prior to attached invoice(s):	\$189,212.29
f. Total amount of attached invoice(s):	\$12,959.51
g. Percentage payment requested:	100.00%
h. Total amount to be paid to City of Buckhannon:	\$12,959.51
i. Total funds remaining after payment of attached invoice(s):	\$176,252.78

The City of Buckhannon certifies that the attached invoices represent work on the project that has been satisfactorily completed.

 **Mayor & Chair of Water Bd.** 6/14/18
 Name Title Date

- **Info from FEMA** – Probably by end of July 2018, the Water Department will receive notification of generator grants being accepted. Need to prepare resolution accepting hazard mitigation plan, the Multijurisdictional Hazard Mitigation Plan (HazMit Plan) that has been submitted to the WV Department of Homeland Security and Emergency Management. Once the HazMit Plan has been accepted via resolution, FEMA will require that we pass a resolution adopting the FEMA approved HazMit Plan. Sanitary and Water Board may need to approve resolution to be submitted to City Council.

Department Report:

E.1 Victoria Hill Tank Project (Jay/CTG) *ALREADY ADDRESSED ABOVE*

E.2 ACP Pipeline Contract #1 and #2 Update *ALREADY ADDRESSED ABOVE*

E.3 SWP Early Warning Monitoring System (Jay) *SEE ENGINEER REPORT ABOVE*

E.4 Water Dpt Report -Mr. Arnold presented the monthly report for the Water Department with some general discussion.

CITY OF BUCKHANNON WATER DEPARTMENT Monthly Report for June 14, 2018

- Water leaks-4
- Abandon 10" to St. Joseph's tank
- Casing installed on Brushy Fork for new line.
- Weekly safety meetings.
- New Services-1
- Abandon old service at Victoria Hill tank site.
- Closed bypass on dam 5/4/18
- Abandoned 10" line going to St. Josephs tank.
- Hydrant repair on Wood and Marion Street.
- Hydrant installed WV Split Rail.
- Auto flushing units installed.
- Residential meters changed-
- Public Service District meters tested-0
- All meters were read in system
- Started taking river samples above intake.
- Annual source water meeting.
- Rebuilt check valve on #1 hi service pump.
- Replaced solenoid on hi service pump #2.
- Sent raw water pump off to have rebuilt June 4, 2018
- Worked on lighting in filter room and chemical room.
- Cleaned basins.
- Southeast Vegetation Management caught pulling water off hydrant.
- 3rd lane at McDonalds switching services.
- 66.9 million gallons of water treated for month of May. 2.15 million a day.
- Cost per million gallon treated for March \$
- 21,355 gallons of water hauled from plant.
- 4 day lab coarse at plant.
- Attended AWWA conference.
- Off & On Reports / Customer complaints answered.--291
- Non-Payments – 17
- Back-flow/cross-conn. surveys – Commercial surveys , 0 requests for survey were mailed; ,letters requesting test results mailed; 27 test results received;
- Maintenance equipment.

CHEMICAL COST

Month:	May-18	
		<u>Y-T-D</u>
Million Gallons treated:	66.91	466.20
Total chemical treatment cost:	\$ 11,638.53	\$ 105,652.39
Cost per 1,000 Gallons:	\$ 0.174	\$ 0.227
Cost per Million Gallons:	\$ 173.94	\$ 228.62

<u>Chemical</u>	<u>Cost</u>	<u>Per Unit</u>	<u>Amount Used (LBS)</u>	<u>MONTHLY Cost</u>	<u>Per Unit</u>	<u>Y-T-D</u>
SmartPhos	\$ 14.16	gal			gal	\$ -
Carbon**	\$1.04	lb	0	\$ -	lb	\$ 11,333.57
Chlorine**	\$0.33	lb	1640	\$ 536.28	lb	\$ 11,128.55
PremierPac**	\$3.57	gal	18,125.00	\$6,343.75	gal	\$ 31,016.64
Fluoride**	\$0.54	lb	500	\$ 269.00	lb	\$ 2,350.20
KmnO4**	\$3.00	lb	399.5	\$ 1,198.50	lb	\$ 9,832.65
Lime**	\$0.15	lb	1900	\$ 285.00	lb	\$ 3,470.56
Soda Ash**	\$0.30	lb	7300	\$2,153.50	lb	\$ 16,003.75
Sodium Bicarb		lb		\$ -	lb	\$ 1,085.00
Sodium-Hex**	\$1.55	lb	550	\$ 852.50	lb	\$ 19,431.47
				\$11,638.53		\$ 105,652.39

-**Southeast Vegetation Management** – A contractor for A&O Railroad was illegally withdrawing water from the Water Department’s fire hydrants. It was also witnessed that the contractor was adding chemicals to the water tank on his truck while filling up the water tank. The Board agreed to involve City Attorney.

