



**WEST VIRGINIA**

**Infrastructure & Jobs Development Council**

**APPROVED**

## **TECHNICAL & FUNDING COMMITTEES MEETING MINUTES**

The Technical & Funding Committees meeting was held at the Infrastructure & Jobs Development Council Public Meeting Room on **May 25, 2021** at **10:00 A.M.**

### **Voting Members that were present:**

#### **Technical Committee Voting Members:**

Jonathan Fowler, WV Public Service Commission

#### **Funding Committee Voting Members:**

Marie Prezioso, WV Water Development Authority - Chair

Jonathan Fowler, WV Public Service Commission

### **Voting Members that were present via phone:**

#### **Technical Committee Voting Members:**

Stephanie Hickerson, WV Bureau for Public Health - Chair Water

Jeff Brady (Designee), WV Department of Environmental Protection - Chair Sewer

#### **Funding Committee Voting Members:**

Jeff Brady (Designee), WV Department of Environmental Protection

Stephanie Hickerson, WV Bureau for Public Health

Erica Bogges, WV Housing Development

### **Voting Members that were not present:**

Kris Warner, WV Economic Development Authority

### **Others in attendance:**

Wayne Morgan, WV Infrastructure & Jobs Development Council

Kristi Ritchie, WV Infrastructure & Jobs Development Council

Brock Jarrett, WV Water Development Authority

Samme Gee, Jackson Kelly PLLC

Jonathan Carpenter, The Thrasher Group

Nancy Peyton, The Lincoln Journal/HD Media

**Others invited and in attendance via phone and livestream:**

Brandon Crace, WV Infrastructure & Jobs Development Council  
Randy Lengyel, WV Infrastructure & Jobs Development Council  
Leanna Smith-Atkinson, WV Infrastructure & Jobs Development Council  
Ann Urling, Governor's Office  
Jason Billups, WV Department of Environmental Protection  
Chris Arrington, WV Bureau for Public Health  
Janna Lowery, USDA  
Whytni Cline, Jackson Kelly PLLC  
Barb Zimnox, Region 11 Planning & Development Council  
Brock Perkins, Weston Sanitary Board  
Robert Rodecker, Kay Casto & Chaney (Mill Creek)  
Brandon Conley, E L Robinson  
Sheena Hunt, Region 6 Planning & Development Council  
Seth Devault, Region 6 Planning & Development Council  
Zach Dobbins, Bennett & Dobbins CPA  
Eleni Brick, The Thrasher Group  
Matt Hayes, The Thrasher Group  
Randy Watson, The Thrasher Group  
Luke Peters, MOVRC  
Lisa Wells, Region 2 Planning & Development Council  
Cary Smith, Region 7 Planning & Development Council  
Ryan Boustany, The Thrasher Group  
Cassie Lawson, Region 4 Planning & Development Council  
Danny Braham, The Thrasher Group  
William Wallace, Cerrone Associates, Inc.  
A C Wiethe, Belomar Regional Council  
Natalie Hamilton, Belomar Regional Council  
Judy Edge, Century Volga  
Tim Meeks, MOVRC  
Steve Haynes, The Thrasher Group  
Trey Horner, Horner & Associates  
Eric Combs, Region 1 Planning & Development Council  
Lesley Taylor, Region 4 Planning & Development Council  
Anna Harvey, Town of Anmoore

Chair Marie Prezioso called the meeting to order and verified a quorum was present.

Chair Prezioso asked for approval of the draft minutes of **April 27, 2021**. Jonathan Fowler moved for approval and Erica Boggess seconded the motion. The motion passed.

**Ellenboro, Town of (2020S-1895) System Improvements II – District 1 (Cost & Funding Change)**

Wayne Morgan described the request.

The Funding Committee recommends the Town of Ellenboro pursue a \$1,395,000 CWSRF Debt Forgiveness Loan and a \$1,000,000 IJDC District 1 Grant for an estimated project cost of \$2,395,000.

Jeff Brady moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

**Monongah, Town of (2018S-1780) System Improvements II– District 1 (Cost & Funding Change)**

Mr. Morgan described the request.

