



**WEST VIRGINIA**

**Infrastructure & Jobs Development Council**

## **TECHNICAL REVIEW & FUNDING COMMITTEE MEETING MINUTES**

The Technical Review and Funding Committee meeting was held at the Infrastructure & Jobs Development Council Public Meeting Room on **October 26, 2021**, at **10:00 A.M.**

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

#### **Technical Review and Funding Committee Voting Members:**

Marie Prezioso, WV Water Development Authority - Chair  
Kathy Emery, WV Department of Environmental Protection – Chair Sewer  
Stephanie Hickerson, WV Bureau for Public Health – Chair Water  
Jonathan Fowler, WV Public Service Commission

### **Technical Review and Funding Committee Voting Members in attendance via phone:**

Erica Boggess, WV Housing Development  
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  
Jason Billups, WV Department of Environmental Protection  
Randy Watson, The Thrasher Group  
Luke Peters, MOVRC

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

Brandon Crace, WV Infrastructure & Jobs Development Council  
Mike Duminiak, WV Infrastructure & Jobs Development Council  
Randy Lengyel, WV Infrastructure & Jobs Development Council  
Leanna Smith-Atkinson, WV Infrastructure & Jobs Development Council  
Ann Urling, The Governor's Office  
Fred Rader, MOVRC  
Jim Marshall, Region 7 Planning & Development Council  
Cary Smith, Region 7 Planning & Development Council  
Fred Hypes, Dunn Engineering

Chris Arrington, WV Bureau for Public Health  
John Giroir, WV Department of Environmental Protection  
Roger Earle, AML  
Eric Combs, Region 1 Planning & Development Council  
Ryan Halsey, Community Development Project Manager  
Pam Keplinger, Region 8 Planning & Development Council  
Steve Haynes, The Thrasher Group  
Brenton Pannell, Region 1 Planning & Development Council  
Whytni Cline, Jackson Kelly PLLC  
Tim Meeks, MOVRC  
Steve Collins, USDA Rural Development  
Tom Marion, 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 **September 28, 2021**. Kathy Emery moved for approval and Jonathan Fowler seconded the motion. The motion passed.

**Benwood, City of (2019S-1825) System Improvements II – District 1 (Engineering Fee Variance)**

Jason Billups described the request.

The Technical Review & Funding Committee recommends the City of Benwood Engineering Fee Variance request for total engineering fees be approved.

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

**Monongah, Town of (2021S-2019) Walnut Line Replacement – District 1 (New Application)**

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

The Technical Review & Funding Committee recommends the Town of Monongah pursue a \$797,000 IJDC Critical Need Grant.

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

### **Nutter Fort, Town of (2020S-1917) Sewer System Improvements – District 1 (Cost & Funding Change)**

Wayne Morgan described the request.

The Technical Review and Funding Committee recommends the Town of Nutter Fort pursue a \$950,000 CWSRF Debt Forgiveness Loan and a \$950,000 IJDC District 1 Grant for an estimated project cost of \$1,900,000.

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

### **Claywood Park PSD (2018S-1733) System Improvements III – District 2 (Funding Change)**

Mr. Morgan described the request.

The Technical Review and Funding Committee recommends Claywood Park PSD pursue a \$228,000 Wirt County ARPA Grant, a \$500,000 IJDC District 2 Grant, a \$975,000 US ACE Grant, a \$1,500,000 CDBG Grant, a \$1,000,000 CWSRF Debt Forgiveness Loan, and a \$1,344,000 CWSRF Wrap Loan (0.5%, 30 yrs.) for an estimated project cost of \$5,547,000; and pursue a \$130,000 WDA Design Loan to be paid back at closing on construction.

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

### **Southern Jackson County PSD (2018S-1767) WWTP Improvements – District 2 (Engineering Fee Variance)**

Mr. Billups described the request.

The Technical Review & Funding Committee recommends the Southern Jackson County PSD Engineering Fee Variance request for total engineering fees is not required.

