

Water & Sanitary Board Agenda
Thursday, June 2, 2022
12:30 p.m.
Town Hall
104 N. King St.
Shepherdstown, WV 25443
Masks - Optional

1. Call to Order
2. Review and approval of Draft Water and Sanitary Board Minutes of April 28, 2022
3. Visitors – Pat Dorsey – 28 years service (retiring on July 19th, 2022)
4. Finances
 - a. Financial Statements – Discussion – David Decker
5. Flow and Quality Reports
 - a. (1) Water – Reports – information item
 - b. (2) Sewer – Reports - information item
6. Unfinished Business
 - a. Sewer Use Ordinance – Revision and comments – Summer, 2022
 - b. Water Plant Improvement Project – Jeff Ekstrom to report
 - c. Update on Water Distribution Project – (Region 9)
7. New Business
 - a. Sheetz Store – Approval of Step II - Alternate Mainline Extension Agreement – Has been sent to PSC
 - b. Hydrant Report – Woody Coe to report
 - c. Renewal of Colonial Hills Phase III – Water and Sewer application
 - d. Purchase of Fence – Woody Coe to report
8. Mayor's Report
9. Next meeting date – July, 2022
10. Summarize Action Items from this meeting
11. Draft Agenda for next meeting
12. Adjournment

DRAFT MINUTES
CORPORATION OF SHEPHERDSTOWN, WEST VIRGINIA
WATER & SANITARY BOARDS

April 28, 2022

ATTENDEES: Water Board – J. Auxer (Mayor), J. Bresland, J. Ford, M. Godfrey, C. Stroeck
Sanitary Board – J. Auxer (Chair), H. Heyser (via phone), R. Keller
Town Staff –C. Coe, K. Shipley, F. Welch, J. Ekstrom (Ghosh Engineers)
Visitors: Sylke Knuppel, Steve Pearson

1. CALL TO ORDER.

The Water and Sanitary Boards meeting was called to order by J. Auxer at 12:30 p.m.

2. MINUTES FROM PRIOR MEETING.

The proposed minutes of the March 24, 2022, regular meeting were reviewed and approved as submitted.

3. VISITORS.

S. Knuppel was considered for recommendation to Town Council as a member of the Water Board.

ACTION ITEM: J. BRESLAND MOVED AND M. GODFREY SECONDED THAT A RECOMMENDATION BE SENT TO TOWN COUNCIL TO APPROVE S. KNUPPLE AS A MEMBER OF THE WATER BOARD. MOTION PASSED UNANIMOUSLY WITH NO FURTHER DISCUSSION.

4. FINANCES. Financial Statements Discussion

No financial statements were available for review. J. Auxer stated that D. Decker hoped to have statements ready for review by the end of May.

5. FLOW AND QUALITY REPORTS.

5.a WATER REPORTS - NO VIOLATIONS.

C. Coe reported that everything is in good order.

5.b. SANITARY REPORTS – NO VIOLATIONS.

K. Shipley reported that everything is in good order.

6. UNFINISHED BUSINESS.

6.a SEWER USE ORDINANCE – REVISION AND COMMENTS - SPRING 2022.

R. Keller explained that he is heavily involved in the construction of the new Library and would be able to make progress on this issue when the Library project has been completed.

6.b WATER PLANT IMPROVEMENT PROJECT - JEFF EKSTROM TO REPORT.

J. Ekstrom reported that contractor progress is good. The filter equipment is expected to be received during the 1st week of May and the UV unit is also expected soon.

J. Auxer asked about the fence. J. Ekstrom stated that a request for bids has been published and that Long Fence has submitted a bid for \$40K. He added that there is already \$13K in the budget for the fence.

J. Auxer asked if we should expect completion of the project this year. C. Coe stated the the contractor said it will probably not be complete this year. J. Ekstrom stated that the completion date will depend on whether or not materials are delivered on time.

6.c UPDATE ON WATER DISTRIBUTION PROJECT - JEFF EKSTROM TO REPORT.

J. Ekstrom reported that Congressional grant for this project is to be administered by the Army Corps of Engineers and that we are waiting for information as to the details of how the grant will be administered.

7. NEW BUSINESS.

7.a SHEETZ STORE - APPROVAL OF STEP II - ALTERNATE MAINLINE EXTENSION AGREEMENT - TO BE SENT TO PSC.

F. Welch stated that he is working on the Mainline Extension Agreement and that it is almost done. When it is it will be sent to Sheetz for signature and then forwarded to the PSC.

J. Bresland inquired about the estimated completion of the project. K. Shipley stated that the target date is now 6/2 and that the progress was slowed due to the difficulty of sewer boring and a delay in the implementation of the electricity connection.

7.b LEAD AND COPPER/CCR/VIOLATIONS - WOODY COE TO REPORT.

CCR

C. Coe stated that the CCR will be mailed out 6/1.

M. Godfrey said that he thought the terminology of the report is dense and possibly overwhelming for the average customer. C. Coe explained that there was a section in which all terms and abbreviations are defined. R. Keller asked if we could include an executive summary. M. Godfrey offered to author such a summary. C. Coe said that when it was done he would submit it to the State to get approval to include it in the CCR and that, if approved, it would be included in next year's report.

