

Water & Sanitary Board Agenda
Tuesday, January 25, 2022
12:30 p.m.
Zoom

1. Call to Order
2. Review and approval of Draft Water and Sanitary Board Minutes of December 2, 2021
3. Visitors
4. Finances
 - a. Financial Statements – Not available
5. Flow and Quality Reports
 - a. (1) Water – Reports – information item
 - b. (2) Sewer – Reports - information item
6. Unfinished Business
 - a. Fire Hydrants – Status report
 - b. Sewer Use Ordinance – Revision and comments – Spring, 2022
 - c. Water Plant Improvement Project – Jeff Ekstrom to report
 - d. Step II approval – Shepherdstown Professional Center – Water and Sewer
 - e. Billing questions - Discussion
 - f. Water Dept - Source Water Grant - \$50,000 (Sampler for Town Run) from DHHR
7. New Business
 - a. Violations at Water Plant – Woody Coe - explanation
 - b. Explanation of new Lead and Copper rule – Woody Coe – 120 Water Representative
 - c. Purchase of Composite sampler – emergency - \$10,715 – Wastewater Plant
 - d. Mistake in 2 customers bills due to a meter mix-up. Done when new meters were installed 5 years ago - explanation
 - e. Shepherd view apartments-capacity letter needed
8. Mayor's Report
9. Next meeting date – February, 2022
10. Consent
11. Summarize Action Items from this meeting
12. Draft Agenda for next meeting
13. Adjournment

DRAFT MINUTES

**CORPORATION OF SHEPHERDSTOWN, WEST VIRGINIA
WATER & SANITARY BOARDS**

December 02, 2021

ATTENDEES: **Water Board-** J. Auxer, J. Bresland, J. Ford, S. Kemnitzer (Chair), A. Slater, C. Stroeck
Sanitary Board- J. Auxer (Chair), H. Heyser, R. Keller
Town Staff- C. Painter, K. Shipley, F. Welch
Visitors- J. Ekstrom, Ghosh Engineering

1. CALL TO ORDER.

The Water and Sanitary Boards meeting was called to order by J. Auxer at 12:33 p.m.

2. MINUTES FROM PRIOR MEETING.

The proposed minutes of the October 21, 2021, regular meeting were reviewed. H. Heyser requested the word "plant" be deleted on line five of item 6.c. which was adopted. The minutes were then approved as corrected.

3. VISITORS.

J. Ekstrom attended the meeting to provide an update on two agenda items that follow.

4. FINANCES.

J. Auxer advised that there were no financial reports this month due to the resignation of the town bookkeeper D. Nickerson. He reported that a parttime CPA has been retained to fill this role until a replacement hire may be made.

5. FLOW AND QUALITY REPORTS.

5.a WATER - NO VIOLATIONS.

F. Welch reported that water produced adhered to all applicable regulations and requirements and that there were no violations during the month.

5.b. SANITARY REPORTS – NO VIOLATIONS.

K. Shipley reported that treated sewage water discharged adhered to all applicable regulations and requirements and that there were no violations during the month.

H. Heyser commented that he was pleased to see that land application of bio-solids has been resumed. A. Slater reported that he recently accompanied K. Shipley on a land application trip at the Willard farm to observe the process; he further reported that he was highly impressed with the professionalism of K. Shipley and his use of an onboard Geo Positioning System (GPS) to record and monitor the appropriate location and distribution of bio-solids.

6. UNFINISHED BUSINESS.

6.a FIRE HYDRANTS- STATUS REPORT.

K. Shipley reported that all repairs have been completed except for two hydrants (Duke Street and Stutzman-Slonaker Hall), the former of which was a later addition to the project; both are slated for work during the Shepherd University winter break.

J. Ekstrom reported on a meeting with Shepherdstown Volunteer Fire Department Chief Ross Morgan earlier this day regarding the planned water distribution projects at Mecklenburg Heights and in town as regards the location of new fire hydrants. In addition to J. Ekstrom, also attending were J. Auxer, K. Shipley, A. Slater, and F. Welch. J. Ekstrom reported the meeting went very well; some proposed new

fire hydrants were relocated, and three additional hydrants were added to the plans as a result of the collaborative session.

J. Bresland reported that C. Coe advised a new report on the status of all fire hydrants will be added to the monthly water board package.

C. Stroeckh asked if we were at the point in this project where we could report to the residents that the fire hydrant repairs have been substantively completed? J. Auxer advised in the affirmative and requested that C. Stroeckh prepare such an announcement for the weekly email blast to all residents.

A. Slater agreed to send C. Stroeckh the updated project spreadsheet to facilitate this message.

J. Auxer took this opportunity to ask for feedback on the recent transition to the new billing platform. Several members reported they had received complaints mainly regarding the new fees associated with bill payment. C. Painter provided statistics showing a decline in debit/credit card payments because of the new fees, and a corresponding uptick in check payments. J. Auxer reminded the boards that the fees had previously been paid by the Town. C. Painter advised that an elderly customer reported they preferred the post card bills. She also reported a problem with registering for electronic billing, but that has been resolved. A. Slater commented that change inevitably invites some unhappiness, but the new system transition was completed extremely well by town staff and offers many new benefits to our customers.

6.b SEWER USE ORDINANCE – REVISION AND COMMENTS.

J. Auxer reported that no additional progress has been made on this effort. A meeting will be scheduled in the spring of 2022.

6.c WATER PLANT IMPROVEMENT PROJECT-UPDATE.

J. Ekstrom reported that he was reviewing and commenting on 45 submittals from manufacturers regarding components and equipment to be installed in the plant as part of the project. When this process is completed, the equipment may then be ordered. He advised that he expects work to begin at the plant in March 2022, with the new water filters in service by August, and with full completion in October. J. Bresland commented on a conversation he had with C. Coe advising that many currently automated processes in the plant would need to be executed manually during construction resulting in additional work and scheduling.

6.d POSSIBLE WATER/SEWER SERVICE TO NEW SCHOOL COMPLEX ON RT. 230.

J. Auxer reported that he and F. Welch had met recently with the Superintendent of the Jefferson County Schools to discuss the possibility of the town providing water and sewer service to the new school complex. They reported that the Superintendent would like the town to provide this service and is working to that end. J. Auxer and R. Keller discussed the many problems associated with package sewage plants which would be the school's only other option. F. Welch advised that he anticipated the schools would be making application soon.

6.e PURCHASE OF TRUCK AT WATER PLANT.

F. Welch reported that three bids were received for the replacement truck with the low bidder, Kent Parsons, being awarded the bid at \$35,680. This report was for information only as the water board had previously authorized the purchase from the lowest of at least three bidders.

