

HARDY COUNTY PUBLIC SERVICE DISTRICT

APRIL 1, 2026

4:30 P.M.

45 District Drive, Moorefield, West Virginia

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

The meeting was called to order at 4:32 p.m. The minutes of the February 4, 2026 regular meeting were presented. Rose Helmick made a motion to approve the minutes as presented. Melvin Shook seconded the motion. It was unanimously approved.

Unfinished Business:

Baker Alternate Source Project – Logan Moyers provided an update regarding the District's work to develop a project that will utilize groundwater wells to serve as a backup water source for the Baker water system. Moyers informed the board that the funding application to the West Virginia Infrastructure and Jobs Development Council (WVIJDC) has been completed and submitted and the project will be on the agenda for review and discussion at WVIJDC's May meeting. The application was submitted in time to be included in WVIJDC's April meeting, however an IJDC project application review committee requested additional information so the project was not able to be included in April's funding meeting. The funding application is seeking 100% grant funding for the project and included letters of support from the Hardy County Commission (HCC), Hardy County Schools, EA Hawse nursing home, EA Hawse medical and letters from WV State Senators Randy Smith and Jay Taylor. Both Senator's letters strongly supported the need for the project and will hopefully carry weight for a favorable funding package recommendation from IJDC.

In addition to securing funding for the project, the District must receive approval from the State Conservation Committee (SCC), who owns the property adjacent to the Baker water treatment plant where the wells will be located. The SCC has engaged the Natural Resources Conservation Service (NRCS) to evaluate the District's proposal to use the wells on SCC property as a backup water source for the Baker water system. The District's project engineers at the Thrasher Group are working to finalize project design and prepare the extensive list of information NRCS has requested regarding the District's proposal. The District will provide all requested information from NRCS to the SCC for review before their quarterly meeting in July. The District has then requested that NRCS and the SCC provide final approval for their proposal at the SCC's October 2026 meeting.

Should everything work out regarding project funding and authorization to proceed from the SCC, the District would expect to receive a binding funding commitment from lenders in early 2027. Once a binding commitment is received the District will work to satisfy all lender requirements and would anticipate advertising for bids the first half of 2027 and starting construction in the later half of 2027 with construction expected to be completed in 12-18 months.

Miscellaneous Business:

District staff is making progress on learning the new accounting/billing system. Office staff continue to create standard operating procedures (SOP) covering all tasks for all office positions.

Logan Moyers nominated Kevin Markwood for Operator of the Year at the WV American Waterworks Association's annual conference that will be held in May at Canaan Valley Resort. Winners will be announced at the conference annual dinner and Moyers will attend along with Kevin and his wife.

The District's annual audit and financial review was completed by Jared Gilespeie, a CPA with Lowe & Associates in Milton, WV, and the financial statements should be available for review soon. This is the final year Lowe & Associates is under contract to perform the District's audit. Following the retirement of the District's long-time accountant, Nancy Roth with Roth & White in Kingwood, WV, Jared Gilespeie had agreed to become the District's new accountant. The District will need to procure a new auditor for the next three years per the requirements of the State Auditor's office and will seek proposals for that work later this year.

The District has submitted a request for a waiver of the validation pool requirement as part of its lead/copper inventory in accordance with the US EPA's latest lead/copper rules revision. The District qualifies for a waiver because no District water systems were constructed prior to the federal lead ban date of June 1989. Logan will reach out to the WV Bureau for Public Health for an update on the status of this request.

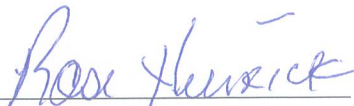
District field staff has completed its initial fire hydrant inventory requirements that were recently enacted by the WV legislature. As part of the requirements, all District owned and maintained hydrants were thoroughly inspected and flow tested. All hydrants will now be color coded based on their available fire flow in accordance with State regulations.

The District has contracted with Midco Diving for the cleaning and inspection of two water storage tanks this year. All District tanks are on a rotating schedule for cleaning, with each tank being cleaned every five years.

The District continues to have issues with the postal service on the delivery of water bills in a timely manner. In March the bills were taken to the post office on March 6th but customers did not start receiving their bills until after March 20th. Some customers have reported not receiving a bill at all. Customers are being encouraged to take advantage of the District's alternative options for billing included receiving bills via email rather than by traditional mail or signing up for ACH service to their bills automatically debited from a bank account each month.

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 5:25 p.m.

The next board meeting will be held on Wednesday, May 6, 2026 at 4:30 pm at the office of the District located at 45 District Drive.


Rose Helmick, Vice-Chairman