LEAD AND COPPER

C. Coe stated that the required samples will be complete and submitted by the middle of June and that we have never had an issue with these samples in the past but that new testing has resulted in problems in some other jurisdictions which had no previous problems.

We have no known lead service lines but we do have 60 to 70 lead goosenecks.

The overall plan is to have the complete survey done by 2024 and any required replacements completed by 2026. Replacements will require the Town to replace the entire line from the main line to 18 inches inside the customer's premises.

7.c RENEWAL OF COLONIAL HILLS PHASE III - WATER AND SEWER APPLICATION.

F. Welch addressed the application renewal request for Colonial Hills Phase III. He noted that the overall Colonial Hills project was begun in 2005 so the Water/Sewer application for Phase III has been renewed quite a few times. He suggested that we should review our procedures with regard to application renewals and consider limiting the number of renewals allowed without resubmitting the application. R. Keller agreed and also noted that a change in ownership should require a resubmission of the application. A general discussion ensued and it was decided to include a review of the application renewal procedure on next month's agenda.

K. Shipley stated that for Colonial Hills Phase III the water and sewer lines have already been installed and the only issue with the application is that it continues to show the owner as Mark-Colonial Hills LLC, which we believe is no longer the case.

C. Stroeck suggested that we should invite a representative of the project to our next meeting to explain what the current ownership situation is.

ACTION ITEM: C. STROECH MOVED AND J. BRESLAND SECONDED FOR THE WATER BOARD THAT THIS APPLICATION BE TABLED UNTIL IT IS UPDATED WITH THE CORRECT OWNERSHIP INFORMATION. MOTION PASSED UNANIMOUSLY WITH NO FURTHER DISCUSSION.

ACTION ITEM: R. KELLER MOVED AND H. HEYSER SECONDED FOR THE SANITARY BOARD THAT THIS APPLICATION BE TABLED UNTIL IT IS UPDATED WITH THE CORRECT OWNERSHIP INFORMATION. MOTION PASSED UNANIMOUSLY WITH NO FURTHER DISCUSSION.

7.d PURCHASE OF GATE - WWTP.

K. Shipley explained that a new gate was required at the waste water treatment plant.

J. Auxer stated that it should be a Public Works issue since the gate is used by Town employees other than those of the WWTP in addition to those of the WWTP. It was agreed to assign the purchase issue to Public Works.

8. MAYOR'S REPORT. Nothing to report.

9. NEXT MEETING DATE.

Thursday, June 2, 2022, at 12:30PM at the Community Club.

10. SUMMARIZE ACTION ITEMS FROM THIS MEETING.

11. DRAFT AGENDA FOR NEXT MEETING.

12. ADJOURNMENT. J. Auxer adjourned the meeting at 1:25 p.m.

Respectfully Submitted: J. Ford

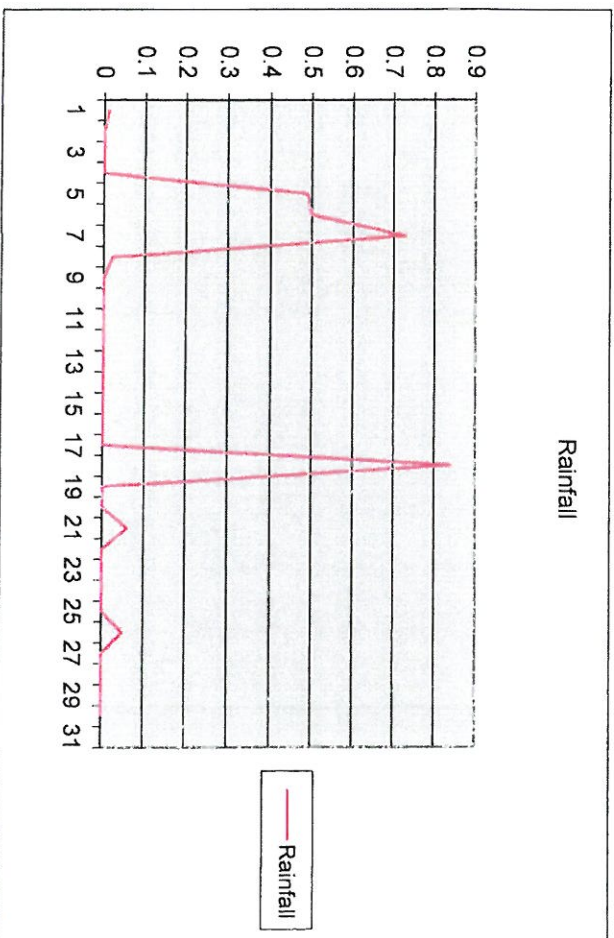
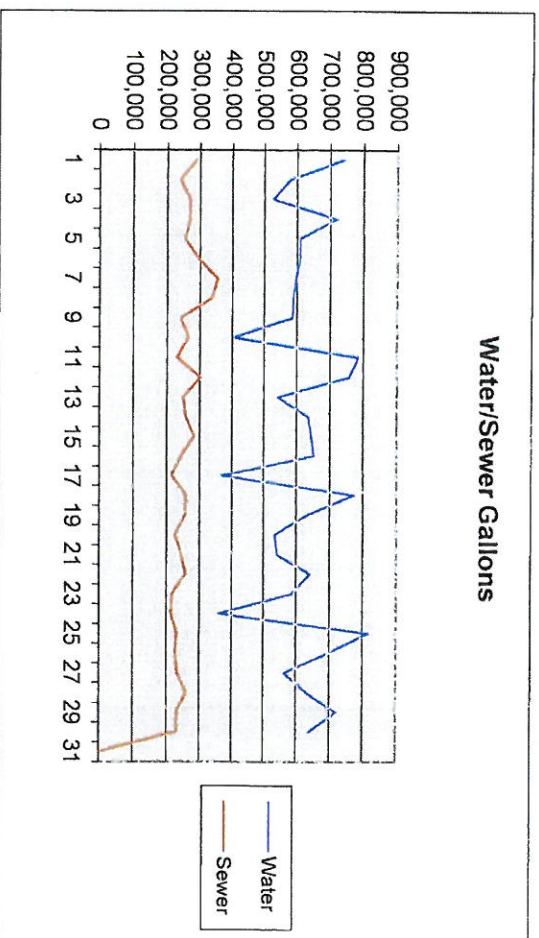
April 2022 Monthly Reports