7. NEW BUSINESS.

There was no new business to come before the boards.

8. MAYOR'S REPORT.

J. Auxer asked if the boards are happy with meeting at the Community Club or would they like to move back to Town Hall? After discussion, the boards decided to continue to meet at the Community Club in January and decide month-to-month thereafter.

9. NEXT MEETING DATE.

Tuesday, January 25 at 12:30PM, 2nd floor of the Community Club's War Memorial Building.

10. CONSENT.
No action.
11. SUMMARIZE ACTION ITEMS FROM THIS MEETING.
See above.
12. DRAFT AGENDA FOR NEXT MEETING.
No action.
13. ADJOURNMENT. J. Auxer adjourned the meeting at 1:45PM.

Respectfully Submitted: A. Slater

November 2021 Monthly Reports

	Avg.		Max		Avg. Allowed	Max Allowed		Avg. Lbs.	Max Lbs.	Avg. Lbs. Allowed	Max Lbs. Allowed	Yearly Lbs.	Yearly Lbs. Allowed
Flow	0.2609	Mgd	0.3491	Mgd	0.6670	Rpt Only		N/A	N/A	N/A	N/A		
BOD	<2	Mg/l	<2	Mg/l	30	60		3.97	3.97	167	334		
TSS	2.5	Mg/l	2.5	Mg/l	30	60		4.96	4.96	167	334		
TKN	0.54	Mg/l	0.92	Mg/l	3	6		1.1	2.13	17	33		
Fecal	<10	Cnts/100 MI	<10	Cnts/100 MI	200	400		N/A	N/A	N/A	N/A		
Total N	1.10	Mg/l	2.00	Mg/l	Rpt Only	Rpt Only		N/A	73.46	N/A	507	73.46	6091
Total P	0.06	Mg/l	0.070	Mg/l	Rpt Only	Rpt Only		N/A	4.01	N/A	50.7	4.01	609
Copper	0.0032	Mg/l	0.0320	Mg/l	0.0094	0.0212		N/A	N/A	N/A	N/A		
Zinc		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A	N/A		
Lead		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A	N/A		
Aluminum		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A	N/A		
Chloride		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A	N/A		
Total Hardness		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A	N/A		
PH	7.1	S.U.	7.1	S.U.	Min Allowed 6.5	Max Allowed 8.5		N/A	N/A	N/A	N/A		

Field Name	Applied This Month		Year to Date Applied		Loads	Percent Solids	2 Hr PH	24 Hr PH
Landfill	6.5064	Tons	129.2139	Tons	5	24.1		
Olcott Field 2		Tons		Tons				
Olcott Field 3		Tons	2.664	Tons				
Olcott Field 4		Tons		Tons				
Olcott Field 6		Tons	2.772	Tons				
Blair-Carter Field 1		Tons	2.436	Tons				
Blair-Carter Field 3		Tons		Tons				
Blair-Carter Field 4		Tons		Tons				
Willard Field 1		Tons		Tons				
Willard Field 3		Tons		Tons				
Willard Field 4		Tons		Tons				
Colbert Field 3		Tons		Tons				
Colbert Field 4		Tons		Tons				
Oakley Field 2		Tons		Tons				
Putz Field 2		Tons		Tons				

Month NovemberYear 2021Plant Shepherdstown W.V.T.P.City Shepherdstown

Operator

Kenny Shipley

INFLUENT WASTEWATER					DIGESTERS		ACTIVATED SLUDGE		EFFLUENT TEMP.		PLANT EFFLUENT								
Date	Rainfall (inches)	TSS (mg/l)	BOD ₅ (mg/l)	Flow (mgd)	Temp (°f)	pH	Grit and Screening (c)	Sludge Added (gal)	Removed (gal)	M.L.S.S.	Degrees Celsius	TSS (mg/l)	BOD ₅ (mg/l)	Fecal Coll (per 100 ml)	DO (mg/l)	pH	TKN (mg/l)	Total N (mg/l)	Total P (mg/l)
1		506	217	0.2381				36000	9258										
2	0.05			0.2376				36000	15170			2.5	<2.0	<10		7.1	0.50	2.00	0.07
3				0.2248				36000		8431									
4				0.2886				36000											
5				0.3038				24000	17232										
6				0.2530				24000	17232										
7				0.2330				24000											
8				0.2250				36000	17232								0.34	0.38	0.06
9				0.2600				36000	17232										
10				0.2948				36000											
11	0.01			0.2540				36000											
12	1.43			0.3018			9	36000											
13				0.3029				36000	17232										
14				0.2541				16000											
15				0.2771				36000	17232								0.92	1.50	<0.05
16				0.2989				36000	17232										
17				0.2759				36000											
18	0.01			0.2944				36000	17232										
19				0.2787				36000											
20				0.2438				36000	17232										
21	0.02			0.2117				36000											
22	0.02			0.2725				36000	17232										
23				0.2510				36000	17232	7641									
24				0.2525				36000									0.40	0.82	<0.05
25				0.2095				36000											
26	0.01			0.2707			9	36000											
27				0.2592				36000	17232										
28				0.3491				24000											
29				0.2953				36000	17232										
30				0.2951				36000											
31																	0.52	0.80	<0.05
Total	1.55	506	217	8.0069				1012000	265676	16072		2.5	<2.0	<10		7.1	2.68	5.50	0.13
Average	0.22	506	217	0.2669			18	33733	16805	8036		2.5	<2.0	<10		7.1	0.54	1.10	0.06
Minimum	0.01	506	217	0.2095			9	16000	9258	7641		2.5	<2.0	<10		7.1	0.34	0.38	<0.05
Maximum	1.43	506	217	0.3491			9	36000	17232	8431		2.5	<2.0	<10		7.1	0.92	2.00	0.07

