

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.

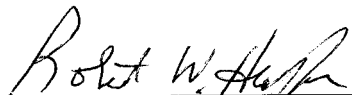
Fire Hydrant Legislation – Logan Moyers informed the board that the WVPS is in the process of adopting new rules for fire hydrant maintenance. These rules are likely to include requirements for flow testing and performing additional maintenance on every fire hydrant in the District's system on a routine 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 23rd 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.