

HARDY COUNTY PUBLIC SERVICE DISTRICT
FEBRUARY 3, 2021
4:30 P.M.
2094 US 220 South, Moorefield, West Virginia

The meeting was held at the office of the District and via telephone conference due to the COVID-19 pandemic. Participating via telephone conference was Justin Basye, HCPSD; Tre Kerns and Kylea Radcliff, Thrasher Group and Jean Flanagan, Moorefield Examiner. Present at the meeting was Logan Moyers, Robert Harper and Connie Sherman, HCPSD.

The meeting was called to order at 4:34 p.m. by Chairman Robert Harper. Robert Harper made a motion to approve the minutes of the January 6, 2021 regular meeting minutes as presented. Justin Basye seconded the motion. The motion was approved.

Unfinished Business:

Baker WTP Upgrade Project – Logan Moyers gave an update on the progress of this project. Moyers reported that Contract #1 – Main Line Extensions & Upgrades is complete. The change order work to install a generator connection point at the Dover Hollow booster pump station was completed last week. Contract #2 - Baker WTP Upgrade project is substantially complete with the only remaining work on this contract being ductwork installation for the clearwell aeration system and some additional work to increase flow rates between the MIEX building and the main WTP facility. Moyers reported that operators are continuing to work through some minor issues with the operation of the MIEX system but that was to be expected on this type of project. Moyers also reported that the District continues to see a significant reduction in the organic matter in the water entering the main WTP following MIEX treatments. January showed a removal of 75% which is double the removal that was seen prior to MIEX implementation and is well above the required removal percentage. Moyers said the District will take the first set of disinfectant by-product samples for the Baker system since implementation of the MIEX system in mid-February and he hoped to be able to report on those results at the March meeting.

The Certificate of Substantial Completion was presented for Contract #1 – Main Line Extensions & Upgrades. This contract is fully complete and the contractor, Chojnacki Construction, is requesting final payment. Robert Harper made a motion to approve the certificate as presented. Justin Basye seconded the motion. It was unanimously approved.

Pay Requisition #12 was presented in the amount of \$250,253.99. The pay requisition includes the final payment to Chojnacki Construction for work completed on Contract #1 in the amount of \$194,989.77, payment for work completed on Contract #2 to Breckenridge Corporation in the amount of \$41,680.22, final payment to Ixom Watercare, Inc., the manufacturer of the MIEX system, in the amount of \$13,100.00 and a reimbursement to the District for a permit fee in the amount of \$484.00. Moyers told the board all payments are in accordance with the project budget. Robert Harper made a motion to approve the pay requisition as presented. Justin Basye seconded the motion. It was unanimously approved.

New PSD Facility Project – Logan Moyers reported that the District and The Thrasher Group continue to work on the USDA-RD funding application for the new PSD facility project and it is anticipated that the application will be submitted by the end of February. The total project cost is now estimated to be \$2,124,750. That amount is significantly higher than previous project cost estimates due to the additional work that is required for projects funded by USDA Rural Development. Moyers said that although the overall project cost was increased as a result of utilizing USDA funding, the real cost to the District would be much less than it would have been without USDA funding because of much lower interest rates and the ability to procure grant funding from USDA. Moyers told the board that because the District qualified for poverty level financing through USDA, they could request up to 75% grant funding as part of their funding application. The District's funding application with USDA will total approximately \$1,500,000 with roughly \$373,500 in the form of a low-interest loan and the remaining \$1,126,500 as grant dollars.

Mr. Moyers reported that he has submitted a time extension request to FEMA to extend the deadline for using the FEMA funding allocated for the new facility project. The current deadline is July 2022 and the District is requested that be extended by one year to July 2023. Moyers said that based on his conversations with FEMA representatives, he was optimistic the District's request to extend the deadline would be approved.

Moyers presented agreements for professional services on the new facility project to the board for review and approval. Roth & White will act as the project accountant for an amount not to exceed \$15,000. Justin Basye made a motion to approve the accounting agreement as presented. Robert Harper seconded the motion. It was unanimously approved. Legal services will be provided by David Glover, Esquire in an amount not to exceed \$10,000. Robert Harper made a motion to approve the legal agreement as presented. Justin Basye seconded the motion. It was unanimously approved. Steptoe & Johnston will act as bond counsel for the project for the contracted amount of \$20,000. Robert Harper made a motion to approve the bond counsel agreement as presented. Justin Basye seconded the motion. It was unanimously approved. The Thrasher Group will provide architectural and engineering services for \$207,000. Moyers noted that some of the costs in the Thrasher agreement have already been approved by the board and paid by the District including \$50,000 in design fees and \$7,000 for bid preparation. Moyers said of the remaining \$150,000 to be paid to Thrasher, \$115,000 was for on-site project inspectors that are required by USDA. Robert Harper made a motion to approve the architectural/engineering agreement as presented. Justin Basye seconded the motion. It was unanimously approved. All of these professional services agreements are required to be approved, signed and included as part of the USDA funding application for this project.

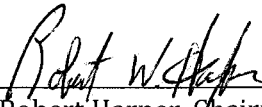
In accordance with the USDA requirements, a public meeting has been scheduled for February 23, 2021 at 4 pm at the office of the District so that any members of the public can get more information about the District's funding application for the proposed project.

Office Closure due to COVID-19 Pandemic – There will be no changes regarding the operations of the District's office surrounding the COVID-19 pandemic. Logan Moyers reported that operation of the District's office continues to be working well and will remain closed to the public, except by appointment. Moyers suggested the District continue operating in this manner and will revisit the topic on a month to month basis.

No members of the general public were present at the meeting or via conference call.

There being no further business, Robert Harper made a motion that the meeting be adjourned. Justin Basye seconded the motion. The meeting was adjourned at 5:01 p.m.

The next regular scheduled board meeting will be held **March 3, 2021, 4:30 p.m.** Attendees will continue to have the option to attend the meeting in person in the District's office or via conference call due to the ongoing pandemic.


Robert Harper, Chairman