

HARDY COUNTY PUBLIC SERVICE DISTRICT
JANUARY 12, 2011
10:00 A.M.
2094 US 220 South, Moorefield, West Virginia

Present: Matthew Gapp, Clyde See, Melvin Shook, Logan Moyers, Kevin Markwood, Chuck Ours and Connie Sherman, HCPSD; Clay Riley, Thrasher Engineering; Anna Marie Collis, USDA-RUS; Pam Keplinger, Region VIII and Jean Flanagan, Moorefield Examiner.

The meeting was called to order at 10:05 a.m. Melvin Shook made a motion to approve the minutes of the December 8, 2010 regular board meeting as prepared. Clyde See seconded the motion. It was unanimously approved.

Baker Water Project – Logan Moyers provided a brief update on the Baker Water Project. He reported that construction is now underway on all contracts. Clay Riley, project engineer, provided the monthly construction project update on the Baker Water Project. Contract #1 – Breckenridge continues to install rebar, set forms and pour concrete for the underground wall structures. Contract #2 – Stonegate has added two additional crews since the last board meeting currently has a main line crew on Shawnee Road and a main line crew on Parker Hollow Road and a bore crew at the intersection of Grover Smith Road and WV SR 259. They plan to add an additional bore crew this week which required an additional Thrasher project inspector and they plan to add another bore crew on the 24th of this month which will also require an additional inspector. Mr. Riley reported that change order #1 to Contract #2 will be presented for approval at next month's meeting. This change order involves the purchase of large non-residential meters and other miscellaneous project improvements. Contract #4 – J. F. Allen has completed 93% of main line installation work and is currently waiting for the arrival of the booster pump station before continuing with construction. Delivery of the booster pump station is anticipated in mid to late February. In light of this, J.F. Allen has requested a winter shutdown effective January 3, 2011 – February 15, 2011 which results in a 42 day time contract extension which would extend their contract completion date to May 28, 2011. Melvin Shook made a motion to accept the winter shut down request of the contractor. Clyde See seconded the motion. It was unanimously approved. Contract #5 – Mid Atlantic Storage Systems, Inc. arrived on site today to begin clearing the Marvin Chapel tank site so earthwork can start. Mr. Riley apologized that the web camera located at the water plant site has been down due to problems with the switch provider but said that it should be up and running again very soon. Logan Moyers reported that the monthly construction progress meetings would be held today at 1:30 p.m. at the water plant field office for all contracts. Clyde See asked why the fire hydrants being installed as part of this project seem to be down in holes. Mr. Riley explained that the contractor was instructed to install the hydrants as construction was taking place according to the locations on the plans and that the hydrants will be raised once when the hydrant extensions arrive which have been ordered. Logan Moyers said he had received several phone calls and questions regarding the hydrant installation. Melvin Shook who lives on Parker Hollow Road noted that there has been some dust issues due to the contractor sweeping in the wrong direction. Mr. Riley said the project inspector is aware of this and that he should report it to the inspector if it happens again. Mr. Riley reported that a minor traffic accident occurred in the construction zone on WV SR 259 but no citations were issued and the contractor and the woman involved are working with their respective insurance companies. Mr. Moyers presented a drawdown request to Federal EDA in the amount of \$163,868.00. Clyde See made a motion to approve the pay requisition as presented. Melvin Shook seconded the motion. It was unanimously approved. A drawdown to USDA-RUS was presented in the amount of \$746,171.55. Clyde See made a motion to approve the pay requisition as presented. Melvin Shook seconded the motion. It was unanimously approved. A drawdown to WVIJDC was presented in the amount of \$68, 239.53. Clyde See made a motion to approve the pay requisition as presented. Melvin Shook seconded the motion. It was

unanimously approved. Logan Moyers noted a payment to ALL Quality, LLC for the water plant security fencing. The HCPSD received notification that the investigation of ALL Quality, LLC's payment practices being conducted by the WV Division of Labor has been closed so the HCPSD can issue payment in full to the contractor.

Baker Sewer Project – Logan Moyers reported that he had met on site with representatives of the HCRDA regarding the HCPSD's need to widen the easements and change the direction point to access the Baker sewer plant site property. The HCRDA was agreeable to moving the access point to the plant site from the north to the west. Our engineer will revise the plat to show this change and we can move forward with the execution of the deed and easement. Regarding easements, the HCRDA is granting a 20' temporary construction easement and a 10' permanent easement and they expressed concerns against widening the permanent easement widths because they feel it would negatively impact property values within the industrial park. The HCRDA informed Mr. Moyers that they understand that because there is not sufficient room for the HCPSD to work on the lines once they have been installed, however, they offered a verbal commitment that any future repairs to the line could occur outside the defined 10' easement. Discussion was held regarding the HCRDA's position as it regards the utility easements. While the HCPSD understand this proposal is far from ideal, if the Baker Sewer Project is to become a reality, the HCPSD has little choice but to accept the verbal agreement. Clyde See raised the question as to the legal ramifications of the bond or loan documents of not having a sufficient easement to maintain the lines once they are constructed. Logan Moyers will attempt to get the verbal commitment presented by the HCRDA in writing and will also contact Tom Michael for a legal opinion.

Phase II Booster Station Site Relocation – Logan Moyers contacted the Harry Welton heirs regarding property located across from the current Phase II master meter located near the Inskeep Property on WV SR 55 for the location of a new Phase II booster pump station. It has been determined that this location is better for radio communication and to avoid disturbing the view shed of a neighboring property that is listed on the national historic register. The HCPSD made an offer of \$10,000.00 for the purchase of 1/8 acre for this booster pump station site. The property owners would like the HCPSD to consider locating the site off the roadway rather than adjacent to the road as proposed. Logan Moyers and Clay Riley will evaluate their request today to see if this would be feasible.

FY10 Financial Statements – Copies of the fiscal year 2010 financial statements were provided to each board member in their board meeting packet and copies have been distributed to funding agencies and the Hardy County Commission as required. Jean Flanagan requested a copy and one will be provided to her today.

There were no members of the public in attendance of the meeting to provide comment.

There being no further business, Clyde See made a motion that the meeting be adjourned at 10:55 a.m. The meeting was adjourned.

The next regular meeting of the HCPSD is scheduled for **Wednesday, February 2, 2011, 10:00 a.m.** in the conference room of the HCPSD office located at 2094 US 220 South, Moorefield, West Virginia.

Matthew G. Gapp, Chairman

These minutes represent a summary of the subjects discussed and the actions taken by the members of the Hardy County Public Service District for the meeting held on January 12, 2011. 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.