

HARDY COUNTY PUBLIC SERVICE DISTRICT  
JANUARY 10, 2024  
4:30 P.M.  
2094 US 220 South, Moorefield, West Virginia

Present: Logan Moyers, Rose Helmick, Robert Harper and Connie Sherman – HCPSD.

The meeting was called to order at 4:33 p.m. by Chairman Robert Harper. The minutes of the December 13, 2023 regular meeting were presented. Robert Harper made a motion to approve the minutes as presented and Rose Helmick seconded the motion. It was unanimously approved.

***Unfinished Business:***

***New PSD Facility Project*** – Logan Moyers reported that the contractor is ahead of schedule on the construction of the District's new facility and is hopeful that construction will be complete by the end of March. The interior drywall work is complete and interior painting has begun. Change Order #4 in the amount of \$12,198.87 was presented. This change order is for additional blocking and shelving at a cost of \$11,004, adding separation fabric to the gravel parking lot at a cost of \$4,425 and the cost of the generator connection which will be split between the subcontractor, contractor and architect in the amount of \$813 each. The cost of engineering fees as noted last month was credited in the amount of \$4,043.13. This change order will increase the total contract amount to \$2,068,980.85. Robert Harper made a motion to approve the change order as presented. Rose Helmick seconded the motion. It was unanimously approved. Pay Requisition #10 in the amount of \$115,987.50 was presented for approval. The lone recipient of payment from this requisition is to the contractor, Lantz Construction of Winchester, for construction work performed. There was no invoice for engineering services this period. The requested payment is in accordance with the project budget. Rose Helmick made a motion to approve pay requisition #10. Robert Harper seconded the motion. It was unanimously approved.

***Carla Acres II Water Storage Tank Project*** – Logan Moyers reported that the Carla Acres II tank has been erected. The water line tie-in work and the installation of hydro-dynamic mixing systems in the new and existing Carla Acres tank is scheduled to take place in the coming weeks. It is anticipated the tank will be put into service in March 2024. Pay requisition #5 in the amount of \$389,655.11 was presented for approval for work completed by Mid-Atlantic Storage Systems, Inc. as part of this project. The requested payment is in accordance with the project budget. Robert Harper made a motion to approve pay requisition #5 as presented. Rose Helmick seconded the motion. It was unanimously approved. This pay requisition will draw the last of the WVJDC grant funds. All remaining payments will be paid with the ARPPA funds provided by the Hardy County Commission. Pay Requisition #3 in the amount of \$130,297.16 to request HCC ARPPA funds was presented for approval. Robert Harper made a motion to approve the pay request. Rose Helmick seconded the motion. It was unanimously approved.

***Baker Secondary Water Source Project***– Logan Moyers reported that the District is still waiting to receive final written approval from the State Conservation Committee (SCC) and the Natural Resources Conservation Service (NRCS) for permission to begin work on drilling test wells for the Baker secondary source project. An SCC meeting was held on January 9<sup>th</sup>, so it is hoped that written authorization to proceed with test well drilling will be received soon. An updated cost estimate for the test wells phase of the project was developed by The Thrasher Group and totaled over \$400,000, however after reviewing cost breakdowns with the District, Thrasher has agreed to reduce some costs and defer other costs to later phases of the project, which resulted in a reduction in the cost of the test wells phase to \$300,000. Moyers attended the January 9<sup>th</sup> meeting of the Hardy County Commission (HCC) to request additional funding to cover the test wells phase of the project. The HCC previously allocated \$100,000 of ARPPA funds for the project, and following the request, agreed to provide an additional \$50,000, bringing the HCC's total allocation to \$150,000. The District will now seek \$150,000 of matching grant funds from the WVJDC in order to fully fund the test wells phase of the project. It is hoped that test well drilling and evaluation can take place in the Spring of 2024.

***Transfer of District Investment Accounts*** – Following approval at last month’s board meeting to transfer a majority of funds currently held by the District at local banks to a higher interest account with the WV State Treasurer’s Office, Logan Moyers presented a Resolution Authorizing Investment with the State Treasurer’s Office. District funds being transferred to Treasury will be deposited in The WV Government Money Market account, which invests in government bonds and securities and is considered to be the safest and most stable option. Interest rates for money invested in this account with the WV State Treasurer’s Office, currently 5.3%, are significantly higher than any local bank which will result in an increase in the District’s interest income. All interest from these investment accounts will be transferred to the District’s operating account. Robert Harper made a motion to adopt the resolution as presented. Rose Helmick seconded the motion. It was unanimously approved.

***Town of Moorefield Water Purchase Contract*** – There were no updates on the status of the District’s water purchase contract with the Town of Moorefield.

***Hampshire County Extension Project*** – Logan Moyers provided an update on the Hampshire County extension project. District staff has completed the final work on the short extension to reach the Hardy County/Hampshire County line, including the installation of a vault to house the master meter at the point of sale to Central Hampshire PSD. Robert Harper inquired as to when Central Hampshire would begin purchasing water from the District. Moyers told board members that while the contractor for Central Hampshire PSD had installed all of the main water line for the project, they are currently waiting on backordered meter installation materials before the work to install individual meter settings can be completed. It is anticipated that Central Hampshire will begin purchasing water from the District in mid-2024. The District will be reimbursed for all costs incurred on this extension project with funds from Central Hampshire PSD’s project funding. Moyers said he is preparing to submit all invoices to be reimbursed to Region VIII, the project administrator, so that the reimbursement funds can be included in Central Hampshire PSD’s next pay requisition for the project.

#### ***New Business:***

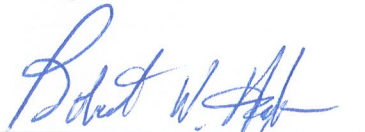
***Legal Retainer PFAS Polluter’s Settlement*** – Logan Moyers told board members the District has an opportunity to participate in a class-action settlement with water systems nationwide who have detected PFAS chemicals in their water systems. PFAS chemicals are used throughout the world in waterproofing and stain repellent applications and have only recently been discovered to be a potentially hazardous contaminant in drinking water. PFOA, one of the chemical compounds in the PFAS family, was detected in the Baker Water System during testing completed by the US Geological Service (USGS) at the behest of the West Virginia Bureau for Public Health. Because the District had a PFAS finding, it is eligible to for inclusion in the class action settlement against the corporations who manufactured and were ultimately responsible for PFAS pollution. There are 17 corporations who have been identified as PFAS polluters that will be paying out awards as part of the settlement. To date, two of the larger polluting corporations, 3M and Dupont, have reached settlement agreements under which they will be paying out billions of dollars to be distributed among water systems who have been contaminated with PFAS chemicals. The remaining 15 corporations are still negotiating settlement agreements. The amount of award paid to each water system will be calculated using a formula that is based on the amount of PFAS that was detected in each participating water system’s source water. The District’s detection level was very small, at 7 parts per trillion, which means the payout the District will ultimately receive as part of the settlement will be on the low end on the range of awards. However, any money received as part of a settlement will be welcomed and will be used to offset some of the costs incurred by the District including water testing and other expenses related to PFAS contamination in the Baker water system. In order to participate in the settlement, the District must retain the services of a law firm who will represent the District as a participant in the settlement. Moyers told board members he reached out to the WV Rural Water Association for guidance on selecting a law firm to represent the District and was informed that the National Rural Water Association had engaged the law firm of Napoli Shkonik in New York City to represent water systems nationwide who are members of their State’s rural water association. Moyers then contacted a consultant for Napoli Shkonik about representation for the District and was provided with a retainer agreement. Moyers presented the retainer agreement to the board for discussion and suggested the District complete the agreement and engage the firm to represent the District in the settlement. There are no fees associated with the retainer agreement, however the agreement

stipulates that the law firm will be entitled to 25% of whatever award the District receives as part of the settlement. Robert Harper made a motion to execute the retainer agreement with Napoli Schkonik. Rose Helmick seconded the motion. It was unanimously approved. The agreement will be returned along with other required documentation detailing the PFAS test results for the Baker Water system. More information will be provided at future meetings as the lawsuit progresses.

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

There being no further business, Robert Harper made a motion that the meeting be adjourned. Rose Helmick seconded the motion. The meeting was adjourned at 5:22 p.m.

The next regular scheduled board meeting will be held **February 7, 2024, 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 January 10, 2024. 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.*

**HARDY COUNTY PUBLIC SERVICE DISTRICT**  
**FEBRUARY 7, 2024**  
**4:30 P.M.**  
**2094 US 220 South, Moorefield, West Virginia**

Present: Logan Moyers, Rose Helmick, Robert Harper and Connie Sherman – HCPSD.

The meeting was called to order at 4:35 p.m. by Chairman Robert Harper. The minutes of the January 10, 2024 regular meeting were presented. Robert Harper made a motion to approve the minutes as presented and Rose Helmick seconded the motion. It was unanimously approved.

