

**BERKELEY COUNTY PUBLIC SERVICE SEWER DISTRICT
65 DISTRICT WAY
MARTINSBURG, WEST VIRGINIA 25404**

**MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
NOVEMBER 10, 2009**

Members Present:

Chairman John C. Kunkle
Secretary John E. Myers

Members Absent:

Treasurer Ronald K. Collins

Staff Members Present:

General Manager Curtis Keller
General Counsel William Rohrbaugh
Fiscal Officer Gene DeLawder

Others Present:

Mike Parker, Woolpert, Inc.
Dan Whited, Woolpert, Inc.

CALL TO ORDER

Chairman John C. Kunkle called the Regular Meeting of the Board of Directors of the Berkeley County Public Service Sewer District to order at 7:01 p.m. Roll call was taken at that time. Chairman John Kunkle welcomed everyone to the meeting.

APPROVAL OF AGENDA AND PACKET

Motion made by Secretary Myers, seconded by Chairman Kunkle to approve agenda and packet as presented.

Unanimously approved.

CITIZEN PARTICIPATION

None in attendance.

PROJECTS

NORTH BERKELEY PROJECT

Mike Parker from Woolpert updated the BOD with the following information:

- Contract A- Woolpert sent Gold Diggers a letter advising of issues that had arisen since they were last here. They did send a response back, but they needed some clarification on some things. Hopefully the complaints will be resolved.
- Contract B & C- still in discussion with Mr. Keeley. Met with him few weeks ago on follow up information and also gave him copy of items that were

discovered at one year walk through. His contractor is working on those right now, but some may have to wait until Spring.

- Contract D- Last couple of weeks asked Breckenridge for schedule and we are waiting on them. Did give them orders to proceed with HVAC.
- Contract B- The driveway easement for the Burgoon Pumpstation was worked out and it was understood any improvements within that easement are the District's responsibility. We will take one last look at that before sending it to the District.

INWOOD LAND DRAINAGE AND WATER QUALITY PROJECT

Dan Whited from Woolpert, Inc. updated the BOD with the following information:

- Did get the plans finished for the green project and are now back into working on the modeling.
- Plan is to continue to try to secure funding.

MANAGEMENT REPORTS

Fiscal Officer Gene DeLawder discussed with the BOD the following information:

- Bills were sent out with the interim rates. Increase in the amount billed was \$130,000.
- Usage is up system wide.
- Exemption meters- 880 meters came in, resulting in a total amount of credits of approximately \$27,461.00.
- Had meeting with Susquehanna and they were going to start charging us fees on our deposit accounts. Looking at other banking options.
- Revised budget- Budget Amendment #1.

Motion made by Secretary Myers, seconded by Chairman Kunkle to approve budget Amendment No.1 as presented.

Unanimously approved.

General Counsel Rohrbaugh discussed with the BOD the following information:

- CIF case status update.
- PSC Rate hearing is scheduled for December 14th and 15th.
- Corners of Arden- Submitted modified agreement and they are reviewing this. PSC Hearing postponed until January 19, 2010.
- Gold Diggers lawsuit- still waiting on decision from judge regarding venue change.
- Steptoe Family Easements

General Manager Keller discussed with the BOD the following information:

- Aqua Aerobics- changing out decanters.
- IJDC information regarding proposed changes to financing projects with state money.

- Chesapeake Bay Meetings were held last week. No real new information, although it was clear that point source dischargers such as the District are any easy target for enforcement of the nutrient limits.
- Leisure Living- around a dozen homes have been hooked up. Staff continuing to flush lines in the Bedington Road area on a regular basis.
- Bedington Road pump station blower noise- Last week built two sided wall around blower area. George spoke to Mr. Ailes who stated it was an improvement.
- Contacted Joe Crickenberger in regards to supplemental financing needed for North Berkeley Project.

APPROVAL OF FINANCIALS/PAYROLL

Motion made by Secretary Myers, seconded by Chairman Kunkle to approve the Accounts Payable and Payroll for November 10, 2009.

Unanimously approved.

EXECUTIVE SESSION

Executive Session not needed.

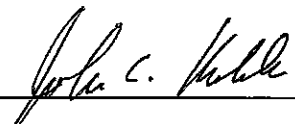
ADJOURNMENT

Motion made by Secretary Myers, seconded by Chairman Kunkle to adjourn the meeting at 8:30 p.m.

Unanimously approved.

November 10, 2009 Regular Meeting of the
Board of Directors of the Berkeley County PSSD

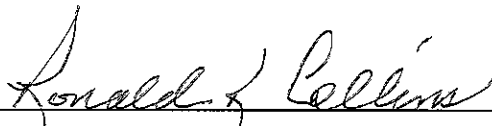
Date Minutes Signed: _____



John C. Kunkle
Chairman



John E. Myers
Secretary



Ronald K. Collins
Treasurer