

# HARDY COUNTY PUBLIC SERVICE DISTRICT

FEBRUARY 5, 2025

4:30 P.M.

45 District Drive, Moorefield, West Virginia

Present: Logan Moyers, Robert Harper, Rose Helmick, Melvin Shook and Connie Sherman – HCPSD.  
Kylea Radcliff – The Thrasher Group.

The meeting was called to order at 4:30 p.m. by Chairman Robert Harper. The minutes of the December 12, 2024 regular meeting were presented. Robert Harper made a motion to approve the minutes as presented. Rose Helmick seconded the motion. It was unanimously approved.

## ***Unfinished Business:***

***Baker Phase II Water Project***– Logan Moyers provided board members with an update on the Baker secondary water source project. An executive summary detailing the test well report findings was drafted by The Thrasher Group and submitted to the State Conservation Committee (SCC) along with the full test wells report for review at their quarterly meeting that was held in January. Included in the summary was a request for authorization to move forward with a project to develop test wells into full-scale production wells as well as install the infrastructure necessary to utilize the wells as a secondary water source for the Baker water system. The District has not been contacted by the SCC following their January meeting, however SCC representatives did reach out to the District's well driller with questions about the wells. Moyers said he anticipates the SCC will at some point request additional data and information, as has historically been the District's experience with the SCC. Assuming the SCC ultimately grants authorization to proceed, the District intends to pair this project with an extension project on the Baker water system. Extension areas that are being evaluated for inclusion in the project include WV Route 29 to Rio (an area which was initially included as part of the original Baker Water project, however there was no interest from residents in the area at that time), WV Route 259 to Mill Gapp Road that would include the Lost River Valley Subdivision, and a portion of Grover Smith Road that would include The Summit subdivision. In order to determine if these potential extension areas can be included as part of the project, the District will begin reaching out to potential customers to gauge interest. Funding agency requirements mandate that 80% of eligible customers sign up in order for the project to move forward. Logan Moyers will begin reaching out to developers, home-owner association presidents, and other local residents who may be able to assist in getting responses from eligible residents.

***PFAS Removal System Project*** – Kylea Radcliff, the District's engineer, was present at the meeting to discuss options for the planned per/poly-fluoroalkyl substances (PFAS) removal system project at the Baker WTP. Ms. Radcliff is of the opinion that the best alternative for a PFAS removal system at the Baker WTP would be an ion exchange system that would treat water after it has passed through the membrane filters during the treatment process. This ion exchange equipment would be similar to the MIEX ion exchange organics removal system already in place at the Baker WTP but should involve a smaller footprint than the MIEX system. The new PFAS removal equipment may or may not require an expansion of the water plant depending on system design. The District has reached out to IXOM, the manufacturer of the MIEX system at the Baker WTP, to do some initial PFAS testing and possibly a pilot study in order to determine if they can provide an ion-exchange system for PFAS removal. The District has a good working relationship with IXOM from the previous project and IXOM has knowledge of the District's WTP setup and operations, which will be beneficial during the evaluation for PFAS removal equipment. Once cost estimates have been developed the District will pursue 100% grant funding for this project through the WV Drinking Water Treatment Revolving Fund's (DWTRF) emerging contaminant funding pool. These grant funds are available on a first-come, first-served basis, so the District will look to move this project forward as quickly as possible.

***Telemetry Upgrade Project*** – The District's new telemetry system vendor, C2G, is scheduled to begin removing the existing telemetry system equipment this week on the Trout Run and Marvin Chapel water systems and replacing it with the equipment for the new system. The District will be operating with two telemetry systems during the transition to the new equipment and software.

**District Former Facility & Property** – Logan Moyers informed the board that we had received an offer on the District’s former office and shop facility of \$200,000. The property was recently appraised at a value of \$285,000 in its current condition. Following discussion, Robert Harper made a motion to reject this offer at this time and to leave the property on the market. Melvin Shook seconded the motion. It was unanimously approved. Logan will inform the interested party of the board’s decision.

***New Business:***

**Trout Run Line Relocation** – It will be necessary to relocate a section of 6” water line on Trout Run Road due to the construction of Corridor H from Wardensville to the Virginia line. The District requested that The Thrasher Group complete the design work for this relocation project and the WV Division of Highways (WVDOH) was agreeable to that request. The Thrasher Group provided a proposal agreement to complete the necessary design work for the relocation in the amount of \$15,000 and WVDOH is agreeable to reimbursing the District for the full expense of the design work. Robert Harper made a motion to approve the agreement with The Thrasher Group in the amount of \$15,000 for the design of the water line relocation. Rose Helmick seconded the motion. It was unanimously approved. The agreement with WVDOH for reimbursement of the design fees on the relocation project was then presented for review and approval. Rose Helmick made a motion to approve the agreement with the WVDOH for reimbursement of the design fees. Robert Harper seconded the motion. It was unanimously approved. The Thrasher Group will begin design work and per the agreement has 30 days to provide final design to the District, at which time the District will provide the completed design work to WVDOH and submit the invoices from Thrasher to WVDOH for reimbursement.

**Town of Wardensville Extension** – The Town of Wardensville attended a recent meeting of the Hardy County Commission requesting a letter of support for funding for a water extension project on WV SR 259 from the Town’s sewer lagoon to the Hampshire County line as well as a sewer project that would extend sewer service on Trout Run Road. Both proposed extension projects would be constructed outside of city limits and would encroach into the District’s service territory. Following a brief discussion, the District has no objection to the Town pursuing these extension projects.

**Fiscal Year 2026 Budget Preparation** - Melvin Shook made a motion to go into executive session at 5:30 pm to discuss fiscal year 2026 budget preparations, specifically as it regards employee salaries. The regular meeting was reconvened at 6:00 pm with no action taken. Further work on developing and approving fiscal year 2026 budgets will take place at upcoming board meetings.

***Miscellaneous Business:***

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 6:05 p.m.

The next board meeting will be held on Wednesday, March 5, 2025 at 4:30 pm at the office of the District located at 45 District Drive.

  
Robert Harper, Chairman

# HARDY COUNTY PUBLIC SERVICE DISTRICT

MARCH 5, 2025

4:30 P.M.

