**Berkeley Springs Water Works Committee Agenda**

**Sept 18th, 2024 at 2:00pm**

**Location: Water Treatment Plant**

1. Call to Order

2. Roll Call of Members- David O’Connell ( ), Susan Webster ( ), Rebecca MacLeod ( )

Quorum – Yes/No

Superintendent Rick Mayhew ( ), Town Clerk Sharron Corrick ( )

Also present:

3. Review the Minutes of Sept 4th, 2024 meeting.

4. Superintendents Report

a. Operations & Maintenance *(Abbreviated Report)*

a1. Treatment Plant

a2. Distribution & Other Facilities

a3. Shut Off challenges

a4. DOH Engagement concerns

b. Repair & Replacement Projects

b1. Wilkes St Storm Drain break – ***Repair Options***

b2. Water Treatment Plant Upgrades with Plant Tour

\* **Critical Must-Do’s** (in next 6 months)

\* Review / Prioritize the WTP-Upgrade recommendations.

b3. Inventory Project

b4. **General Discussion:** *WTP-Upgrade & Long Term R&R*

5. Special projects – 522 Extension

a. Right-of-Way / Easement Update

b. **Required:** Insurance Bond $100k

c. **General Discussion:** *Issues related to System Expansion*

6. Administrative

a. General

b. **Action Needed:** WSPSD Water Termination Agreement

c. **Policy Consideration:** Required Documentation

d. **Rate Increase Update:** Notice & Date of Increase

e. Personnel

8. ASI Automated Payments (Debit Payments)

9. Old Business / New Business

10. Review of motions passed during meeting

11. Next Regular Meeting – Oct 2nd, 2024 at 2pm

12, Adjourn