The Funding Committee recommends the Town of Monongah pursue a \$1,000,000 CWSRF Debt Forgiveness Loan, a \$2,750,000 CWSRF Loan (1%, 0.25% adm. fee, 30 yrs.), a \$25,000 IJDC Soft Cost Grant, and a \$475,000 IJDC District 1 Grant for an estimated project cost of \$4,250,000.

Mr. Brady moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

**Paw Paw, Town of (2021S-1948) System Improvements – District 1 (Engineering Fee Variance)**

Jason Billups described the request, and it is technically feasible.

The Funding Committee recommends the Town of Paw Paw request for an engineering fee variance for total engineering fees be approved.

Mr. Brady moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

**Clay, Town of (2019S-1793) Sanitary Sewer Rehabilitation – District 2 (Funding Change)**

Mr. Morgan described the request.

The Funding Committee recommends the Town of Clay pursue a \$5,000,000 CDBG DR ED Grant, a \$545,000 CWSRF Debt Forgiveness Design Loan, a \$108,109 CWSRF Debt Forgiveness Loan, a \$246,500 CWSRF Wrap Loan, a \$941,891 IJDC District 2 Grant, and a \$250,000 IJDC District 2 Loan (0.75%, 0.25% adm. fee, 40 yrs.) for an estimated project cost of \$7,091,500.

Mr. Brady moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

### **Bradley PSD (2020S-1884) NW County Extension– District 3 (Tabled Application)**

Mr. Billups described the application, and it is technically feasible.

The Funding Committee recommends the Bradley PSD pursue a \$500,000 CWSRF Debt Forgiveness Loan, a \$4,120,449 CWSRF Loan (1.75%, 0.25% adm. fee, 30 yrs.), a \$420,000 IJDC District 3 Grant, and a \$80,000 IJDC Soft Cost Grant for an estimated project cost of \$5,120,449.

\*The proposed rate is 1.64% of the County Magisterial District 2 MHI (project location).

Mr. Brady moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

### **Buffalo Creek PSD (2020C-103) System Improvements / Critical Need / Change Order – District 3 (Tabled Scope Change)**

Mr. Billups described the request, and it is technically feasible.

The Funding Committee recommends the Buffalo Creek PSD request for a change in scope to complete work at the WWTP headworks be tabled until the June 22, 2021 meeting (additional information requested from the District).

Mr. Brady moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

### **Pax, Town of (2021S-1933) Willis Branch Extension – District 3 (Tabled Application)**

Mr. Billups described the application, and it is technically feasible.

The Technical Committee recommends the Town of Pax application be tabled until the June 22, 2021 meeting.

Mr. Brady moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

### **Grandview-Doolin PSD (2021W-1950) Route 7 Extension – District 1 (New Application)**

Stephanie Hickerson described the application, and it is technically feasible. Ms. Hickerson noted 2 concerns:

- The PSD has a system score of 6 on the January 2021 quarter of the EPA's Compliance Tracking tool (ETT). This score was obtained by failure to monitor for DBPs in 2019. These violations need to be resolved.

- The PSD discharges its backwash to its site, which is covered under WV/NPDES Site Registration No. WVG640107, which expired July 18, 2018. The PSD must contact the DEP to renew this permit registration.

The Funding Committee recommends the Grandview-Doolin PSD pursue a \$250,000 Wetzel County Commission Grant, a \$413,500 IJDC District 1 Grant, and a \$163,500 IJDC District 1 Loan (2%, 30 yrs.) for an estimated project cost of \$827,000.

Ms. Hickerson moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

### **Hammond PSD (2021W-1955) System Improvements – District 1 (New Application)**

Ms. Hickerson described the application, and it is technically feasible. Ms. Hickerson noted a concern. The PSD has an ETT score of 18 due to various compliance violations, these violations will need to be resolved prior to closing the construction loan.

The Funding Committee recommends the Hammond PSD pursue a \$500,000 DWTRF Principal Forgiveness Loan, a \$5,174,000 DWTRF Loan (1%, 0.25% adm. fee, 30 yrs.), and a \$500,000 IJDC District 1 Grant for an estimated project cost of \$6,174,000.

Ms. Hickerson moved that the recommendation be approved, Ms. Boggess seconded the motion. The motion passed.

### **Philippi, City of (2019W-1855) Secondary Source Reservoir – District 1 (Scope, Cost & Funding Change)**

Ms. Hickerson described the request, and it is technically feasible.