***Unfinished Business:***

***New PSD Facility Project*** – Logan Moyers reported that the contractor continues to make progress on the construction of the District's new office & shop facility. Gas service to the building has been activated so that interior flooring & casework can be installed. Pay Requisition #11 in the amount of \$90,858.75 was presented for review and approval. The breakdown of the pay request was \$87,637.50 to the contractor, Lantz Construction of Winchester, for construction work performed and \$3,221.25 to The Thrasher Group for architectural and engineering services. The requested payments are in accordance with the project budget. Rose Helmick made a motion to approve pay requisition #11. Robert Harper seconded the motion. It was unanimously approved.

***Carla Acres II Water Storage Tank Project*** – Logan Moyers reported that the construction of the Carla Acres II tank is complete including water line tie-in work and the installation of a hydro-dynamic mixing system. The tank needs to be filled with water and tested for contaminants before it can be put into service. Once the new tank is in service, the existing Carla Acres tank will be drained so that a hydro-dynamic mixing system can be installed in that tank. Once that work is complete and both tanks are filled, they will work in tandem to provide storage capacity to the 220 North water system. It is anticipated that both tanks will be operational in March 2024. Pay requisition #6 in the amount of \$15, 273.70 was presented for approval. The entire amount of this pay request is to be paid to The Thrasher Group for engineering services provided. Mid-Atlantic Storage Systems, Inc., the contractor for the project, did not submit a pay request this month. The requested payment is in accordance with the project budget. Robert Harper made a motion to approve pay requisition #6 as presented. Rose Helmick seconded the motion. It was unanimously approved.

***Baker Secondary Water Source Project***– Logan Moyers reported that the District continues to wait to receive final written approval from the State Conservation Committee (SCC) for authorization to drill test wells to determine the viability of utilizing groundwater as a secondary source for the Baker water system. The estimated cost of the test wells phase of the project is \$300,000. The Hardy County Commission has provided \$150,000 for the test wells and the District is working to finalize and submit a grant application seeking a \$150,000 match from WVIJDC in order to fully fund this phase of the project. It is hoped that test well drilling and evaluation can take place during the Spring of 2024.

***Town of Moorefield Water Purchase Contract*** – There were no updates on the status of the District's water purchase contract with the Town of Moorefield.

***Hampshire County Extension Project*** – Logan Moyers reported that he has submitted a pay request to Central Hampshire PSD in the amount of \$44,110 for reimbursement for work completed by the District to extend the main line on Church Road to the Hardy/Hampshire line and establish a point of sale at that location. Moyers said he is also working with the District's attorney to get the resale rate that will be charged to Central Hampshire PSD for water purchased added into the District's water tariff. A water purchase agreement with Central Hampshire PSD, which includes an agreed-upon resale rate, was approved as part of Central Hampshire's WVPSC case for their Purgitsville water project, so there should be no issues in getting the resale rate added to the District's tariff. It is anticipated that Central Hampshire will begin purchasing water from the District in spring 2024.

**Legal Retainer PFAS Polluter's Settlement** – Logan Moyers told the board that he participated in a webinar regarding the PFAS settlements that was offered by a law firm based in California and learned that affected water systems can seek funding for PFAS abatement projects in addition to the settlement funds that will be determined by the level on PFAS contamination present in water system's source water. Logan said that he has not yet submitted the retainer agreement that was approved at last month's board meeting because he is still compiling the required information that must accompany the agreement. Moyers suggested the District look into the possibility of obtaining funding from the settlement funding pool for the Baker secondary source project, since that project will establish an alternate water source that hopefully will not be contaminated with PFAS. Logan will look into this possibility before submitting a retainer agreement.

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

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

The next regular scheduled board meeting will be held **March 6, 2024, 4:30 p.m.** at the office of the PSD located at 2094 US 220 South, Moorefield, West Virginia.

A handwritten signature in blue ink, appearing to read 'R. W. Harper', is written over a horizontal line.

Robert Harper, Chairman

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HARDY COUNTY PUBLIC SERVICE DISTRICT  
MARCH 6, 2024  
4:30 P.M.  
2094 US 220 South, Moorefield, West Virginia

Present: Logan Moyers, Rose Helmick, Robert Harper and Connie Sherman – HCPSD. Monica Whyte – WVDH and Jerry Dotson – WVRWA.

The meeting was called to order at 4:36 p.m. by Chairman Robert Harper. The minutes of the February 7, 2024 regular meeting were presented. Robert Harper made a motion to approve the minutes as presented and Rose Helmick seconded the motion. It was unanimously approved.

***Unfinished Business:***

***New PSD Facility Project*** – Logan Moyers reported that the contractor is nearing completion on the construction of the District's new office & shop facility. A substantial completion walk through with the contractor is scheduled for March 27, 2024. It is anticipated a permanent move to the new facility will take place at the end of April or early May. The biggest obstacle in moving to the new location will be the relocation of the SCADA telemetry system. Moyers said the cost to relocate the system is \$7,600, which he hoped can be paid with construction contingency funds. Moyers said the District had hoped to be able to upgrade the transmitting radios at each of the District's 30 telemetry locations because the radios currently in place are obsolete, however the cost estimate to include new radios was in excess of \$80,000. The District now intends to replace the radios on an as-needed basis so that the operating budget isn't hit all at once. Board member Rose Helmick suggested the District explore the possibility of a Homeland Security grant to cover the expenses of new radios. Moyers will reach out to the Hardy County Office of Emergency Management about any available grants that could assist with the purchase of new radios. Moyers is also going to explore other telemetry system alternatives and will bring any suggestions before the board at a future meeting.

The paperwork for Pay Requisition #12 had not been provided by The Thrasher Group at the time of the meeting and therefore was not available for review. Moyers said the contractor had submitted a pay request, it just hadn't been processed by The Thrasher Group, but that the District would need to pay the contractor for the work performed. Moyers suggested the board take action to approve pay requisition #12 on the condition that all portions of the pay request be in accordance with the project budget. Robert Harper made a motion to approve Pay Requisition #12 as long as the requested amounts are within the project budget. Rose Helmick seconded the motion. It was unanimously approved. (NOTE: Pay Requisition #12 was received the next day in the amount of \$78,407.02. The breakdown of the pay request was \$76,837.02 to the contractor, Lantz Construction of Winchester, for construction work performed and \$1,570.00 to The Thrasher Group for architectural and engineering services.) Change Order #5 in the amount of \$26,424 was presented for approval at the meeting. This change order is for the construction of a stone drainage ditch around the building in the amount of \$8,277, a bird deterrent system for the maintenance shop and pipe storage areas in the amount of \$6,375 and required changes to the fire alarm system following the WV Fire Marshall's inspection in the amount of \$11,772 bringing the new contract amount to \$2,095,404.95. Robert Harper made a motion to approve Change Order #5 as presented. Rose Helmick seconded the motion. It was unanimously approved.

***Carla Acres II Water Storage Tank Project*** – Logan Moyers reported that the construction of the Carla Acres II tank is complete except for a few minor items. The tank will be disinfected and filled and tested for contaminants over the next few weeks so that it can be put into service. Once the new tank is in service, the existing Carla Acres tank will be drained so that a hydro-dynamic mixing system can be installed in that tank. Once that work is complete and both tanks are filled, they will work in tandem to provide over 400,000 gallons of additional storage capacity to the 220 North water system.

***Baker Secondary Water Source Project*** – Logan Moyers shared good news with board members that the District had received final written authorization from the State Conservation Committee (SCC) for the



drilling of test wells to determine the viability of utilizing groundwater as a secondary source for the Baker water system. It is anticipated the test wells phase of the project will cost the District approximately \$300,000. The Hardy County Commission provided \$150,000 and the District sought and received another \$150,000 in matching grant funds from WVIJDC to fully fund the test wells phase of the project. The District is currently scheduling dates for the well drillings, however the State Conservation Committee stipulated as part of its authorization to proceed, that it must be given a 30-day notice prior to any drilling work, so Moyers anticipates the test drilling will likely not occur until May.

***Town of Moorefield Water Purchase Contract*** – There were no updates on the status of the District’s water purchase contract with the Town of Moorefield.

***New Business:***

***Source Water Protection Plan*** – The State of West Virginia requires all surface water systems that produce their own water to maintain a Source Water Protection Plan (SWPP) in an effort to prevent potential source water contamination and to have a contingency plan in place in the event contamination occurs. These plans must be reviewed and updated every three years and the District’s plan for the Baker water system is due for an update this year. As part of the plan update, the District must hold a meeting of its Source Water Protection Team, which is made up of stakeholders who play a role in the prevention of or the response to a contamination event, to discuss and implement any necessary updates to the District’s plan. The District’s Source Water Protection Team met prior to the March board meeting and discussed potential plan updates. Additionally, the District must hold a public meeting to allow for public participation and input in the plan update. The District’s public meeting for its SWPP update was advertised and held as part of its regular March board meeting, however no members of the general public were present. Jerry Dotson, Source Water Protection Specialist with the WV Rural Water Association and Monica Whyte, Environmental Resources Specialist with the WV Department of Health, both of whom are members of the District’s Source Water Protection Team, were in attendance at both meetings and assisted the District in making necessary updates to the SWPP. Since the last SWPP update, the District has added an early warning monitoring system on its primary water source and is currently working to develop a secondary water source for the Baker system, both of which were brought about in part due to recommendations formulated in the development of the District’s SWPP. Moyers asked Jerry Dotson to assist the District in evaluating the data that has been compiled from the early warning monitoring system and to help fine-tune the alarm setpoints so that District staff is better alerted to any abnormal conditions that could be an indicator of potential hazards in the Baker system’s source water. Mr. Dotson agreed to assist the District in this effort and will work with Moyers to do so over the coming months.

