

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

**MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
DECEMBER 22, 2009**

Members Present:

Chairman John C. Kunkle
Treasurer Ronald K. Collins

Members Absent:

Secretary John E. Myers

Staff Members Present:

General Manager Curtis Keller
General Counsel William Rohrbaugh

Others Present:

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 Treasurer Collins, seconded by Chairman Kunkle to approve agenda and packet as presented.

Unanimously approved.

READING, CORRECTION AND APPROVAL OF MINUTES

Motion made by Treasurer Collins, seconded by Chairman Kunkle to approve the minutes from December 8, 2009.

Unanimously approved.

CITIZEN PARTICIPATION

None in attendance.

PROJECTS

NORTH BERKELEY PROJECT

General Manager Keller updated the BOD with the following information:

- Breckenridge did get conveyor work completed.
- Bedington Road pump station- Chief of Maintenance Sabine received a price for plastic slats to be placed in the chain link fence for screening and the cost is approximately \$1,300.00 for the materials. General Manager Keller suggests to do this and then in the spring we will get with the landscaper to see if there is any other natural screening that can be done.

Motion made by Treasurer Collins, seconded by Chairman Kunkle to approve using the plastic slats on Mr. Ailes property at the recommendation of General Manager Keller.

Unanimously approved.

MANAGEMENT REPORTS

General Counsel Rohrbaugh discussed with the BOD the following information:

- PSC hearings for the rate increase were held December 14th and 15th, 2009. PSC staff recommended a 23 1/2% increase.
- Depositions in Lee lawsuit are scheduled for the week of January 11, 2010.
- Revised Agreement for Corners of Arden was forwarded to the HOA on December 14, 2009.
- Easement issue on Contract C for Mr. Souhlal.

General Manager Keller discussed with the BOD the following information:

- November internally prepared financial statements.
- New garage doors were installed at 6 bay. Chief of Maintenance Sabine is getting insulation and electrical prices.
- O/H decanter had mechanical malfunction- it was repaired with parts we had in stock.
- Package WWTP Surplus- would like to advertise and sell those plants, for which the District has no use.

Motion made by Treasurer Collins, seconded by Chairman Kunkle to declare surplus property the District's unused package wastewater plants and dispose of them per regulations.

Unanimously approved.

APPROVAL OF FINANCIALS/PAYROLL

Motion made by Treasurer Collins, seconded by Chairman Kunkle to approve the Accounts Payable and Payroll for December 22, 2009.

Unanimously approved.

Motion made by Treasurer Collins, seconded by Chairman Kunkle to approve the Centra Bank loan agreement for transfer of existing loans at Susquehanna Bank.

Unanimously approved.

Motion made by Treasurer Collins, seconded by Chairman Kunkle to approve signing of the District's corrected Tariff's to filed with the PSC.

Unanimously approved.

EXECUTIVE SESSION

Executive Session not needed.

ADJOURNMENT

Motion made by Treasurer Collins, seconded by Chairman Kunkle to adjourn the meeting at 7:30 p.m.

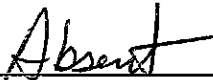
Unanimously approved.

December 22, 2009 Regular Meeting of the
Board of Directors of the Berkeley County PSSD

Date Minutes Signed: 1-12-10



John C. Kunkle
Chairman



John E. Myers
Secretary



Ronald K. Collins
Treasurer