

DRAFT MINUTES – SPECIAL MEETING
SHEPHERDSTOWN, WEST VIRGINIA
WATER & SANITARY BOARDS
December 9, 2015

Attendees: **Water Board** - J. Auxer, J. Bock, J. Brady, B. Schill, J. Ford, S. Kemnitzer (arrived 6:53pm)
 Sanitary Board - J. Auxer, B. Keller
 Town Staff - F. Welch, C. Coe, K. Shipley
 Engineer – none

Visitors: none

1. **CALL TO ORDER.** The Water and Sanitary Boards meeting was called to order by J. Auxer at 6:28pm at Town Hall in Shepherdstown, West Virginia.
2. **GENESIS CENTER.** Fred Blackmer, representing the proposed Genesis Center, submitted a Step 1 application for water and sewer service.

ACTION ITEM: J. BOCK MOTIONED FOR THE WATER BOARD TO RECOMMEND APPROVAL OF THE STEP 1 APPLICATION FROM GENESIS CENTER FOR WATER SERVICE, PROVIDING THE PREVIOUS APPLICATION FOR MORGAN’S GROVE WAS COMPARABLE TO THE NEWLY PROPOSED WATER USAGE (13,000 GPD). NO OBJECTIONS WERE MADE.

ACTION ITEM: R. KELLER MOTIONED FOR THE SANITARY BOARD TO RECOMMEND APPROVAL OF THE STEP 1 APPLICATION FROM GENESIS CENTER FOR SEWER SERVICE, PROVIDING THE PREVIOUS APPLICATION FOR MORGAN’S GROVE WAS COMPARABLE TO THE NEWLY PROPOSED WATER USAGE (13,000 GPD). NO OBJECTIONS WERE MADE.

3. **ENGINEERING SERVICES.** The Board discussed current and anticipated engineering needs.

ACTION ITEM: J. FORD MOTIONED FOR THE WATER BOARD TO RECOMMEND TERMINATION OF THE ENGINEERING SERVICES CONTRACT WITH CHAPMAN TECHNICAL, AND APPROVES TRANSFER OF ALL CURRENT PROJECTS TO THRASHER ENGINEERING. NO OBJECTIONS WERE MADE.

ACTION ITEM: R. KELLER MOTIONED FOR THE SANITARY BOARD TO RECOMMEND TERMINATION OF THE ENGINEERING SERVICES CONTRACT WITH CHAPMAN TECHNICAL, AND APPROVES TRANSFER OF ALL CURRENT PROJECTS TO THRASHER ENGINEERING. NO OBJECTIONS WERE MADE.

4. **ADJOURNMENT.** J. Auxer adjourned the meeting at 7:08pm. The next regular meeting is scheduled for Thursday, January 7, 2016 at 6:30pm.

Respectively submitted, J. Bock