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

There being no further business, Robert Harper made a motion that the meeting be adjourned. Rose Helmick seconded the motion. The meeting was adjourned at 5:23 p.m.

The next regular scheduled board meeting will be held ***April 3, 2024, 4:30 p.m.*** at the office of the PSD located at 2094 US 220 South, Moorefield, West Virginia.

  
Robert Harper, Chairman

HARDY COUNTY PUBLIC SERVICE DISTRICT  
APRIL 3, 2024  
4:30 P.M.  
2094 US 220 South, Moorefield, West Virginia

Present: Logan Moyers, Rose Helmick, Robert Harper and Connie Sherman – HCPSD.

The meeting was called to order at 4:33 p.m. by Chairman Robert Harper. The minutes of the March 6, 2024 regular meeting were presented. Robert Harper made a motion to approve the minutes as presented and Rose Helmick seconded the motion. It was unanimously approved.

***Unfinished Business:***

***New PSD Facility Project*** – Logan Moyers reported that the substantial completion walk through took place last week and punch list items were developed for the District's new office & shop facility. Moyers said while the work to complete the punch list items may take some time to complete, the contractor plans to turn the keys over to the District on Monday, April 8th. It is anticipated a permanent move to the new facility will take place at the end of April or early May. It is hoped that next month's board meeting can be held at the new facility. Moyers said the biggest obstacle in getting completely relocated to the new facility will involve moving the SCADA telemetry system. This involves not only moving the main telemetry system components from the current office to the new facility, but also the antennas at the 29 remote telemetry sites throughout the county must be redirected to communicate to the location of the new facility.

Pay Requisition #13 in the amount of \$257,661.55 was presented for approval. The breakdown of the pay request was for \$254,215.80 to be paid to Lantz Construction of Winchester for construction work performed and \$3,445.75 to The Thrasher Group for inspection services. The requested payments are in accordance with the project budget. Robert Harper made a motion to approve pay requisition #13. Rose Helmick seconded the motion. It was unanimously approved.

***Carla Acres II Water Storage Tank Project*** – Logan Moyers reported that the construction of the Carla Acres II tank is complete. The new tank has been filled and will soon be tested for contaminants before it is ready to be put into service. Once the new tank has been put into service, the two tanks will work in tandem for a few weeks before the contractor returns to the job to drain the existing Carla Acres tank in order to install a hydro-dynamic mixing system in that tank. The new tank will be used to provide water to the 220 North system while the mixing system is installed in the existing tank. Once that work is complete and the existing tank is refilled and tested, both tanks will work in tandem to provide over 400,000 gallons of additional storage capacity to the 220 North water system.

***Baker Secondary Water Source Project*** – Logan Moyers reported that following a site meeting with the well driller and hydrogeologist, we have established a date of May 28, 2024 to begin the drilling of test wells at the Baker Water Plant. It was decided to monitor all private wells within 1,000' of the District's well sites to ensure that surrounding wells are not negatively impacted by the District's proposed wells. Moyers contacted the property owners for all wells within 1,000 feet and all were agreeable to this monitoring. As part of its authorization to proceed from the State Conservation Committee, the District is required to provide certification that all necessary permits have been obtained as well as a complete schedule for all drilling and monitoring activities at least 30-days prior to any drilling work. The Thrasher Group is working on a drilling and monitoring schedule to be submitted to SCC representatives in order to fulfill this obligation.

***Town of Moorefield Water Purchase Contract*** – There were no updates on the status of the District's water purchase contract with the Town of Moorefield.



***New Business:***

***Telemetry System Upgrade***– As discussed at last month’s board meeting, the District is not pleased with the service being received from the current telemetry service provider and are looking at other options for this service. Logan Moyers reached out to several companies that are capable of providing the District with telemetry service about the possibility of working with the District. Two of those companies have come to meet with the District and view the telemetry components currently in place to further evaluate the possibility of becoming our service provider. One company that made a site visit uses only satellite/cellular communication in its telemetry system versus radio communication which is what the District uses currently. Due to concerns over cellular and satellite communication within the District’s service territory, both Moyers and chief operator, Kevin Markwood, agree that its in the best interest of the District to continue using a radio communication system. The second telemetry provider that made a site visit is currently working on a proposal to replace the District existing telemetry system with a new updated radio communication system. If the District ultimately decides to make a switch of telemetry service providers, it will be at a significant cost, however this is a maintenance expense that can be covered with funds from the water working capital reserve account, which has an ample balance for such an expenditure. Robert Harper made a motion to proceed with pursuing a new telemetry provider if District staff determines making a switch would be in the best interest of the District. 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, Robert Harper made a motion that the meeting be adjourned. Rose Helmick seconded the motion. The meeting was adjourned at 5:22 p.m.

The next regular scheduled board meeting will be held ***May 1, 2024, 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 April 3, 2024. 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.*

HARDY COUNTY PUBLIC SERVICE DISTRICT  
MAY 1, 2024  
4:30 P.M.  
2094 US 220 South, Moorefield, West Virginia

Present: Logan Moyers, Rose Helmick, Robert Harper and Connie Sherman – HCPSD.

The meeting was called to order at 4:32 p.m. by Chairman Robert Harper. The minutes of the April 3, 2024 regular meeting were presented. Robert Harper made a motion to approve the minutes as presented and Rose Helmick seconded the motion. It was unanimously approved.

***Unfinished Business:***

***New PSD Facility Project*** – Logan Moyers told board members the District will be relocating to the new office & shop facility on May 8th. The relocation involves the services of several outside companies who will assist with the move including, Hardy Telecommunication for the changeover of phone lines, a local IT specialist to assist with moving and set up of office computers and CITCO Water will complete the relocation of the SCADA telemetry system including redirecting antennas from remote tank and booster station sites around the county to communicate to the new office location. Because of this necessary work, the office will be closed to customers on May 8th and operations will begin on May 9<sup>th</sup> at the new facility. Moyers said there are still a few punch list items to be completed by the contractor but the building is 99% complete. The District's lease on the mobile office is due to end on May 31<sup>st</sup>. This gives the District ample time to get everything ready for the mobile office trailer to be removed. The porch and ramp will need to be removed from the trailer and will be donated to local non-profit, Hardy County Helpers. Moyers is scheduled to do a walk through at the new facility with the project architect who will be in town tomorrow to discuss remaining punch list items. There is no pay requisition for the project this month.

***Carla Acres II Water Storage Tank Project*** – Logan Moyers reported that the District has begun the process of draining the old Carla Acres tank in anticipation of the installation of the hydro-dynamic mixing system. In the meantime, the new Carla Acres II tank will be used to provide water service to the US 220 North water system. Once that work is complete and the existing tank is refilled and tested, both tanks will work in tandem to provide over 400,000 gallons of additional storage capacity to the 220 North water system. It is anticipated that Central Hampshire PSD will begin purchasing water for their Purgitsville water system this summer.

***Baker Secondary Water Source Project*** – Logan Moyers reported that the well driller will begin the drilling of three test wells near the Baker Water Plant on May 28, 2024. The drilling is scheduled to take 1-2 weeks to complete and testing and monitoring of the aquifer will take place for 4-6 weeks immediately following the drilling. A detailed timeline for the well drilling, aquifer testing and monitoring has been provided to the State Conservation Agency as requested. All private wells within 1,000' of the District's well sites will be monitored to ensure that surrounding wells are not negatively impacted by drilling of the District's proposed wells. It is hoped that the outcome of the testing and monitoring will show that there is an adequate amount of good quality water available to be used as a secondary water source for the Baker plant.

***Town of Moorefield Water Purchase Contract*** – There were no updates on the status of the District's water purchase contract with the Town of Moorefield.

***New Business:***

***Fiscal Year 25 Budgets*** – Proposed water and sewer fiscal year 2025 budgets were reviewed and discussed during the meeting. Board members had been provided with copies of the proposed budgets in advance of the meeting. The proposed sewer budget's annual operational balance was proposed at \$60,000 with little to no change in budgeted income or expenses over previous years. The proposed water budget's annual operational balance totaled \$2,135,000. This balance is up \$135,000 from last years' total. Projected

income increases are a result of increased water sales and interest earned from the District's recent investments with the State Treasurer's Office. The increase in expenses is largely the result of inflation, as well as increased costs for employer-provided health insurance and increased property insurance due to the new facility being added to that coverage. Board action to adopt the budgets will take place at next month's meeting.

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

There being no further business, Robert Harper made a motion that the meeting be adjourned. Rose Helmick seconded the motion. The meeting was adjourned at 5:59 p.m.