The Funding Committee recommends the City of Philippi pursue a \$9,600,000 US EDA Grant, a \$1,000,000 IJDC District 1 Grant, and a \$4,000,000 IJDC District 1 Loan (1%, 40 yrs.) for an estimated project cost of \$14,600,000.

Ms. Hickerson moved that the recommendation be approved, Mr. Brady seconded the motion. The motion passed.

### **Rivesville, Town of (2019W-1803) System Improvements – District 1 (Scope, Cost & Funding Change)**

Ms. Hickerson described the request, and it is technically feasible.

The Funding Committee recommends the Town of Rivesville pursue a \$138,000 IJDC District 1 Grant and a \$775,000 IJDC District 1 Loan (3%, 20 yrs.) for an estimated project cost of \$913,000.

Ms. Hickerson moved that the recommendation be approved, Ms. Boggess seconded the motion. The motion passed.

**Rivesville, Town of (2019W-1803) System Improvements – District 1 (Engineering Fee Variance)**

Ms. Hickerson described the request, and it is technically feasible.

The Funding Committee recommends the Town of Rivesville engineering fee variance request for total engineering fees be approved.

Ms. Hickerson moved that the recommendation be approved, Mr. Brady seconded the motion. The motion passed with Mr. Fowler abstaining.

Mr. Fowler stated the fees for this small project are very high. He further noted, given the Town Council had already approved the additional work, the Town is on the “hook” for the additional money and have nowhere else to get it. Mr. Fowler cautioned the project sponsors to keep an eye on what is occurring with their projects due to the fees getting very high, very quickly, for small, straight forward projects.

**Clay County PSD (2019W-1831) Big Otter Extension – District 2 (Scope, Cost & Funding Change)**

Ms. Hickerson described the request, and it is technically feasible.

The Funding Committee recommends the Clay County PSD pursue a \$5,000,000 CDBG (SCBG) Disaster Recovery Economic Development Grant and a \$233,000 IJDC District 2 Grant for an estimated project cost of \$5,233,000.

Ms. Hickerson moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

**Mill Creek, Town of (2019W-1834) System Improvements – District 2 (Cost & Funding Change)**

Mr. Morgan described the request.

Bob Rodecker (representing Mill Creek) added the deducts that were discussed had been presented to the Commission and until bids are received, there is no way to know if any or all of the deducts will need to be taken.

The Funding Committee recommends the Town of Mill Creek pursue a \$1,000,000 DWTRF Principal Forgiveness Loan, a \$959,911 IJDC District 2 Grant, a \$3,277,108 IJDC District 2 Loan

(1%, 40 yrs.), a \$1,332,980.36 IJDC Loan (closed in 2015), and a \$83,773 Town Contribution for an estimated project cost of \$6,653,772.36.

Ms. Hickerson moved that the recommendation be approved, Mr. Brady seconded the motion. The motion passed.

Mr. Fowler asked if this was the second phase of this project.

Mr. Rodecker responded with yes, this is the revised project following the change in the contractor and redesign of the project to take advantage of the existing facilities and additional changes approved by the Commission.

**Putnam County Commission (2019W-1830) Jim Ridge II Ext. – District 2 (Cost & Funding Change)**

Mr. Morgan described the request.

The Funding Committee recommends the Putnam County Commission pursue a \$1,500,000 CDBG (SCBG) Grant, a \$1,000,000 IJDC District 2 Grant, a \$288,000 Putnam County Commission Grant, and a \$312,000 WVAWC Contribution for an estimated project cost of \$3,100,000.

Ms. Hickerson moved that the recommendation be approved, Ms. Boggess seconded the motion. The motion passed.

Ms. Prezioso stated this is a good project and there has been a lot of interest in it. If they get the Community Development Block Grant, this will be great.

**Birch River PSD (2018W-1749) Mill Creek Water Ext. – District 3 (Cost and Funding Change)**

Mr. Morgan described the request.

The Funding Committee recommends the Birch River PSD pursue a \$1,055,000 CDBG (SCBG) Grant and a \$500,000 IJDC District 3 Grant for an estimated project cost of \$1,555,000.

