

HARDY COUNTY PUBLIC SERVICE DISTRICT
JUNE 5, 2024
4:30 P.M.
2094 US 220 South, 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 9th 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