The next regular scheduled board meeting will be held **June 5, 2024, 4:30 p.m. at the new office of the District located at 45 District Drive, Moorefield, West Virginia.**



Robert Harper, Chairman

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# HARDY COUNTY PUBLIC SERVICE DISTRICT

JUNE 5, 2024

4:30 P.M.

45 District Drive, Moorefield, West Virginia

Present: Logan Moyers, Rose Helmick, Robert Harper and Connie Sherman – HCPSD; Cody Turner, The Thrasher Group.

The meeting was called to order at 4:35 p.m. by Chairman Robert Harper. The minutes of the May 1, 2024 regular meeting were presented. Robert Harper made a motion to approve the minutes as presented and Rose Helmick seconded the motion. It was unanimously approved.

## ***Unfinished Business:***

***New PSD Facility Project*** – Logan Moyers told board members the District has been operating from the new office & shop facility since May 9<sup>th</sup> and that District employees are very pleased with the new facility. A few punch list items still need to be completed by the contractor including filling in the sediment pond required as part of the construction stormwater permit. The mobile office trailer that served as the District's main office for the past six years is scheduled to be removed from its location at the old PSD office later this week by the leasing company. The porch and handicap ramp have been disconnected from the office trailer and will be donated to Hardy County Helpers. Pay Requisition #14 in the total amount of \$51,062.21 was presented for approval. The requisition is for engineering fees in the amount of \$12,526.59 and reimbursement to the District for costs incurred with the new facility in the amount of \$38,535.62. Robert Harper made a motion to approve the pay requisition as presented. Rose Helmick seconded the motion. It was unanimously approved.

***Carla Acres II Water Storage Tank Project*** – Logan Moyers reported that the District's Carla Acres II tank project is nearly complete. The work to install a mixing system in the original Carla Acres tank has been completed, the tank has been filled and the required bacteriological tests have been taken. Once clean test results have been returned, the original tank will be put back into service and the two tanks will work in tandem to provide greater storage capacity to the District's 220 North water system. The only remaining work to be completed is the site fencing, which is scheduled to be completed next week. The final project inspection will be scheduled for next week following fence installation. Pay Requisition #7 was presented for approval in the amount of \$108,818.40. The requisition covers engineering fees in the amount of \$3,429.42 and payment to the contractor, Mid Atlantic Storage Systems, Inc., in the amount of \$105,388.98. Robert Harper made a motion to approve the pay requisition as presented. Rose Helmick seconded the motion. It was unanimously approved. Change Order #1 was presented in the amount of \$11,911.56. This change order covers upgrades that were previously completed to components in the valve vault for the tanks. The new contract price is \$1,048,469.56. Robert Harper made a motion to approve change order #1 as presented. Rose Helmick seconded the motion. It was unanimously approved.

***Baker Secondary Water Source Project*** – Logan Moyers reported that work is underway on the drilling of test wells near the Baker Water Plant that will be evaluated to determine if groundwater from the wells can be utilized as an alternate water source for the Baker water treatment plant. Well Site #1 was drilled to a depth of 400' and yielded 75-100 gallons per minute. Drilling is under way at Well Site #2 as of the board meeting. A total of three drill sites are scheduled to be drilled and tested. It is hoped that a combined flow of 200 gallons per minute from the three sites can be obtained. Representatives from either NRCS or WVCA have been on site to observe throughout the well drilling process. Testing and monitoring of the aquifer will take place immediately following the drilling. All private wells within 1,000' of the District's well sites will be monitored to ensure that surrounding wells are not negatively impacted by drilling of the District's proposed wells. Pay Requisition #2 for ARPA funds from the Hardy County Commission was presented for approval in the amount of \$37,400.00. All funds as part of this pay requisition cover engineering fees paid to The Thrasher Group. Robert Harper made a motion to approve the pay requisition as presented. Rose Helmick seconded the motion. It was unanimously approved.

**Town of Moorefield Water Purchase Contract** – There were no updates on the status of the District’s water purchase contract with the Town of Moorefield.

**Fiscal Year 25 Budgets** – Proposed water and sewer fiscal year 2025 operating budgets were reviewed and discussed during last month’s meeting. The FY25 water budget’s annual operational balance totaled \$2,135,000 which is an increase of \$135,000.00 from last year’s budget. Water income increases are a result of increased water sales and interest earned from the District’s recent investments with the State Treasurer’s Office. The increase in expenses is largely the result of inflation, as well as increased costs for employer-provided health insurance and increased property insurance due to the addition of coverage on the new facility. Following discussion, Rose Helmick made a motion to approve the FY25 water operating budget as presented. Robert Harper seconded the motion. It was unanimously approved. The FY25 sewer budget of \$60,000 which included little to no change in budgeted income or expenses over previous years was presented. Robert Harper made a motion to approve FY25 Sewer Budget in the amount of \$60,000.00. Rose Helmick seconded the motion. It was unanimously approved.

**New Business:**

**HCPSD Property** – The District will actively pursue the sale of its property located at 2094 US 220 South now that the relocation to the new facility is complete. The total acreage of the property is approx. 1.2 acres of land including the 5,700 sq. ft. office and maintenance shop building. Following discussion, Rose Helmick made a motion to have the property appraised so the District knows the fair market value of the property and can then determine an asking price for the sale of the property. Robert Harper seconded the motion. It was unanimously approved. Logan will reach out to a commercial appraiser to schedule an appraisal.

**HCPSD Board Reappointment** – A letter recommending the reappointment of Rose Helmick has been submitted to the Hardy County Commission. Helmick’s new term would run from July 1, 2024 – June 30, 2030.

**Miscellaneous Business:**

**MIEX Article** – Logan Moyers informed the board that there is an article in Rural Water Magazine’s latest publication on the MIEX system at the Baker Water Plant. Rural Water Magazine has a nationwide circulation. The article details the effectiveness of the MIEX system and the positive results the District has realized in disinfection by-product reductions since installing the MIEX system.

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

There being no further business, Robert Harper made a motion that the meeting be adjourned. Rose Helmick seconded the motion. The meeting was adjourned at 5:48 p.m.

The next regular scheduled board meeting will be held **July 10, 2024, 4:30 p.m.** at the office of the District located at 45 District Drive, Moorefield, West Virginia.

  
Robert Harper, Chairman



HARDY COUNTY PUBLIC SERVICE DISTRICT  
JULY 10, 2024  
4:30 P.M.  
45 District Drive, Moorefield, West Virginia

Present: Logan Moyers, Rose Helmick, Robert Harper and Connie Sherman – HCPSD.

The meeting was called to order at 4:33 p.m. by Chairman Robert Harper. The minutes of the June 5, 2024 regular meeting were presented. Rose Helmick made a motion to approve the minutes as presented and Robert Harper seconded the motion. It was unanimously approved.

***Unfinished Business:***

***New PSD Facility Project*** - The final pay requisition for the construction of the new office & shop facility was presented for approval at the meeting in the amount of \$228,643.00. The entire portion of the pay requisition will be paid to the project contract, Lantz Construction of Winchester, Va and includes the final construction work on the project and all retainage on the construction contract. Robert Harper made a motion to approve pay requisition #15 as presented. Rose Helmick seconded the motion. It was unanimously approved. Logan Moyers said all that was left before the project can be completely closed out is to have the construction stormwater permit with WVDEP relinquished, which requires an onsite inspection. It is anticipated the inspection will take place and the permit will be closed out later this month.

***Carla Acres II Water Storage Tank Project*** – Logan Moyers reported that the District’s Carla Acres II tank project is nearly complete with only the perimeter fencing work left to be completed. The fencing is scheduled to be completed next week. Final project inspection will be scheduled following fence installation. There was no pay requisition to consider. The final pay requisition for this project should be ready for approval at next month’s meeting. The District is working to submit a request to use project contingency funds in the amount of \$50,400.00 to purchase new radios for the SCADA telemetry system. The existing SCADA radios are obsolete and all radios need to be replaced in order to retain continuity and be able to communicate across all sites. If approved, the funds for the radio purchase will be included in the final pay requisition next month.

***Baker Secondary Water Source Project***– Logan Moyers reported that test well drilling has been completed on the test wells near the Baker Water Plant. Two of the proposed three wells were drilled. Due to the need to drill to a depth of 400’ instead of 200’, as was originally proposed, funding only allowed for the drilling of two wells. The good news is that it appears there is enough yield from the two wells to serve as a suitable alternate water source for the Baker water system. The quality of the water will now be evaluated to determine if the water is suitable to be utilized as a water source for the Baker system. No information regarding total anticipated yields or water quality has been received to date from the groundwater hydrology firm, but it is expected that information will be available at the next board meeting. Moyers said the District was not informed of any negative impact on the surrounding wells or the impoundment as a result of the drilling and pumping of the District’s wells. Any potential negative impacts on surrounding wells that may have resulted from the District’s drilling and pump testing will be detailed in the report from the groundwater hydrology firm. Moyers said once all the testing and analyzing of the District’s test wells has been completed and that information has been reviewed by NRCS and the State Conservation Committee, it is hoped that all are agreeable that the well water can be utilized as the primary water source rather than a secondary water source, as previously planned. If the groundwater source is able to be used as the primary water source, Moyers believes the full-scale project to turn the test wells in production wells and install the necessary infrastructure to connect the wells into the public water system can be funded with 100% grant funding from WVDEP that is available for water system dealing with PFAS contamination in drinking water sources. The District is eligible for the PFAS contamination funding due to testing that showed a small level of PFAS contamination in the only current water source for the Baker system, the Parker Hollow Impoundment.

