

MINUTES  
Harpers Ferry Water Commission  
Town Hall  
November 18, 2020  
7:00PM

**Participants** Christy Huddle, Chair; Laurel Drake; Barbara Humes, Council Liaison; Bill Robinson (recording)

**Also Present** Angela Cummings, Water Clerk, Chris Styer, Water Superintendent, WVRWA Representatives Todd Grinstead and Heather Somers, and Robert Nelson

**Call to Order** The meeting was called to order by Chair Christy Huddle at 7:03PM.

**Approval of Prior Minutes** The minutes from the special meeting of July 28, 2020 were reviewed; motion to approve made by Bill Robinson, seconded by Christy Huddle; unanimously approved.

**Water Clerk Report** 7 shut offs, 5 remain off  
Discussion of possible policy to better assist with how shut offs are handled, also discussion of progress of WV Cares Act relief for customers who applied and whether we are likely to get paid for the usage at issue with respect thereto.  
  
Discussion regarding raising deposit amount for new customers as required under Rule 150.

**Water Superintendent's Report** Guest presentation by WVRWA on new apprenticeship program  
  
Chris Styer provided his report, which included a water loss of 38.56%.  
  
Chris Styer proposed purchasing a carport to protect sludge dumpster from rain, which would cause sludge disposal cost to increase.  
  
Chris Styer explained the procedure by which leak adjustments are approved, and a discussion on raising the leak adjustment tariff was held.  
  
Chris Styer presented a customer request to waive fees for a new tap on customer residential property, Commission requested that he find out more information regarding the customer's planned use and to address wastewater concerns.  
  
Chris Styer proposed the hiring of an assistant to help both the water clerk and the water superintendent, discussion but no action.

**Financial** Discussion of expenditures, no action

**Sourcewater Protection** DHHS Grant will be announced by the end of December

**Public Comment** [None]

**Adjournment**

Bill Robinson moved for adjournment, seconded by Christy Huddle, motion unanimously approved and meeting adjourned at 9:26PM.