	Avg.		Max		Avg. Allowed	Max Allowed		Avg. Lbs.	Max Lbs.		Yearly Lbs.	Yearly Lbs. Allowed
Flow	0.2560	Mgd	0.3545	Mgd	0.6670	Rpt Only		N/A	N/A	N/A		
BOD	<2.0	Mg/l	<2.0	Mg/l	30	60		4.50	4.50	167	334	
TSS	3.0	Mg/l	3.0	Mg/l	30	60		6.75	6.75	167	334	
TKN	1.23	Mg/l	2.30	Mg/l	3	6		2.49	2.36	17	33	
		Cnts/100		Cnts/100	200	400		N/A	N/A	N/A		
Fecal	<10	MI	<10	MI				N/A	N/A	N/A		
Total N	1.47	Mg/l	2.30	Mg/l	Rpt Only	Rpt Only		N/A	94.16	N/A	507	640.57
Total P	0.04	Mg/l	0.130	Mg/l	Rpt Only	Rpt Only		N/A	2.56	N/A	50.7	10.39
Copper	<0.0037	Mg/l	<0.0037	Mg/l	0.0094	0.0212		N/A	N/A	N/A		
Zinc		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A		
Lead		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A		
Aluminum		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A		
Chloride		Mg/l		Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A		
Total Hardness	86.3	Mg/l	86.3	Mg/l	Rpt Only	Rpt Only		N/A	N/A	N/A		
					Min Allowed	Max Allowed						
PH	7.1	S.U.	7.1	S.U.	6.5	8.5		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	7.9215	Tons	38.0194	Tons	7	22.1		
Olcott Field 2		Tons		Tons				
Olcott Field 3		Tons		Tons				
Olcott Field 4		Tons		Tons				
Olcott Field 6		Tons		Tons				
Blair-Carter Field 1		Tons		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				

Water/Sewer Flows April 2022

Date	Water	Sewer	RainFall
1	741,000	288,500	0.01
2	580,300	239,100	0.00
3	528,800	268,200	0.00
4	720,700	269,600	0.00
5	609,600	253,000	0.49
6	609,600	295,000	0.50
7	598,100	354,500	0.73
8	590,800	337,400	0.02
9	587,600	241,800	0.00
10	405,800	264,500	0.00
11	786,000	230,300	0.00
12	759,300	301,500	0.00
13	543,500	250,000	0.00
14	636,200	257,100	0.00
15	645,700	283,200	0.00
16	653,700	243,300	0.00
17	369,800	214,400	0.00
18	774,600	258,000	0.84
19	635,600	255,900	0.00
20	534,400	225,900	0.00
21	542,800	244,600	0.06
22	643,200	258,400	0.00
23	587,100	217,600	0.00
24	361,000	213,100	0.00
25	819,300	232,300	0.00
26	699,300	227,500	0.05
27	565,100	233,300	0.00
28	633,000	260,100	0.00
29	721,700	231,500	0.00
30	639,800	231,100	0.00
31		-	
Avg.	617,447	247,765	0.09



SUMMARY OF WASTE WATER TREATMENT PLANT OPERATIONS

Month March Year 2022 Plant Shepherdstown W.W.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 (cf)	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				0.2901				32000	14519									1.40	2.10	0.043	
2				0.2696				40000	14519												
3				0.3206				40000	14519												
4				0.2714			8	40000	14519												
5				0.2663				40000													
6	0.01			0.2769				40000													
7	0.03	67.5	65.1	0.2926				40000	14519			1.0	<2.0	109		7.0	1.60	2.30	<0.01		
8				0.2873				40000	14519	9731											
9	0.41			0.3430				40000	14519												
10				0.2833				40000	14519												
11				0.3186				40000	14519												
12	0.16			0.2562				40000													
13				0.2774				14000													
14				0.4157			9	32000	14519												
15				0.2690				40000	14519	9822											
16				0.2924				40000	14519								0.67	1.20	<0.01		
17	0.06			0.2987				48000	14519												
18				0.2732				20000	14519												
19	0.03			0.3038				20000													
20				0.3181				20000													
21				0.2788				40000	14519												
22				0.3161				40000	14519												
23	0.27			0.2835				40000	14519								0.92	1.70	0.01		
24				0.2698				48000	14519												
25				0.2787			9	20000	14519												
26	0.03			0.2212				20000													
27				0.2986				20000													
28				0.2563				20000	14519												
29				0.2845				20000	14519	9525											
30				0.2430				32000	14519												
31	0.24			0.3363				40000	14519								1.10	1.90	<0.01		
Total	1.24	67.5	65.1	8.991			26	1046000	333937	29078		1.0	<2.0	109		7.00	5.69	9.20	0.083		
Average	0.14	67.5	65.1	0.2900			8.7	33742	14519	9693		1.0	<2.0	109		7.00	1.14	1.84	0.017		
Minimum	0.01	67.5	65.1	0.2212			8	14000	14519	9525		1.0	<2.0	109		7.00	0.67	1.20	0.010		
Maximum	0.41	67.5	65.1	0.4157			9	48000	14519	9822		1.0	<2.0	109		7.00	1.60	2.30	0.043		

