

HARDY COUNTY PUBLIC SERVICE DISTRICT
NOVEMBER 1, 2023
4:30 P.M.
2094 US 220 South, Moorefield, West Virginia

Present: Logan Moyers, Rose Helmick, Robert Harper, Justin Basye via telephone and Connie Sherman - HCPSD.

The meeting was called to order at 4:31 p.m. by Chairman Robert Harper. The minutes of the October 4, 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. The minutes of the August 2, 2023 minutes were presented for approval. Rose Helmick made a motion to approve the minutes as presented. Justin Basye 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 facility and a site visit will be conducted immediately following the meeting so that board members can view construction progress and look at site grading issues that may result in the need for a future change order. The exterior of the building including masonry work and the installation of the metal siding is complete and the contractor plans to finish the roof and install the windows and doors this month. This work will complete the shell of the building and allow for the interior finishing work to begin. The contractor also plans to complete paving of the driveway and parking lot this month before the asphalt plant closes for the season. The contractor is ahead of schedule and is optimistic they will be able to turn over the keys to the new facility in March or April 2024. Pay requisition #8 in the amount of \$236,337.55 was presented for approval. The breakdown for this pay requisition is \$234,523.80 to Lantz Construction of Winchester for construction work performed and \$1,813.75 to The Thrasher Group for engineering services. All requested payments were in accordance with the project budget. Rose Helmick made a motion to approve pay requisition #8. Justin Basye seconded the motion. It was unanimously approved.

Carla Acres II Water Storage Tank – Logan Moyers reported that the tank contractor is on site and work to construct the foundation is underway and will be completed later this month. Tank erection is scheduled to take place in December and the piping tie in work in January. It is anticipated the tank will be put into service before the end of January 2024. The deadline for substantial completion of the project is February 1, 2024. Pay requisition #3 in the amount of \$40,175 was presented for approval for work completed as part of this project. The breakdown for the pay requisition was \$33,750 to Mid-Atlantic Storage Systems, Inc. and \$6,425 to The Thrasher Group for engineering services. All requested payments were in accordance with the project budget. Rose Helmick made a motion to approve pay requisition #3 as presented. Robert Harper seconded the motion. It was unanimously approved.

Baker Secondary Water Source – Logan Moyers reported that the District continues to wait to receive final approval from the Natural Resources Conservation Service (NRCS) before test wells can be drilled for the Baker Secondary Water Source project. The West Virginia Conservation Agency, as well as two of the three NRCS representatives who are reviewing the proposal, have issued their approval on the proposed test well drilling, however final approval from the last of the NRCS representatives must be received before the District can drill the test wells. The first phase of the project, which includes the study and reporting work required by NRCS as well as the test well drilling, is being funded with \$100,000 of ARPA funds from the Hardy County Commission. Moyers reported the District is actively pursuing funding for the second phase of the project which will develop the test wells into a permanent secondary water source for the Baker water system, should the test wells determine there is a sufficient volume of water for a secondary source. Moyers participated in a conference call this week to see if the District could be eligible for funding through West Virginia's Clean Water State Revolving Fund for the second phase of the secondary source project as well as a project to install a PFAS removal system at the Baker water plant.

Town of Moorefield Water Purchase Contract – Logan Moyers had no updates on the status of the District’s water purchase contract with the Town of Moorefield.

New Business:

Interest on District accounts – Logan Moyers informed the board that the District’s new auditor, Jared Gillespie of Lowe & Associates, PLLC, made his first audit visit last week. During the audit review, Mr. Gillespie made the recommendation that the District move its current investment accounts to the State Treasurer’s Office or the Municipal Bond Commission because of the low interest rates that were being paid by the local banks. The District is currently receiving between 0.1% and 0.3% interest on all accounts and the state can offer nearly 5.0% which would result in a significant increase in the District’s interest income each month. The District has reached out to the three local banks in which District funds are being held to determine if they can increase their interest rates to match or at least come close to the rates being offered by the State offices. Information on the rates offered by both the State and local banks will be compiled so that board action can be taken at the next meeting regarding potentially moving District funds so that greater interest income can be realized.

Uniform Provider – Logan Moyers reported that the District recently switched the field staff uniform provider from Cintas to Unifirst following poor service and poor quality of the garments that the District has received that last several years. The District is under contract with Cintas until January 2025, however Moyers notified Cintas that the District wished to terminate the remainder of the contract based on poor quality and service. Cintas representatives have since met on several occasions with Moyers in an attempt to repair the relationship, however the District has since entered into a contract with Unifirst and does not wish to continue with Cintas. All Cintas garments have been returned and no further invoices will be paid. If there are repercussions from Cintas, the District is prepared to go to court to settle the matter. The District has photos and other documented evidence of the poor quality and the inconsistencies in billing from Cintas should that be needed in court to prove that Cintas was not providing adequate service to the District.

US 220 North Upgrade – Rose Helmick asked for an update on the status of the funding application for the US 220 North project to upgrade the size of the main waterline from 6” to 8”. Moyers said the application for Congressionally Directed Spending funding for this project is still pending review but that the District’s application had passed the initial round of review.

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 5:01 p.m.

The next regular scheduled board meeting will be held **December 13, 2023, 4:30 p.m.** at the office of the PSD located at 2094 US 220 South, Moorefield, West Virginia. The annual Christmas dinner will be held at 6:00 pm at O’Neill’s Restaurant in Moorefield on the same day.


Robert Harper, Chairman