

**BERKELEY COUNTY
PUBLIC SERVICE SEWER DISTRICT**

P.O. Box 944
Martinsburg, WV 25402
Phone: (304) 263-8566
Fax: (304) 267-7478

Board of Directors:

John C Kunkle, Chairman
Gregory S. Rhoe, Treasurer
John E. Myers, Secretary



Curtis B. Keller
General Manager

**AGENDA
REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
BERKELEY COUNTY PUBLIC SERVICE SEWER DISTRICT
December 4, 2018
5:00 p.m.**

1. Open Meeting
 - A. Call to Order
 - B. Welcome
 - C. Roll Call
 - D. Approval of Agenda & Packet
 - E. Approval of Minutes for November 20, 2018
2. Citizen Participation
3. Project Updates
 - A. WWTP Nutrient Upgrade Project – Discussion/Action
 - B. Riverside Consolidation Project – Discussion/Action
4. Management Reports
 - A. General Counsel
 - B. General Manager
 1. 2019 Board Meeting Schedule – Discussion/Action
 2. 2019 Holiday Schedule – Discussion/Action
 3. Travel/Per Diem Policy – Discussion/Action
5. Approval of Financials / Payroll for December 4, 2018
7. Executive Session
 - A. Legal and Contractual Matters
8. Adjournment

The Berkeley County Public Service Sewer District reserves the right to rearrange items on the agenda as needed due to time constraints of the public or the Berkeley County Public Service Sewer District. The times listed are approximate times for discussion and may be changed by the Berkeley County Public Service Sewer District as needed.