

**Harpers Ferry Water Commission Special Meeting
Meeting Minutes – Wednesday, December 14, 2022, 5 p.m.
Harpers Ferry Town Hall, 1000 Washington Street,
Harpers Ferry, WV 25425**

Present: Laurel Drake (chair), Steve Paradis (public works admin), Gino Sisco (Bolivar rep), Mack McCarty (commissioner), Deb Kelly (financial officer - attended for part of the meeting)

Absent: Donnie Hampshire

The meeting was called to order at 5:05 pm.

Water Clerk Report

The office staff has offered to prepare this report if we tell them what we want in it.

Public Works Administrator Report - Steve

Steve showed a graph of tank levels over time. Much interest and discussion ensued. The graph showed a flat line over a six hour period that seems questionable since it occurred over a period of time that water would be expected to be in demand. Steve is looking into this matter with Chris Eckenrode. Steve reports that the daily amount of chemicals, particularly coagulant, used at the water plant has been reduced from some 35 pounds to roughly 17 pounds.

Water Works Infrastructure Project Update

The next Progress Meeting will be held at Town Hall on Jan. 12, at 9 am.

Financials

The Budget vs Actual for July-Oct 2022 worksheet was reviewed and the Profit and Loss in Water Budget for Oct. 2022 was also reviewed.

Lead and Copper survey

Alan Marchun of the WV Environmental Science Dept. has asked the Water Works to advise him on a quarterly basis of the progress of the lead and copper service line inventory. He also advised that the guidelines for how many of the service lines must be tested for their type are still not completely determined.

Elk Run and our Spring

Some research needs to be done to determine which automatic pressure reducer valves would be needed to add to the spring pipe. A general assessment of cost and worktime is needed to determine if the added contribution of spring water to our water will justify the cost.

Testing of PFA's

Gene brought the information that from the WV Health Department that the guideline for the maximum possible presence of PFA's in tap water has not yet been determined.

Leak Adjustment Rate and Policy

Alex Kovarik at the PSC has advised us that the 60 cent per 1000 gallons of water leak adjustment rate is still in effect, which is the same rate we had with the previous tariff. If we wish to raise the rate, we will need to publish the new rate and have a public hearing. We will look into the cost of the ad and what we might charge for the new rate.

The leak adjustment policy was revised and sent to the Water Commission for their review.

National Park Service meters

There are some 30 NPS meters in our water district and it was decided that their size and location should be reviewed for accuracy in the CUSI database. We discussed different ways of doing that comparison.

Next Regular Meeting: Wed., Jan. 18, 2022.

Adjournment