

Harpers Ferry Water Commission  
Town Hall  
September 16, 2020  
19:00 PM

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

**Also Present** Angela Cummings, Water Clerk, Deb Kelly, Pat Morse and Chris Styer, Water Superintendent

**Call to Order** The meeting was called to order by Chair Christy Huddle at 19:04 PM.

**Approval of Prior Minutes** No prior minutes available

**Next Meeting Date** October 21, 2020

**Water Clerk Report** Discussion of CARES Act impact on water revenues; discussion of the implementation of cut-offs and penalties pursuant to resumption of regular billing practices previously suspended due to COVID. Discussion of leak adjustments.

**Water Superintendent's Report** Water loss reduced to 34%, continuing to go down due to leak repairs. PSC requires water losses due to leaks be reported, in addition to plant use. Discussion of how water losses are calculated, cause driven vs. reporting requirements.

Discussion of re-joining West Virginia Rural Water Association, and the value of membership to the utility and the town.  
Motion to re-join WVRWA made by Bill Robinson, seconded by Christy Huddle, passed unanimously.

Chlorine room door repair delayed, still waiting on lab results regarding sludge removal.

**Financial** No new figures for this month. Discussion of developing a budget and financial action plan/asset management plan.

**Water System Improvement Project** Easements received from all property owners except those seeking exemption.

Discussion of agreeing to acquiesce to easement exemptions, pending affidavit from Chris Eckenrode.

**Executive Session**

Christy Huddle moved to open executive session, pursuant to WV Code Section 6-9a-4b-2a, Bill Robinson seconded, motion passed.

Motion to recommend to the Town Council to increase the hourly pay rate of Chris Spanos by \$1.00 per hour, pending budgetary review made by Bill Robinson, seconded by Christy Huddle, passed unanimously.

**Public Comment**

[None]

**Adjournment**

Bill Robinson moved for adjournment, seconded by Christy Huddle, motion unanimously approved and meeting adjourned at 20:21 PM.