45 District Drive, Moorefield, West Virginia

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

The meeting was called to order at 4:32 p.m. by Chairman Robert Harper. The minutes of the February 5, 2025 regular meeting were presented. Robert Harper made a motion to approve the minutes as presented. Rose Helmick seconded the motion. It was unanimously approved.

## ***Unfinished Business:***

***Baker Phase II Water Project***– Logan Moyers provided an update on the Baker Phase II water project. The District has started working to evaluate the extension areas that are being considered for inclusion in this project. Moyers visited the Lost River Valley subdivision (Settler’s Valley Way). This large subdivision (100+ lots) has cabins and several nice homes. There are very few vacant lots. The roads in the subdivision are well maintained and in very good shape. Moyers has reached out to the president of the homeowner’s association via email but has not yet received a response. Moyers may reach out to the owners of The Guest House, which is located in the LRV subdivision, to see if they may be able to assist with how best to reach property owners in the subdivision. Another subdivision, The Summit (Rocky Branch Rd.) in Baker, contains approximately 30 high-end homes, most of which are secondary homes. Moyers contacted Bob Dillard who originally developed the property and Mr. Dillard has provided the president of The Summit’s homeowner’s association with the District’s contract information. Because most of the homes in both subdivisions are secondary homes, door hangers may be the best way to gauge interest from the residents. Moyers suggested the District not proceed with distributing door hangers until property owners have been made aware that the District will be in the area distributing them to every property. Moyers also spoke to Ervin Wilkins about property in Baker where he has plans for a subdivision. Mr. Wilkins is interested in having the vacant lots in his planned subdivision served as part of the water project. Moyers is to meet Mr. Wilkins sometime soon to look at this property. Funding agency requirements mandate that 80% of eligible customers sign up in order for the project to receive funding, so this process of gauging resident interest will determine what areas will or will not be included as part of this project.

***PFAS Removal System Project*** –The District wants to move forward with a project to add a PFAS removal system at the Baker water plant since they are eligible for 100% grant funding on the project after having been flagged for having a PFAS-contaminated water source. Kylea Radcliff, the District’s project engineer, has been in contact with IXOM, the manufacturer of the organics removal system at the Baker water plant, about the possibility of a pilot study for an ion-exchange system that removes PFAS compounds from finished water. Further updates on a potential pilot study will be provided at future meetings. Moyers told board members the District recently collected the third of four consecutive required quarterly samples for PFAS compounds in finished water. The results from this third sample will not be available for several weeks, but Moyers reminded the group that the previous quarter’s test results showed no detection of PFAS compounds. Moyers said while it is great news that no level of PFAS compounds were present in the District’s finished water, if the test results continued to show no detection, the District would not be eligible for the grant funding that is intended to fund this project.

***Telemetry Upgrade Project*** – The District’s new telemetry system vendor, C2G, has completed the installation of the new telemetry system equipment on the Trout Run and Marvin Chapel water systems. They are scheduled to return in early May to begin work installing new telemetry equipment at all water and wastewater facilities in Baker, including both plants. Once that work is complete in Baker, work will begin on the west side of the county, likely in April. Installation on the west side of the county involves a lot more sites, so C2G plans to bring additional staff so that the work can hopefully be completed in one week.

**District Former Facility & Property** – Prior to the board meeting, the board viewed the District’s former office and shop facility. An offer of \$230,000 has been received for the purchase of the property. The property was recently appraised at a market value of \$285,000 in “as is” condition. It was noted in the appraisal that the value was determined without checking for potential hazards or hidden mold. There is some concern that hidden mold could be an issue in the building. Moyers said the buyer was made aware of the potential mold situation but was not concerned with it and indicated as much in his written offer to the District for the property. Following discussion, Melvin Shook made a motion to accept the offer of \$230,000 for the property. Rose Helmick seconded the motion. It was unanimously approved. Logan will consult with the District’s attorney to have a deed prepared as well as a waiver to satisfy the right of first refusal that was in place with the previous owner of the property.

**Miscellaneous Business:**

**Financial Review FY25** – Jared Gillespie, a CPA with Lowe & Associates, PLLC, is in the process of completing his review of financial records as part of the District’s fiscal year 2025 audit. Because the District received federal funding in FY25, a single audit is required and the deadline for submission of the audit is March 24<sup>th</sup>. In order to review and approve the audit, it will be necessary to hold a special board meeting. The special meeting will be scheduled and held later this month following receipt of the completed audit from Mr. Gillespie.

**Trout Run Line Relocation** – The Thrasher Group has finalized design work on the Trout Run Road main line relocation that is necessary due to the construction of Corridor H from Wardensville to the Virginia line. Once complete, the District will pay the Thrasher Group for the design work in the amount of \$15,000 and WVDOH will then reimburse the District for that full amount per the agreements that were approved at last month’s board meeting.

**Town of Wardensville Extension** – Board member Melvin Shook asked if there were any updates on the Town of Wardensville’s interest in a water extension project on WV SR 259 from the Town’s sewer lagoon to the Hampshire County line as well as a sewer project that would extend sewer service on Trout Run Road. There are no updates at this time.

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 5:26 p.m.

The next board meeting will be held on Wednesday, April 2, 2025 at 4:30 pm at the office of the District located at 45 District Drive.

  
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Robert Harper, Chairman

HARDY COUNTY PUBLIC SERVICE DISTRICT  
SPECIAL MEETING  
MARCH 19, 2025  
9:00 A.M.  
45 District Drive, Moorefield, West Virginia

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

The meeting was called to order at 9:03 a.m. by Chairman Rob Harper. The purpose of this special meeting was to review and approve the FY24 financial audit.

The District's fiscal year 2024 financial audit report, management letter, corrective action plan and financial statement findings were reviewed by the board members for discussion. The auditor noted a few minor financial statement findings that were reviewed and discussed. Discussion was also held regarding the need for a renewal and replacement fund for sewer and the possibility of a sewer rate increase. Logan Moyers will contact staff at the WVPSC to discuss possible options for a sewer rate increase. The District has attempted in the past to get a split sewer rate for its residential and commercial customers with no success. Robert Harper made a motion to establish a sewer renewal and replacement fund at the Capon Valley Bank. Rose Helmick seconded the motion. It was unanimously approved. The District will contribute \$175.00 per month to the sewer R&R fund beginning July 1, 2025.

