



**BERKELEY COUNTY PUBLIC SERVICE  
WATER DISTRICT**

**MINUTES**

Regular Meeting

(Monday) September 25, 2017@ 5:00 p.m.

The Board of Directors of the Berkeley County Public Service District met at 251 Caperton Blvd. on September 25, 2017.

**Present:** Board Members: Greg Rhoe, Wayne Dunham, Brett Hersh, Ruby Kern and Lynn Leatherman; Executive Director Chris Thiel; District Counselor Hoy Shingleton; Recording Secretary Robin Shade; County Council Liaison Jim Barnhart Guests: Brian Shade, Steve DeRidder, Linda Rusk and Penny Anderson from BCPSWD, David Decker, Daniel Sweeny, and Jack Alvarez.

**Welcome Guests**

Chairman Rhoe welcomed those present and called the meeting to order at 5:02 p.m.

**Approval of Agenda – Discussion/Action**

A motion was made to approve the agenda as written.

Moved – Wayne Dunham

Second – Ruby Kern

Passed – Unanimously

**Opening of Bids for Potomac River WTP CIP Chemical Feed Upgrade**

The deadline for submitting bids was at 5:00pm. One bid was received and read.

**Approval of the Minutes of the Regular Meeting of August 28, 2017**

A motion was made to approve the Minutes of the regular meeting of August 28, 2017.

Moved –Brett Hersh

Second – Lynn Leatherman

Passed – Unanimously

**Items from the Public - (None)**

**Presentation of FY17 Audited Financial Statements**

David Decker from Decker& Company PLLC presented the Audited Financial Statements for FY17 to the Board.

**Approval of Design Plans for Rock Cliff Towns**

A motion was made to approve the design plans for Rock Cliff Towns.

Moved-Brett Hersh  
Second-Ruby Kern  
Passed-Unanimously

**Approval of Draw Resolution (#14) for Payment of Invoices**

A motion was made to approve Draw Resolution #14 to the WV Infrastructure and Jobs Development Council for payment of invoices in the amount of \$301,042.28

Moved-Lynn Leatherman  
Second-Wayne Dunham  
Passed- Unanimously

**Approval of Progress Payment #2 for Snyder Environmental**

A motion was made to approve progress payment #2 for Snyder Environmental in the amount of \$250,729.41.

Moved-Ruby Kern  
Second-Brett Hersh  
Passed-Unanimously

**Approval of Progress Payment #1 for HRI Inc.**

A motion was made to approve progress payment #1 for HRI Inc., in the amount of \$75,685.73

Moved-Wayne Dunham  
Second-Lynn Leatherman  
Passed-Unanimously

**Executive Director's Report**

Chris Thiel provided an update on business items.

**Executive Session to Discuss Legal and Personnel Matters**

A motion was made to enter into Executive Session at 5:58pm. No action will be taken following the Executive Session.

Moved-Wayne Dunham  
Second- Ruby Kern  
Passed-Unanimously


Resumed regular session at 6:00pm

**Good of the Order and Directors Comments-** Greg Rhoe, Steve DeRidder and Brian Shade talked about the WVRWA Conference they attended September 10-13 in Charleston WV.

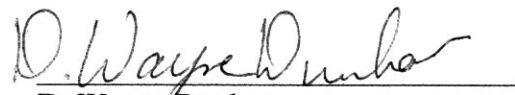
**Adjournment**

There being no further business, a motion was made for adjournment at 6:09p.m.

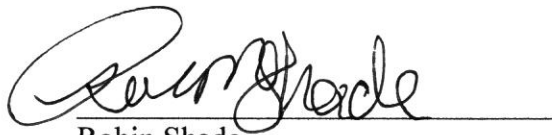
Motion - Wayne Dunham



Gregory S. Rhoe  
Chairman



D. Wayne Dunham  
Secretary



Robin Shade  
Recording Secretary