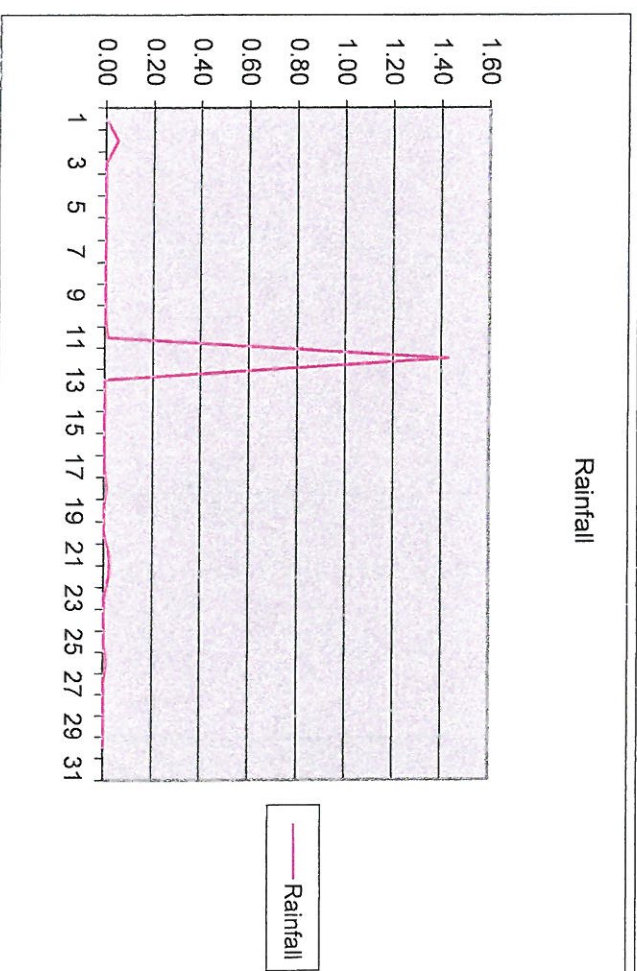
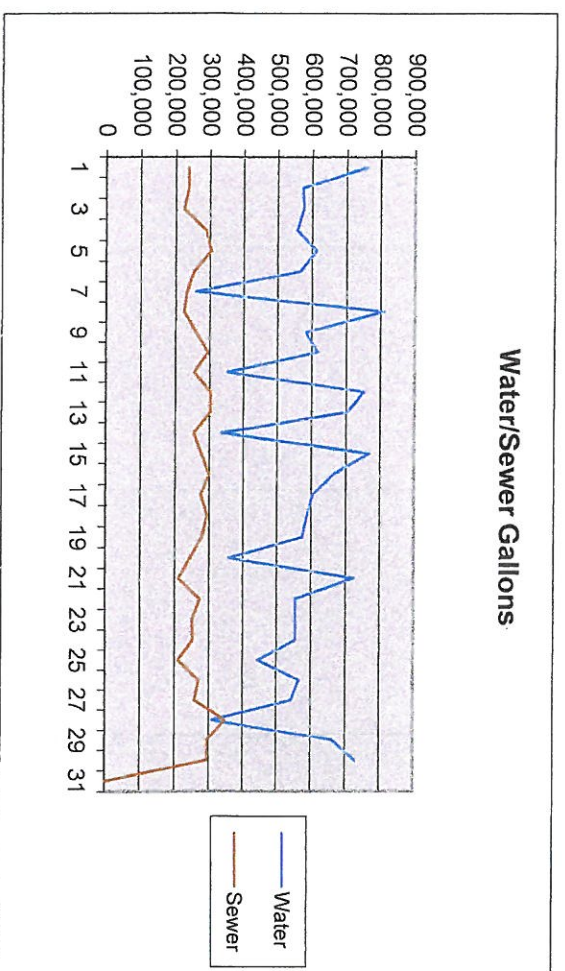
MAIL ONE COPY EACH TO:

Office of Environmental Health Services
Certification & Training Program
350 Capitol Street, Room 313
Charleston WV 25301-1798

Division of Environmental Protection
ATTN: Municipal Branch
601 - 57th Street
Charleston, WV 25304

Water/Sewer Flows November 2021

Date	Water	Sewer	RainFall
1	759,700	238,100	0.00
2	573,400	237,600	0.05
3	575,500	224,800	0.00
4	555,900	288,600	0.00
5	612,900	303,800	0.00
6	565,600	253,000	0.00
7	260,300	233,000	0.00
8	809,400	225,000	0.00
9	582,500	260,000	0.00
10	616,300	294,800	0.00
11	353,000	254,000	0.01
12	752,300	301,800	1.43
13	704,200	302,900	0.00
14	335,300	254,100	0.00
15	768,800	277,100	0.00
16	665,300	298,900	0.00
17	604,600	275,900	0.00
18	587,800	294,400	0.01
19	574,200	278,700	0.00
20	358,400	243,800	0.00
21	724,000	211,700	0.02
22	554,500	272,500	0.02
23	554,200	251,000	0.00
24	555,500	252,500	0.00
25	445,000	209,500	0.00
26	566,400	270,700	0.01
27	543,800	259,200	0.00
28	306,900	349,100	0.00
29	662,500	295,300	0.00
30	729,300	295,100	0.00
31		-	
Avg.	575,250	258,287	0.05



MONTHLY OPERATIONAL REPORT
Required Surface/(GWUDI)