Robert Harper made a motion to approve the audit and execute the management acceptance letter and the corrective action plan as presented. Melvin Shook seconded the motion. It was unanimously approved. The signed documents will be passed on to the auditor who will file the District's audit report by the March 24<sup>th</sup> deadline for entities who must file a single audit due to receiving federal funds during the audit year. It was noted in the audit that there were no federal award findings or questioned costs.

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 9:45 a.m.

The next regular scheduled board meeting will be held on **April 2, 2025, 4:30 p.m.** in the conference room of the HCPSD office located at 45 District Drive, Moorefield, West Virginia.



Robert Harper, Chairman

# HARDY COUNTY PUBLIC SERVICE DISTRICT

MAY 7, 2025

4:30 P.M.

45 District Drive, Moorefield, West Virginia

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

The meeting was called to order at 4:45 p.m. by Chairman Robert Harper. The minutes of the March 5, 2025 regular meeting and the March 19, 2025 special meeting were presented. Melvin Shook made a motion to approve both sets of minutes as presented. Robert Harper seconded the motion. It was unanimously approved.

## ***Unfinished Business:***

***Baker Phase II Water Project***– Logan Moyers provided an update on the Baker Phase II water project. The District has started working to evaluate customer interest in the extension areas that are being considered for inclusion in this project. Last week Moyers along with Kylea Radcliff, the District's project engineer, met with Ervin Wilkins to look at his proposed subdivision on property located off WV SR 259. In order to include this subdivision in an extension project, the District would install the main water lines in the subdivision and place meters on each lot and Mr. Wilkins would agree to pay the tap fees on all lots and the minimum water bill for at least three years or until such time that the lots are sold. Moyers also attended an informational meeting for residents in the Lost River Valley subdivision (Settler's Valley Way). This large subdivision (200+ lots) has many cabins and several nice homes, most of which are secondary homes. There are few vacant lots. The roads in the subdivision are well maintained and in very good shape. The meeting was well attended and the feedback was positive from most owners who were in attendance. Nearly all in attendance showed interest and several signed water user agreements to commit to the project moving forward. The president of the home owner's association is working to contact all remaining property owners to assist the District with gauging interest in this subdivision. A meeting is scheduled for later this month with property owners in another subdivision, The Summit (Rocky Branch Rd.) which is located off Grover Smith Road in Baker which contains approximately 35 high-end homes, many of which are secondary homes. Funding agency requirements mandate that 80% of eligible customers sign up in order for the project to receive funding, so this process of gauging resident interest will determine what areas will or will not be included as part of this project.

***PFAS Removal System Project*** –Moyers provided an update on the District's efforts to complete a PFAS removal system project at the Baker water plant. The District has received a proposal from XIOM, the manufacturer of the District's ion exchange organics removal system, to complete a pilot study for the potential addition of a PFAS removal system at the Baker water plant. The District has been working to develop a PFAS removal system project since it is eligible for 100% grant funding on the project after having been flagged for having a PFAS-contaminated water source. Recent sampling, however, has shown no level of PFAS compounds present in the District's finished water over the past two quarters. Quarterly PFAS samples are due to be taken later this month and the District plans to sample both raw and finished water at that time to see if PFAS compounds are detected in the raw water. Sampling raw water will help to determine if the ion exchange system at the Baker Water Plant is removing any PFAS compounds that may be present in the water source. Initial water samples where PFAS compounds were detected were taken on raw water. While it is great news that no level of PFAS compounds have been detected in the last few samples of the District's finished water, if the test results continue to show no detection, the District would not be eligible for the grant funding needed to complete this project.

***Telemetry Upgrade Project*** – The District's new telemetry system vendor, C2G, has completed the installation of the new telemetry system equipment on all District water and sewer system assets and the new VT SCADA system is now fully operational. We are working through some minor communication issues but overall District staff is pleased with the new telemetry system and the new vendor. We have not received the final invoice for payment from the vendor however the full cost of this project will be funded with

working capital reserve funds that are designated to be used for this type of uncommon major expense. Moyers told board members that one of the advantages of the new system is that it is a radio communication based system with a cloud backup system, so in the event of a major power outage the system will remain operational and will be able to continue to direct system components to operate in typical fashion.

***District Former Facility & Property*** – The potential buyer of the District’s former office and shop facility continues to work toward finalizing the purchase of the property for the agreed upon amount of \$230,000. The lending bank has requested a commercial appraisal of the property and following the receipt of an appraisal a closing date will be set.

***New Business:***

***Fiscal Year 2026 Water and Sewer Budgets*** – Proposed annual operating budgets for the District’s water and sewer systems were provided to board members for review in advance of this meeting. The proposed water budget is estimated to be \$2,250,000 for FY26 and includes revenue from water sales, interest income through the State Treasurer’s Office, as well as the allocation of working capital reserve funds and renewal and replacement funds. The District has been advised by its financial auditor that funds from these accounts should be used for expenses that are beyond the “normal” day to day expenses as well as general maintenance expenses including the annual purchase of inventory materials for new taps and leak repairs from the District’s material supplier. Following discussion, Melvin Shook made a motion to approve the fiscal year 2026 water systems operating budget as presented. Rose Helmick seconded the motion. It was unanimously approved. The sewer system budget amount remained the same as previous years at \$60,000. Robert Harper made a motion to approve the sewer budget as presented. Rose Helmick seconded the motion. It was unanimously approved.

There was some discussion regarding a potential sewer rate increase after the need for an increase was noted in the District’s audit. Moyers contacted WVPSC staff about a potential split-rate increase that would charge a higher rate to commercial and industrial customers than residential customers. The District feels a split-rate is appropriate in this instance because commercial and industrial customers are contributing 10 times the amount of sewage that residential customers are contributing. The sewage from commercial and industrial customers is also more difficult to treat than the sewage from residential customers and the majority of commercial and industrial customers must utilize a pump station to transport their sewage to the plant for treatment at significant expense to the District, whereas most residential customers flow by gravity to the plant for which the District incurs no expense. WVPSC rarely approves a split-rate increase and has denied the District’s request for such an increase in the past, but Moyers will discuss the possibility of pursuing a split-rate increase with the District’s attorney and project accountant and will provide an update at a future meeting.