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

### **Walton Sewer PSD (2018S-1736) New System – District 2 (Cost & Funding Change)**

Mr. Morgan described the request.

Ms. Emery stated, for the record, the amount the PSD is leaning on from CWSRF Debt Forgiveness, cannot be guaranteed to be there when they are ready for it. Given the amount is over \$3,000,000; the PSD may ask for it and they are eligible for it, but it will depend on what amount is available when the formal request is submitted and received.

The Technical Review and Funding Committee recommends Walton PSD pursue a \$1,000,000 ARC Grant, a \$2,000,000 CDBG Grant, a \$529,000 CWSRF Debt Forgiveness Design Loan, a \$3,632,300 CWSRF Debt Forgiveness Loan, and a \$1,000,000 IJDC District 2 Grant for an estimated project cost of \$8,161,300.

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

Fred Hypes (Dunn Engineers) offered an update on the time schedule for this project.

Luke Peters (MOVRC) approached the podium. There was a discussion regarding the ARC Grant and the proposed rates for this project.

### **North Beckley PSD (2021S-2007) Piney View Extension – District 3 (New Application)**

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

Mr. Billups noted this area has been identified for many years to be an issue. If some of the grant funding is not available, it is anticipated the PSD will pursue loan funds.

Ms. Emery stated the PSD would be eligible for CWSRF Loan funding should it be needed.

The Technical Review & Funding Committee recommends the North Beckley PSD pursue a \$4,052,620 AML Grant, a \$2,000,000 CDBG Grant, and a \$2,000,000 Raleigh County Commission ARPA Grant (committed) for an estimated project cost of \$8,052,620.

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

There was a discussion regarding this being a pilot project, the proposed funding, and rates. Roger Earl (AML) and Eric Combs (Region 1 Planning and Development Council) responded to questions.

### **White Oak PSD (2021S-2001) WWTP Improvements – District 3 (New Application)**

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

Mr. Billups noted that according to the most recent PSC annual report, approximately 78% of the WWTP flow can be attributed to I/I. It is recommended that the PSD consider adding funding for a SSES to the project to identify sources of I/I within the collection system.

Ms. Emery asked if anyone representing the White Oak PSD was on the call. There was no response.

The Technical Review & Funding Committee recommends the White Oak PSD application be tabled until next month's meeting to allow time for the PSD to evaluate the SSES recommendation.

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

### **Enlarged Hepzibah (2019W-1819) System Improvements II – District 1 (Cost & Funding Change)**

Mr. Morgan described the request.

The Technical Review and Funding Committee recommends the Enlarged Hepzibah PSD pursue a \$1,893,000 IJDC District 1 Loan (2.75%, 20 yrs.).

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

There was clarification provided indicating this request was for a funding change only and no project or scope changes were requested.

### **Grant Town, Town of (2021W-2000) Distribution System Improvements – District 1 (Engineering Fee Variance)**

Ms. Hickerson described the request.

The Technical Review & Funding Committee recommends the Town of Grant Town Engineering Fee Variance request for total engineering fees be approved.

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

### **Hughes River Water Board (2021W-2003) WTP Improvements – District 1 (New Application)**

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

The Technical Review and Funding Committee recommends the Hughes River Water Board pursue a \$1,300,000 Local ARPA Grant (\$650,000 Ritchie County Commission, \$315,980 Harrisville, \$189,630 Pennsboro, \$67,725 Ellenboro, \$49,665 Cairo, and \$27,000 Pullman) and a \$500,000 IJDC District 1 Grant for an estimated project cost of \$1,800,000.

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

### **Mountain Top PSD (2021W-2016) System Improvements – District 1 (New Application)**

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

The Technical Review & Funding Committee recommends the Mountain Top PSD pursue a \$150,000 Mineral County Commission Grant, a \$1,000,000 IJDC District 1 Grant, and a \$3,030,000 IJDC District 1 Loan (1%, 40 yrs.) for an estimated project cost of \$4,180,000.

