



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 **March 23, 2021** at **10:00 A.M.**

Funding Committee Voting Members present were:

Marie Prezioso, WV Water Development Authority - Chair

Voting Members that were present via phone:

Technical Committee Voting Members:

Stephanie Hickerson, WV Bureau for Public Health - Chair Water

Kathy Emery, WV Department of Environmental Protection - Chair Sewer

Jim Ellars, WV Public Service Commission

Funding Committee Voting Members:

Kris Warner, WV Economic Development Authority

Kathy Emery, WV Department of Environmental Protection

Jim Ellars, WV Public Service Commission

Stephanie Hickerson, WV Bureau for Public Health

Erica Boggess, WV Housing Development

Voting Members that were not present:

None

Others in attendance:

Wayne Morgan, WV Infrastructure & Jobs Development Council

Kristi Ritchie, WV Infrastructure & Jobs Development Council

Others invited and in attendance via phone and livestream:

Brandon Crace, WV Infrastructure & Jobs Development Council

Randy Lengyel, WV Infrastructure & Jobs Development Council

Mike Duminiak, WV Infrastructure & Jobs Development Council

Leanna Smith-Atkinson, WV Infrastructure & Jobs Development Council

Brock Jarrett, WV Water Development Authority

Cindy Williams, WV Water Development Authority

Ann Urling, Governor's Office

Samme Gee, Jackson Kelly PLLC

Jason Billups, WV Department of Environmental Protection

Lesley Taylor, Region 4 Planning & Development Council

Chris Arrington, WV Bureau for Public Health
Alan Harris, USDA
Michael Griffith, Griffith & Associates CPAs
Terry Martin, Region 3 Planning & Development Council
Pam Keplinger, Region 8 Planning & Development Council
Steve Buchanan, The Thrasher Group
Matt Hayes, The Thrasher Group
Shane Whitehair, Region 7 Planning & Development Council
Terry Moran, Potesta & Associates
Jana Lowery, USDA
Jim Marshall, Region 7 Planning & Development Council
Jeff Johnson, Region 1 Planning & Development Council
Carrie Grimm, Triad Engineering
Lee McCoy, Triad Engineering
Whytni Cline, Jackson Kelly PLLC
Eric Bennett, Parkersburg Utility Board
Roger Earle, WV DEP – Abandoned Land Mines
Dustin Long, Town of Ceredo
Barb Zimnox, Region 11 Planning & Development Council
Steve Haynes, The Thrasher Group
Bob Hazelwood, E. L. Robinson Engineering
Fred Rader, MOVRC
Logan Alastanos, The Thrasher Group

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

Approval of Minutes Chair Prezioso asked for approval of the draft minutes of **February 23, 2021**. Kathy Emery moved for approval and Erica Boggess seconded the motion. The motion passed.

Brooke County PSD (2021S-1945) Eldersville Road Extension – District 1 (New Application)

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

The Funding Committee recommends the Brooke County PSD pursue a \$500,000 IJDC District 1 Grant and a \$5,450,000 IJDC District 1 Loan (2%, 30 yrs.) for a \$5,950,000 estimated project cost.

Ms. Emery moved that the recommendation be approved, Jim Ellars seconded the motion. The motion passed.

Greater Harrison PSD (2021S-1943) W Milford WWTP Improvements – District 1 (New Application)

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

The Funding Committee recommends the Greater Harrison PSD pursue a \$500,000 CWSRF Debt Forgiveness Loan and a \$500,000 IJDC District 1 Grant for a \$1,000,000 estimated project cost.

Ms. Emery moved that the recommendation be approved, Mr. Ellars seconded the motion. The motion passed.

Belle Sanitary Board (2021S-1937) West Reynolds Improvements – District 2 (New Application)

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

The Funding Committee recommends the Belle Sanitary Board pursue a \$344,900 CWSRF Principal Forgiveness Loan, a \$50,000 commitment from the Town of Belle & Belle Sanitary Board, and a \$394,900 IJDC District 2 Grant for a \$789,800 estimated project cost.

Ms. Emery moved that the recommendation be approved, Mr. Ellars seconded the motion. The motion passed.

Beverly Town of (2020S-1897) System Improvements – District 2 (Funding Change)

Wayne Morgan described the request.

The Funding Committee recommends the Town of Beverly pursue a \$3,241,600 USEDA Grant, a \$410,000 IJDC District 2 Grant, a \$90,000 IJDC Soft Cost Grant, and a \$310,400 IJDC District 2 Loan (2%, 30 yrs.) for an estimated project cost of \$4,052,000.

