

HARDY COUNTY PUBLIC SERVICE DISTRICT  
SEPTEMBER 6, 2017  
10:00 A.M.  
2094 US 220 South, Moorefield, West Virginia

Present: Matthew Gapp, Rose Helmick, Rob Harper, Logan Moyers, Connie Sherman, Kevin Markwood, HCPSD; Kylea Radcliff, District Engineer, The Thrasher Group; Jean Flanagan, Media.

The meeting was called to order at 10:05 a.m. by Chairman Matthew Gapp. Rose Helmick made a motion to approve the minutes of the August 2, 2017 regular meeting minutes as presented. Matthew Gapp seconded the motion. The motion was approved.

The District was informed at the onset of the meeting by board member, Rose Helmick, of the resignation of board member Melvin Shook and the subsequent appointment of Rob Harper to the board. Mr. Harper was welcomed by the board.

***Unfinished Business:***

***Upcoming Water Project Update*** – Logan Moyers provided an update on the status of the installation of the organics removal system at the Baker water plant. Mr. Moyers provided a brief summary of the history of the issues experienced on the Baker water system for the benefit of new board member Mr. Harper. Mr. Moyers reported that since the last board meeting, increased water sampling continues both in-house at the Baker water plant laboratory and the District continues to send 5-gallon samples of raw water to Ixom, the organics removal system manufacturer, every few weeks for testing. This testing is part of the pilot study being done in cooperation between Ixom and the District. The pilot study is being done 1) to be sure the proposed equipment will work as anticipated removing organic matter and 2) to provide sufficient data to Ixom so that they are willing and able to provide a guarantee that use of the organics removal system will result in full compliance with DBP's and DBP precursor removal. Mr. Moyers reported that thus far the pilot testing has shown very positive results in DBP precursor removal and that testing for DBP formation potential was still in incubation and incomplete at this time. As part of another portion of the pilot study, the District anticipates receiving a miniature 1 gallon-per-minute organics removal system in the near future to be tested on site at the Baker water plant. Project Engineer, Kylea Radcliff, reported that the District is also working with Tonka Equipment, the company that provided the original plant equipment, to ensure all plant processes will be optimized and operating as efficiently as possible following the addition of the organics removal system. We have requested that representatives from Tonka come to Baker to observe current operating processes and work with us to ensure a smooth transition when the organics removal system is ready to go into operation.

Logan Moyers informed the board that the District received an Administrative Order from WVBPH for the Baker water system mandating that the District resolve the issues leading to exceedances of the maximum contaminant levels for disinfection by-products and for inadequate disinfectant by-product precursor removal. Mr. Moyers explained that source water organic matter levels are the root of the problem and that is what needs addressed to resolve the issue. The WVBPH has informed the District that they understand that the District has spent countless hours and money trying every feasible suggestion from outside consultants including many engineers and chemists over the past several years, and that the District has done everything within its power to bring the water in the Baker system into compliance and that resolving the issues are simply not possible with the water plant as it is constructed today. The WVBPH is encouraged by the early testing of the organics removal system and they, like the District, are optimistic this will resolve all issues. The District will respond to the Administrative Order detailing its plan and a timeline for installation of the organics removal system.

Kylea Radcliff explained in detail the organics removal system and how it will work to assist with the issues at the Baker Water plant. Mr. Moyers explained that this type of system is cutting edge in water technology and will be one of the first of these types of organic removal systems in operation all over the world. Board member, Rose Helmick, asked about natural buffer zones around the impoundment to aid in preventing agricultural runoff from adding additional organic matter to the impoundment. Logan Moyers explained that organic matter from agricultural runoff is already in the water by the time it reaches the impoundment and that a buffer zone would need to be located along streams in the agricultural locations rather than around the impoundment to be effective. Mr. Moyers also noted that a majority of the streams in the watershed ran through wooded areas that are already acting as a buffer zone. Mrs. Helmick also asked if any type of fish could be introduced to the impoundment that may consume the organic matter. Mr. Moyers stated he was unaware of any such fish. He also stated that he believes the addition of the organics removal system is the District's best option for resolving the ongoing organic matter (DBP precursor) and DBP issues and that is what the District should focus on at the present time.