PWSID NUMBER: WV 3301933

MONTH/YEAR: December 2021

SYSTEM NAME Shepherdstown Water

PHONE NUMBER 304-876-2394

COUNTY

Jefferson

PLANT FLOW				CHEMICALS USED																Indicate chemicals used in blocks below																FILTER BACKWASH			
DATE	Plant Oper Time (HRS)	Filtered Water (GALS)	Flow Rate (GPM)	del pac				fluoride				potassium permanganate				Pre Chlorine		Post Chlorine		Number of Filters Washed		Wash Water (GALS)																	
1	12	581,900	795	lbs	ppm	lbs	ppm	lbs	ppm	lbs	ppm	lbs	ppm	lbs	ppm	lbs	ppm	lbs	ppm	2	15,262																		
2	13	620,500	802	280	54.2		0.0	14	2.7		0.0	10	1.9		0.0		0.0	12	2.3	2	15,133																		
3	11	525,800	804	238	54.2		0.0	11	2.5		0.0	7	1.6		0.0		0.0	11	2.5	2	12,759																		
4	12	567,300	795	256	54.2		0.0	13	2.7		0.0	8	1.7		0.0		0.0	9	1.9	2	12,975																		
5	8	402,200	808	182	54.2		0.0	8	2.4		0.0	6	1.8		0.0		0.0	8	2.4	2	18,456																		
6	15	737,900	848	334	54.2		0.0	16	2.6		0.0	8	1.3		0.0		0.0	13	2.1	2	17,257																		
7	15	713,300	793	322	54.1		0.0	14	2.4		0.0	7	1.2		0.0		0.0	10	1.7	2	18,517																		
8	11	540,100	818	244	54.2		0.0	12	2.7		0.0	6	1.3		0.0		0.0	9	2.0	2	14,500																		
9	14	662,500	789	299	54.1		0.0	14	2.5		0.0	6	1.1		0.0		0.0	11	2.0	2	14,646																		
10	12	566,900	787	301	63.7		0.0	10	2.1		0.0	7	1.5		0.0		0.0	9	1.9	2	14,684																		
11	12	561,400	814	254	54.2		0.0	12	2.6		0.0	6	1.3		0.0		0.0	9	1.9	2	13,347																		
12	7	328,000	816	148	54.2		0.0	7	2.6		0.0	3	1.1		0.0		0.0	6	2.2	2	16,043																		
13	16	766,000	813	346	54.2		0.0	15	2.3		0.0	8	1.3		0.0		0.0	13	2.0	2	14,090																		
14	11	544,400	825	246	54.2		0.0	12	2.6		0.0	5	1.1		0.0		0.0	9	2.0	2	14,612																		
15	13	613,700	786	277	54.1		0.0	13	2.5		0.0	7	1.4		0.0		0.0	10	2.0	2	14,000																		
16	12	581,900	808	263	54.2		0.0	13	2.7		0.0	7	1.4		0.0		0.0	9	1.9	2	14,645																		
17	13	625,900	802	283	54.2		0.0	15	2.9		0.0	8	1.5		0.0		0.0	10	1.9	2	14,120																		
18	13	621,800	797	281	54.2		0.0	12	2.3		0.0	6	1.2		0.0		0.0	10	1.9	2	14,179																		
19	6	315,600	877	142	53.9		0.0	7	2.7		0.0	3	1.1		0.0		0.0	6	2.3	2	13,500																		
20	15	686,900	763	310	54.1		0.0	12	2.1		0.0	8	1.4		0.0		0.0	10	1.7	2	13,975																		
21	11	539,400	817	244	54.2		0.0	12	2.7		0.0	6	1.3		0.0		0.0	9	2.0	2	14,076																		
22	12	555,000	771	251	54.2		0.0	13	2.8		0.0	7	1.5		0.0		0.0	8	1.7	2	13,384																		
23	12	564,000	783	255	54.2		0.0	9	1.9		0.0	7	1.5		0.0		0.0	10	2.1	2	14,054																		
24	11	574,900	887	248	51.7		0.0	13	2.7		0.0	7	1.5		0.0		0.0	9	1.9	2	13,529																		
25	8	393,000	809	178	54.2		0.0	9	2.7		0.0	5	1.5		0.0		0.0	7	2.1	2	14,693																		
26	9	429,500	804	194	54.2		0.0	9	2.5		0.0	5	1.4		0.0		0.0	6	1.7	2	15,067																		
27	16	755,900	797	342	54.2		0.0	15	2.4		0.0	7	1.1		0.0		0.0	13	2.1	2	18,504																		
28	11	529,500	802	239	54.1		0.0	11	2.5		0.0	6	1.4		0.0		0.0	8	1.8	2	14,500																		
29	11	533,600	808	241	54.2		0.0	12	2.7		0.0	6	1.3		0.0		0.0	9	2.0	2	14,694																		
30	11	541,400	820	245	54.3		0.0	12	2.7		0.0	2	0.4		0.0		0.0	8	1.8	2	13,855																		
31	12	560,100	778	253	54.2		0.0	12	2.6		0.0	4	0.9		0.0		0.0	9	1.9	2	13,864																		
TOTAL	363	17,540,300	25,017	7,958.0	1,686.4			369.0	78.5			196.0	40.2					292.0	62.2	62.0	456,920																		
AVG	12	565,816	807	256.7	54.4			11.9	2.5			6.3	1.3					9.4	2.0	2	14,739																		

PWSID NUMBER: WV 3301933

MONTH/YEAR: December 2021

ANALYTICAL RESULTS

Date	Plant (Free)	System (Total)	Sampling Location of System Total Chlorine Residual	Sampler Initials	Turbidity (NTU)			pH (S.U.)			MONTHLY OPERATIONAL REPORT REMARKS
					Raw	Settled	Finished	Raw	Settled	Finished	
1	2.0	1.2	l-mobile store	ppd	5.4	0.7	0.06				
2	2.0	1.5	christman bldg	ppd	5.4	0.7	0.06	7.1	7.0	7.00	
3	1.8	1.4	kwik check	ppd	5.1	0.7	0.06	7.0	7.2	7.00	
4	1.7	1.2	sheets	ppd	5.6	0.7	0.07	7.1	7.2	7.30	
5	1.7	1.1	kings	dag	6.6	0.7	0.06	7.1	7.0	7.20	
6	1.9	1.1	dominos	rdj	6.3	0.7	0.06	7.5	7.3	7.20	
7	1.5	0.9	shepherdstown daycare	dc	5.6	0.7	0.06	7.1	7.2	7.20	
8	1.5	1.1	town hall	rdj	3.6	0.7	0.07	7.4	7.3	7.00	
9	1.4	1.0	friend filler escrow	ppd	3.6	0.7	0.07	7.2	7.1	7.00	
10	1.4	1.0	betty's	ppd	3.8	0.7	0.06	7.3	7.1	7.20	
11	1.5	1.0	106 college street	alw	4.1	0.7	0.07	7.3	7.1	7.20	
12	1.6	0.8	green pineapple	dag	4.9	0.7	0.07	7.2	7.1	7.30	
13	1.6	1.1	rainbow connection	rdj	4.6	0.7	0.06	7.3	7.2	7.30	
14	1.8	0.8	cress creek	dc	4.6	0.7	0.07	7.4	7.2	7.40	
15	1.6	1.1	public works	rdj	4.6	0.7	0.07	7.7	7.5	7.30	
16	1.5	1.0	mwurgent care	rdj	4.8	0.7	0.07	7.5	7.4	7.10	
17	1.5	1.1	nct	rdj	4.8	0.7	0.07	7.5	7.3	7.10	
18	1.6	1.2	subway	dc	5.1	0.7	0.07	7.6	7.3	7.10	
19	1.5	1.3	shep chronicle	dc	5.1	0.7	0.07	7.6	7.3	7.10	
20	1.5	1.4	7-11	dc	5.1	0.7	0.07	7.5	7.4	7.10	
21	1.5	1.2	dollar general	dc	5.1	0.7	0.07	7.5	7.4	7.30	
22	1.6	1.0	food lion	dc	5.4	0.7	0.07	7.5	7.4	7.40	
23	1.6	0.8	frocs	dc	5.3	0.7	0.07	7.5	7.3	7.40	
24	1.6	1.4	sweet shop	ppd	4.1	0.7	0.07	7.5	7.4	7.20	
25	1.5	1.0	sheets	dag	4.6	0.7	0.08	7.6	7.4	7.50	
26	1.5	1.1	dairy queen	dag	4.1	0.7	0.08	7.5	7.4	7.40	
27	1.5	1.4	browns garage	rdj	4.4	0.7	0.08	7.5	7.3	7.40	
28	1.4	1.6	7-eleven	rdj	4.4	0.7	0.08	7.2	7.4	7.30	
29	1.5	1.1	Betty's	ppd	4.8	0.7	0.08	7.3	7.2	7.00	
30	1.6	1.2	spwd	ppd	4.8	0.7	0.08	7.3	7.2	7.10	
31	1.5	1.3	christman bldg	ppd	4.8	0.7	0.08	7.3	7.2	7.10	
TOTAL	49.4	35.4			150.5	22.2	2.16	221.10	217.80	216.20	
AVG	1.6	1.1			4.9	0.7	0.07	7.37	7.26	7.21	

I certify the values recorded above are true and accurate to the best of my knowledge.