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

Harman, Town of (2020F-102) WWTP Rehabilitation FEMA – District 2 (Cost & Funding Change)

Mr. Billups described the application.

The Funding Committee recommends the Town of Harman pursue an additional \$26,610.21 IJDC District 2 Grant, an additional \$11,842.04 IJDC District 2 Grant (Refundable), an additional \$62,236.22 FEMA Grant, a \$308,151.00 IJDC District 2 Grant, a \$227,364.00 IJDC Grant (Refundable), and a \$894,587.94 FEMA Grant for an estimated total project cost of \$1,291,585.37.

Ms. Emery moved that the recommendation be approved, Kris Warner seconded the motion. The motion passed.

Ms. Emery offered her gratitude to Marie Prezioso and Ann Urling for their help on this project so a complete failure could be avoided due to the flood damage in Harman.

Boone County PSD (2020S-1929) Hospital Annex Extension / Critical Need – District 3 (Engineering Fee Variance)

Mr. Billups described the application and noted with this being a critical need and a small project, the costs are higher due to the ratio.

The Funding Committee recommends the Boone County PSD Total Engineering Fee Variance request be approved.

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

Ceredo, Town of (2021S-1946) 6th Street Extension / Critical Need – District 3 (New Application)

Mr. Billups described the request, and it is technically feasible. Mr. Billups noted an engineering fee variance will be required.

There was some discussion regarding the Critical Need policy, whether this project should be classified as an extension or a critical need as a failing system, the definition of an existing customer, and the potential of setting precedents.

The Funding Committee recommends the Town of Ceredo pursue a \$124,500 IJDC Critical Need Grant to match \$124,500 of local grant funding for an estimated project cost of \$249,000.

Ms. Emery moved that the recommendation be approved, Mr. Ellars seconded the motion. The motion passed.

Ms. Emery requested clarification on whether the local funding was a loan or grant.

Terry Moran responded stating he had spoken with the Mayor regarding the funding. The Town is going to use a portion of their CARES ACT (Coronavirus Aid, Relief, and Economic Security Act) money, when received, to match the IJDC Grant.

Durbin, Town of (2018S-1764) System Improvements – District 3 (Cost & Funding Change)

Mr. Billups described the request.

The Funding Committee recommends the Town of Durbin pursue a \$2,083,000 USDA Grant, a \$277,000 USDA Loan (1.25%, 40 yrs.), a \$300,000 IJDC District 3 Grant, a \$200,000 IJDC District 3 Loan (2%, 30 yrs.), and a \$100,000 District 3 Bid Overrun Grant for an estimated project cost of \$2,960,000.

Ms. Emery moved that the recommendation be approved, Mr. Ellars seconded the motion. The motion passed.

McDowell County PSD (2015S-1571) Coalwood – District 3 (Cost & Funding Change)

Mr. Billups described the request.

The Funding Committee recommends McDowell County PSD pursue a \$1,500,000 CDBG (SCBG) Grant, a \$1,207,470 CWSRF Debt Forgiveness Loan, a \$1,000,000 IJDC District 3 Grant, and a \$100,000 IJDC District 3 Bid Overrun Grant for an estimated project cost of \$3,807,470.

Ms. Emery moved that the recommendation be approved, Mr. Warner seconded the motion. The motion passed.

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

Mr. Billups described the request indicating the additional information requested had not been received.

The Funding Committee recommends the Town of Pax request to pursue a \$1,000,000 CDBG (SCBG) Grant be tabled until the April 27th meeting.

Ms. Emery moved that the recommendation be approved, Mr. Ellars seconded the motion. The motion passed.

Smithers, City of (2020S-1871) System Improvements – District 3 (Cost & Funding Change)

Mr. Morgan described the request.

The Funding Committee recommends the City of Smithers pursue a \$877,549 CWSRF Debt Forgiveness Loan, a \$500,000 IJDC District 3 Grant, and a \$80,000 IJDC Soft Cost Grant for an estimated project cost of \$1,457,549.

Ms. Emery moved that the recommendation be approved, Mr. Warner seconded the motion. The motion passed.

Union, Town of (2015W-1577) Pickaway Extension – District 3 (Scope, Cost & Funding Change)

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

The Funding Committee recommends the Town of Union pursue a \$1,496,000 CDBG (SCBG) Grant, a \$975,000 US ACE Grant, a \$283,000 DWTRF Design Loan (1%, 0.25% adm. fee, 30 yrs.), and a \$42,000 contribution from the Town for an estimated project cost of \$2,796,000.