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

SUMMARY OF WASTE WATER TREATMENT PLANT OPERATIONS

Month April Year 2022 Plant Shepherdstown W.W.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 (cf)	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	0.01			0.2885				16000												
2				0.2391				16000												
3				0.2682				16000												
4		424	186	0.2696				16000	6934				3.0	<2.0	<10		7.1	1.40	1.80	0.13
5	0.49			0.2530				40000	6934	8745										
6	0.5			0.2950				40000	6934											
7	0.73			0.3545				40000	6934											
8	0.02			0.3374			9	20000	6934											
9				0.2418				20000												
10				0.2645				20000												
11				0.2303				20000	6934								2.30	2.3	<0.01	
12				0.3015				20000	6934	8811										
13				0.2500				40000	6934											
14				0.2571				40000	6934											
15				0.2832				40000	6934											
16				0.2433				40000												
17				0.2144				40000									0.40	0.53	<0.01	
18	0.84			0.2580				40000	6934											
19				0.2559				40000	6934											
20				0.2259				40000	6934											
21	0.06			0.2446				40000	6934											
22				0.2584			8	16000	6934											
23				0.2176				16000												
24				0.2131				24000									0.81	1.23	<0.01	
25				0.2323				40000	6934											
26	0.05			0.2275				40000	6934	7122										
27				0.2333				40000	6934											
28				0.2601				40000	6934											
29				0.2315				16000	6934											
30				0.2311				16000												
31																				
Total	2.70	424	186	7.6807			17	892000	138680	24678		3.0	<2.0	<10		7.1	4.91	5.86	0.16	
Average	0.34	424	186	0.2560			8.5	29733	6934	8226		3.0	<2.0	<10		7.1	1.23	1.47	0.04	
Minimum	0.01	424	186	0.2131			8	16000	6934	7122		3.0	<2.0	<10		7.1	0.40	0.53	<0.01	
Maximum	0.84	424	186	0.3545			9	40000	6934	8811		3.0	<2.0	<10		7.1	2.30	2.30	0.13	

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601- 57th Street
Charleston, WV 25304



Applicant: SHEPHERDSTOWN, CORPORATION OF Type: Electronic DMR
 Reference ID: WV002477 April 2022 (05/24/2022) Permit ID: New/Pending
 eDMR Worksheet -- WV0024775 - S01
 Status New Printed: May. 24, 2022 11:15 AM

Permit: WV0024775 Outlet No: S01 Type: NORMAL
 Report for the Month of: April Year: 2022

Retrieve Parameters eDMR Schedule

Parameter	Permit Limits	Quantity			Number Exceed.	Other Units					Measurement Frequency	Sample Type	Lab Test Flag
		Avg	Max	Units		Min	Avg	Max	CEL*	Units			
00400 (ML+) RF-C Ph	Reported				6.2		6.2				1/6 months	Grab	060
Year Round	Permit Limit	N/A	N/A		Rpt Onl: Minimu	N/A	Rpt Onl: Maximu		S.U.	0	1/6 months		▼
61521 (ML+) RF-C Arsenic, Sludge Tot Dry Wt (As Ar)	Reported						<2.7				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	20		mg/kg	0	1/6 months		▼
78476 (ML+) RF-C Cadmium, Sludge, Tot Dry Weight (As Cd)	Reported						<0.60				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	39		mg/kg	0	1/6 months		▼
78473 (ML+) RF-C Chromium, Dry Weight	Reported						10.1				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	1000		mg/kg	0	1/6 months		▼
78475 (ML+) RF-C Copper, Sludge, Tot Dry Weight (As Cu)	Reported						138				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	1500		mg/kg	0	1/6 months		▼
78468 (ML+) RF-C Lead, Dry Weight	Reported						12.2				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	250		mg/kg	0	1/6 months		▼
78471 (ML+) RF-C Mercury, Dry Weight	Reported						1.8				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	10		mg/kg	0	1/6 months		▼
78465 (ML+) RF-C Molybdenum, Dry Weight	Reported						2.9				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	18		mg/kg	0	1/6 months		▼
78469 (ML+) RF-C Nickel, Dry Weight	Reported						13.0				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	200		mg/kg	0	1/6 months		▼
49031 (ML+) RF-C Selenium, Sludge, Total Dry Weight	Reported						<5.3				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	36		mg/kg	0	1/6 months		▼
78467 (ML+) RF-C Zinc, Dry Weight	Reported						308				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	2800		mg/kg	0	1/6 months		▼
00916 (ML+) RF-C Calcium, Total (As Ca)	Reported						14600				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	Rpt Onl: Maximu		mg/kg	0	1/6 months		▼
61553 (ML+) RF-C Solids, Total, Sludge, Percent	Reported				20.7	20.7	20.7				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		Rpt Onl: Minimu	Rpt Onl: Avg.	Rpt Onl: Maximu		Percent	0	1/6 months		▼
78472 (ML+) RF-C Potassium, Sludge, Tot Dry Wt (As K)	Reported						5470				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	Rpt Onl: Maximu		mg/kg	0	1/6 months		▼
78478 (ML+) RF-C Phosphorus, Sludge, Tot Dry Wt (As P)	Reported						18300				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	Rpt Onl: Maximu		mg/kg	0	1/6 months		▼
82294 (ML+) RF-C Nitrogen, Ammonia, Sludge, Tot Dry Wgt	Reported						5910				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	Rpt Onl: Maximu		mg/kg	0	1/6 months		▼
78470 (ML+) RF-C Nitrogen, Sludge, Tot Dry Wt (As N)	Reported						<5.8				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	Rpt Onl: Maximu		mg/kg	0	1/6 months		▼
51020 (ML+) RF-C Organic Nitrogen, Sludge Tot Dry Weight	Reported						68800				1/6 months	1 Week Com	060
Year Round	Permit Limit	N/A	N/A		N/A	N/A	Rpt Onl: Maximu		mg/kg	0	1/6 months		▼