Certified by:

Charles Coe

(Certified Operator Printed Name Required)

Date:

(Certified Operator Signature Required)

Certification #:

WVOP01368

Exp. Date:

3/31/2022

Certification Class

III

Number of Filters Used:
Total Filter Surface Area:
Average Filter Run/Each Filter:
% Backwash Water:

(filters)
(sq. ft.)
(hrs.)
(%)

0

2.60%

Complete and return within 10 days after the end of the month to:

WV Office of Environmental Health Services - Data Management
350 Capitol Street, Room 313, Charleston, WV 25301-3713

Phone: (304) 558-2981 FAX: (304) 558-0139

*THIS PAGE IS OPTIONAL *

PWSID NUMBER: WV 3301933

MONTH/YEAR: December 2021

ANALYTICAL RESULTS (mg/L)

DATE	Iron		Manganese		Phenolphthalein Alkalinity		Total Alkalinity		Calcium Hardness		Total Dissolved Solids (TDS) (Finished)	TEMP °F or C° (Finished)	Langelier Saturation Index (Finished)
	Raw	Finished	Raw	Finished	Raw	Finished	Raw	Finished	Raw	Finished			
1						94				18		7.6	
2						95				157		7.8	
3						99				154		9.3	
4						97				155		13.4	
5						95				161		10.3	
6						96				156		8.6	
7						91				155		8.2	
8						99				158		8.1	
9						100				161		8.6	
10						102				163		9.2	
11						97				168		9.5	
12						100				164		8.5	
13						100				164		7.7	
14						90				120		8.1	
15						102				168		8.3	
16						104				178		8.1	
17						106				165		10.2	
18						100				172		8.7	
19						101				171		8.3	
20						95				166		8.8	
21						103				171		8.2	
22						102				167		8.7	
23						103				169		8.6	
24						101				168		7.3	
25						102				171		8.6	
26						100				171		8.2	
27						102				173		6.7	
28						102				170		7	
29						102				170		7.9	
30						101				161		8.4	
31						107				160		9.8	
TOTAL						3088				4925		266.7	
AVG						100				159		9	

MONTHLY COMBINED FILTER EFFLUENT TURBIDITY REPORT

Required for Surface/GWUDI Systems

PWSID NUMBER: WV 3301933

MONTH/YEAR: December 2021

SYSTEM TYPE:(Check One) ☒ Surface

GWUDI

SYSTEM NAME: Shepherdstown Water

PHONE NUMBER

304-876-2394

COUNTY

Jefferson

Please report NTU values to two decimal places (0.00)

DATE	TIME	NTU	TIME	NTU	TIME	NTU	TIME	NTU	TIME	NTU	#<=0.3	#>0.3	REMARKS
1	6am	0.080	10am	0.060	2pm	0.060					3		
2	6am	0.070	10am	0.060	2pm	0.060	6pm	0.060			4		
3	6am	0.070	10am	0.060	2pm	0.060					3		
4	6am	0.070	10am	0.070	2pm	0.060					3		
5	6am	0.060	10am	0.060							2		
6	6am	0.060	10am	0.060	2pm	0.060	6pm	0.060			4		
7	6am	0.060	10am	0.060	2pm	0.060	6pm	0.060			4		
8	6am	0.080	10am	0.060	2pm	0.060					3		
9	6am	0.070	10AM	0.060	2PM	0.060	6pm	0.070			4		
10	6am	0.060	10am	0.060	2pm	0.060					3		
11	6am	0.070	10am	0.070	2pm	0.070					2		
12	6am	0.070	10am	0.060							4		
13	6am	0.060	10am	0.060	2pm	0.060	6pm	0.060			3		
14	6am	0.070	10am	0.070	2pm	0.070	6pm	0.070			4		
15	6am	0.070	10am	0.070	2pm	0.070	6pm	0.070			3		
16	6am	0.070	10am	0.070	2pm	0.070	6pm	0.070			4		
17	6am	0.070	10am	0.070	2pm	0.070	6pm	0.070			4		
18	6am	0.070	10am	0.070	2pm	0.070	6pm	0.070			4		
19	6am	0.070	10am	0.070							2		
20	6am	0.070	10am	0.070	2pm	0.070	6pm	0.070			4		
21	6am	0.070	10am	0.070	2pm	0.070					3		
22	6am	0.080	10am	0.070	2pm	0.070					3		
23	6am	0.080	10am	0.070	2pm	0.070					3		
24	6am	0.080	10am	0.070	2pm	0.070					3		
25	6am	0.090	10am	0.080	2pm	0.080					2		
26	6am	0.080	10am	0.080	2pm	0.070	6pm	0.080			3		
27	6am	0.080	10am	0.070	2pm	0.070					4		
28	6am	0.080	10am	0.080	2pm	0.080					3		
29	6am	0.080	10am	0.080	2pm	0.080					3		
30	6am	0.080	10am	0.080	2pm	0.080					3		
31	6am	0.090	10am	0.080	2pm	0.080					3		

*Slow sand: use 1 NTU in lieu of 0.3 NTU & diatomaceous earth; other filtration technologies as directed by agency

**Slow sand and diatomaceous earth: use 5 NTU in lieu of 1 NTU; other filtration technologies as directed

Total # of Samples

99

% <= 0.3 NTU x 100*

100%

Readings over 1 NTU**

0

GRAND TOTAL

Highest single turbidity reading 0.090

Lowest single turbidity reading 0.060

I certify the values recorded above are true and accurate to the best of my knowledge.