This test wells phase of the project has a total cost of \$300,000 and will be funded with \$150,000 in ARPA funds provided by the Hardy County Commission and \$150,000 in pre-application funding assistance (PFA) funds provided by WVJDC. Moyers explained the PFA funds may either be converted to grant or loan funds at the completion of the project. If it is determined the water quality is not sufficient or the project does not proceed past the test wells phase for any other reason, or if there is not WVJDC loan component in the funding package for the full-scale project, the PFA funds will be converted to grant funds. If the project proceeds and WVJDC provides loan funding for the project, the \$150,000 in PFA funds will be converted to loan dollars and included in the loan for the full-scale project. A binding commitment letter for the \$150,000 in PFA funding was presented for consideration. Robert Harper made a motion to execute and submit the binding commitment letter for PFA funds as presented. Rose Helmick seconded the motion. It was unanimously approved. The executed binding commitment will be submitted to WVJDC and a grant agreement will be provided for execution based on the conditions of the letter. Rose Helmick made a motion to approve and execute the funding agreement for the PFA funds once received. Robert Harper seconded the motion. It was unanimously approved.

Amendment #1 to the engineering agreement with The Thrasher Group for the Baker Alternate Source Project was presented for approval. The original engineering agreement for this project only encompassed the test well drilling phase of the project and not the full-scale project. In order to be eligible for PFA funds for the project, a project synopsis and budget for the full-scale project must be presented to WVJDC. As a result, it is necessary to amend the engineering agreement to reflect the full-scale project rather than just the test wells phase. Moyers presented the amendment to the board with included an increase of \$432,500 in engineering fees bringing the total cost for engineering fees from \$97,500 to \$530,000. There is no obligation to pay any portion of the fees beyond those for the test wells phase, if the full project does not come to fruition. Robert Harper made a motion to approve the amendment to the engineering agreement as presented. Rose Helmick seconded the motion. It was unanimously approved.

Pay Requisition #3 for ARPA funds from the Hardy County Commission was presented for approval in the amount of \$198,400.00. This pay requisition covers engineering fees in the amount of \$10,000, well drilling costs of \$63,400 and hydrologist fees and aquifer testing in the amount of \$125,000. All fees will be paid to The Thrasher Group for distribution to the sub-contractors. Robert Harper made a motion to approve the pay requisition as presented. Rose Helmick seconded the motion. It was unanimously approved.

***Town of Moorefield Water Purchase Contract*** – There were no updates on the status of the District's water purchase contract with the Town of Moorefield.

#### ***Miscellaneous Business:***

***Fire Hydrant Policy*** – It is a long-standing District policy that District fire hydrants are not to be used for any reason aside from emergencies to avoid damage to the hydrant and water theft. In addition to this being the District's internal policy, WV State Code clearly states that water from fire hydrants are only to be used for firefighting or other emergencies or for practicing or testing directly related to firefighting. The Moorefield VFD contacted the District requesting to fill a large pool in Baker using water from a fire hydrant. Following discussion, District board members remain in agreement to not allow water to be taken from fire hydrants for filling swimming pools. Moyers will inform the fire department that while the District will continue with its policy not to allow water to be taken from hydrants for the filling of swimming pools, we would be happy to provide water for the pool from the Baker water plant any time during normal business hours.

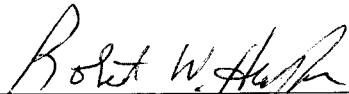
***Fire Hydrant Legislation*** – Logan Moyers informed the board that the WVPSA is in the process of adopting new rules for fire hydrant maintenance. These rules are likely to include requirements for flow testing and performing additional maintenance on every fire hydrant in the District's system on a routine basis and color coding the hydrants based on flow. Moyers said it will be some time before the rules go into effect, but once they do the District will be tasked with a significant amount of work with several hundred fire hydrants spread across Hardy County.

**Cybersecurity Assessment** – Moyers reported that WVPSC is also in the process of developing rules for cyber security requirements for all public water and sewer systems in West Virginia. Cybersecurity has become a hot topic in public utilities due to a focus on illegally accessing public utility computer systems by foreign hackers. The first step in WVPSC’s cybersecurity rule making process is to require all public utilities to have a cybersecurity assessment completed by the contractors hired by the US EPA. The District’s initial cybersecurity assessment is scheduled for July 23<sup>rd</sup> as part of this new WVPSC requirement. The results of the assessment will be provided to WVPSC. Information garnered from these cybersecurity assessments will be used to develop a set of cybersecurity rules and standards for all public utilities in West Virginia.

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 5:20 p.m.

The next regular scheduled board meeting will be held **August 7, 2024, 4:30 p.m.** at the office of the District located at 45 District Drive, 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 10, 2024. 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.*

HARDY COUNTY PUBLIC SERVICE DISTRICT  
AUGUST 7, 2024  
4:30 P.M.  
45 District Drive, Moorefield, West Virginia

Present: Logan Moyers, Rose Helmick, Robert Harper and Connie Sherman – HCPSD.

The meeting was called to order at 4:35 p.m. by Chairman Robert Harper. The minutes of the July 10, 2024 regular meeting were presented. Robert Harper made a motion to approve the minutes as presented and Rose Helmick seconded the motion. It was unanimously approved.

***Unfinished Business:***

***Carla Acres II Water Storage Tank Project*** – Logan Moyers reported that fencing work on the District's Carla Acres II tank project is complete. All work on the contract has now been completed. Final project inspection will be scheduled soon so the project can be closed out. The District received approval to use project contingency funds for the purchase of new radios for all sites in the District's SCADA telemetry system. Pay Requisition #8 in the amount of \$50,400.00 for the radios was presented for approval. Rose Helmick made a motion to approve the pay requisition as presented. Robert Harper seconded the motion. It was unanimously approved. It is anticipated that a final pay requisition for this project will be presented for approval at the next meeting and the project can then be closed out.

***Baker Secondary Water Source Project*** – Logan Moyers reported the groundwater hydrology firm has not yet completed the summary report for the test well drilling. The report will include expected yields from each well as well as water quality analysis and any potential impacts to the Parker Hollow Impoundment and neighboring wells. Once this report has been finalized, it will be reviewed by the District and passed on to the State Conservation Committee for review. The SCC will work with NRCS to review the information and determine if the District will be permitted to move forward with the full-scale project that will make the test wells permanent public water system production wells.

The test wells phase of the project had a total cost of \$300,000 and was funded with \$150,000 in ARPA funds provided by the Hardy County Commission and \$150,000 in pre-application funding assistance (PFA) funds provided by WVJDC. Pay Requisition #2 for IJDC PFA grant funds was presented for approval in the amount of \$46,850.00. This pay requisition covers fees for the well drilling and associated engineering and hydrology work. Robert Harper made a motion to approve the pay requisition as presented. Rose Helmick seconded the motion. It was unanimously approved.

A discussion on how the full-scale project could be funded took place. Moyers told board members that it is hoped that water testing will show the wells are not contaminated with PFAS chemicals, and that if that is the case, the District would be able to seek grant funding for water systems whose source water is contaminated with PFAS and are developing projects to either remove PFAS from contaminated source water or projects to develop an alternate source that is not contaminated. The District is eligible for this funding because testing has shown the District's only current water source for the Baker water system, the Parker Hollow Impoundment, has a low level (7 parts per trillion) of PFAS chemicals present.

***Town of Moorefield Water Purchase Contract*** – There were no updates on the status of the District's water purchase contract with the Town of Moorefield.

***Miscellaneous Business:***

***Drought Conditions*** – Board members asked if there have been any issues with source water due to the ongoing severe drought. Moyers reported that for the Baker water system there have been no issues regarding the volume of available source water, but water quality has worsened due to stagnant water. In regard to the District's other water systems, all of which purchase water, the Town of Wardensville has asked its customers to conserve water where possible, but there has been no information from the Town of Moorefield about restricting usage.

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 5:05 p.m.

The date of next month's board meeting will need to be changed and will be set at a later date based upon the availability of the county commission and due to the holiday.

  
\_\_\_\_\_  
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 August 7, 2024. 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.*



HARDY COUNTY PUBLIC SERVICE DISTRICT  
SEPTEMBER 11, 2024  
4:30 P.M.  
45 District Drive, Moorefield, West Virginia

Present: Logan Moyers, Rose Helmick, Robert Harper and Connie Sherman – HCPSD.

The meeting was called to order at 4:35 p.m. by Chairman Robert Harper. The minutes of the July 10, 2024 regular meeting were presented. Robert Harper made a motion to approve the minutes as presented and Rose Helmick seconded the motion. It was unanimously approved.

