



**BERKELEY COUNTY PUBLIC SERVICE  
WATER DISTRICT**

**MINUTES**

Regular Meeting

(Monday) January 8, 2018 @ 5:00 p.m.

The Board of Directors of the Berkeley County Public Service District met at 251 Caperton Blvd. on January 8, 2018.

**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; Guests: Brian Shade and Linda Rusk from BCPSWD and Ryan Taylor.

**Welcome Guests**

Chairman Rhoe welcomed those present and called the meeting to order at 5:01pm.

**Approval of Agenda – Discussion/Action**

A motion was made to approve the agenda as written.

Moved – Wayne Dunham

Second – Ruby Kern

Passed – Unanimously

**Elections of Officers 2018**

A motion was made to nominate Greg Rhoe as Chairman of the Board. There were no further nominations.

Moved-Ruby Kern

Second-Brett Hersh

Passed-Unanimously

A motion was made to nominate Lynn Leatherman as Vice Chairman of the Board. There were no further nominations.

Moved-Brett Hersh

Second-Ruby Kern

Passed- Unanimously

A motion was made to nominate D. Wayne Dunham as Secretary. There were no further nominations.

Moved-Ruby Kern  
Second-Lynn Leatherman  
Passed- Unanimously

A motion was made to nominate Ruby Kern as Treasurer. There were no further nominations.

Moved-Greg Rhoe  
Second-Wayne Dunham  
Passed- Unanimously

A motion was made to nominate Brett Hersh as Parliamentarian. There were no further nominations.

Moved-Lynn Leatherman  
Second-Ruby Kern  
Passed-Unanimously

The following officers were elected for 2018:

Chairman: Greg Rhoe  
Vice Chairman: Lynn Leatherman  
Secretary: Wayne Dunham  
Treasurer: Ruby Kern  
Parliamentarian: Brett Hersh

#### **Approval of the Minutes of the Regular Meeting of December 11, 2017**

A motion was made to approve the Minutes of the regular meeting of December 11, 2017.

Moved –Ruby Kern  
Second – Wayne Dunham  
Passed – Unanimously

**Items from the Public** – Ryan Taylor came to the board meeting with questions about bulk water hauling at the Bunker Hill Plant.

**Approval of Check Register for December 2017.**

A motion was made to approve the check register for December 2017.

Moved-Brett Hersh  
Second-Wayne Dunham  
Passed-Unanimously

**Approval of Alternate Mainline Extension Agreement with Communities of Burwell North.**

A motion was made to approve the Alternate Mainline Extension Agreement with Communities of Burwell North.

Moved- Lynn Leatherman  
Second-Ruby Kern  
Passed-Unanimously

**Approval of Draw Resolution # 18 for Payment of Invoices, WVDO Loan.**

A motion was made to approve the Draw Resolution #18 in the amount of \$48,261.35.

Moved-Lynn Leatherman  
Second-Brett Hersh  
Passed-Unanimously

**Executive Director's Report**

Brian Shade gave an update on the issues that have happened during this time with the below freezing temperatures.

Chris Thiel provided an update on business items.

A motion was made to authorize a creation of a new bank account with BB&T for the 2017 Bond Anticipation Funds for Construction Funds.

Moved-Brett Hersh  
Second-Lynn Leatherman  
Passed-Unanimously

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

A motion was made to enter into Executive Session at 5:59pm. Action will be taken following the Executive Session.

Moved-Ruby Kern  
Second- Wayne Dunham  
Passed-Unanimously

Resumed regular session at 6:38pm.

**Contract between District and Christine Thiel**

A motion was made to approve the Contract of Employment between the District and Christine Thiel.

Moved-Lynn Leatherman  
Second-Ruby Kern  
Passed-Unanimously

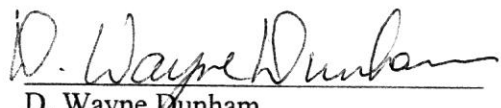
**Good of the Order and Directors Comments- (none)****Adjournment**

There being no further business, a motion was made for adjournment at 6:40pm.

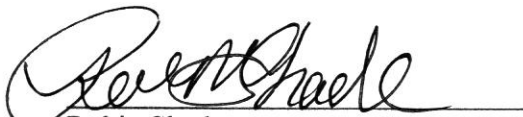
Motion - Wayne Dunham



Gregory S. Rhoe  
Chairman



D. Wayne Dunham  
Secretary



Robin Shade  
Recording Secretary