-**Project at McDonalds** is dragging, employees working with WVDOH to help project move along.

-Buckhannon won 2nd place in water tasting by American Water Works Association

Correspondence and Information

F.1 Shawn Flanigan Update-No response; City Attorney Tom O’Neill will follow up.

F.2 Adrian P.S.D Water Purchase Agreement- Requesting additional 2.5 million gallons of water per month. Jay checked the water usage information submitted in Adrian PSD’s annual report to the PSC. Concerns about amount of water loss.

ADRIAN PUBLIC SERVICE DISTRICT
WATER PURCHASE AGREEMENT
APRIL 19, 2018

1.	From Adrian PSD’s June 30, 2017 Annual Report:	
A.	Total Purchased Water	= \$115,480,000 Gallons/Year
B.	Average Monthly Purchase	= 9,623,333 Gal/Month
C.	High Purchase Month (July 2016)	= 10,521,000 Gal/Month
2.	Homes Served on Phase VI Extension Project	= 165
3.	Homes Served on Phase VII Project	= 0
4.	Home Served on Potential Phase VIII Project	= 100
5.	Homes Served on Potential Pickens Extension	= <u>100</u>
	Total	= 365 Homes
6.	365 Homes x 4,500 Gal/Month Allowance	= 1,642,500 Gallons
7.	High Month + Projections	= 10,521,000 + 1,642,500
		= 12,163,500
		Say 12,500,000 Gallons
8.	Existing Water Purchase Amount	= 10,000,000 Gal/Month
	Revised Increase Request	= <u>2,500,000 Gal/Month</u>
	Revised Total Request	= 12,500,000 Gal/month

F.3 PSC Municipal and Association Seminar-July 17-18, 2018 South Charleston WV

F.4 WVRWA 2018 33rd Annual Technical Conference-September 8-12, 2018 Scott Depot, WV

F.5 Letter to Dominion RE; Contractor Payment Procedure

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

May 11, 2018

Mrs. Brittany Moody,
Manager – Engineering Projects
Dominion Transmission, Inc.
99 Edminston Way
Buckhannon, WV 26201

Re: **City of Buckhannon and Dominion Transmission, Inc.
Atlantic Coast Pipeline Water System Improvements
Contractor Payment Procedure**

Dear Mrs. Moody,

As our discussions at the April 20, 2018 project update meeting and on behalf of the City of Buckhannon Water Department, we're proposing the following procedure related to issuing payment from Atlantic Coast Pipeline, LLC, through the City, and ultimately to the contractors installing the water system improvements.

- Initially, the full contract(s) amount would be deposited into the Water Department's project account.
- The Contractor's will invoice the Water Department monthly based on materials received and installed.
- All Contractor invoices will be reviewed by the City Engineer and Chapman Technical Group and presented to the Water Board for approval.
- Upon approval by the Water Board, the Water Department will release payment to the Contractor.
- Copies of the Contractor's invoice and payment record will be provided to Atlantic Coast Pipeline, LLC.
- The balance in the Project Account will be periodically adjusted, when required by modifications to the Contractor's Scope of Work, via Change Order.
- Fund transfer for other, non-construction related, invoices will continue to be paid individually following the same invoicing and payment procedures currently being utilized.

At this time, Contract No. 1 has been awarded to Hull's Contracting in an amount of \$998,370.00. The executed agreement between the Hull's Contracting, Inc., and the Water Board has been attached for reference. Therefore, we request a fund transfer to the City of Buckhannon Water Board for the full contract amount of \$998,370.00 to be used for issuing payments as work under Contract No. 1 progresses.