***Unfinished Business:***

***Carla Acres II Water Storage Tank Project*** – Logan Moyers reported that final project inspection was held two weeks ago on the District's Carla Acres II tank project. All work on the contract has now been completed and the tank is fully functional. Pay Requisition #9, the final pay requisition for this project, was presented for approval in the amount of \$188,401.32. The breakdown of the pay request includes the final payment to the contractor, Mid-Atlantic Storage Systems, in the amount of \$173,225.42, payment in the amount of 5,000.00 to The Thrasher Group for engineering services and \$10,175.90 to Hardy County PSD for project-related expenses. Robert Harper made a motion to approve the pay requisition as presented. Rose Helmick seconded the motion. It was unanimously approved.

***Baker Secondary Water Source Project***– Logan Moyers reported the groundwater hydrology firm has completed the summary report for the test well drilling. Unfortunately, the results regarding both quantity of water available and water quality were not what the District had anticipated. A total of two wells were drilled with well #1 being located on the opposite side of the impoundment spillway from the water plant and well #2 being located closer to the water plant on the same side of the spillway. The report showed that two neighboring wells were interconnected to some degree to the test wells and could potentially be negatively impacted by the test wells. Well #1 had a flow of 86 gpm but only 53 gpm can be drawn before impacting surrounding wells. Well #2 had a flow of 70 gpm but only 19 gpm before affecting the nearby wells. Water quality testing on well #2 also showed the presence of PFAS compounds, arsenic, e-coli and total coliform. None of those contaminants were present in well #1. It was discussed that well #2 would likely be abandoned with no further effort to utilize it for source water given its low volume output and contamination issues. It is anticipated that due to the presence of PFAS compounds, the project to develop the wells as a secondary source will not qualify for emerging contaminant grant funding available through the Drinking Water State Revolving Fund (DWSRF). This means that likely any funding obtained for the secondary source project would include significant debt resulting in the need for a county-wide rate increase. Board members continued to express reluctance to assume debt for this project given that no customers are being added to help offset any debt. Board Member Rose Helmick suggested that it may be prudent to delay pursuing the development of a secondary source until it can be paired with a project that will add customers. Helmick added that she had spoken to residents in the Arkansaw area who expressed interest receiving public water service as part of any future project on the Baker system. Project engineer, Kylea Radcliff, with The Thrasher Group will be asked to attend next month's board meeting to be part of the discussion on the District's options moving forward with the efforts to develop a secondary water source. Moyers pointed out that another factor to consider regarding the decision to continue with the project or not is that any plans for development of a secondary source must first be approved by the State Conservation Committee (SCC) who owns the property on which the test wells were drilled. Moyers suspects that given the issues with limited flows, interconnection to neighboring wells and contaminant issues, it may be difficult to get authorization from the SCC to proceed with the project.

Discussion then shifted to the first round of testing for PFAS compounds in the finished water on the Baker water system. The samples for the initial PFAS testing were taken in August and test results were received prior to the meeting. Moyers informed board members the sample results showed the presence of three PFAS compounds in the finished water. The results showed a PFOA level of 2.6 ppt (parts per trillion), a PFOS level of 3.1ppt and a PFBS level of 6.5ppt. None of those results exceed the maximum contaminant levels established by the EPA, but regulations still require efforts be made to remove any presence of PFAS compounds from the finished water. Moyers noted that this was the first time the District has received results showing PFOS and PFBS in either the raw or finished water. Moyers told the board that regardless of the District's decision to proceed with the secondary source project, a project to install a PFAS treatment system of some type must be completed by 2029 in accordance with EPA requirements. PFAS treatment system projects are eligible for 100% grant funding through DWSRF's emerging contaminants funding pool until the State's funding allotment runs out. A decision will need to be made if the District will shift focus from the secondary source project and instead focus on a PFAS treatment system project. It was noted that before the District undertakes a project to add more customers on the Baker system, a PFAS treatment project must first be completed, which must also be considered when determining how to move forward with either the secondary source project or a PFAS treatment project. Discussion on how to proceed with either project will continue at next month's meeting.

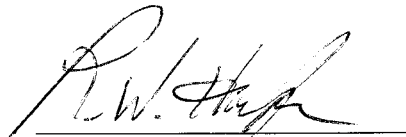
***Town of Moorefield Water Purchase Contract*** – There were no updates on the status of the District's water purchase contract with the Town of Moorefield.

***Miscellaneous Business:***

No members of the general public were present at the meeting. Members of the Hardy County Commission will be invited to a future 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 5:10 p.m.

The next scheduled board meeting will be held October 2, 2024 at 4:30 pm at the office of the District located at 45 District Drive.



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 September 11, 2024. 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.*

# HARDY COUNTY PUBLIC SERVICE DISTRICT

OCTOBER 2, 2024

4:30 P.M.

45 District Drive, Moorefield, West Virginia

Present: Logan Moyers, Rose Helmick, Robert Harper, Melvin Shook and Connie Sherman – HCPSD; Kylea Radcliff, The Thrasher Group.

The meeting was called to order at 4:32 p.m. by Chairman Robert Harper. Melvin Shook was welcomed back as a new board member. Melvin was appointed by the Hardy County Commission to fill the unexpired term of board member Justin Basye. He has served previously as a District board member and is familiar with District operations.

The minutes of the September 11, 2024 regular meeting were presented. Rose Helmick made a motion to approve the minutes as presented. Robert Harper seconded the motion. It was unanimously approved.

## ***Unfinished Business:***

***Baker Secondary Water Source Project***– Kylea Radcliff, project engineer with The Thrasher Group, attended the meeting to discuss the test wells summary report that was received from the groundwater hydrology firm regarding the quality and quantity of water from the Baker wells. As was discussed at last month's meeting, there are a few issues regarding the use the of wells as a public water source, those being the yield of the wells, the interconnection of the test wells to two surrounding private wells and contamination issues that were present in one of the test wells. Moyers told the board that after looking into these issues further, all of the issues were manageable and would not prevent the District from pursuing the development of the wells as an alternate water source if the board chooses to proceed in that direction. Regarding the yield of the wells, Ms. Radcliff said the total yield when drawing from both wells simultaneously was estimated to be between 100–110 gallons per minute. The water plant operates at a rate that produces 200 gallons per minute. Since the output of the wells does not meet the demand of the water plant, any project to develop the wells as an alternate source would need to include a storage tank where water from the wells could be stored in bulk in order to meet demand of the water plant. Ms. Radcliff estimated the storage tank would need to be sized to hold approximately 200,000 to 250,000 gallons. Regarding the interconnection of the test wells to two surrounding wells, consultation with the WV Bureau for Public Health and the WV Dept. of Environmental Protection helped to determine there is no regulation that would prevent or limit in any way a public utility from utilizing water from a well for a public water source regardless of how it may impact surrounding private wells. Further investigation of the well monitoring data as well as review of the available data for the impacted private wells showed that the impact the test wells had on the two affected private wells is very minimal and would likely have no noticeable impact on the private wells. Additionally, it was pointed out that one of the private wells that was impacted serves a currently vacant property that is connected to public water for in-home use. It was also noted that there was no impact or interconnection between the test wells and the Parker Hollow Impoundment. In regard to the contamination issues in well 2, it was noted that it is not uncommon to find arsenic or total coliform in public raw water sources and the Baker water plant can effectively remove these two contaminants. While e-coli can also be removed during the disinfection process at the Baker water plant, it is suspected that the e-coli contamination is likely from a low-yield, shallow-depth water stream that was present in well 2 and if that is the case, the shallow streams can be sealed to prevent that water from being pumped out of the well. The contaminant of greatest concern is the PFAS compounds that were present in well 2. While the Baker water plant is not currently equipped to remove PFAS, the District is anticipating moving forward with a project to construct a PFAS removal system at the Baker plant that will allow PFAS contamination to be removed during the water treatment process. Once the PFAS removal system is in place, the Baker water plant will have the capability of removing all contaminants that were present in well 2. The two primary remaining hurdles to moving forward with this project are obtaining suitable funding for the project and getting authorization to move forward with the project from the State Conservation Committee (SCC) which owns the ground adjacent to the Baker water

plant where the test wells were drilled. Regarding funding for the project, it was hoped that if the wells had been free of PFAS contamination the project would have been eligible for emerging contaminant funding through the Drinking Water State Revolving Fund (DWSRF), but with PFAS present in the test wells, this project does not qualify for that funding source. Board member, Rose Helmick, had suggested at last month's meeting that it may be prudent to pair the secondary source project with a future extension project that would add customers, so that the revenue generated from those customers could be used to offset some of the debt associated with the secondary source project. Board members agreed this would likely be the best option for proceeding with this project as it would also allow the necessary time for the District to complete a PFAS removal system project that would enable the Baker water plant to be able to remove PFAS compounds from source water. Project engineer, Kylea Radcliff, suggested that the District move forward with efforts to obtain authorization from the SCC to proceed with development of the test wells into full scale production wells even if the secondary source project is put on a temporary hold, as it has historically taken significant time to get approvals from the SCC. Robert Harper made a motion that the secondary source project be paired with an upcoming extension project for the Baker water system and to move forward with contacting the SCC for authorization to develop the test well to full-scale production wells that can serve as a secondary source for the Baker water system. Rose Helmick seconded the motion. It was unanimously approved.