CERTIFIED BY: Charles Coe

(Certified Operator Printed Name Required)

(Certified Operator Signature Required)

Date:

Certification #: WVOP01358

Exp. Date

3/31/2022

Certification Class III

Complete and return within 10 days after the end of the month to:
 WV Office of Environmental Health Services - Data Management
 350 Capitol Street, Room 313, Charleston, WV 25301-3713
 Phone: (304) 558-2981 FAX: (304) 558-0139

INDIVIDUAL FILTERS

If filter method is other than direct or conventional, please specify

(Please note, direct or conventional methods are required to complete the form below)

(diatomaceous earth, slow sand, other)

1. Was each filter monitored continuously?

☒ Yes

☐ No

2. Were measurements recorded every 15 minutes?

☒ Yes

☐ No

3. Was there a failure of continuously turbidity monitoring equipment?

☐ Yes

☒ No

4. Were individual filter levels greater than 1.0 NTU in two consecutive measurements?

☐ Yes

☒ No

5. Were individual filter levels greater than 0.5 NTU in two consecutive measurements after online for more than four hours?

☐ Yes

☒ No

6. Were individual filter levels greater than 1.0 NTU in two consecutive measurements in three consecutive months?

☐ Yes

☒ No

7. Were individual filter levels greater than 2.0 NTU in two consecutive measurements in two consecutive months?

☐ Yes

☒ No

FILTER NUMBER	n/a
TURBIDITY MEASUREMENTS	n/a
DATE(S) AND TIME(S)	n/a

I certify the information recorded above is true and accurate to the best of my knowledge.

CERTIFIED BY: Charles Coe
Operator Printed Name Required

CERTIFIED BY: _____
Operator Signature Required

Date: _____

Certification # WVOP01358 Exp. Date 3/31/2022 Certification Class III

CONTINUOUS MONITORING
MONTHLY CHLORINE RESIDUAL REPORT - Required Surface and GUDI Sources
 Required for Surface/GWUDI Systems

PWSID NUMBER: WV 3301933MONTH/YEAR: December 2021SYSTEM TYPE:(Check One) X Surface GWUDISYSTEM NAME Shepherdstown Water PHONE NUMBER (304) 876-2394 COUNTY jefferson

Please report Chlorine Residual values to one decimal places (0.0)

DATE	TIME	CL. RES.	TIME	CL. RES.	TIME	CL. RES.	TIME	CL. RES.	TIME	CL. RES.	TIME	CL. RES.	TOTAL
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
11													
12													
13													
14													
15													
16													
17													
18													
19													
20													
21													
22													
23													
24													
25													
26													
27													
28													
29													
30													
31													
# of Samples under 0.2 mg/l(free chlorine residual) <u> </u>													Total # of Samples Taken <u> </u>

I certify the values recorded above are true and accurate to the best of my knowledge.

CERTIFIED BY: Charles Coe

(Certified Operator Signature required)

Date:

(Certified Operator Signature required)

Certification #: WVOP01358Exp. Date March 31, 2022Certification Class III

Complete and return within 10 days after the end of the month to:
 WV Office of Environmental Health Services - Data Management
 350 Capitol Street, Room 313, Charleston, WV 25301-3713
 Phone: (304) 558-2981 FAX: (304) 558-0139

**QUARTERLY OPERATIONAL REPORT
DISINFECTION BYPRODUCT
PRECURSORS CONTROL
(GWUDI)**

PWSID NUMBER: **WV 3301933**

(Required)

QUARTER/YEAR **4th 2021**System Name **Shepherdstown Water**County **Jefferson**

Treatment Plant Name _____

Month	Source Water		Treated Water TOC (mg/L)	(A) Actual % TOC Removal	(B) Required% TOC Removal	(C) Removal Ratio (A) / (B)	Basis for Required % Removal
	ALK (mg/L)	TOC (mg/L)					
DEC	100.0	2.1	1.2	43%	25%	1.7	
NOV	132.0	4.0	2.2	45%	15%	3.0	
OCT	151.0	2.0	1.4	30%	25%	1.2	
SEP	111.0	3.0	2.0	33%	25%	1.3	
AUG	95.0	2.3	1.6	30%	25%	1.2	
JUL	107.0	2.0	1.6	20%	25%	0.8	
JUN	86.0	3.0	2.3	23%	25%	0.9	
MAY	61.0	2.4	1.6	33%	25%	1.3	
APR	54.0	2.7	1.3	52%	35%	1.5	
MAR	52.0	1.8	1.0	44%		1.0	
FEB	97.0	1.4	0.9	36%		1.0	
JAN	75.0	1.7	1.2	29%		1.0	
Total	1121.0	28.4	18.3	4.2	2.3	16.0	
Annual Average	93.4	2.4	1.5	0.3	0.3	1.3	

CERTIFIED BY: _____

(Certified Operator's Printed Name Required)

Date: _____

(Certified Operator's Signature Required)

Certification # _____

Exp. Date _____

Certification Class _____

Telephone Number _____

Complete and return within 10 days after the end of the quarter to:

**WV Office of Environmental Health Services RD&C Unit
350 Capitol Street, Room 313, Charleston, WV 25301-3713
Phone: (304) 558-2981 FAX: (304) 558-0139**

FLUORIDATION REPORT
MONTHLY SUMMARY OF OPERATION

PWSID NUMBER: WV

3301933

(Required)

MONTH/YEAR: _____

SYSTEM TYPE:(Mark One)

Ground

☒

Surface

Ground Water Under the Influence of Surface Water

SYSTEM NAME Shepherdstown WaterPHONE NUMBER 876-2394COUNTY JeffersonFLUORIDE CHEMICAL USED: HYDROFLUOSILICIC ACIDPURITY: 23.5%

DATE	GALLONS OF WATER TREATED*	POUNDS/GAL OF CHEMICALS USED	ANALYTICAL RESULTS (mg/L)	
			PLANT EFFLUENT	DISTRIBUTION SYSTEM
1	581900.00	12.00	0.82	0.68
2	620500.00	14.00	0.83	0.79
3	525800.00	11.00	0.93	0.79
4	567300.00	13.00	0.75	0.73
5	402200.00	8.00	0.73	0.64
6	737900.00	16.00	0.80	0.71
7	713300.00	14.00	0.75	0.70
8	540100.00	12.00	0.65	0.70
9	662500.00	14.00	0.72	0.66
10	566900.00	10.00	0.80	0.73
11	561400.00	12.00	0.90	0.75
12	328000.00	7.00	0.87	0.72
13	766000.00	15.00	0.73	0.61
14	544400.00	12.00	0.80	0.74
15	613700.00	13.00	0.60	0.71
16	581900.00	13.00	0.62	0.75
17	625900.00	15.00	0.82	0.59
18	621800.00	12.00	0.81	0.61
19	315600.00	7.00	0.82	0.68
20	686900.00	12.00	0.81	0.62
21	539400.00	12.00	0.91	0.66
22	555000.00	13.00	0.85	0.72
23	564000.00	9.00	1.00	0.76
24	547900.00	13.00	0.87	0.74
25	393000.00	9.00	0.81	0.76
26	429500.00	9.00	0.65	0.69
27	755900.00	15.00	0.66	0.66
28	529500.00	11.00	0.72	0.78
29	533600.00	12.00	0.81	0.75
30	541400.00	12.00	0.88	0.81
31	560100.00	12.00	0.81	0.74
TOTAL	17,513,300.00	369.00	24.53	21.98
AVERAGE	564,945.16	11.90	0.79	0.71
HIGHEST READING			1.00	0.81
LOWEST READING			0.60	0.59

*Optional IF reported on EW-90/EW-103

I certify the values recorded above are true and accurate to the best of my knowledge.