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

**Hodgesville PSD (2021C-128) Service Line Replacement / Critical Need – District 2 (New Application)**

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

The Technical Review and Funding Committee recommends the Hodgesville PSD Project does not appear to meet the definition of a critical need project so the application should be returned.

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

**Wilderness PSD (2021W-1940) Snow Hill Extension / Critical Need – District 3 (Tabled New Application)**

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

The Technical Review & Funding Committee recommends the Wilderness PSD pursue a \$298,000 AML Grant.

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

**Brooke County PSD (2021S-1945) Eldersville Road Extension - District 1 (Binding Commitment)**

Mr. Morgan described the request.

The Technical Review and Funding Committee recommends the Brooke County PSD receive a binding commitment for a \$5,450,000 IJDC District 1 Loan (2%, 30 yrs.) and a \$500,000 IJDC District 1 Grant.

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

**Enlarged Hepzibah PSD (2019W-1819) System Improvements – District 1 (Binding Commitment)**

Mr. Morgan described the request.

The Technical Review and Funding Committee recommends the Enlarged Hepzibah PSD receive a binding commitment for a \$1,893,000 IJDC District 1 Loan (2.75%, 20 yrs.).

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

**Monongah, Town of (2021S-2019) Walnut Line Replacement / Critical Need – District 1 (Contingent Binding Commitment)**

Mr. Morgan described the request.

The Technical Review & Funding Committee recommends the Town of Monongah receive a contingent (upon receipt of required documentation) \$797,000 IJDC Critical Need Grant binding commitment.

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

**Tri-County Water Association (2021W-1958) Sweeps Run Extension / Critical Need - District 1 (Binding Commitment)**

Mr. Morgan described the request.

The Technical Review & Funding Committee recommends Tri-County Water Association receive a \$785,000 IJDC Critical Need Grant binding commitment.

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

**Beverly, Town of (2020S-1897) Line Replacement – District 2 (Binding Commitment Extension)**

Mr. Morgan described the request.

Jim Marshall (Region 7 Planning & Development Council) noted EDA is aware of this project and have committed to their portion of the funding.

The Technical Review and Funding Committee recommends the Town of Beverly receive a 6-month binding commitment extension until April 10, 2022.

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

**Hodgesville PSD (2021C-128) Service Line Replacement / Critical Need – District 2 (Contingent Binding Commitment)**

Mr. Morgan stated there is no need for this agenda item as it is being returned.

**Kenova, City of (2015W-1599) Prichard Extension – District 3 (Contingent Binding Commitment)**

Mr. Morgan described request.

The Technical Review and Funding Committee recommends the City of Kenova receive a \$1,450,122 IJDC District 3 Loan (2.75%, 30 yrs.) binding commitment.

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

There was a discussion regarding the two binding commitments being combined into one commitment and the US EDA Grant funding commitment.

Ms. Hickerson amended the motion to state the City of Kenova receive a \$1,450,122 IJDC District 3 Loan (2.75%, 30 yrs.) contingent (upon receipt of the US EDA funding) binding commitment. Mr. Fowler concurred with the amended motion and affirmed his second of the amended motion. The motion passed.

**McDowell County PSD (2016S-1631) Jaeger Sewer System – District 3 (Binding Commitment Extension)**

Mr. Morgan described the request.

Eric Combs (Region 1 Planning & Development Council) provided an update on the project.

The Technical Review and Funding Committee recommends the McDowell County PSD receive a 8-month binding commitment extension until June 10, 2022.

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

**Richwood, City of (2021W-1959) Impound Structure – District 3 (Binding Commitment)**

Mr. Morgan described the request.

There was a discussion regarding the lack of District 3 Grant funds until January.

The Technical Review & Funding Committee recommends the City of Richwood receive the remaining funds available for an IJDC District 3 Grant binding commitment, and propose the City request the remainder of the \$1,000,000 commitment at the January meeting of Council.



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

**Wilderness PSD (2021W-1940) Snow Hill Extension / Critical Need – District 3 (Contingent Binding Commitment)**

Mr. Morgan stated this agenda item does not need to be addressed as the project will be pursuing AML funding.