If any of you have any comments or questions regarding this letter, please feel free to contact me or Jerry Arnold (Director of Public Works) at your convenience. I can be reached at (304) 472-1651, Extension 1002 and Jerry can be reached at Extension 1000.

Sincerely,

David W. McCauley
Mayor and Chair of City of Buckhannon Water Board

Attachments: Executed Standard Form of Agreement between the Owner (City of Buckhannon Water Board) and Contractor (Hull's Contracting, Inc.)

- c:
- Jerry Arnold – Director of Public Works
 - Members of the Buckhannon Water Board
 - Jay Hollen – City Engineer
 - Kelly Arnold – Water Department Superintendent
 - Mike Johnson – Chapman Technical Group

F.6 Adrian P.S.D. April 2018 Meeting Minutes

**Adrian Public Service District
April 19, 2018
Monthly Board Meeting**

Present from Adrian PSD were: Paul Spencer, Philip Petrosky, Eric Brunn, Lindsey Woody and Nina Monroe. Visitors: Trey Hornor from Hornor Brothers Engineers, Shane Whitehair and Cary Smith from Region Seven and Joe Crickenberger from Rural Utilities Service.

All motions are unanimous unless otherwise noted.

The meeting was called to order at 10:00 am by Chairman Spencer.

Minutes of the March 08, 2018 meeting were read. Motion to accept as read was made by Don, second by Phil.

Invoices were presented – Motion to pay was made by Don, second by Phil.

Old Business

- Phase VII – No activity in the month of April – Mid Atlantic plans to begin renovation work on

May 14th.

- Phase VIII – Discussion ensued regarding how to proceed regarding choice of our next project. The options are the Phase 8 project or the Pickens Extension. Trey presented handouts which outline the options. (attached) After much discussion, the Board decided to combine the two projects which would eliminate some soft costs. We will contact the people who signed the petitions for the Phase 8 project to see if they are still interested. Trey will contact Zack Dobbins to run some numbers using various funding options.
- Pickens Extension – See Phase VIII
- **New Business**
- The board reviewed the Audit report from Tetrick & Bartlett. Motion to approve the Letter of Confirmation was made by Phil, second by Don and signed by Paul.
- WVCoRP 2018-2019 Coverage Intent Form – Motion to approve was made by Phil, second by Don.
- Budget 2018-2019 – Motion to approve was made by Don, second by Phil.
- AWWA Conference – Motion for Nina and Lindsey to attend was made by Phil, second by Paul.
- Lindsey completed qualifying for WD Operator. Board approved pay increase.
- Maintenance – Eric
- Flushing System
- Installed 2 new dehumidifiers in pump station
- Installed new phase converter and Radio at Alton PS
- Both Rock Cave and French Creek transducer and telemetry relocated to new vaults
- Water loss project – working on non-active meter accounts
- Received new metal detector
- Office – Nina
- Business as usual

The meeting adjourned at 12:45. Next regular meeting will be May 10, 2018.

Board of Directors

Paul Spencer, Chairman

Don B. Killingsworth, Vice Chairman

Philip L. Petrosky, Sec., Treas.

F.7 Notice to Proceed-Hulls Contracting-Liggett Addition Project for ACP

NOTICE TO PROCEED

Dated: May 10, 2018

Contracting
TO: Hulls Contracting, Inc. (CONTRACTOR)

ADDRESS: 426 Slab Camp Road, French Creek, WV 26218

Contract: Water System Improvements

Project: City of Buckhannon Water System Improvements

OWNER'S CONTRACT NO. 1

You are notified that the Contract Times under the above contract will commence to run on May 14, 2018. By that date, you are to start performing your obligations under the Contract Documents. In accordance with Article 4 of the Agreement the date of Substantial Completion is September 11, 2018 and the date of readiness for final payment is November 10, 2018.

Before you may start any Work at the Site, paragraph 2.05.C of the General Conditions provide that you and Owner must each deliver to the other (with copies to Engineer and other identified additional insureds) certificates of insurance which each is required to purchase and maintain in accordance with the Contract Documents.

