

HARDY COUNTY PUBLIC SERVICE DISTRICT
SEPTEMBER 7, 2011
10:00 A.M.
2094 US 220 South, Moorefield, West Virginia

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

Absent: Matthew Gapp

The meeting was called to order at 10:03 a.m by Melvin Shook, Vice-Chairman. Clyde See made a motion to approve the minutes of the August 3, 2011 regular board meeting as prepared. Melvin Shook seconded the motion. It was unanimously approved.

Baker Water Project –Clay Riley, project engineer, provided the monthly construction project update on the Baker Water Project. Contract #1 – Breckenridge has completed the parking lot drains and has placed parking lot filter fabric and base stone there in anticipation of the paving work. The exterior lighting has been installed, as well as most of the interior HVAC ductwork. Installation of the metal roofing has been delayed due to weather conditions. The Tonka filter units and lab cabinetry is scheduled for delivery next week. Contract #2 – Stonegate’s status remains unchanged. They will finalize work on their contract when water is available. Clay Riley reported that the Parker Hollow Road issues have been resolved with WVDOH and the contractor will be repairing the road in some sections. Contract #4 – J.F. Allen has completed most of their contract, however a few change order and punch list items are remaining. A substantial completion inspection was conducted on August 25, 2011. Clay Riley reported that he will not issue substantial completion until an electrical issue at the booster pump station is resolved. He and Logan Moyers are going to review the issue this afternoon. Once the booster pump station is working correctly, Marvin Chapel customers will be notified that water is available. Contract #5 – Mid Atlantic Storage Systems, Inc. conducted bacteriological samples on the Marvin Chapel tank last week which received passing results. Only punch list items remain on their contract and we will be issuing substantial completion for this contract. The status of the Parker Hollow tank remains unchanged until such time that water is available from the water plant. Change Order #4 for Contract #1 was presented. This change order includes the paving of the water plant access road, modifying drainage at the water plant, relocation of the fence gate, modifications in lab cabinetry and the addition of some interior trim. The change order is in the amount of \$81,500.00 making a new total contract amount of \$4,280,152.00. Clyde See made a motion to approve the change order as presented. Melvin Shook seconded the motion. It was unanimously approved. Clay Riley reported that the HCPSD is looking at a possible location for the installation of a bulk water “salesman” in Baker where bulk water can be purchased for personal use. Due to security and access issues, he does not feel the structure should be installed at the water plant. The board agreed with his decision. An update will be provided at the next meeting. Pam Keplinger requested to draw the funds for the change order from USDA-RUS. Pam Keplinger presented the pay requisition for payment and explained that no additional funds will be requested from EDA until such time that the project is complete because the project is 90% completed and EDA guidelines specify that the remaining 10% cannot be drawn down until project closeout. Pay Requisition #12 to USDA-RUS was presented in the amount of \$479,466.88. Clyde See made a motion to approve the pay requisition as presented. Melvin Shook seconded the motion. It was unanimously approved. Clay Riley reported that the HCPSD has received a bond claim in the amount of \$9,062.99 against Breckenridge (Contract #1) regarding an electrical subcontractor who has filed bankruptcy and is no longer on the job. According to the contract documents the HCPSD, as owner of the project, has the right to withhold the amount of the bond claim until such time the claim has been resolved. Clyde See made a motion that the HCPSD withhold the amount of the bond claim from the payment to Breckenridge in the amount of \$9,062.99. Melvin Shook seconded the motion. It was unanimously approved. Once the HCPSD is notified that the claim has been resolved, the funds will be immediately released. A letter has been drafted and will be sent to the contractor with this month’s payment stating the HCPSD’s decision to

withhold the claim amount. The monthly construction progress meetings will be held following this meeting at 1:30 p.m. in Baker at the water plant field office for all contracts.

Baker Sewer Project – Logan Moyers provided an update on the status of acquiring the property for the sewer plant site. The HCPSD previously approved the plat, as prepared by Thrasher Engineering developed from an exhibit drawing provided by HCRDA engineer, Potesta & Associates, which shows the line locations and easement boundaries for all water and sewer lines within the Baker Industrial Park and forwarded the plat to the HCRDA. The HCRDA now needs to make minor revisions to the deed to reflect the revised plat and approve the deed and plat at a HCRDA meeting. This did not happen at their August meeting. Logan Moyers contacted the HCRDA executive director, Mallie Combs-Snyder, regarding the status and was informed that the HCRDA's engineer was reviewing the plat that was developed by Thrasher. At this time the HCPSD is waiting on the HCRDA board's approval of the complete deed and easement agreement. The HCPSD has stressed to the HCRDA that nothing be recorded until both parties have agreed on the deed and associated plat.

Clyde See inquired as to the capacity of the Baker water and sewer systems once completed as it regards the potential construction of a consolidated high school in that area. Logan Moyers and Clay Riles stated that both systems should have the capacity and if not, both are designed to be able to increase capacity if necessary.

UPDATES:

Logan Moyers reported that the HCPSD traveled to South Charleston, WV to pick up three new company trucks. Advertisement for sealed bids for the two older company trucks have been placed in the Moorefield Examiner and bids will be accepted until September 19th for bid opening on September 20th. The HCPSD sold the 2,000 Sensus SRII touch read meters to the Town of West Hamlin for \$40,000.00. Melvin Shook asked if the paint booth had been sold. Logan Moyers reported that the issue is with the demolition of the paint booth but he feels that if the HCPSD removed the components of the paint booth, the components could be easily sold.

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 10:30 a.m. The meeting was adjourned.

The next regular meeting of the HCPSD is scheduled for **Wednesday, October 5, 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 September 7, 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.