***PFAS Removal System Project*** – The need for a per/poly-fluoroalkyl substances (PFAS) removal system at the Baker water plant was discussed as part of the secondary water source project topic and continued as its own agenda item. Recent PFAS testing at the water plant showed the presence of three PFAS compounds, PFOA, PFOS & PFBS, however all compounds were found at levels below the allowable maximum contaminant levels (MCL) established by the EPA. Previous testing had only shown the presence of PFOA, however the latest results now show the presence of the two additional compounds as well. Moyers told board members that although the levels of PFAS compounds in Baker are currently below the EPA's MCL's, the District is still required to establish treatment practices that can remove the compounds by 2029 in accordance with the EPA's new PFAS regulations. Moyers also reiterated that PFAS treatment system projects are eligible for 100% grant funding through DWSRF's emerging contaminants funding pool on a first come first serve basis and suggested the District move forward immediately to develop a PFAS removal project so that it can utilize the debt-free funding that is currently available. Following a detailed discussion, it was agreed that the first objective for this project is to determine what technology is best suited to capture and remove PFAS contaminants at the Baker water plant. Moyers will work with Ms. Radcliff to evaluate the different options currently available for PFAS removal and capture and make a determination on the best option for the District. The largest concern with whatever technology the District ultimately chooses for PFAS removal is how to dispose of the waste that is generated during the process. PFAS removal systems do not oxidize PFAS compounds, but rather capture PFAS and sequester it from the finished water that is ultimately put into the distribution system at the completion of the treatment process. The waste that is generated still contains the captured PFAS compounds and must be disposed of in a manner that will destroy the captured compounds. Although new methods are currently being researched, the only current method for PFAS waste destruction is high-temperature incineration and currently there are a very limited number of facilities in the United States that can accommodate that type of disposal. A disposal method for captured PFAS will be determined and included as part of the PFAS removal system project. Rose Helmick made a motion to pursue a PFAS removal system project. Robert Harper seconded the motion. It was unanimously approved.

***Telemetry Upgrade Project*** – Logan Moyers provided an update on the project to upgrade to the District's telemetry system. The new vendor, C2G, will be on site tomorrow to begin work on the project. As part of this project the communication radios at all telemetry locations will be replaced with new radios. The new radios were purchased with contingency funds from the Caral Acres II tank project. Installation of new radios and other equipment as part of the upgrade will take place over the coming months. Once complete, the new upgraded telemetry system will provide consistent, reliable communication between all telemetry sites that will help to ensure uninterrupted water service for customers throughout Hardy County.

***Town of Moorefield Water Purchase Contract*** – There were no updates on the status of the District's water purchase contract with the Town of Moorefield.

***New Business:***

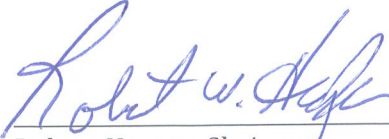
***Employment Opening*** – Gail Pavan, a long-time employee of the District, is retiring at the end of the fiscal year on June 30, 2025. Logan Moyers is recommending that the District begin the search for her replacement now and hire her replacement before the end of 2024 so that the new employee can receive on-the-job training from Ms. Pavan before she retires. Board members agreed and directed Moyers to advertise for the job right away. The job notice will be placed in the local newspaper and will be posted on the District's Facebook page beginning next week. Board member Rose Helmick suggested that information on the opening also be sent to Potomac State College. The starting salary will be based upon qualifications and experience. Applications received for the position will be reviewed at the November board meeting.

***Miscellaneous Business:***

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 5:35 p.m.

The next scheduled board meeting will be held November 6, 2024 at 4:30 pm at the office of the District located at 45 District Drive.

  
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 October 2, 2024. 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.*



HARDY COUNTY PUBLIC SERVICE DISTRICT  
NOVEMBER 6, 2024  
4:30 P.M.  
45 District Drive, Moorefield, West Virginia

Present: Logan Moyers, Robert Harper, Rose Helmick, Melvin Shook and Connie Sherman – HCPSD.

The meeting was called to order at 4:31 p.m. by Chairman Robert Harper. The minutes of the October 2, 2024 regular meeting were presented. Robert Harper made a motion to approve the minutes as presented. Rose Helmick seconded the motion. It was unanimously approved.

***Unfinished Business:***

***Baker Secondary Water Source Project***– Logan Moyers provided board members with an update on the Baker secondary water source project. Following the decision at last month's meeting, the District is working with The Thrasher Group to summarize the lengthy report that was prepared by Moody & Associates, the groundwater hydrology firm, before submitting the report to the State Conservation Committee for review. Once the summary has been completed, the District will submit the full report and summary to the SCC and will request authorization to move forward with a full scale project that will develop the test wells into full-scale production wells as well as install the infrastructure necessary to utilize the wells as a secondary water source for the Baker water system. It is anticipated the review process by the SCC will likely be thorough and lengthy as has historically been the case when seeking authorization from the SCC. Board members agreed it would be in the best interest of the District to pair the secondary source project with future extension projects that will add customers, so that the revenue generated from those customers could be used to offset some of the debt associated with the secondary source project and lessen any rate impact the project may bring about. Extension projects will be evaluated in the Arkansaw/Rio area, the Needmore area and on WV Route 259 to the Lost River area. The extension to the Arkansaw/Rio area has already been designed as part of the original Baker water project, which will allow the District to save on engineering design fees and will allow for customer signups to begin in that area in the near future.

***PFAS Removal System Project*** – Testing at the Baker water plant has shown the presence of per/poly-fluoroalkyl substances (PFAS). While the levels of PFAS compounds are currently below the maximum contaminant levels (MCL's) allowed in drinking water, it is feared those levels will trend upward in the future and may eventually exceed the MCL's. In light of this, District board members took action to pursue a project that will establish a treatment system that can remove PFAS compounds in accordance with the EPA regulations. The federal government has provided states with debt free funding for eligible PFAS removal projects, that will be awarded on a first come, first serve basis. The District will be working with its consulting engineers at The Thrasher Group to develop a PFAS removal system project and seek a debt-free funding package to fund the project. The District's first and current objective is to determine what technology is best suited to capture and remove PFAS contaminants at the Baker water plant. Options that are currently being evaluated include upgraded membrane filters that could filter out PFAS compounds as well as a possible change in the type of filter media in the MIEX system to one better suited to capture PFAS compounds. Regardless of what PFAS treatment system is ultimately selected, one of the primary concerns with implementing the new technology will be how to dispose of the PFAS-contaminated waste that is generated during the treatment process. PFAS removal systems do not oxidize PFAS compounds, but rather capture PFAS and sequester it from the finished water that is ultimately put into the distribution system. The waste that is generated still contains the captured PFAS compounds and must be disposed of in a manner that will destroy the captured compounds and prevent further PFAS pollution. Although new methods are currently being researched, the only current method for PFAS waste destruction is high-temperature incineration and currently there are a very limited number of facilities in the United States that can accommodate that type of disposal and it comes with a significant price tag. A disposal method for captured PFAS will be determined and incorporated into the project. An Engineering Services Agreement with The Thrasher Group for the planning phase of the PFAS removal system project was presented for approval in the amount of \$30,000.00. Rose Helmick made a motion to execute the agreement as presented. Robert Harper seconded the motion. It was unanimously approved.

**Telemetry Upgrade Project** – Logan Moyers provided an update on the project to upgrade the District’s telemetry system. The new vendor, C2G, has begun their evaluation of the District’s telemetry needs and has conducted a field visit to all sites so that work can begin on the upgrade of the District’s telemetry system. As part of the development of the telemetry upgrade, Logan is reviewing the capabilities of the current telemetry system and is providing information to C2G as to what capabilities the new system must offer as well as any capabilities that are not utilized by the District. Moyers noted that the District will be addressing potential problem areas and implementing improved cybersecurity measures as part of the upgrade to the telemetry system. The new upgraded telemetry system will provide consistent, reliable communication between all telemetry sites that will help to ensure uninterrupted water service for customers throughout Hardy County.

**Executive Session** – Rose Helmick made a motion at 5:05 pm to enter into executive session to discuss the billing clerk job opening. Melvin Shook seconded the motion. It was unanimously approved. At the completion of a review of potential applicants for the position, Rose Helmick made a motion to resume the open board meeting at 5:40 pm. Melvin Shook seconded the motion. It was unanimously approved. Following executive session, it was agreed that four individuals would be interviewed for the billing clerk job.

**New Business:**

**Grant County Request** – Cerrone & Associates, the consulting engineering firm for Grant County PSD, reached out to the District to discuss the possibility the District providing water to Grant County PSD at the Grant/Hardy line on Welton Orchard road to serve as an emergency backup source for Grant County PSD’s Hedrick Hill water system. Cerrone & Associates reported the average daily use on that system to be approximately 15,000 gallons per day, however the request was to be able to purchase up to 900,000 gallons per month and no more than 6 million gallons per year. The District will work with engineers at The Thrasher Group to determine if this request is feasible and what conditions the District should include as part of a potential water purchase agreement. Board members questioned if the usage would only be in rare emergency situations, what benefit would the District receive in establishing and maintaining a master meter purchase point for such limited usage. Following discussion, it was decided to table any action on the matter until more information was available regarding the District’s ability to provide the requested service to Grant County PSD.