Ms. Hickerson moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

**Lincoln County PSD (2019W-1806) Alum Creek Tank – District 3 (Scope, Cost & Funding Change)**

Ms. Hickerson described the request, and there are some concerns.

Ms. Hickerson noted the PSD currently has significant drinking water violations with a current EPA ETT score of 48 and received an Administrative Order in April 2020. The PSD is also conducting an investigation pertaining to the management and finances of the PSD (Case No. 21-0258-PWD-P).

The Funding Committee recommends the Lincoln County PSD request be tabled until the September 28, 2021 Technical and Funding Committee meeting to allow the PSD time to work on their violations and the PSC to complete their investigation.

Ms. Hickerson moved that the recommendation be approved, Mr. Brady seconded the motion. The motion passed.

Jonathan Carpenter (The Thrasher Group) approached the podium. He reiterated the issues and concerns with delaying this request. He further noted the Lincoln County Commission has committed \$250,000 through their American Rescue Planning money. Mr. Carpenter noted his concerns with waiting until September to address the issues of the leaking tank and deteriorating road.

There was additional discussion regarding the project funding.

### **Webster County EDA (2021W-1957) Grassy Creek Extension – District 3 (New Application)**

Ms. Hickerson described the application, and it is technically feasible.

The Funding Committee recommends the Webster County EDA pursue a \$1,075,000 US ACE Grant, a \$182,000 WVAWC Contribution, and a \$1,000,000 IJDC District 3 Grant for an estimated project cost of \$2,257,000.

Ms. Hickerson moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

### **Binding Commitments**

Ms. Prezioso noted the Binding Commitment requests are next on the agenda and all projects requesting a binding commitment have a current audit on file.

### **Anmoore, Town of (2021W-1970) Distribution System Improvements 1 – District 1 (PFA Binding Commitment)**

Mr. Morgan described the request.

The Funding Committee recommends the Town of Anmoore receive a \$7,750 IJDC District 1 PFA Funds Binding Commitment to match \$7,750 from the Town for a \$15,500 Water Loss Study to assist with determining the scope of its Distribution System Improvements Project.



Ms. Hickerson moved that the recommendation be approved, Ms. Boggess seconded the motion. The motion passed.

**Fairmont, City of (2020W-1932) River Run Extension – District 1 (Critical Need Binding Commitment)**

Mr. Morgan described the request.

The Funding Committee recommends the City of Fairmont's request for a \$98,907 IJDC Critical Need Grant binding commitment be approved.

Ms. Hickerson moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

**Monongah, Town of (2018S-1780) System Improvements II – District 1 (Binding Commitment)**

Mr. Morgan described the request.

The Funding Committee recommends the Town of Monongah receive a binding commitment for a \$125,000 IJDC District 1 Grant (\$350,000 already committed, February 3, 2021).

Mr. Brady moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

**Monumental PSD (2020W-1886) System Improvements & Connection with Fairview – District 1 (Binding Commitment Extension)**

Mr. Morgan described the request.

The Funding Committee recommends Monumental PSD receive a binding commitment extension from July 1 until December 31, 2021.

\*The proposed rate of \$63.65 is 2.2% of the Fairview MHI (for connection costs).

Ms. Hickerson moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

**Monumental PSD (2020W-1886) System Improvements & Connection with Fairview – District 1 (Bid Overrun)**

Ms. Hickerson described the request.

The Funding Committee recommends Monumental PSD receive a binding commitment for its bid overrun request of a \$100,000 IJDC District 1 Grant, a \$560,545 District 1 Loan (1%, 40 yrs. for Fairview Connection), and a \$395,580 IJDC District 1 Loan (2%, 30 yrs.). The USDA is providing \$513,000 of additional grant funds. The estimated total project cost is \$14,000,125.

\*The proposed rate of \$63.65 is 2.2% of the Fairview MHI (for connection costs).

Ms. Hickerson moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

Mr. Morgan noted Janna Lowery with the USDA was on the phone. He then requested a status updated on the additional \$513,000 of funding.

Ms. Lowery acknowledged the USDA plans to issue a letter of conditions on the \$513,000 by the end of next week. It is under review and plans are to approve the additional funding.

It was agreed by the Committees to move forward with the binding commitment based upon the USDA's comments.