Board member, Rob Harper, asked about funding sources for the project. Project engineer, Kylea Radcliff stated that USDA had been selected by the District board previously as its targeted funding source for the project because they offer longer loan terms and potentially more grant opportunities than other potential lenders. Mrs. Radcliff explained that utilizing funding from USDA would mean a lesser rate increase as a result of this project than would be seen if another lender was used and that is why the District Board has targeted USDA funding. Mrs. Radcliff went on to say that USDA has not yet received funding from the Federal Government for the upcoming fiscal year which is the funding pool from which we would receive funding for this project. It is hoped that the Federal Government will include funding for USDA in the coming year's Federal Budget, but it is something to be monitored over the coming weeks as the Federal Budget is finalized. Mrs. Radcliff stated that the District has two things going for it that will move the District up the priority list for projects seeking funding: 1) the issuance of an administrative order requiring action being taken and 2) the fact that the District has already completed nearly all the work that is typically not started until after a project has been funded such as acquiring necessary easements and project signups.

Rose Helmick previously suggested two grant opportunities through USDA for this project and Mr. Moyers and Mrs. Radcliff researched those grant funding possibilities. They reported to the board that they had contacted USDA and Region VIII Planning & Development Council to determine if the PSD was eligible for the grants in question and were told the District does not qualify for either grant due to eligibility issues, specifically the Water Rate/MHI ratio for the SEARCH grant and not meeting the required emergency status qualifications for the emergency assistance grant. Mrs. Helmick stated she was under the impression that the District is eligible for both grants and requested that USDA representatives provide a written statement as to the District's eligibility for these grants.

Mr. Moyers provided an update on the Dover Hollow/Fort Run extension projects and the Trough Road upgrade project that will also be completed as part of this upcoming project. Nearly all of the easements and customer sign-ups for these projects have been acquired. Work continues to acquire the few remaining easements that are needed as well as acquiring the property for the booster pump station that must be installed as part of this project.

Mr. Moyers provided information on a possible extension on Kill Deer Lane off of Trough Rd. and the possibility of including it as part of this water project. Board member Rose Helmick previously requested the District consider extending water to serve these properties. Mr. Moyers has contacted the property owners and out of the 14 total lots on the lane, 10 individuals are willing to sign up to receive public water. Following discussion, Rob Harper made a motion to include the Kill Deer Lane extension area with the upcoming water project. Matthew Gapp seconded the motion. It was unanimously approved. Rose Helmick recused herself from voting on the extension due to being a property owner in the extension area.

Mr. Moyers also provided information regarding the possible inclusion of an upgrade to the water line on Trout Run Cut-Off Rd as part of the upcoming water project. This section of line would benefit from a complete upgrade and replacement due to recurring water leaks on the line. Mr. Moyers reported that there have been more leaks on this 2,500 foot section of line over the past 10 years than on the rest of the District's water system, which is made up of over 600,000 feet of line. The project would include replacing the entire 2,500 feet of 4" line on Trout Run Cut-Off Road. Rob Harper made a motion to include the line replacement as part of the water project. Rose Helmick seconded the motion. It was unanimously approved.

Following discussion, it was agreed that Kylea Radcliff would prepare cost estimates for each area of the proposed water project and the estimates will be presented at the next meeting.

**Sewer Rate Increase** – Logan Moyers informed the board that the District has filed a 19A sewer rate case with the WVPSC. As part of the case, the District has requested a WVPSC staff engineer and accountant be assigned to review the income and expenses of the sewer system and then determine the rate. The District is requesting to pass the majority of the increase onto commercial sewer customers rather than residential customers of the system due to the fact that 91% of the billed volume is generated by commercial customers versus only 9% generated by residential customers.

***Miscellaneous Business:***

***District Board Meeting Time Change*** – Rob Harper raised the question of the possibility of changing the time of the District's board monthly meetings due to his work schedule as a poultry farmer. Discussion was held by the board and staff of a meeting time that would suit all members. Following discussion, Rose Helmick made a motion to change the start time of the board meetings to 1:00 p.m. beginning with the October 4, 2017 meeting. Rob Harper seconded the motion. It was unanimously approved.

There were no members of the public in attendance for comment.

There being no further business, the meeting was adjourned at 11:45 a.m.

The next regular scheduled board meeting will be held ***October 4, 2017, 1:00 p.m.*** in the conference room of the HCPSD office located at 2094 US 220 South, Moorefield, West Virginia.

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Matthew Gapp, Chairman

*These minutes represent a summary of the subject discussed and the actions taken by the members of the Hardy County Public Service District for the regular meeting held on September 6, 2017. The meeting and proceedings were electronically recorded. In the event there may be discrepancies or contradictions between the written minutes and the audio recording, the audio recording shall take precedence.*