00927 (ML+) RF-C Magnesium, Total (As Mg) Year Round	Reported						2390					1/6 months		060
	Permit Limit	N/A	N/A			N/A	N/A	Rpt Onl Maximu		mg/kg	0	1/6 months	1 Week Comj	▼
31641 (ML+) RF-C Fecal Coliform Year Round	Reported						23571					1/6 months		060
	Permit Limit	N/A	N/A			N/A	N/A	Rpt Onl Maximu		col/gr	0	1/6 months	Grab	▼

MONTHLY OPERATIONAL REPORT

Required Surface/(GWUDI)

PWSID NUMBER: WV 3301933

MONTH/YEAR: April 2022

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 pack		fluoride		potassium permanganate		Pre Chlorine		Post Chlorine		Number of Filters Washed	Wash Water (GALS)														
				lbs	ppm	lbs	ppm	lbs	ppm	lbs	ppm	lbs	ppm			lbs	ppm												
1	15	741,000	823	335	54.2		0.0	17	2.8		0.0	9	0.2		0.0		0.0	13	2.1	2	14,920								
2	12	580,300	806	262	54.2		0.0	14	2.9		0.0	2	0.4		0.0		0.0	10	2.1	2	13,449								
3	11	528,800	809	239	54.2		0.0	11	2.5		0.0	6	1.4		0.0		0.0	9	2.0	2	15,670								
4	18	720,700	679	326	54.2		0.0	17	2.8		0.0	8	1.3		0.0		0.0	13	2.2	2	12,325								
5	15	609,600	677	276	54.3		0.0	13	2.6		0.0	7	1.4		0.0		0.0	11	2.2	2	13,071								
6	14	609,600	726	276	54.3		0.0	14	2.8		0.0	7	1.4		0.0		0.0	12	2.4	2	26,079								
7	14	598,100	712	270	54.1		0.0	13	2.6		0.0	7	1.4		0.0		0.0	11	2.2	2	16,200								
8	14	590,800	703	267	54.2		0.0	16	3.2		0.0	8	1.6		0.0		0.0	11	2.2	2	16,536								
9	13	587,600	759	266	54.2		0.0	13	2.7		0.0	7	1.4		0.0		0.0	9	1.8	2	15,341								
10	8	405,800	805	183	54.2		0.0	9	2.7		0.0	4	1.2		0.0		0.0	6	1.8	2	16,987								
11	16	786,000	824	355	54.2		0.0	19	2.9		0.0	10	1.5		0.0		0.0	14	2.1	2	20,273								
12	16	759,300	791	343	54.2		0.0	15	2.4		0.0	8	1.3		0.0		0.0	10	1.6	2	19,533								
13	11	543,500	823	246	54.3		0.0	12	2.6		0.0	6	1.3		0.0		0.0	8	1.8	2	14,933								
14	13	636,200	816	288	54.3		0.0	15	2.8		0.0	8	1.5		0.0		0.0	9	1.7	2	14,950								
15	13	645,700	828	292	54.2		0.0	15	2.8		0.0	8	1.5		0.0		0.0	8	1.5	2	14,493								
16	13	653,700	813	296	54.2		0.0	14	2.6		0.0	7	1.3		0.0		0.0	8	1.5	2	14,703								
17	8	369,800	790	167	54.2		0.0	7	2.3		0.0	5	1.6		0.0		0.0	7	2.3	2	16,731								
18	16	774,600	807	350	54.2		0.0	7	1.1		0.0	9	1.4		0.0		0.0	11	1.7	2	16,761								
19	13	635,600	815	287	54.1		0.0	14	2.6		0.0	7	1.3		0.0		0.0	8	1.5	2	18,310								
20	11	534,400	810	242	54.3		0.0	10	2.2		0.0	4	0.9		0.0		0.0	8	1.8	2	14,674								
21	12	542,800	754	245	54.1		0.0	16	3.5		0.0	7	1.5		0.0		0.0	10	2.2	2	14,838								
22	13	643,200	825	291	54.2		0.0	12	2.2		0.0	9	1.7		0.0		0.0	8	1.5	2	14,660								
23	12	587,100	809	265	54.2		0.0	13	2.7		0.0	7	1.4		0.0		0.0	9	1.8	2	13,232								
24	8	361,000	802	163	54.2		0.0	10	3.3		0.0	5	1.7		0.0		0.0	7	2.3	2	17,315								
25	17	819,300	818	370	54.2		0.0	18	2.6		0.0	10	1.5		0.0		0.0	14	2.0	2	18,700								
26	14	699,300	833	316	54.2		0.0	15	2.6		0.0	8	1.4		0.0		0.0	11	1.9	2	18,492								
27	12	565,100	785	255	54.1		0.0	11	2.5		0.0	6	1.3		0.0		0.0	10	2.1	2	13,612								
28	13	633,000	812	286	54.2		0.0	13	2.5		0.0	3	0.6		0.0		0.0	10	1.9	2	13,632								
29	15	721,700	802	326	54.2		0.0	19	3.2		0.0	10	1.7		0.0		0.0	13	2.0	2	14,289								
30	13	639,800	820	291	54.5		0.0	15	2.8		0.0	10	1.9		0.0		0.0	9	1.7	2	12,682								
31																													
TOTAL	392	18,523,400	23,673	8,375.1	1,626.4			407.0	79.7			212.0	39.9					297.0	57.9	60.0	477,391								
AVG	13	617,447	789	279.2	54.2			13.6	2.7			7.1	1.3					9.9	1.9	2	15,913								

