

HARDY COUNTY PUBLIC SERVICE DISTRICT
MARCH 7, 2018
4:00 P.M.
2094 US 220 South, Moorefield, West Virginia

Present: Matthew Gapp, Rob Harper, Logan Moyers, Connie Sherman, Kevin Markwood, HCPSPD; Jean Flanagan, Media.

The meeting was called to order at 4:15 p.m. by Chairman Matthew Gapp. Robert Harper made a motion to approve the minutes of the February 7, 2018 regular meeting minutes as presented. Connie Sherman 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 extensions. Project engineer, Kylea Radcliff, will be here next week to finalize layouts at the water plant and the extension projects as well as determine if any additional easements may be needed.

Mr. Moyers reported that he has been in contact with Ixom, manufacturers of the organics removal system and expects to receive the second draft of the performance guarantee agreement soon. He anticipates the agreement will be ready to review at the next meeting.

Mr. Moyers reported that the purchase of the property for the location of the booster station needed for the Fort Run/Dover Hollow extension has been finalized. Out of a total of 42 easements for the water extension projects, 41 have been acquired with just one easement remaining. The remaining easement is for property located at the end of the Fort Run extensions project so if the PSD is unable to secure the easement this section of main line can be eliminated.

Mr. Moyers reported that work continues with our project engineer to finalize the USDA-RUS funding application for the water project, including work on the preliminary environmental assessment as well as project design and mapping. We hope to be able to submit the funding application later this month. Once the funding application has been submitted, the District must wait to receive a commitment letter from USDA-RUS before we can file a certificate case with WVPSC for the project. In addition to the funding commitment letter we must also have a completed preliminary Rule 42 cash flow analysis, as prepared by our project accountant and have applied for all necessary project permits before filing with WVPSC. Work to secure the necessary permits is ongoing and work with the project accountant on the cash flows is also underway.

Sewer Rate Increase – Logan Moyers gave an update on the Baker sewer rate case with WVPSC. Mr. Moyers reported that following the action of the District's board at the February board meeting, where the board elected to dismiss the sewer rate case, the District's attorney recommended waiting to see if we may receive a written notice from the WVPSC detailing their reasoning for denying the requested split rate before filing the motion to dismiss. Representatives with WVPSC have verbally informed the District that the reason they will not consider a split rate was due to internal WVPSC policy but have not made that position part of the official case record. While WVPSC did not address their reasoning behind denying a split rate, they did issue an order directing the District to make a filing with its intention to either proceed with the case or dismiss the case by March 15th, 2018. In the meantime, Mr. Moyers was contacted by the PSC staff engineer for the case who requested a site visit to review the Baker Sewer system. During the site visit, Mr. Moyers accompanied the WVPSC engineer and provided a tour of the Baker sewer plant and collection system and the District provided additional information as requested by the PSC staff engineer. Following the site visit, the PSC staff

engineer informed the District that he agrees with the District's position and supports the split rate requested by the District. The WVPSC engineer will now prepare a memo to be filed as an official document in the case that will detail his position supporting a split rate. Before the District makes the required case filing stating how it wishes to proceed with the case, we will wait for the engineer's memo to be filed to see if his position supporting a split rate will have any bearing on WVPSC's stance denying a split rate. If WVPSC continues its denial of the District's request for a split rate, the District will proceed with the motion to dismiss the case.

Miscellaneous Business:


Postage Costs – Board member Robert Harper asked about the monthly cost of postage of the District. The District has a postage permit for the monthly water bill postcards but uses first class stamps for other mailings. Logan Moyers said the District would check into this matter with the local postmaster.

Worker's Compensation – Board member Robert Harper asked who the District has for worker's compensation coverage. Currently the District has a policy with Brickstreet for its worker's compensation coverage. Mr. Harper suggested that the District may want to pursue quotes from other carriers.

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

There being no further business, the meeting was adjourned at 4:50 p.m.

The next regular scheduled board meeting will be held ***April 4, 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

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 March 7, 2018. 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.