CERTIFIED BY: Charles Coe

(Certified Operator Printed Name Required)

(Certified Operator Signature Required)

DATE: _____

Certification#: WVOP01358Exp. Date 3/31/2022 Certification Class III

Complete and return within 10 days after the end of the month to:
 WV Office of Environmental Health Services - Data Management
 Capitol and Washington Streets, 1 Davis Square, Suite 200, Charleston, WV 25301-1798
 Phone: (304) 558-2981 FAX: (304) 558-0139

Shepherdstown Water Dept.

PWSID# 3301933

Hydrant update

- All hydrants are "in service" as of 12/2021
- Slutzman Hydrant needs contracting but currently still "in service"
- Adding a Hydrant at Tac and Jak apartment

Contracting is on hold until warmer weather.

Thanks

A handwritten signature in black ink, appearing to read 'Coe' with a stylized flourish at the end.

Charles Coe

Chief Operator



120Water

PO Box 604
Zionsville, IN 46077
www.120water.com

Quote 1/13/2022

ORDER FORM

Customer Information

Customer Name: Shepardstown, WV
Contract Term: 24 Months
Contract Start Date: Date of Signature
Order Form Valid Until: 1/31/2022

Billing Information

Billing Contact:
Street Address:
City: **State:** **Zip Code:**
Email Address:

SKU	Products & Services	Qty
S-PWS-P01	120Water Platform: Pro	1
SVC-MS-PA-01	Program Consulting Assist	2 Blocks
Annual Recurring Subscription		\$10,960

SKU	Products & Services	Qty
SVC-OS-IMP	Implementation	1
K-WTK-B01-10	1 Bottle 1L Kits - 10ct.	3
LSC-WST-LC-01	1 Bottle Lead & Copper Test - 1ct.	30
One Time Cost		\$4,189

Billing and Payment Terms:

Fees are billed annually on the Start Date above and are due net 30 days from the invoice date.

Additional Notes:

120Water will commence implementation on or after 5 business days from order form signature. In exchange for a discounted implementation fee, Ephrata agrees to serve as a customer reference for 120Water.



This Order Form, together with the Master Services Agreement available at <https://120water.com/master-services-agreement/> (the "**MSA**"), shall become a legally binding contract upon the earlier of (a) the date both parties execute the Order Form or (b) the date Customer initially began using the Services. Any capitalized word not otherwise defined in this Order Form shall have the same meaning as set forth in the MSA.

120Water may reject this Order Form if: (1) the signatory below does not have the authority to bind Customer to this Order Form, (2) changes have been made to this Order Form (other than completion of the purchase order information and signature block), or (3) the requested purchase order information or signature is incomplete or does not match our records or the rest of this Order Form. Subscriptions are non-cancelable before their end of the Term.

IN WITNESS WHEREOF, the parties have caused this Order Form to be executed by their duly authorized representatives.

Customer:		120Water	
Signature		Signature	
Name:		Name:	
Title:		Title:	
Date:		Date:	

Shepherd View Apartments

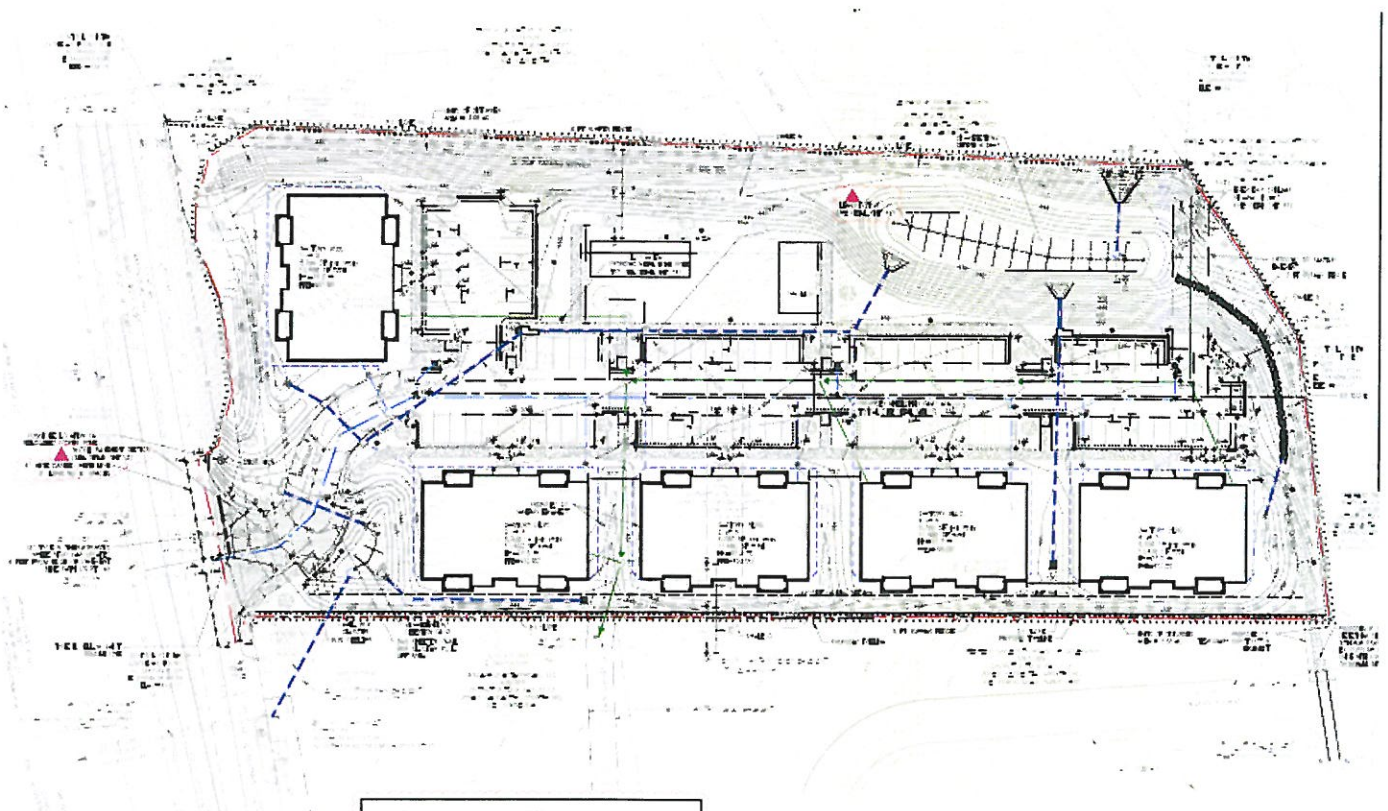
Forty Two-Bedroom, Two-Bathroom Apartments

