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west virginia department of environmental protection

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Harold D. Ward, Cabinet Secretary  
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**MEMORANDUM**

**TO:** Katheryn Emery, P.E., Program Manager, DWWM

**FROM:** Chantz Rankin, E.I., DWWM

**DATE:** August 12, 2025

**SUBJECT:** Birch River Public Service District  
IJDC Project - 2018W-1749  
Mill Creek Extension Project  
Use of Contingency Request

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**RECOMMENDATION**

The use of contingency request submitted by Region 4 Planning & Development Council, for the above referenced project has been reviewed and is technically feasible.

**DISCUSSION**

The Birch River Public Service District (BRPSD) is requesting \$79,134.00 of the remaining IJDC Grant funds for the purchase of a Chevrolet Silverado (\$55,634.00) and an air compressor (23,500.00). The Mill Creek Extension Project has completed construction and has a balance of \$141,706.55 in unused IJDC contingency funds.

The BRPSD currently owns a 1995 model truck with approximately 160,000 miles and is reaching the end of its useful life. Since 2010 the BRPSD has increased its customer count from 240 customers to 520 customers. With these additional customers the BRPSD increased its service area significantly. BRPSD has two pending funding applications and anticipates to increase its service area further with these extension projects. A new reliable vehicle will be critical to maintaining the existing system and any future extensions.

The purchase of an air compressor has been requested to allow the PSD to use their boring mole to install new waterlines under roads. This will allow the PSD to perform road crossings without the need for excess costs due to restoration.