Ms. Lowery further noted a copy of the letter of conditions will be forwarded to the Committees as soon as it is issued.

### **Philippi, City of (2019W-1855) Secondary Source Reservoir – District 1 (Contingent Binding Commitment)**

Mr. Morgan described the request.

The Funding Committee recommends the City of Philippi receive a binding commitment for a \$1,000,000 IJDC District 1 Grant and a \$4,000,000 IJDC District 1 Loan (1%, 40 yrs.) for an estimated project cost of \$14,600,000 contingent upon receipt of the \$9,600,000 US EDA Grant.

Ms. Hickerson moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

### **Buckhannon, City of (2021F-108) Generators – District 2 (Binding Commitment)**

Mr. Morgan described the request.

The Funding Committee recommends the City of Buckhannon request for up to \$156,649 binding commitment match for costs associated with the installation of generators for the Raw Water Intake & WWTP be approved for an estimated project cost of \$874,520. \*Amounts based on WV DHSEM Agreement.

Mr. Brady moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

**Alderson, Town of (2021F-107) WTP Generator – District 3 (Binding Commitment)**

Mr. Morgan described the request.

The Funding Committee recommends the Town of Alderson's request for up to \$55,105 binding commitment match for costs associated with the installation of a generator for the Water Plant be approved for an estimated project cost of \$220,421. \*Amounts based on WV DHSEM Agreement.

Ms. Hickerson moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

Mr. Fowler noted the Town of Alderson has submitted an application for a new water plant to get this one out of the flood plain. He encouraged the Town to work with the engineer to ensure this generator gets moved to the new plant when necessary.

**Century Volga PSD (2015S-1611) System Improvements – District 1 (Ancillary Expenditure)**

Mr. Morgan described the request.

Mr. Brady stated the DEP takes no exception to the request and recommends approval.

The Funding Committee recommends the Century Volga PSD ancillary expenditure request for equipment to maintain its drip field for \$13,975 be approved

Mr. Brady moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

**Sistersville, City of (2017W-1687) System Improvements – District 1 (Use of Contingency)**

Ms. Hickerson described the request, and it is technically feasible.

The Technical Committee recommends the City of Sistersville use of contingency request for hot taps and insertion valves for \$85,877 be approved.

Ms. Hickerson moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

Mr. Fowler requested a status update on the completion of the project.

Mr. Morgan responded stating the project is substantially complete. This use of contingency request uses up most of their money but there could be an additional request to finalize everything.

**Weston Sanitary Board (2017S-1679) Butchersville/Turnertown Sewer Extension – District 2  
(Ancillary Expenditure)**

Mr. Billups described the request, and it is technically feasible.

The Funding Committee recommends the Weston Sanitary Board ancillary expenditure request be tabled until the next Funding Committee meeting (June 22, 2021).

Mr. Brady moved that the recommendation be approved, Mr. Fowler seconded the motion. The motion passed.

**Business Items:**

None

**Executive Director  
Comments:**

Funding Program Comments - None

**Requests  
Received:**

(Applications by May 10, 2021 and requests to date.)

**Information  
Report**

**Sewer:**

Union Williams PSD – Sewer Plant Upgrade Proj. (new app.)-1	2021S-1965
Richwood, City of – WWTP Replacement Project (new app.)-3	2021S-1960
Webster Springs PSD – Collection Sys. Imprvs. (new app.)-3	2021S-1967

**Water:**

Cairo, Town of – Dist. Sys. Imprvs. (new application)-1	2020W-1953
Paw Paw, Town of – Sys. Improvements (new application)-1	2021W-1962
Tri-County Water Assoc.-Sweeps Run Ext./Crit. Need (new app.)-1	2021W-1958
Alderson, Town of – WWTP Replacement/Relo. (new app.)-3	2021W-1956
Richwood, City of – Water Plant Upgrade (new application)-3	2021W-1959
Wilderness PSD – Intake Improvements (new application)-3	2021W-1964

**Public Comment:**

None

**Adjournment:** The Chair entertained a motion to adjourn. Mr. Fowler moved to adjourn; Mr. Brady seconded the motion. The motion passed. Meeting was adjourned at 11:06 a.m.

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Wayne D. Morgan  
Secretary & Executive Director