***Sewer Renewal & Replacement Bank Account*** – In accordance with the District’s bond requirements, the District needs to establish and fund a sewer renewal and replacement fund. Rose Helmick made a motion to open a checking account at the Capon Valley Bank for the purpose of sewer renewal and replacement fund. The District will contribute \$200 per month to this account. Melvin Shook seconded the motion. It was unanimously approved.

***Miscellaneous Business:***

Logan Moyers gave an update of ongoing tasks that District staff are working on at this time and several have deadline dates that must be met.

***Lead/Copper Rule Changes*** - As part of the EPA lead/copper rule revisions the District is required to verify and report the material of all service lines in the District’s water systems, both the PSD-owned portion from the main line to the meter and the customer-owned portion from the meter to the building served, to ensure that no lead service lines are present. It is known that there are no lead components on any of the District-owned portions of the system due to all systems being constructed after lead plumbing components were banned in the late 1980’s however, federal regulations require that the District ensure that there are no lead components on any portions of the customer-owned side for every customer of the District. District staff is working diligently to identify all customer-owned service line materials before a July 1, 2025

deadline. Regulations require that any customer-owned service line materials that are unidentified after that date must be treated as if they were lead and the District must develop a plan to dig up and replace those service lines at the District's expense. Moyers said that he intended for all service line materials to be identified prior to the deadline so that the District did not have to replace any non-lead service lines.

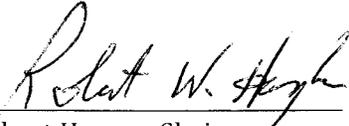
**Fire Hydrant Rules** – The WVPSC's Fire Hydrant Maintenance and Testing Task Force has finalized its revisions to State regulations on fire hydrants. The regulations went into effect March 1, 2025. As part of the new regulations, the District must complete an inspection of every hydrant in its water systems by March 1, 2026. The District must also complete flow and pressure testing on all hydrants within sixty months (5 yrs) and color code each fire hydrant nozzle according to its flow rate within 30 days of completion of the flow testing. Moyers told board members the District has over 200 fire hydrants across all water systems and that because the flow testing process requires at least two field staff persons to perform the flow testing, completing the necessary inspections and testing would be a lengthy process.

**District Website** – The District is working with a consultant to upgrade its website to meet ADA compliance requirements of all public entity websites by April 24, 2026. The District will be responsible for maintaining the new website following the updates.

**Proposed Extension Projects** – The District is in the early stages of working with a private developer on a main line extension project near the Caledonia Heights subdivision for a proposed 97-lot subdivision. The subdivisions project will be constructed in phases, with Phase I of the project set to serve approximately 20 lots. Another main line extension project is being proposed on Fish Pond Road to serve poultry houses whose well is showing signs of decreased capacity.

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 6:27 p.m.

The next board meeting will be held on Wednesday, June 4, 2025 at 4:30 pm at the office of the District located at 45 District Drive.

  
Robert Harper, Chairman

# HARDY COUNTY PUBLIC SERVICE DISTRICT

JULY 9, 2025

4:30 P.M.

45 District Drive, Moorefield, West Virginia

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

The meeting was called to order at 4:40 p.m. by Vice Chairman Rose Helmick. The minutes of the May 7, 2025 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 Phase II Water Project***– Logan Moyers provided an update on the Baker Phase II water project. The District continues to gauge interest in the extension areas that are being considered for inclusion in the project. Moyers attended the annual homeowner’s association meeting for The Summit subdivision which is located on Rocky Branch Rd. in Baker. The Summit contains approximately 35 high-end homes, many of which are secondary homes. No signups were conducted at this meeting by request of the HOA, who will be gauging interest from each homeowner and reporting that information to the District. Additionally, the Lost River Valley subdivision located on Settler’s Valley Way in Lost River, a larger subdivision with over 200 homes, held its annual meeting to which Moyers was invited but was unable to attend. The president of the homeowner’s association presented information regarding the water project. Following that meeting, Moyers has been contacted by many property owners in the subdivision with questions about becoming water customers. After evaluating interest in this area, the District plans to evaluate customers along Route 29 to Rio as another potential extension area to be included in the project. This section was intended to be part of the original Baker Water project, however there was not sufficient interest among potential customers at that time, so it was ultimately removed from the project.

***Baker Secondary Water Source Project*** – Logan Moyers provided an update regarding the District’s request to utilize groundwater wells to serve as an emergency backup water source for the Baker water system. The Parker Hollow impoundment, currently the sole water source for the Baker water system, experienced an algal bloom in late April/early May that was determined to be a harmful algal bloom (HAB) after the impacted water tested positive for microcystins. Although microcystins were detected in the Impoundment, fortunately none were detected in the water entering the treatment plant. The test results verifying the HAB were forwarded to the WV Conservation Agency as evidence that development of an emergency water source for the Baker system is much needed. Soon after providing that information to WVCA, the District received a letter from NRCS, who is reviewing the proposed project at the request of the WVCA, noting concerns regarding the District’s proposed water usage from the wells, which NRCS felt exceeded what would typically be expected if the wells were only used in emergency situations. It was ultimately determined that there was a misinterpretation of the data provided by the District to NRCS, that was later clarified by project engineers from The Thrasher Group in a follow-up letter. Both the information regarding the HAB and the letter clarifying proposed usage were presented to the State Conservation Committee (SCC) at their quarterly meeting in early July, at which time the SCC voted to approve the District’s proposal to develop groundwater wells on SCC property for use as a secondary water source. The approval was contingent on the District providing further information regarding the proposal, as requested by NRCS, and the groundwater source being used only in emergency situations. The District had been seeking this authorization for many years and obtaining it is a major step in moving the secondary source project forward. The next step will be to seek funding to develop the project. In that regard, Moyers provided another positive update, noting the District had just learned that the project should qualify for funding from the Emerging Contaminant Funding pool through the Drinking Water State Revolving Fund after HAB’s containing microcystins were recently included as an eligible contaminant that qualifies for the funding. Moyers will further investigate utilizing this funding for the project and will provide updates at future meetings. It is hoped that the District can secure most, if not all, of the funds for this project in the form of grants.

