

DRAFT MINUTES
CORPORATION OF SHEPHERDSTOWN, WEST VIRGINIA
WATER BOARD

May 10, 2024

ATTENDEES: Water Board – J. Auxer (Mayor), J. Bresland, J. Ford, M. Godfrey, S. Kemnitzer (Chair), C. Stroech
Town Staff – B. Bennett, C. Coe, S. Grove, K. Shipley

1. **CALL TO ORDER.**

The Special Water Board meeting was called to order by J. Auxer at 1:03 p.m.

2. **2024-2025 WATER DEPARTMENT BUDGET.**

S. Grove reviewed the budget worksheet.

There was some general discussion of the Depreciation Expense item. S. Grove explained that the amount (\$400,000) was derived from what was budgeted several years ago and was essentially a placeholder. M. Godfrey stated that he had reviewed PSC regulations and that their suggestion was that a Depreciation expense should be budgeted at 9.2% of total operating expenses. S. Grove calculated that \$175,000 would be 9.2% of our operating expenses. There was general agreement that \$175,000 should be budgeted for Depreciation.

C. Stroech inquired as to why the Other Water Revenues income item was so low (\$1,000). C. Coe agreed that the number of expected new customers in the coming year should result in enough revenue from hook-up fees to justify budgeting \$10,000. There was general agreement to that.

MOTION: S. KEMNITZER MOTIONED, M. GODFREY SECONDED, TO ACCEPT THE BUDGET WITH THE AGREED-TO CHANGES TO THE DEPRECIATION EXPENSE AND OTHER WATER REVENUE ITEMS. MOTION WAS APPROVED WITHOUT FURTHER DISCUSSION.

3. **ADJOURNMENT.** S. Kemnitzer adjourned the meeting at 1:58 p.m.

Respectfully Submitted: J. Ford