PWSID NUMBER: WV 3301933

MONTH/YEAR:

April

2022

ANALYTICAL RESULTS

Date	Plant (Free)	System (Total)	Chlorine Residual (mg/L) 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	1.7	1.1	nctc	dc	9.7	0.7	0.05	6.8	6.8	6.50	
2	1.6	1.0	ray street	alw	12.1	0.7	0.06	6.9	6.9	6.70	
3	1.6	0.9	green pineapple	dag	17.0	0.7	0.05	6.7	6.8	6.80	
4	1.5	1.1	sweet shop	rdj	22.4	0.7	0.05	6.7	6.8	6.70	
5	1.4	1.2	day care	dc	16.0	0.7	0.04	6.6	6.7	6.80	
6	1.4	1.2	food lion	alw	15.3	0.7	0.06	6.8	6.6	6.70	
7	1.5	1.0	chrismen blds	dc	32.6	0.7	0.04	6.8	6.5	6.30	
8	1.4	1.1	7=11	alw	106.9	0.7	0.05	6.6	6.5	6.40	
9	1.5	1.0	walgreens	alw	73.2	0.7	0.05	6.8	6.7	6.60	
10	1.4	1.3	sheelz	dag	65.4	0.7	0.04	6.8	6.7	6.60	
11	1.5	1.3	subway	dc	34.2	0.7	0.04	6.7	6.4	6.50	
12	1.5	1.0	kwik chek	dag	20.4	0.7	0.03	6.8	6.5	6.40	
13	1.5	1.2	spwd	ppd	11.9	0.7	0.04	6.8	6.6	6.50	
14	1.5	0.9	212 union ally	ppd	9.2	0.7	0.04	6.8	6.7	6.50	
15	1.5	0.9	town hall	ppd	7.9	0.7	0.05	6.7	6.6	6.50	
16	1.5	1.0	betlys	dag	9.9	0.7	0.04	6.7	6.6	6.50	
17	1.4	1.0	kings	dag	10.9	0.7	0.04	6.9	6.8	6.80	
18	1.4	1.2	marias	dag	10.4	0.7	0.04	6.5	6.9	6.60	
19	1.5	1.0	union ally	dc	8.9	0.7	0.03	6.6	6.7	6.80	
20	1.4	1.0	h=mat	ppd	8.7	0.7	0.04	6.6	6.5	6.80	
21	1.5	0.9	sweet shop	ppd	7.0	0.7	0.04	6.8	6.6	6.70	
22	1.6	1.0	Thurley's	ppd	8.2	0.7	0.04	6.8	6.7	6.80	
23	1.5	1.0	06 college street	alw	10.9	0.7	0.04	6.9	6.8	6.70	
24	1.4	1.2	dollar general	dag	11.1	0.7	0.04	6.8	6.8	6.70	
25	1.4	0.6	medonalds	dag	10.4	0.7	0.04	6.5	7.3	7.10	
26	1.3	0.8	dominos	rdj	12.3	0.7	0.04	6.5	6.5	6.60	
27	1.4	0.9	coldwell banker	rdj	8.9	0.7	0.04	6.8	6.7	6.60	
28	1.3	0.9	water tanks	rdj	9.7	0.7	0.04	6.6	6.7	6.40	
29	1.3	0.9	2395 wild goose	dc	6.0	0.7	0.04	6.8	6.7	6.60	
30	1.4	0.9	526 sandpiper lane	alw	7.9	0.7	0.04	6.8	6.7	6.60	
31											
TOTAL	43.8	30.4			595.4	21.6	1.28	201.90	200.80	198.80	
AVG	1.5	1.0			19.8	0.7	0.04	6.73	6.69	6.63	