Request: AAL, LLC (Erwin Asam, Christian Asam & Eric Lewis), owner/developer of Shepherd View Apartments requests a water and sanitary sewer capacity letter from the Corporation of Shepherdstown's Water Board and Sanitary Sewer Board.

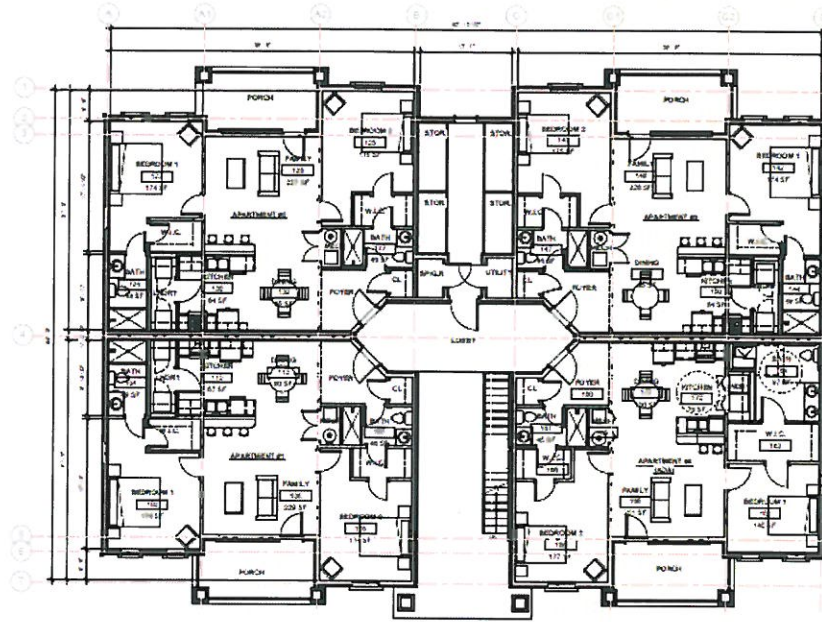
Project Details: Located on Martinsburg Pike, adjacent to Domino's Pizza and across the road from Rocs Convenience Store and WVU Medicine, Shepherd View Apartments consists of five two-story buildings, each containing eight two-bedroom apartment units each. The project also includes eighty-five parking spaces (enough for two parking spaces per building plus five dedicated handicap accessible spaces). The apartment buildings have been designed by Mills Group (Morgantown, WV & Shepherdstown, WV) and the site plan is designed and engineered by Potesta Associates (Charleston, WV and Winchester, VA). The site is currently approved and platted as twenty-five 20' wide garage bottom townhomes approved by Jefferson County Planning Commission in 2006 (with a water and sewer capacity letter), never constructed. The owners are converting the twenty-five three-bedroom townhomes into forty two-bedroom apartments (a net increase of five bedrooms overall).

Anticipated Flows: It is anticipated that each unit will average one hundred fifty (150) gallons per day for a total of six thousand (6,000) gallons per day with one hundred percent occupancy.

Site Plan

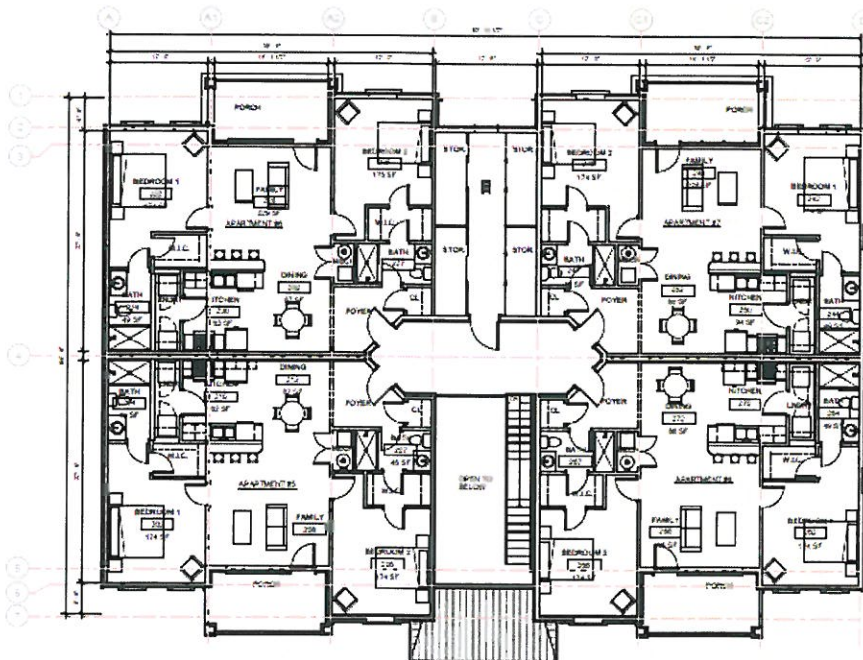


First Floor Plan



1st FLOOR PLAN
SITE # 1-2

Second Floor Plan



2nd FLOOR PLAN
SITE # 1-2

Renderings



<p>PRELIMINARY NOT FOR CONSTRUCTION</p>	
<p>PROJECT ASAM APARTMENTS Maplebury Place, Jefferson County, NY 12543 ASAM</p>	<p>PERSPECTIVES</p>
<p>Prepared by: [blank] No. [blank] / [blank] / [blank]</p>	
<p>INTERIOR: [blank] FOR CLIENT REVIEW</p>	
<p>Project Name: [blank] Date: [blank] Scale: [blank] Company: [blank]</p>	

Note: Architectural renderings are not yet final. Finished materials may change slightly.