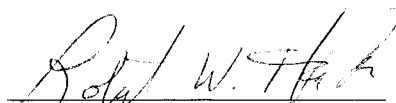
**Miscellaneous Business:**

**2025 Board Meeting Dates** – Board meeting dates for calendar year 2025 were presented for approval at the meeting. All meetings are scheduled for the first Wednesday of each month except for January, July and December, which are scheduled for the second Wednesday of those months. Robert Harper made a motion to approve the meeting dates as presented. Rose Helmick seconded the motion. It was unanimously approved. The dates will be published as a Class I legal ad in the Moorefield Examiner.

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 5:50 p.m.

The next board meeting will be held on Thursday, December 12, 2024 at 4:30 pm at the office of the District located at 45 District Drive which is a change from the previously posted meeting date. The annual Christmas dinner will be held following the meeting.

  
Robert Harper, Chairman

HARDY COUNTY PUBLIC SERVICE DISTRICT  
DECEMBER 6, 2024  
4:30 P.M.  
45 District Drive, Moorefield, West Virginia

Present: Logan Moyers, Robert Harper, Rose Helmick, Melvin Shook and Connie Sherman – HCPSD.

The meeting was called to order at 4:35 p.m. by Chairman Robert Harper. The minutes of the November 6, 2024 regular meeting were presented. Robert Harper made a motion to approve the minutes as presented. Rose Helmick seconded the motion. It was unanimously approved.

***Unfinished Business:***

***Baker Secondary Water Source Project***– Logan Moyers provided board members with an update on the Baker secondary water source project. The Thrasher Group has been working to prepare a cover letter that summarizes the lengthy report that was prepared by the groundwater hydrology firm regarding the test well findings before the report is submitted to the State Conservation Committee (SCC) for review. A draft summary has been completed and work on the revisions and development of a final draft is ongoing. It is anticipated the full report and summary will be submitted just after the first of the year and will include a request for authorization to move forward with the full-scale project that will develop the test wells into full-scale production wells as well as install the infrastructure necessary to utilize the wells as a secondary water source for the Baker water system. It is anticipated the review process by the SCC will likely be lengthy as has historically been the case when seeking authorization from the SCC. If the SCC grants authorization to proceed, it is anticipated the development of the test wells will be included as a secondary source, as part of a larger project that also includes extension projects on the Baker water system.

***PFAS Removal System Project*** – The most recent quarterly testing at the Baker water plant showed no detection of per/poly-fluoroalkyl substances (PFAS). The District is required to conduct its initial monitoring for PFAS every quarter for four consecutive quarters by April 2027. This is the 2<sup>nd</sup> quarter the District has collected the required samples. Although testing this quarter did not detect the presence of any PFAS compounds, it is feared the contaminants will be present in future quarterly samples based upon previous testing indicating the presence of PFAS compounds in the raw water supply. The District remains concerned that levels of PFAS may trend upward in the future and could eventually exceed the MCL's. For this reason, the consensus remains to move forward with a project to install a PFAS removal system at the Baker water treatment plant while there is still grant funding available for such projects. The District is currently working with The Thrasher Group to evaluate options for PFAS removal equipment at the Baker WTP. Kylea Radcliff, consulting engineer for The Thrasher Group on this project, was not able to be present at the meeting, however she provided a summary of treatment options for PFAS removal that are available to the District. The most commonly used treatment technique for PFAS removal is granular activated carbon (GAC) filters, which involves placing filter columns filled with GAC media that would be installed following membrane filtration and would in a sense “polish” the finished water to remove the PFAS chemicals. This would involve an expansion to the existing water plant to house the sizeable GAC filter equipment. The GAC column filters must be replaced periodically as the filter loses its removal capability over time and the removed filters containing the sequestered PFAS compounds must be properly disposed of as part of the ongoing operation of maintenance of the system. Option 2 is an ion exchange removal system, similar to the existing MIEX system that we are currently using for the removal of organic matter from incoming raw water at the Baker WTP. While the ion exchange option is similar in some ways to GAC filters, in that it would be installed post membranes and generates PFAS contaminated waste that must be properly disposed of at significant expense, the ion exchange equipment has a much smaller footprint than GAC filters, and as such, may not require an expansion of the water plant. Additionally, the ion exchange removal method does not require filter media replacement as GAC filters do, rather the ion exchange system is “regenerated” in place without the need to replace filters. Other possible options discussed include nanofiltration which would involve the replacement of the current membrane filters with the more advanced nanofilters, however these filters produce much greater volumes of wastewater during the filtration process which is in turn much less

efficient and much more costly to operate than our current filtration process. Lastly, reverse osmosis, which involves high-pressure membrane filtration is being used by some utilities for PFAS removal. This is a viable option, but this system is expensive to install, operate and maintain and requires significantly larger volumes of raw water than our current process to produce the same volume of finished water. Following discussion, District General Manger Logan Moyers stated he felt the District's best alternative for PFAS removal would likely be an ion exchange system, however all options will continue to be reviewed and discussion will continue when Kylea is able to be present for input. Regardless of what PFAS treatment system is ultimately selected, one of the primary concerns with implementing the new technology will be how to dispose of the PFAS-contaminated waste that is generated during the treatment process. The federal government has debt free funding available for eligible PFAS removal projects, that will be awarded on a first come, first served basis. Once a decision is made on the best treatment option, the District will move forward with design work and seek a debt-free funding package to fund the project.

***Telemetry Upgrade Project*** – Logan Moyers provided an update on the upgrade to the District's telemetry system. The new vendor, C2G, has started working on the programming of the new telemetry equipment and plans to be on site in early 2025 to remove the existing telemetry equipment, install the new equipment and complete any remaining programming. Further updates will be provided as the project progresses.

***District Former Facility & Property*** – The commercial appraisal of the District's former office and shop facility and associated property has been completed and the appraised market value was determined to be \$285,000 in "as is" condition. Mike Alt, the former owner of the property has the right of first refusal to purchase the property, however the District will entertain offers from other potential buyers. Several parties have expressed interest in purchasing the property. Robert Harper made a motion to seek the appraised value of \$285,000 for purchase of the property, but to specify the District is open to accepting offers. Rose Helmick seconded the motion. It was unanimously approved. Logan will inform the interested parties of the asking price for the property. A for sale sign will be posted on the property with the District's contact phone number.

***PSD Billing Clerk Position*** – Logan Moyers announced that Pam Crites has been selected to fill the billing clerk position that is coming open due to the retirement of long-time District employee Gail Pavan. Ms. Crites will begin working for the District on January 2, 2025 and will train with Ms. Pavan until her retirement which is scheduled for June 30, 2025.

***Grant County Request*** – Logan Moyers reported that following last month's meeting, he contacted Cerrone & Associates, the consulting engineering firm for the Grant County Commission, regarding their inquiry about the possibility of the District providing water to Grant County PSD at the Grant/Hardy line on Welton Orchard road to serve as an emergency backup source for Grant County PSD's Hedrick Hill water system. Board members questioned what, if any, benefit the District would receive in establishing and maintaining a master meter purchase point that would only be used on a temporary basis in rare emergency situations. After inquiring about the potential for Grant County to reciprocate and serve as an emergency backup source for the District, Grant County's consulting engineer felt it would not be feasible due to the large size of the District's 220 South water system compared to Grant Co's Hedrick Hill water system. The Grant County consulting engineer said that they would discuss the matter with the Grant County Commission but did not anticipate that Grant County would be further pursuing the development of an emergency backup source from Hardy County PSD at this time.

***Town of Moorefield Water Purchase Agreement*** – There are no updates regarding the water purchase contract with the Town of Moorefield. The District and Town discussed a need to update the District's water purchase contract following the completion of the Town's new water plant in 2022 and at that time the District's attorney drafted an agreement and passed it onto the Town's attorney for review. Since that time the Town has not responded to multiple attempts by the District to move forward with the process to get an updated agreement in place. This item will be removed from the District's board meeting agenda until the Town is ready to move forward with the development of an updated agreement.

**Miscellaneous Business:**

**Employee Handbook Updates** – Logan Moyers informed the board that some updates to the District's Employee Handbook were necessary and reviewed the proposed revisions with the Board. The revisions included:

- The addition of Juneteenth as a federal holiday
- An increase in paid maternity leave from four weeks to six weeks
- Increasing the allowance for on-the-job mobile phone damage replacement from \$100 to \$200 every 3 years
- Establishing a maximum of 30 days of annual leave per employee can be carried forward at the completion of each fiscal year
- Updates to employee retirement benefits as adopted by the West Virginia Public Retirement Board

Melvin Shook made the motion to approve the handbook revisions as presented. 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. Melvin Shook seconded the motion. The meeting was adjourned at 5:20 p.m.

The next board meeting will be held on Wednesday, January 8, 2025 at 4:30 pm at the office of the District located at 45 District Drive.

  
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Robert Harper, Chairman