**PFAS Removal System Project** – Moyers provided an update on the District’s efforts to complete a PFAS removal system project at the Baker water plant. Quarterly PFAS samples were taken and the results showed non-detect for PFAS compounds in both raw and finished water. This marked the fifth consecutive quarter that PFAS has been non-detect in the Baker water system’s finished water. Moyers explained that while it is certainly good news that PFAS compounds are not present in the water, without PFAS present in some level, the District does not qualify for funding for a PFAS removal project nor could it complete a required pilot test in which the chosen removal method must show it can effectively remove PFAS compounds from the water. Moyers said the District will continue to monitor for PFAS compounds in the Baker water system, but at this time there is no reason for the District to pursue a PFAS removal project.

**District Former Facility & Property** – The closing on the sale of the District’s former office and shop facility located at 2094 US 220 South in Moorefield is set for Friday, July 11<sup>th</sup> at 10:00 am at the law office of Walters, Heishman & Vance. Proceeds from the sale of the property will be placed in high-yield interest bearing accounts with the WV State Treasurer’s Office.

**Lead/Copper Rule Changes** - Moyers provided an update on the District’s inventory of all service lines in the District’s water systems as part of the EPA’s lead/copper rule revisions. The service line inventories for all seven Hardy County PSD water system’s have been updated, verified and submitted to the State’s service line inventory portal. The inventories will be kept up-to-date to include any new taps and will be uploaded and resubmitted annually as part of the new lead/copper rules.

**Fire Hydrant Regulations** – As part of the WV Public Service Commission’s newly enacted regulations for fire hydrant maintenance and testing, the District must inspect and complete flow and pressure testing on all fire hydrants in the County and color code each fire hydrant nozzle according to its flow rate within 30 days of completion of the flow testing. Training on the required flow and pressure testing is scheduled for next week for all field staff employees along with Moyers. The District has over 200 fire hydrants across all water systems, all of which must be inspected and flow tested. The flow testing process requires at least two field staff persons to perform the testing. With the District having only four full-time field staff employees and the need for those employees to also oversee daily operation of the water and sewer plants as well as complete all other maintenance activities, completing the necessary inspections and testing will be a lengthy process.

**District Website** – The District continues to work with a consultant to upgrade its website and to bring the website into compliance with soon-to-be-enacted standards for government operated websites to be accessible for individuals with hearing and/or vision disabilities. It is hoped the new website will be operational in the coming months.

#### ***New Business:***

**Summer Field Staff** – The District has hired a temporary employee for the months of July and August to assist with various projects including GIS mapping of all components including meters, valves, hydrants, etc. in the water and sewer systems.

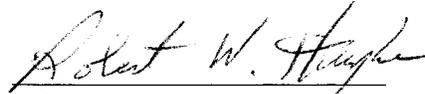
#### ***Miscellaneous Business:***

**PFAS Polluters Settlement** – The District has received its first payment disbursement as part of the class-action settlement with PFAS polluters. The initial payment was in the amount of \$18,000. Additional checks are expected over the next few years.

**Accounting and Billing Software** –The District is looking into upgrading to an “all-in-one” accounting system that will include billing, payroll and general ledger capabilities. Currently the District maintains separate software systems for each facet. Upgrading to an all-in-one system has been recommended by the District’s financial auditor. After reviewing several systems, Moyers said upgrading to a new all-in-one software program should result in simplifying the flow of the financial operations of the office. The software upgrade comes with a significant one-time initial conversion cost followed by an annual fee to maintain the software. Moyers said the District is hopeful to made a determination on what system best suits the District and to make the conversion to that system in the near future.

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 5:32 p.m.

The next board meeting will be held on Wednesday, August 6, 2025 at 4:30 pm at the office of the District located at 45 District Drive.

  
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 9, 2025. 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.*

HARDY COUNTY PUBLIC SERVICE DISTRICT  
SEPTEMBER 3, 2025  
4:30 P.M.  
45 District Drive, Moorefield, West Virginia

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

The meeting was called to order at 4:35 p.m. by Chairman Robert Harper. The minutes of the July 9, 2025 regular meeting were presented. Melvin Shook made a motion to approve the minutes as presented. Rose Helmick seconded the motion. It was unanimously approved.

***Unfinished Business:***

***Baker Phase II Water Project*** – Logan Moyers provided an update on the Baker Phase II water project. The District is moving forward with efforts to gauge interest in the extension areas that are being considered for inclusion in a Baker Phase II water project. Several residents in ‘The Summit’ subdivision in Baker have returned their signup documents, however no money is being collected at this time. Moyers is planning to meet with a local individual who lives in ‘The Summit’ about acquiring the right-of-way that will be needed for construction of this extension. Interest is also being gauged in the Lost River Valley subdivision located off Mill Gap Rd. in Lost River, a larger subdivision with over 200 properties. The president of this HOA has requested that the District hold a second informational meeting in the subdivision where residents can sign up for service. Moyers said a tentative date of Saturday morning, November 8, 2025 has been set for this meeting. Lenders for the project require that at least 80% of the potential customer base in a proposed extension area sign up to receive water service and both HOA’s report roughly 80% interest in initial polling they conducted with property owners, which Moyers said was positive news. Efforts to gauge interest in the area so that determinations can be made regarding what areas will and will not be included in the proposed extension project will continue.

***Baker Secondary Water Source Project*** – Logan Moyers provided an update regarding the District’s work to develop a project that will utilize groundwater wells to serve as an emergency backup water source for the Baker water system. Moyers met with Charlie Cooper, the emerging contaminants specialist with the WV Rural Water Association (WVRWA) at the WVRWA annual conference in August about potential funding for this project. The Parker Hollow impoundment experienced an algal bloom in late April/early May that was determined to be a harmful algal bloom (HAB) after the impacted water tested positive for microcystins. Because microcystins, which are considered an emerging contaminant, were detected in the Impoundment, it is believed this project will qualify for funding from the Emerging Contaminant Funding pool through WVDEP’s Drinking Water State Revolving Fund (DWSRF). It is hoped that the District can secure most, if not all, of the funds for this project in the form of grants. The next step in the project is for the District’s project engineer, The Thrasher Group, to develop a preliminary engineering report (PER) for this project. Thrasher is currently working on putting a PER for the project together. Once the PER has been prepared, it will be included as part of a funding application that will be submitted to WVIJDC who oversees the Emerging Contaminant Funding Pool.

