

MINUTES
SHEPHERDSTOWN, WEST VIRGINIA
WATER & SANITARY BOARDS
June 29th, 2017

Attendees: **Water Board** – M. Everhart, J. Auxer, J. Brady, J. Ford, S. Kemnitzer
 Sanitary Board – J. Auxer, H. Heyser,
 Town Staff – F. Welch, C. Coe, Debbi Nickerson
 Town Engineer - none

Visitors: Tracy Cannon, Mary Matilage, Mike Lackey

1. **CALL TO ORDER.** The Water and Sanitary Boards meeting was called to order by J. Auxer at 6:31pm at Town Hall in Shepherdstown, West Virginia.
2. **MINUTES FROM PRIOR MEETINGS.** The draft minutes of the May 25, 2017 regular meeting were reviewed, and approved with two modifications related to grammar and spelling.
3. **Guests.** Three guests talked about the Mountaineer Gas Pipeline, including concerns about the pipeline going under the Potomac river and how it might affect water quality in town.
4. **FINANCES.** The Water Department and Sewer Department budgets for the period July 2016 through March 2017 were reviewed. FY 2018 budgets were discussed and approved.

ACTION ITEM: J. BRADY MOVED, THAT IF THERE ARE NO OBJECTIONS, THE WATER BOARD APPROVE THE FY 2018 BUDGET.

ACTION ITEM: H. HEYSER MOVED, THAT IF THERE ARE NO OBJECTIONS, THE SANITARY BOARD APPROVE THE FY 2018 BUDGET.

5. **FLOW AND QUALITY REPORTS.** The reports for May were reviewed.
6. **UNFINISHED BUSINESS.**
 - 6.a **WATER PLANT UPGRADE.** No change since last month.
 - 6.b **SHEPHERDSTOWN EAST DEVELOPMENT.** Groundbreaking ceremony was June 7th at 10:30 AM.
 - 6.c **DEDICATED WATER LINE PROJECT.** WVDOH has indicated that the water line can not go above their culverts. We are seeking 4 temporary easements. Mayor Auxer is still working on getting easements.
 - 6.d **WATER METER REPLACEMENT.** 1520 of 1749 meters have been replaced and are functioning as of June 29, 2017.
 - 6.e **WASTE WATER TREATMENT PLANT – FLOW METER.** Waiting for Mission Box to monitor meter.
 - 6.f **NEW STREET TASK ORDER.** This project is currently on hold.

7. **NEW BUSINESS.**

7.a **TOWN RUN MONTHLY SAMPLES.** Samples are still within acceptable ranges.

8. **MAYOR'S REPORT.** Nothing new to report.

9. **ADJOURNMENT.** J. Auxer adjourned the meeting at 7:35pm. The next regular meeting is scheduled for Thursday, August 10 at 6:30pm at Town Hall.

Respectfully submitted, M. Everhart