

HARDY COUNTY PUBLIC SERVICE DISTRICT
JULY 12, 2023
4:30 P.M.
2094 US 220 South, Moorefield, West Virginia

Present: Rob Harper, Logan Moyers, Rose Helmick, Connie Sherman -HCPSD.

The meeting was called to order at 4:35 p.m. by Chairman Robert Harper. Robert Harper made a motion to approve the minutes of the June 7, 2023 regular meeting minutes as presented. Rose Helmick seconded the motion. The motion was unanimously approved.

Unfinished Business:

New PSD Facility Project – Logan Moyers informed the board that the contractor continues to make good progress on the construction of the District’s new facility. The contractor has poured the footers for the building and is now working on the base structure of the building. Pay requisition #4 in the amount of \$131,864.96 was presented for approval at the meeting. The breakdown for this pay requisition was \$123,862.50 to the contractor for construction work performed and \$8,002.46 to The Thrasher Group for engineering services. Robert Harper made a motion to approve pay requisition #4. Rose Helmick seconded the motion. It was unanimously approved.

Carla Acres II Water Storage Tank – Logan Moyers reported that there are no updates to report regarding the Carla Acres II storage tank project. The subcontractor is scheduled to begin site work in late July or August. All work on the tank project contract should be completed and operational by early 2024.

Baker Secondary Water Source – Logan Moyers provided an update on the District’s ongoing efforts to establish a secondary water source for the Baker water system. The State Conservation Committee (SCC) held its quarterly meeting on July 11th where it discussed the District’s request to install groundwater wells on SCC property that lies between the Parker Hollow Impoundment and the Baker water treatment plant to serve as a secondary water source. Logan participated in the SCC meeting via Microsoft Teams along with representatives from The Thrasher Group in order to provide additional information or answer any questions that may come up during the meeting. In the months leading up to this meeting, Moyers worked with consulting engineers at The Thrasher Group and hydrologists from Moody & Associates to compile and submit large amount of information relating to the District’s request to develop wells for use as a secondary water source that had been requested by the SCC and other impacted organizations including the West Virginia Conservation Agency (WVCA) and the Natural Resources Conservation Service (NRCS). Moyers was happy to report to board members that the District received authorization from the SCC to proceed with the development of the test wells contingent upon the District agreeing to provide 24 hour constant rate monitoring of the water level in the Parker Hollow Impoundment during well testing to ensure that the wells source water aquifer is not connected to the Impoundment. Moyers told members of the SCC during the meeting that the District was agreeable to completing constant rate monitoring during well testing so that the project could move forward. This stipulation will be added to the final report and the report will be resubmitted for final approval by the Natural Resources Conservation Service (NRCS). Once final approval is received, the District can move forward with the test wells phase of the project. Moyers told board members it is anticipated the approximate cost of the constant rate monitoring is around \$28,000 per well, and the District has proposed to drill up to three wells. While this will add up to \$84,000 to the total project cost, the project would not have been allowed to proceed had the District not agreed to complete the monitoring. Once the wells have been drilled, testing will determine if the groundwater quality is sufficient and if the required flow rate of 200 gallons per minute can be achieved in order for the wells to be used as a secondary source. If the test wells do not produce sufficient volume or the water quality is too poor to be utilized as a secondary source, the project will be abandoned. The District intends to fund this project with funds provided by the Hardy County Commission from their American Rescue Plan Act allocation and from a partnership grant to be obtained through the WVJDC. It is anticipated total project cost will be around \$2,000,000. Logan will meet with the Hardy County Commission to inform them of the need for approximately \$1,000,000 in ARPA funds for the project.

Town of Wardensville Rate Increase – Logan Moyers provided an update regarding the ongoing case between the District and the Town of Wardensville regarding the Town’s proposed 175% increase in water rates to the District. Following the evidentiary hearing in late May, all parties filed briefs detailing their position. A final decision from WVPSC on an appropriate rate is due by July 28th. A final order will be filed as part of the decision and the rates detailed in the final order will become effective at the completion of the Town of Wardensville’s upcoming water project.

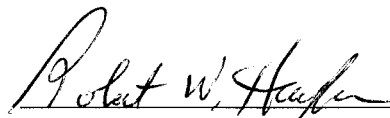
Town of Moorefield Water Purchase Contract – Logan Moyers had no updates regarding the PSD’s water purchase contract with the Town. The last update from the Town was that they were working with their attorney to review the proposed agreement as drafted by the District’s attorney before the new agreement is put before the Town Council and PSD Board for approval.

Auditing Services - Logan Moyers updated the board on the proposals received by the District in its effort to procure auditing services as stipulated by the state auditor’s office. Two firms responded to the District’s request for bid proposals. Lowe & Associates, located in Milton, WV, and Ferrari & Associates, located in Morgantown. Prior to the meeting, the District’s audit committee completed the proposal score sheet provided by the state auditor’s office for each firm. Following discussion and tabulation of the score sheets, the audit committee recommended that the District procure the auditing services of Lowe & Associates. The District will retain Roth & White for preparation of routine adjusting entries and the end-of-year workup and preparation of the annual PSC reports. That work will then be provided to Lowe & Associates for preparation of the District’s annual financial statements which are a requirement of the District’s funding agencies and are also required by the WV Public Service Commission as part of WV state code. The contract for auditing services will cover fiscal years 2023-2025. Robert Harper made a motion to enter into an auditing contract with Lowe & Associates. Rose Helmick seconded the motion. It was unanimously approved.

No members of the general public were present at the meeting.

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 5:15 p.m.

The next regular scheduled board meeting will be held ***August 2, 2023, 4:30 p.m.*** at the office of the PSD located at 2094 US 220 South, Moorefield, West Virginia.


Robert Harper, 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 July 12, 2023. 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.