***District Former Facility & Property*** – Logan Moyers reported that the sale of the District’s former office and shop facility located at 2094 US 220 South in Moorefield was completed in July. After fees, the District netted \$229,800.00 from the sale. All utilities associated with the property have been transferred to the new owner and the property has been removed from the District’s property insurance policy. The proceeds from the sale of the property were deposited into the District’s general operating account and will be used toward the purchase of a new all-in-one billing and accounting software system. All remaining proceeds from the sale of the property will be placed in a high-yield interest bearing account with the WV State Treasurer’s Office.

**District Website** – The District’s newly upgraded website was presented to board members during the meeting. The District has worked with consultant, DigiFox Designs, LLC, over the past several months to develop an entirely new website with a modern look that flows and presents very well and should provide many benefits to District customers. The new website was also developed to bring the District into compliance with soon-to-be-enacted standards for government-operated websites to be accessible for individuals with hearing and/or vision disabilities. It is planned for the new website to launch in mid-September. The web domain for the site will remain [www.hardycountypsd.com](http://www.hardycountypsd.com). Following the initial launch of the website, the District will resume responsibility for the updates and additions going forward. All in attendance were very impressed and pleased with the new website.

**New Business:**

**Service Outage Communication Plan** – A recently issued order by the WV Public Service Commission required all public utilities in WV to create a Service Outage Communication Plan to outline the procedures in place to notify customers of any planned or unplanned disruption to utility services. The order stipulated that, once developed, the plan must be filed with the Commission. The District prepared its plan with the assistance of the WV Rural Community Assistance Program. The District uses an automated call system to notify its customers of such outages. Board chairman Robert Harper asked about the District procedure when a water outage occurs. Moyers explained that currently the on call field staff person will receive an emergency call or sometimes Moyers is contacted by the 911 center. Once field staff have been coordinated and the situation has assessed and a plan of action has been determined, the outage is communicated to office personnel who then work to notify the affected customers. It is a team effort so that no one individual is handling the sole responsibility of notifying customers. Following discussion, Robert Harper made a motion to approve the plan as presented. Rose Helmick seconded the motion. It was unanimously approved. A Resolution was adopted by the District board formally approving the District’s Service Outage Communication Plan.

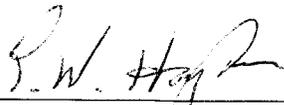
**Miscellaneous Business:**

**Accounting and Billing Software** – The District is moving forward with upgrading its existing accounting & billing software to an “all-in-one” accounting system that will include billing, payroll and general ledger capabilities. Previously, the District utilized different software packages to facilitate its general ledger, utility billing and payroll accounts and the new system will encompass all facets under one software program. Mountaineer Computer Systems Inc. will be assisting the District in transitioning to using the Accu-Fund government accounting software system. As part of this transition, the District has purchased a server and will be hosting the software on-site at the District’s office. It is anticipated that the software will be up and running for October’s billing cycle.

**WVRWA Conference** - District staff members recently attended the annual WVRWA conference held at Oglebay Resort in Wheeling, WV. District General Manager, Logan Moyers, was named Utility System Manager of the Year at the Awards of Excellence banquet during the conference. Moyers was selected from over 500- member utility systems throughout West Virginia. The board congratulated Moyers on his well-deserved accomplishment and requested a press release be provided to the Moorefield Examiner for publication.

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 5:40 p.m.

The next board meeting will be held on Wednesday, October 1, 2025 at 4:30 pm at the office of the District located at 45 District Drive.

  
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Robert Harper, Chairman

HARDY COUNTY PUBLIC SERVICE DISTRICT  
NOVEMBER 5, 2025  
4:30 P.M.  
45 District Drive, Moorefield, West Virginia

Present: Logan Moyers, Robert Harper, Rose Helmick, Melvin Shook and Connie Sherman – HCPD.

The meeting was called to order at 4:35 p.m. The minutes of the September 3, 2025 regular meeting were presented. Melvin Shook made a motion to approve the minutes as presented. Rose Helmick seconded the motion. It was unanimously approved.

***Unfinished Business:***

***Baker Phase II Water Project*** – Logan Moyers provided an update on the Baker Phase II water project. Work continues to gauge interest in potential extension areas that are being considered for inclusion in a Baker Phase II water project. Out of the 216 potential customers in the Lost River Valley subdivision, located off Mill Gap Road, only 34 responses have been received to date. The Lost River Valley HOA had previously requested that the District hold a second informational/sign-up meeting for property owners in the subdivision, however no date has been set at this time. Another subdivision in the area being evaluated is “The Summit” subdivision located on Rocky Branch Road in Baker. Out of 34 potential customers, the District has received responses from all property owners with 24 having completed signed agreements and the other 10 having indicated they are not interested in public water. Should the project proceed, there is likely enough interest to include The Summit as part of the project, however a potential holdup that could prevent the subdivision’s inclusion is a needed right-of-way from a property owner on Rocky Branch Rd. who has thus far indicated they are not willing to provide the District with the necessary right-of-way. Should there be enough interest elsewhere to proceed with the project, Moyers will approach the landowner again in an attempt to obtain the needed right-of-way.