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

Albright, Town of (2019S-1786) System Improvements – District 1 (Binding Commitment)

Mr. Morgan described the request.

The Funding Committee recommends the Town of Albright receive a \$797,500 IJDC District 1 Grant binding commitment.

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

Ms. Prezioso stated all binding commitment requests are reviewed to ensure a current audit is on file. The Town of Albright does have a current audit on file.

Follansbee, City of (2021S-1944) Blosser Lane Repl. / Critical Need – District 1 (Binding Commitment)

Mr. Morgan described the request.

The Funding Committee recommends the City of Follansbee receive a \$374,281 IJDC Critical Need Grant binding commitment.

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

Ms. Prezioso stated the City of Follansbee has a 2019 audit on file.

Beverly, Town of (2020S-1897) System Improvements – District 2 (Soft Cost Binding Commitment)

Mr. Morgan described the request.

The Funding Committee recommends the Town of Beverly receive a \$90,000 IJDC Soft Cost Grant binding commitment.

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

Ms. Prezioso stated the last audit on file for the Town of Beverly is dated 2016 audit. She further stated a request has been made for an audit status update and when the Town anticipates having their audits current.

Capon Bridge, Town of (2018S-1765) WWTP Improvements Tech. Park Ext. – District 2 (Binding Commitment Extension)

Mr. Morgan described the request and noted the Town is putting together a new funding scenario.

Ms. Emery stated the Town has requested additional funds from the CWSRF program needed to make up the substantial difference from the bid overrun. Ms. Emery then requested adding the request for a funding change in with the binding commitment request. This will prevent the Town from having to come back to the Funding Committees for the funding change.

The Funding Committee recommends the Town of Capon Bridge receive a six (6) month binding commitment extension from April 12th and May 6th until November 8, 2021 and be recommended to pursue a \$950,000 CWSRF Debt Forgiveness Loan for an estimated total project cost of \$4,132,000.

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

Ms. Prezioso stated the Town of Capon Bridge has a 2020 audit on file.

Harman, Town of (2020F-102) WWTP Rehab. FEMA – District 2 (Binding Commitment)

Mr. Morgan described the request.

The Funding Committee recommends the Town of Harman receive a \$26,610.21 IJDC District 2 Grant and a \$11,842.04 IJDC District 2 Grant (Refundable) binding commitment.

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

Ms. Prezioso stated the Town of Harman has a 2019 audit on file.

Boone County PSD (2020S-1929) Hospital Annex Extension / Critical Need – District 3 (Binding Commitment)

Mr. Morgan described the request.

The Funding Committee recommends the Boone County PSD receive a binding commitment for a \$720,000 IJDC Critical Need Grant.

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

Ms. Prezioso stated the last audit on file for the Boone County PSD is dated 2013. An update has been requested from the PSD on where the audits stand and when they will be brought current.

Durbin, Town of (2018S-1764) System Improvements – District 3 (Binding Commitment / Bid Overrun)

Mr. Morgan described the request.

The Funding Committee recommends the Town of Durbin receive a \$100,000 District 3 Bid Overrun Grant (transferred from District 3 Loan Funds) binding commitment.

Ms. Emery moved that the recommendation be approved, Mr. Ellars seconded the motion. The motion passed.

Ms. Prezioso stated the Town's last audit on file is dated 2016. An update has been requested from the Town on where they are with getting their audits current.

Elk Valley PSD (2021S-1952) Sewer Line/Bank Stabilization – District 3 (PFA Binding Commitment)

Mr. Morgan described the request.

The Funding Committee recommends Elk Valley PSD receive a \$166,750 PFA District 2 Binding Commitment for feasibility and environmental studies to verify the cost (\$5m to \$6m) of the project and file application(s) for funding which will be matched with a \$266,750 US ACE Grant to complete the \$433,500 of studies.

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

Ms. Prezioso stated the PSD has a 2020 audit on file.

McDowell County PSD (2015S-1571) Coalwood – District 3 (Binding Commitment / Bid Overrun)

Mr. Morgan described the request.

The Funding Committee recommends McDowell County PSD receive a \$100,000 IJDC District 3 Bid Overrun Grant (transferred from District 3 Loan Funds) binding commitment.

Ms. Emery moved that the recommendation be approved, Mr. Ellars seconded the motion. The motion passed.

Ms. Prezioso stated the PSD has a 2019 audit on file.

Smithers, City of (2020S-1871) System Improvements – District 3 (Binding Commitment)

Mr. Morgan described the request.