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 #:

WVOP01358

Exp Date: 3/31/2024

Certification Class

III

Number of Filters Used
Total Filter Surface Area(filters)
(sq. ft.)
(hrs.)
(%)

Average Filter Run/Each Filter

2.58%

% Backwash Water

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: April 2022

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						54				93		12.2	
2						57				99		10.8	
3						55				98		12.1	
4						44				87		12.3	
5						46				82		12.6	
6						48				85		12.5	
7						53				90		11.7	
8						34				66		14.2	
9						28				57		12.6	
10						29				59		12.4	
11						34				64		11.9	
12						40				69		12.6	
13						41				78		15.6	
14						46				83		15.8	
15						48				87		18.5	
16						54				90		15.9	
17						52				93		15.8	
18						61				94		14.5	
19						58				96		14.6	
20						60				92		14.8	
21						54				90		14.5	
22						53				95		14.8	
23						51				84		15.2	
24						63				79		14.6	
25						52				84		18.8	
26						48				81		18.4	
27						51				84		18	
28						54				86		17.5	
29						53				88		17.7	
30						55				87		16.5	
31													
TOTAL						1476				2520		439.4	
AVG						49				84		15	

MONTHLY COMBINED FILTER EFFLUENT TURBIDITY REPORT

Required for Surface/GWUDI Systems

PWSD NUMBER: WV 3301933 MONTH/YEAR: April 2022
 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	0.050	10am	0.050	2pm	0.050	6pm	0.050			4		
2	6am	0.070	10am	0.060	2pm	0.050					3		
3	6am	0.060	10am	0.050	2pm	0.060					3		
4	6am	0.040	10am	0.040	2pm	0.080	6pm	0.050	10pm	0.060	5		
5	6am	0.040	10am	0.040	2pm	0.040	6pm	0.040			4		
6	6am	0.060	10am	0.060	2pm	0.060	6pm	0.060			4		
7	6am	0.040	10am	0.030	2pm	0.030	6pm	0.040			4		
8	6am	0.040	10am	0.040	2pm	0.050	6pm	0.050			4		
9	6am	0.080	10am	0.040	2pm	0.040	6pm	0.050			4		
10	6am	0.050	10am	0.030							2		
11	6am	0.060	10am	0.040	2pm	0.040	6pm	0.030			4		
12	6am	0.040	10am	0.030	2pm	0.040	6pm	0.040			4		
13	6am	0.040	10am	0.030	2pm	0.040					3		
14	6am	0.040	10am	0.040	2pm	0.030	6pm	0.040			4		
15	6am	0.050	10am	0.040	2pm	0.050	6pm	0.050			4		
16	6am	0.050	10am	0.040	2pm	0.040	6pm	0.040			4		
17	6am	0.060	10am	0.040							2		
18	6am	0.040	10am	0.040	2pm	0.030	6pm	0.030			4		
19	6am	0.040	10am	0.030	2pm	0.030	6pm	0.030			4		
20	6am	0.040	10am	0.030	2pm	0.040					3		
21	6am	0.040	10am	0.030	2pm	0.040					3		
22	6am	0.040	10am	0.030	2pm	0.040	6pm	0.040			4		
23	6am	0.050	10am	0.030	2pm	0.030					3		
24	6am	0.050	10am	0.040							2		
25	6am	0.040	10am	0.030	2pm	0.030	6pm	0.040	10pm	0.040	5		
26	6am	0.040	10am	0.040	2pm	0.030	6pm	0.040			4		
27	6am	0.030	10am	0.030	2pm	0.030					3		
28	6am	0.040	10am	0.030	2pm	0.030	6pm	0.040			4		
29	6am	0.040	10am	0.040	2pm	0.030	6pm	0.040			4		
30	6am	0.040	10am	0.040	2pm	0.040	6pm	0.040			4		
31											109	109	

*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

% <= 0.3 NTU x 100*

100%

Readings over 1 NTU** 0

GRAND TOTAL

Highest single turbidity reading 0.080

Lowest single turbidity reading 0.030

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)

Certification #: WVOP01358

Exp. Date

3/31/2024

Date: 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	_____
TURBIDITY MEASUREMENTS	_____
DATE(S) AND TIME(S)	_____

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: _____ Date: _____
Operator Signature Required

Certification # WVOP01358 Exp. Date 3/31/2024 Certification Class III

CONTINUOUS MONITORING
MONTHLY CHLORINE RESIDUAL REPORT - Required Surface and GUDI Sources

Required for Surface/GWUDI Systems

PWSID NUMBER: WV 3301933

MONTH/YEAR: April 2022

SYSTEM TYPE:(Check One) X Surface GWUDI

SYSTEM 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/(free chlorine residual)

0

Total # of Samples Taken

# of Samples under 0.2 mg/l(free chlorine residual)	0
--	---

Total # of Samples Taken

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

CERTIFIED BY: Charles Coe

(Certified Operator Signature required)

(Certified Operator Signature required)

Date: _____

Certification #: WVOP01358

Exp. Date March 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

QUARTER/YEAR _____ 2022

County Jefferson

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)					
Total							
Annual Average							