***Baker Secondary Water Source Project*** – Logan Moyers provided an update regarding the District’s work to develop a project that will utilize groundwater wells to serve as an emergency backup water source for the Baker water system. Moyers recently met with representatives from the WV Rural Water Association (WVRWA) as well as a representative from Birchtech, a water filtration company who specializes in carbon-based water treatment, to discuss a potential pre-treatment possibility that could provide additional removal of organic material as well as removal of PFAS compounds and other contaminants. High levels of organics in the raw water for the Baker water system have long been problematic for the District and with ever-increasing organic matter levels in the Baker raw water source, the District is always looking for methods that can improve water treatment at the Baker water plant. Birchtech has developed affordable pre-package treatment vessels that have proven very effective at removing organic material by using a combination of traditional sand filters and granular activated carbon filters with minimal operation and maintenance costs. The system also effectively removes PFAS compounds through its carbon filter treatment. After viewing and discussing the issues at the Baker water plant, the Birchtech rep believes they could provide a treatment system to combat increasing levels of organic matter and PFAS contamination for under \$1 million. The District is awaiting a proposal from Birchtech that will provide details on the treatment system, as well as the cost to implement the system and ongoing operation and maintenance costs. Should the District decide to proceed with the Birchtech treatment system, it will be included in the overall project to develop groundwater wells as a secondary source. Both the development of a secondary source and the Birchtech treatment system would qualify to receive funding from the Emerging Contaminant Funding pool through WVDEP’s Drinking Water State Revolving Fund (DWSRF). Engineers at The Thrasher Group are currently working on putting together a preliminary engineering report (PER) for the project. Once the PER has been prepared, it will be included as part of a funding application that will be submitted to WVIJDC who oversees the Emerging Contaminant Funding Pool. The District’s preliminary applications for DWSRF funding for these projects have been ranked 2<sup>nd</sup> and 4<sup>th</sup> overall out of over 200 preliminary applications submitted from water systems across the state. Because of the high priority ranking both projects received, it is hoped that the District can secure most, if not all, of the funds for this project in the form of grants.

***New Business:***

***New Payroll Bank Account*** – The District is currently implementing a new all-in-one utility billing, general ledger accounting and payroll software system. As part of this accounting system upgrade a file transfer must be completed twice a month for payroll purposes. The payroll account for the District has long been held at Summit Community Bank who is now Burke & Herbert bank, however due to an initial setup fee as well as ongoing monthly fees proposed by Burke & Herbert for the ability to complete the required monthly transfers, the District has proposed closing the payroll account with Burke & Herbert and opening a payroll account at Capon Valley Bank where the District's operating revenue account is held. There are no fees associated with the required monthly transfers from Capon Valley Bank. Robert Harper made a motion to approve the opening of a payroll account at the Capon Valley Bank. Melvin Shook seconded the motion. It was unanimously approved.

***Miscellaneous Business:***

The District was approached by the Hardy County Chamber of Commerce who requested the District consider becoming a member of the Chamber for an annual membership fee of \$50.00. Following a brief discussion, it was determined it would not be in the best interest of the District's customers to use rate-payer funds for this purpose.

Logan Moyers reported the District has received two additional payments as part of the class-action settlement against PFAS polluters. To date, the District has received just over \$100,000 as part of the settlement with additional payments still anticipated.

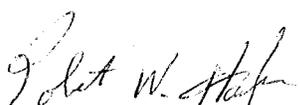
The District has entered into an Alternate Mainline Extension Agreement with the developers of The Pinnacle Subdivision to be located between Moorefield Intermediate School and the Caledonia Heights subdivision. The subdivision will be built in phases with Phase I consisting of 22 lots. Construction on this extension is expected to begin before the end of the 2025 calendar year.

Moyers reported he was contacted by engineers with Potesta Engineering, who were working on behalf of the Hardy County RDA to design a water extension project that would begin at the end of the main line near the Believers Victory Center church to serve the RDA's "Crites property" located just south of the church on either side of US 48. Moyers has also reached out to Hardy County RDA, who is serving as the developer for the project, and has provided the RDA with an Alternate Mainline Extension Agreement, that must be executed before construction on the extension project can begin.

Board member Rose Helmick asked if water would be needed for the Old Fields Solar Farm project. Moyers reported that he had attended an informational meeting with MN8, the developers of the solar project, and was told that there would be no need for public water on the solar farm development.

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 5:34 p.m.

The next board meeting will be held on Wednesday, December 10, 2025 at 4:30 pm at the office of the District located at 45 District Drive.

  
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Robert Harper, Chairman

HARDY COUNTY PUBLIC SERVICE DISTRICT  
SPECIAL BOARD MEETING MINUTES  
NOVEMBER 19, 2025  
4:00 P.M.  
45 District Drive, Moorefield, West Virginia

Present: Logan Moyers, Robert Harper (via telephone), Rose Helmick, Melvin Shook & Connie Sherman – HCPSD.

The meeting was called to order at 4:05 p.m. by Logan Moyers.

***New Business:***

***PFAS Polluters Settlement*** – The District has an opportunity to participate in an accelerated payment program for the remainder of the settlement with PFAS manufacturer 3M. Two payments from the 3M settlement, totaling \$84,076.48, have already been received by the District earlier this year. Remaining payments from the 3M settlement are scheduled to be received in June each year beginning in 2026 and ending in 2033. The total sum of the scheduled future payments is \$77,905.45. As part of an accelerated payment program negotiated with 3M on behalf of water systems participating in the settlement, the District may choose to accept a single lump-sum payment to be paid in December 2025 in the amount of \$59,517.55 rather than waiting for the annual payments through 2033. Participation in the accelerated payment program allows water systems to receive funds now so that they may be utilized sooner rather than later and also eliminates the potential of not receiving a portion of the remaining payments should 3M file for bankruptcy or dissolve entirely. Discussion regarding the value of receiving a lesser portion of the funds immediately versus waiting to receive a larger sum in annual payments over the next eight years took place. It was noted that receiving the funds immediately and investing those funds would likely result in the District realizing a return that would ultimately be greater than the total sum of the annual payments over the next eight years. Accepting the immediate payment would also eliminate the potential of losing a portion of future payments due to 3M bankruptcy or dissolution. Following discussion, Melvin Shook made a motion to participate in the accelerated payment program. Rose Helmick seconded the motion. It was unanimously approved.

***New Vehicle Purchase*** – The District is in need of replacing a field staff work truck due to age and mechanical issues. Bids were solicited from three dealerships for a truck that matches the District's existing fleet of vehicles. The lowest bid received was from Jerry's Leesburg Ford in the amount of \$44,120.00 for a 2025 four-wheel drive Ford F-150. Robert Harper made a motion that the District purchase the truck from Jerry's Leesburg Ford. Rose Helmick seconded the motion. It was unanimously approved.