**Elizabeth, Town of (2018W-1735) Creston Extension – District 2 (Ancillary Project Expenditure)**

Ms. Hickerson described the request.

The Technical Review & Funding Committee recommends the Town of Elizabeth ancillary project expenditure request for \$202,000 for three generators be approved.

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

Mr. Fowler stated when utilities start installing generators, they need to look into maintenance contracts with the generator vendors. Mr. Fowler recommends projects look into these types of contracts on an annual basis.

**Business Items:**

December 2021 Meeting Date

There was a discussion regarding the December meeting date being so close to Christmas, multiple people on vacation, and the suggestion to change the date.

The Committee proposed to move the Technical Review & Funding Committee meeting scheduled for December 28, 2021, to January 4, 2022.

In addition, the Committee proposed to move the Council meeting scheduled for January 5, 2022, to January 12, 2022.

The proposed schedule change will be reviewed for approval at next month's meeting.

2022 IJDC DRAFT Meeting Schedule

There was a discussion regarding the December meeting for 2022. The Committee proposed to move the Technical Review & Funding Committee meeting (on the 2022

DRAFT Schedule) from December 27, 2022, to January 3, 2023.

In addition, the Committee proposed to move the Council meeting scheduled (on the 2022 Draft Schedule) from January 4, 2023, to January 11, 2023.

The DRAFT schedule will be reviewed for approval at next month's meeting.

#### Interest Rate Resolution Regarding Twenty Year Loans

Chair Prezioso provided the Committee with an overview of the Quarterly Interest Rate Resolution regarding twenty year loans and the revision needed.

Samme Gee (Jackson Kelly, PLLC) approached the podium. Ms. Gee stated the Resolution passed by Council in April was for a quarterly basis, which expired at the end of July. The intention was to keep that rate until a future date when a new rate is necessary. This Resolution puts the interest rate for the 20-year loans at 2.75% from April 1, 2021, until such time as a new rate is adopted. The rate from April 1, 2021, for 20-year loans has been consistent at 2.75%.

There was a discussion regarding the quarterly review and whether the Committee wanted to do a new Resolution every quarter or adopt this Resolution and continue to review on a quarterly basis and let the 2.75% rate ride until such time as the interest rate changes. Chair Prezioso noted predictions indicate interest rates may start to go up next year.

Ms. Emery moved the recommendation to accept the Resolution as presented and forward to Council for review and approval. Mr. Fowler seconded the motion. The motion passed.

#### **Executive Director Comments:**

##### 2022 IJDC DRAFT Meeting Schedule

Chair Prezioso noted this agenda item was discussed earlier in the agenda.

**IJDC FY2021 Audit**

Mr. Morgan noted the 2021 IJDC audit has been completed and a finding of no significant issues was indicated. Brown Edwards will be in next month to review the audit with the Council members.

**Funding Program Comments**

**CWSRF**

Kathy Emery

Ms. Emery stated they are getting ready to go out for priority list applications for FY2023. Ms. Emery requested everyone look at the notice very carefully as there is a “short form” for projects that have not had any scope change. This form allows for updated costs only and therefore reduces the amount of information needed and the CWSRF will roll the project over to next year’s IUP.

**Requests**

**Received:**

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

**Information  
Report**

<b>Sewer:</b>	Monongah, Town of – Walnut Block / Critical Need (new app.)-1	2021S-2019
	North Beckley PSD – Piney View/Batoff Mtn. (new application)-3	2021S-2007
	White Oak PSD – System Improvements (new application)-3	2021S-2001
<b>Water:</b>	Hughes River Water Board – Sys. Improvements (new application)-1	2021W-2003
	Mountain Top PSD – System Improvements (new application)-1	2021W-2016

**Public Comment:**

None

**Adjournment:** The Chair entertained a motion to adjourn. Ms. Emery moved to adjourn; Mr. Fowler seconded the motion. The motion passed. Meeting was adjourned at 10:50 a.m.

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Wayne D. Morgan  
Secretary & Executive Director