Certified Operator's Printed Name Required)

(Certified Operator's Signature Required)

Exp. Date _____

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: April 2022

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	741000.00	17.00	0.84	0.78
2	580300.00	14.00	0.77	0.70
3	528800.00	11.00	0.63	0.60
4	720700.00	17.00	0.66	0.66
5	609600.00	13.00	0.74	0.83
6	609600.00	14.00	0.82	0.72
7	598100.00	13.00	0.73	0.70
8	590800.00	16.00	0.72	0.70
9	587600.00	13.00	0.65	0.60
10	405800.00	9.00	0.70	0.65
11	786000.00	19.00	0.77	0.72
12	759300.00	15.00	0.70	0.46
13	543500.00	12.00	0.71	0.56
14	636200.00	15.00	0.67	0.64
15	645700.00	15.00	0.82	0.87
16	653700.00	14.00	0.51	0.63
17	369800.00	7.00	0.59	0.66
18	774600.00	7.00	0.59	0.65
19	635600.00	14.00	0.60	0.65
20	534400.00	10.00	0.58	0.74
21	542800.00	16.00	0.69	0.67
22	643200.00	12.00	0.73	0.71
23	587100.00	13.00	0.72	0.69
24	361000.00	10.00	0.74	0.71
25	819300.00	18.00	0.54	0.65
26	699300.00	15.00	0.69	0.83
27	565100.00	11.00	0.70	0.79
28	633000.00	13.00	0.71	0.68
29	721700.00	19.00	0.76	0.62
30	639800.00	15.00	0.66	0.60
31				
TOTAL	18,523,400.00	407.00	20.74	20.47
AVERAGE	617,446.67	13.57	0.69	0.68
HIGHEST READING			0.84	0.87
LOWEST READING			0.51	0.46

*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#: 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
 Capitol and Washington Streets, 1 Davis Square, Suite 200, Charleston, WV 25301-1798
 Phone: (304) 558-2981 FAX: (304) 558-0139

HYDRANT PROJECT WORK LIST							
LOCATION	VALVE	ISSUE WITH HYDRANT		PROPOSED WORK PLAN	STATUS	REPORT	DATE
Y/N?	In Service?						
HYDRANTS OUT OF SERVICE/NEED REPAIRS							
388 Starkeys Landing	Yes	No	Hit by vehicle	Repair in place, move hydrant			
Green Pineapple	Yes	No	Broke off stem/Loading Zone	Replace Hydrant/ install bollards			
HYDRANTS TO BE REMOVED AND RETIRED							
Corner King & New Streets			4" main, inadequate supply	Retire hydrant, covered by other hydrants			
Corner Church & New Street			4" main, inadequate supply	Retire hydrant, covered by other hydrants			
East High Street (Tommy's Pizza)			4" main, inadequate supply	Retire hydrant, covered by other hydrants			
HYDRANTS IN SERVICE/NEED REPAIRS							
Bon Aire Cul de sac	Yes	Yes	No Drain/Hard to operate	Replace hydrant			
High Street at Stutzman-Slonaker Hall	Yes	Yes	Hydrant won't drain	Repair in place			
W. High st/ N. Duke st.	?	Yes	Hard to operate	Replace hydrant			
426 Willowdale Dr	?	Yes	too low	Needs Riser			
318 Shepherd Ln	?	Yes	Leaking at base	Repair in place			
Jala Yoga	Yes	Yes	Leaking from top/Vibrating bad	Repair in place			
NEW HYDRANTS							
Library			In service				
Library Entrance			In service				
Tack & Jack's Apartments, Duke St.	?	?	Taken out by drunk driver	Replace			
HYDRANTS WITH PROPERTY ISSUES							
DEDICATED HYDRANTS							
SU Baseball field end of High Street			Open only w/permission of Water Dept.	Special tag, alert firefighters			
SFD Fire Hall			Open only w/permission of Water Dept.	Special tag, alert firefighters			
Mecklenburg Heights			Open only w/permission of Water Dept.	Special tag, alert firefighters			
NOTES							
Minimum clearance for bollards: 36"			36'				
Total gallons flushed			378,900				
*Loop behind Roc's- distribution project							



March 17, 2022

Frank Welch, Public Works Director
Corporation of Shepherdstown
104 North King Street
P.O. Box 248
Shepherdstown, West Virginia 25443-0248

RE: Colonial Hills Phase III Subdivision
Water and Sewer Application

Dear Mr. Welch,

On behalf of Mark-Colonial Hills, L.L.C., we request an extension of the water and sewer application and the alternate mainline extension agreement for the proposed Colonial Hills Phase III Subdivision. The Water & Sewer Board extended the project last at its meeting on April 22, 2021. Therefore, in anticipation of the one year expiration, we respectfully request a further one-year extension. As there have been no changes to plans since your original was approval, no further technical review should be needed. We also request that you issue an updated letter of water and sewer availability for the project along with the extension. Please call if you have any questions or need any additional information.

Sincerely,
ALPHA ASSOCIATES, INCORPORATED

A handwritten signature in blue ink that reads 'Richard W. Klein'.

Richard W. Klein, PE
Chief Executive Officer

Cc: Rick Fink, Mark-Colonial Hills, LLC