***Miscellaneous Business:***

***Town of Wardensville issue*** – Moyers wanted to make board members aware of a pending issue regarding the Town of Wardensville. The Town has recently been instructed by the WV Bureau of Public Health to issue a standing boil water notice to all its water customers until such time a new well is put in service to eliminate the use of a well currently being used that is under the influence of groundwater. This would result in the District having to issue a standing boil notice to all customers on the Trout Run and Marvin Chapel water systems because the water for those systems is purchased from the Town of Wardensville. Wardensville's attorneys have been in discussion with WVBPH attorneys regarding this instruction and the issuance of any water advisory notice has been temporarily put on hold until a final determination has been reached. Once a final determination has been made, the District will be informed if a standing boil water notice must be issued to customers on the Trout Run and Marvin Chapel systems until the Town's new well has been put into service.

There being no further business, Melvin Shook made a motion that the meeting be adjourned. Rose Helmick seconded the motion. The meeting was adjourned at 4:30 p.m.

The next board meeting will be held on Wednesday, December 10, 2025 at 4:30 pm at the office of the District located at 45 District Drive, Moorefield.

  
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 special meeting held on November 19, 2025. 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.*

HARDY COUNTY PUBLIC SERVICE DISTRICT  
DECEMBER 10, 2025  
4:30 P.M.  
45 District Drive, Moorefield, West Virginia

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

The meeting was called to order at 4:35 p.m. The minutes of the November 5, 2025 regular meeting were presented. Rose Helmick made a motion to approve the minutes as presented. Robert Harper seconded the motion. It was unanimously approved. The minutes of the November 19, 2025 special 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 Phase II Water Project*** – Logan Moyers provided an update on efforts to gauge interest in a potential water line extension project in the Baker area. Out of the 216 potential customers in the Lost River Valley subdivision, located off Mill Gap Road, only 20 property owners have signed user agreements to date which equates to just 9% of the total potential customers. Given the lack of interest from this subdivision as well as the difficulty and expense of bringing water to this area due to its terrain, it is not financially feasible to include this subdivision in an extension project at this time. Conversely, the Summit subdivision located on Rocky Branch Road in Baker has shown significant interest with 24 out of a possible 34 property owners having signed user agreements. There is enough interest to include The Summit as part of a future extension project, however there is a potential issue in securing a needed right-of-way from a property owner on Rocky Branch Rd. The property owner indicated they do not wish to grant a right-of-way for a water line on their property along Rocky Branch Rd, however they don't want to be the reason a water extension project does not take place. The property owner suggested the water line follow the existing electric right-of-way for the Summit subdivision which runs through undeveloped woodland property, however it is the District's policy not to install main water lines on undeveloped woodland property due to the difficulty in accessing and maintaining a water line not accessible by an established roadway. Should the District ultimately determine to include Rocky Branch Rd in a future extension project, Moyers will approach the landowner again in an attempt to obtain the needed right-of-way.

Other potential areas for extensions in the County were discussed such as South Fork, Walnut Bottom and High Knob, but each of those area present unique challenges most of which are related to limited numbers of potential customers over significant distance or difficult terrain that would make the cost per customer so significant that it would be, at best, very difficult to obtain the necessary funding for those projects. Consensus among the Board remains that the only logical major extension projects at this time are in the Baker/Lost River areas of the County, however there is currently little to no interest in an extension project from potential customers in those areas. Moyers commented that he did not feel it was in the best interest of the District to "force" an extension project in an area that lacked sufficient interest from potential customers, as doing so would ultimately increase water rates County-wide and cause issues related to low water turnover due to limited customers over significant distances. Moyers also stated he felt the District should focus their efforts on the Baker Alternate Source Project rather than trying to force an extension project that lacked interest.

***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 an emergency backup water source for the Baker water system. Moyers also informed board members that the District is working with Birchtech, a water filtration company who specializes in a carbon-based water pre-treatment to determine if they could help with ongoing water quality issues from the Parker Hollow Impoundment, the water source for the Baker WTP. The District continues to battle high levels of organics in the raw water for the Baker water system so the District is always looking for methods that can improve water treatment at the Baker water plant. The Birchtech system could also effectively remove PFAS compounds though its carbon filter treatment. The District has received a proposal from Birchtech which was to be discussed at this meeting however, Kylea

Radcliff, the District's project engineer, was unable to attend the meeting due to weather conditions. This proposal will be reviewed at a future meeting along with additional information on the Birchtech system. Should the District decide to proceed with the Birchtech treatment system, it will be included as part of the alternate source project. This combined project would qualify to receive funding from the Emerging Contaminant Funding pool through WVDEP's Drinking Water State Revolving Fund (DWSRF). Once the Preliminary Engineering Report has been prepared, it will be included as part of a funding application that will be submitted to WVIJDC who oversees the Emerging Contaminant Funding Pool. The District has already submitted DWSRF priority list applications for these projects. Priority list applications provide general information on the proposed project which the State then uses to rank all projects seeking DWSRF funding. Of the over 200 priority list applications that were submitted for projects seeking funds from the emerging contaminant funding pool, the District's projects were ranked 2<sup>nd</sup> and 4<sup>th</sup> overall from projects across the State. Because of the high priority ranking both projects received, it is hoped that the District can secure a significant portion of the funds for this project in the form of grants.

***New Business:***

***2026 Meeting Dates*** – A proposed schedule of board meeting dates for 2026 was presented for approval. The schedule listed all 2026 board meetings taking place the first Wednesday of each month at 4:30pm in the office of the District, except for the December meeting which was scheduled for the second Wednesday of the month. Robert Harper made a motion to approve the schedule as presented. Rose Helmick seconded the motion. It was unanimously approved.

***Election of Officers*** – Following a brief discussion, Melvin Shook made a motion to retain the current officers for 2026. Rose Helmick seconded the motion. It was unanimously approved. Robert Harper will remain Chairman, Rose Helmick-Vice-Chair, Melvin Shook-Board Member and Connie Sherman-Secretary.

***Miscellaneous Business:***

Board member Melvin Shook asked if there was any update on the Town of Wardensville's water project and the potential issuance of a indefinite boil water advisory until Wardensville's new well is in service. Moyers reported that he had received no updates and the issuance of a boil water advisory was on hold at this time.

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 5:22 p.m.

The next board meeting will be held on Wednesday, January 7, 2026 at 4:30 pm at the office of the District located at 45 District Drive.

  
Robert Harper, Chairman