City of Buckhannon Water Board
(OWNER)
By LEON SKINNER
(AUTHORIZED SIGNATURE)
Chairman / Mayor
(TITLE)

Copy to ENGINEER

(Use Certified Mail, Return Receipt Requested)

EDC (C) NO. 1910-23 (1996 Edition)
Prepared by the Engineers Joint Contract Documents Committee and adopted by The Associated General Contractors of America and the Construction Specifications Institute

Consent Agenda:

- Approval of minutes – May 10, 2018. Motion Skinner/Thomas to approve minutes of the meeting held May 10, 2018. Motion carried.

Strategic Issues for Discussion and Vote:

H.1 Approval Ray Edgell – Back up Water Plant Operator as needed at \$8.75 an hour-

Mr. Edgell is Class 3 Operator. **Motion Thomas/Skinner to approve hiring of Ray Edgell- Motion carried.**

H.2 Hodgesville PSD Request Penalties to be waived RE: water accounts; late fees and past due accounts:

HODGESVILLE PSD
188 FAYETTE STREET
BUCKHANNON, WV 26201
304-472-1904

June 1, 2018

City Of Buckhannon
70 East Main Street
Buckhannon, WV 26201
Attn: Amberle Jenkins

Dear Amberle,

The Hodgesville PSD has requested a monthly surcharge from the WV PSC with which we will pay approximately \$4400.00 per month on the HPSD past due water bills.

Ron Ash, CPA conducted the surcharge request and has proposed to grant an increase in rates which would generate approximately \$4400.00 monthly payment in an escrow account to pay the City of Buckhannon. (see 2nd page of PSC letter)

In order for the proposed to be approved, the City of Buckhannon would need to waive the penalties included in the HPSD past due water accounts payable.

Therefore the HPSD is requesting the penalties be waived and the district is to provide written notice of the waived penalties to the WV Public Service Commission.

Thank You,


Robert Wright
Chairman Hodgesville PSD

Enc: PSC Letter

CC: Ron Ash CPA
WV PSC

Stipulated Rates - Step 1 generate additional revenue of \$204,635 annually or 32.47% over revenue generated under the District's rates existing prior to this case. Stipulated Rates - Step 1 Rates generate an additional \$96,843 annually or 13.12% more than Stipulated Step 2 Rates. This additional amount provides funds totaling \$43,318 or 5.87% related to Senate Bill 234 and provides funds of \$53,525 annually or 7.25% to reduce an arrearage owed to the City of Buckhannon

Therefore, Staff recommends that the District be required to set aside a minimum of 6.42% from all revenue collections, including delayed payment penalties but excluding returned check charges, reconnection charges and tap fees, and pay that amount, in addition to its monthly current amounts owed for sewer service, to the City of Buckhannon. The 6.42% should be deposited into an appropriate escrow account and paid to the City of Buckhannon each month. The District shall continue to file monthly statements with the Executive Secretary of the Commission. Staff notes that 6.42% is considered a surcharge that is designated to the payment of the arrearage to the City of Buckhannon. The District should be required to pay this amount each month to the City of Buckhannon.

Hodgesville PSD forward the letter from City of Buckhannon to the PSC to aid them for approval for rate increase from Public Service Commission.

Hodgesville PSD owes approximately \$41,000 in late fees to the Water Department.

Motion Thomas/Skinner to table Hodgesville PSD Request Penalties to be waived RE: water accounts; late fees and past due accounts until the July meeting -Motion carried.

H.3 Approval to Accept Partial Refund of CSX Permit Fees

Thomas stated to file formal Complaint with Attorney General.

Motion Thomas/Skinner to accept the \$1,250 refund from the CXS crossing permit while reserving the right to complain -Motion Carried.

Board Member Comments:

- **Thomas** - Happy about work of the Water Department.
- **Skinner** - A lot of positive news with the Water Department. The water tastes good and that's wonderful. Concerned about PSD's water loss and the strain created on Buckhannon Water Department. City needs to come up with better solution for PSDs and strains they are placing upon the supply.

Mayor's Comments and Announcements:

McCauley – Found a 40 – 50 page report from 1988 talking about potential billions of gallons of water reserves in old mines. He would like to have report made part of July meeting.

Motion Skinner/Thomas to adjourn the meeting at 5:13pm. Motion carried.

Mayor David McCauley

Recorder Colin Reger