The Funding Committee recommends the City of Smithers receive a \$80,000 IJDC Soft Cost Grant binding commitment.

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

Ms. Prezioso stated the City has a 2019 audit on file.

Keyser, City of (2012S-1345) System Improvements – District 1 (Use of Contingency)

Mr. Billups described the request.

The Funding Committee recommends the City of Keyser Use of Contingency request for Ancillary Funds (to purchase the digester controls upgrade) for \$85,000.00 be approved.

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

Business Items:

WV Infrastructure & Jobs Development Council Debt Service Certification Resolution Marie Prezioso

Ms. Prezioso stated this is an annual requirement. A copy of the Resolution is included in the packet. This year the amount due on the General Obligation Bonds is \$21,954,900.

Ms. Emery moved the Resolution be approved as presented, Ms. Boggess seconded the motion. The motion passed.

Interest Rate Resolutions

Marie
Prezioso

Ms. Prezioso stated interest rates have declined, although they are starting to come up a little bit. Ms. Prezioso reviewed the current rates. She noted the 3% for 20 years is the level to be discussed. These interest rates have been in effect approximately ten (10) years. Interest rates and yields are a product of what the market is doing.

After much discussion around the current market, interest rates with other agencies, and review of preliminary numbers if the rates were to be decreased, the Committees made the following motions.

The Funding Committee recommends the current Interest Rate Resolution be amended by adding language explaining the process regarding MHI under 1.50%. This would include the interest rate not exceeding 3% for twenty-year loans. In addition, a quarterly review of interest rates will be completed with adjustments, as necessary. The other two levels will remain at their current rates.

Ms. Emery moved the recommendation be approved; Ms. Boggess seconded the motion. The motion passed.

The Funding Committee then recommended creating a second Resolution setting the interest rate for the 2nd quarter with MHIs under 1.50% at 2.75% for twenty years. This will be reevaluated for 3rd quarter and adjusted if needed.

Ms. Boggess moved the recommendation be approved; Ms. Emery seconded the motion. The motion passed.

Executive Director Comments:

Bid Overruns

We are seeing a lot of bid overruns. DEP and/or CWSRF are considering updating their cost estimates from engineers on a quarterly basis. When they adopt their process, IJDC will be recommending the Council adopt a

Wayne
Morgan

similar process to have project teams and engineers look at their project costs and confirm they are appropriate within the past three months, so when going out to bid, price increases will be taken into consideration.

DEP

Kathy Emery

In regard to bid overruns, DEP is evaluating the engineer's estimate to ensure it is no older than three (3) months before authorization to advertise is given.

OSG Grants

DEP is getting more detailed information on the OSG Grant Program. DEP will be putting in a request for fiscal year 2019 and 2020. There is not going to be much money, and at this time, it is uncertain if they will continue to fund this program in the future. As DEP gets more detail, they will be looking at what eligibilities are, what types of projects are out there, and give a proposal to EPA on how the money will be spent. A match will be required.

USDA

Jana Lowery

USDA has received the full fiscal year 2021 State Allocation for loans and grants. It is comparable to last year but does have a slight decrease. USDA is actively funding projects now through end of year.

Effective April 1, USDA interest rates will change. The poverty level is being reduced to 1.375%, the intermediate level will remain the same at 1.75%, and the market level is increasing to 2.25%.

**US ACE
WV Development Office**

Leslie Smith
Sherry Risk

**Requests
Received:**

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

**Information
Report**

Sewer:

Paw Paw, Town of – System Improvements (new app.)-1

2021S-1948

Water:

Pendleton County PSD – Sandy Ridge Rd. Ext. (new app.)-2

2021W-1947

Greenbrier Co. PSD – Asbury Ext. (Phase II) (new app.)-3 2020W-1898
Wilderness PSD – Snow Hill Ext./Critical Needs (new app.)-3 2021W-1940

Public Comment:

Mr. Morgan announced a letter was received from Steptoe Johnson dated March 18, 2021 related to Bradley PSD (2020S-1884). A copy of the letter is included in the packet for review and was provided to the Technical Committee for their information. The Council will be looking at Bradley PSD in May consistent with the prior meeting of the Technical and Funding Committees.

Mr. Morgan asked if Todd Swanson was on the call to present anything further. Mr. Swanson was not present.

Adjournment: The Chair entertained a motion to adjourn. Ms. Boggess moved to adjourn; Ms. Emery seconded the motion. The motion passed. Meeting was adjourned at 11:30 a.m.

Wayne D. Morgan
Secretary & Executive Director