

HARDY COUNTY PUBLIC SERVICE DISTRICT

JULY 11, 2018

4:00 P.M.

2094 US 220 South, Moorefield, West Virginia

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

The meeting was called to order at 4:10 p.m. by Chairman Matthew Gapp. Robert Harper made a motion to approve the minutes of the June 6, 2018 regular meeting minutes and the June 19, 2018 special meeting minutes as presented. Rose Helmick seconded the motion. The motion was approved.

Unfinished Business:

Upcoming Water Project Update – Logan Moyers provided an update on the upcoming water project including the organics removal system at the Baker water plant and the water line extensions. Mr. Moyers reported that all easements have been acquired for the water line extensions and information has been provided to the PSD attorney for the completion of the Final Title Opinion. The final title opinion is required as part of the USDA funding application process. Mr. Moyers presented draft plans for the Ixom system and the building in which it will be located. These plans were passed around at the meeting and project engineer, Kylea Radcliff, went over the plans with the board. The building will have the same exterior look as the existing water plant, being a block building with a metal roof and blue garage doors. Prior to the meeting today, Logan had a conference call with Ixom regarding the final revisions to the performance guarantee. He believes that all issues have been agreed upon and that when the document is received it will be the fifth and final revision of the agreement. Mr. Moyers is not sure that the document will be received by the August board meeting but it should be ready for review by the September board meeting. Once the HCPSD board has reviewed and approved the document, it will be forwarded to an attorney for final review. We have submitted all of our preliminary application information, as well as additional information to USDA-RD and are waiting to hear back from them. Kylea Radcliff will reach out to our USDA-RD representative next week to see where our project is on the review list. The District is anticipating getting a funding commitment from USDA sometime soon and as soon as we do we will file a certificate case proceeding with the West Virginia Public Service Commission. Since the project is anticipated to be rate neutral the District is optimistic the project can receive WVPSC approval by the end of 2018 with construction beginning in early 2019.

Mr. Moyers revisited the previously tabled request from last month's meeting from a water customer on the Dover Hollow extension project who is requesting to be released from her agreement to receive water as part of the extension project due to a change in family situation. Board member Rose Helmick asked to have additional time to contact the customer and no action was taken on this request. The matter was tabled until the next board meeting.

Sewer Service Territory – Logan Moyers provided an update on the District's efforts, in conjunction with the Moorefield/Hardy County Wastewater Authority, to establish a defined boundary for the two entities sewer service territories. The Hardy County Commission held a public hearing regarding the reduction of the District's service territory on July 3, 2018 and an order reducing the service territory was approved by the Commission. Mr. Moyers has forwarded the necessary information to the HCPSD's attorney to be filed with the West Virginia Public Service Commission to complete the process.

District Office Flood Damage- Logan Moyers provided an update on the HCPSD office rebuild/renovations which are necessary due to significant water damage sustained during the heavy rainfall the weekend of June 1, 2018. A temporary modular office trailer was installed this


week in the parking area adjacent to the existing HCPSD office. The HCPSD will move into this modular and conduct business there until the rebuild/renovation are complete. At this point both electric and water service have been installed to the modular and the handicap ramp and steps have been constructed. We are waiting to hear from Hardy Telecommunications regarding telephone and internet service. Once phone and internet service have been established the telemetry system can be relocated to the modular. Office furniture is scheduled for delivery next week and it is anticipated the District can begin operation out of the modular during the week of July 23rd. Logan has been in contact with FEMA regarding opportunities for reimbursement of expenses. Mr. Moyers has been told that nothing can happen until there has been a formal federal disaster declaration however he is keeping a detailed record of all expenses incurred to both the office and the water system as a result of the water damage, including all costs associated with moving into the modular office. The cost estimate for renovating the existing office was approximately \$54,000.00 but this cost did not include any renovations to the shop or garage. FEMA has an Alternate Project Program whereby the District could receive funds in the amount it would cost to renovate the office which could then be used toward a rebuild of the HCPSD office. FEMA's policy is to reimburse costs associated with renovation rather than a rebuild. Logan presented a draft floor plan for a new office and garage for review by the board. The office will be extended by 15' toward US 220 and will include a larger file room, kitchen/break area, bathroom, two offices, open work space and lobby for customers. Work is also planned to the garage including new metal and insulation and an additional garage bay. The Thrasher Group will aid the District with the development of estimates, building plans and an estimated time line for the rebuild project.

Miscellaneous Business – Rose Helmick asked about the possibility of have WVDOH install water lines adjacent to the roadway for all new road construction projects in Hardy County. Ms. Helmick suggested having the District pursue having water lines installed as part of the remaining Corridor H road sections yet to be constructed in Hardy County, specifically between Wardensville and the Virginia state line. Mr. Moyers informed Ms. Helmick that the HCPSD already serves the area in question including the last residence in Hardy County before the Virginia line. Kylea Radcliff stated that WVDOH does not allow public utilities to be constructed within the controlled access areas of the interstate highway but will allow casing to be installed under the road during construction for future development. This will be considered if it is deemed necessary once the road plans are finalized and the road is nearing construction.

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

There being no further business, Rose Helmick made a motion that the meeting be adjourned. Robert Harper seconded the motion. The meeting was adjourned at 5:10 p.m.

The next regular scheduled board meeting will be held **August 8, 2018, 4:00 p.m.** in the conference room of the HCPSD office located at 2094 US 220 South, Moorefield, West Virginia.


Matthew Gapp, Chairman