

**REGION VI PLANNING & DEVELOPMENT COUNCIL FULL COUNCIL MEETING
MINUTES OF WEDNESDAY, SEPTEMBER 21, 2022**

ATTENDANCE

- | | |
|-----------------------|----------------------------------|
| 1. Timothy Oxley | Marion County Private Sector |
| 2. Patricia Henderson | Taylor County Private Sector |
| 3. Orville Wright | Taylor County Commission |
| 4. James Cottrell | Masontown, Town of |
| 5. James Tasker | Terra Alta, Town of |
| 6. George Levitsky | Marion County Private Sector |
| 7. Jennifer Wilt | Doddridge County Private Sector |
| 8. Charlie Rosic | Grant Town, Town of |
| 9. Barry Pallay | Monongalia County Private Sector |
| 10. Wendy Posey | Anmoore, Town of |

Virtual or Call In

- | | |
|-----------------|--------------------------------|
| 11. Don Smith | Preston County Commission |
| 12. Jenny Selin | Morgantown, City of |
| 13. ML Quinn | Harrison County Private Sector |

Guests

Anna Harvey, Town of Anmoore
James Burchfield, Rev Charger Systems

EXECUTIVE DIRECTOR AND COUNCIL STAFF

Sheena Hunt	Executive Director
Seth DeVault	Project Administrator
Shelby Johnson	Project Administrator
Rosemary Raschella	Planning Coordinator
John Robinson	Accountant
Kent Rollins	Project Specialist

COUNCIL MEMBERS EXCUSED FROM MEETING

Brian Snyder	Albright, Town of
Shawn Glaspell	Doddridge County Commission
William Glasscock	Farmington, Town of
Shae Straight	Fairmont, City of
Patsy Trecost	Harrison County Commission
Royce Larew	Preston County Private Sector
Lora Michael	Mannington, City of
Linda Longstreth	Marion County Commission
Tom Bloom	Monongalia County Commission
Zane Shuck	Monongalia County Private Sector
Janice Polce	Preston Private Sector
James Marino	Clarksburg, City of
Edgar Fortney	Newburg, Town of
Rob Gilligan	Preston County Private Sector
Dennis Pierson	Reedsville, Town of
J. Robert Samples	Salem, City of
Haley Chipman	Tunnelton, Town of

COUNCIL MEMBERS NOT EXCUSED FROM MEETING (NO REPLY RECEIVED)

Joshua Southern	Barrackville, Town of
Bryan Kelly	Blackville, Town of

Andy Lang	Bridgeport, City of
Mary Nieman	Bruceton Mills, Town of
Andrea Friend	Brandonville, Town of
Eric Savors	Fairview, Town of
Vicki Greathouse	Flemington, Town of
Patricia Lewis	Granville, Town of
Karen Willis	Grafton, City of
Rebecca Jones	Harrison County Private Sector
Jean Manuel Guillot	Kingwood, City of
Dave Oliverio	Lost Creek, Town of
Betty O'Dell	Lumberport, Town of
John E. Palmer	Monongah, Town of
Sam Maxson	Nutter Fort, Town of
Emily Haddix	Pleasant Valley, Town
Barbara Beatty	Rivesville, Town of
Eric Bautista	Rowlesburg, Town of
Herman Reid	Star City, Town of
Rodney Straight	Shinnston, City of
Mike Hyman	Stonewood, Town of
Alex Reneman	Taylor County Private Sector
Frank Sturm	Taylor County Private Sector
Kortni Sandridge	West Union, Town of
Robert Lucci	Westover, City of
Todd Somers	West Milford, Town of
John Michael	White Hall, Town of
Melvin Lindsey	Worthington, Town of

I. INVOCATION/PLEDGE OF ALLEGIANCE

II. CALL TO ORDER

Orville Wright, Chairperson called meeting to order at approximately 5:30 p.m.

III. APPROVAL OF MINUTES OF MARCH 16, 2022

Orville Wright, Chair, asked if there were any corrections or additions to the June 15, 2022 Full Council minutes. With no corrections or additions indicated, motion was made by Patricia Henderson to accept the minutes as presented. Motion was seconded by Charlie Rosic. Motion passed unanimously.

IV. FINANCIAL STATEMENTS:

Financial statements were presented for the months of April, May and June 2022. Motion was made by George Levitsky to approve financial statements and seconded by James Cottrell. Motion passed unanimously.

V. EXECUTIVE DIRECTOR'S REPORT:

Attached.

V. UNFINISHED BUSINESS:

VI. NEW BUSINESS:

- **WV Development Office Resolution & Contract:** Approval of Resolution and Contract with the WV Development Office for regional planning funds in the amount of \$35,000.00. These funds are used to match federal grants

(Appalachian Regional Commission). Motion was made by Tim Oxley and seconded by Patricia Henderson for approval of resolution and contract. Motion passed unanimously.

- **REV Charging Systems:** Presentation by James Burchfield, President of Rev Charging System. Rev provides the fastest, most efficient EV charging technology along highways and interstates. Rev chargers complete a full charge in just eight to fifteen minutes, four times faster than the average DC fast charger that our competitors provide. Additional information or questions, please call (614) 832-6746 or e-mail james@revchargersystems.com.

VII. GENERAL COMMENTS:

None.

VIII. ADJOURNMENT:

Motion was made by Charlie Rosic to adjourn meeting and seconded by George Levitsky . Motion passed unanimously.


Orville Wright, Chairperson

December 8, 2022

Executive Director's Report
September 21, 2022 at 5:30 p.m.

Meetings/Conferences/Trainings:

Staff has participated in various training webinars regarding broadband funding opportunities as well as the American Rescue Plan Act funds and Broadband. Shelby is broadening her knowledge in broadband so that Region VI can provide information and/or assistance as needed.

Project administrators, project specialist, and executive director attended the WV Association of Regional Councils Annual Conference at Capon Springs and Farms in Hardy County the week of September 6-8, 2022.

Projects:

Water/Sewer/Other:

Under development/construction: *Note: due to supply issues, construction contracts have been extended.*

1	Town of Albright WWTP Upgrades & Sanitary Sewer System Improvements	Sheena	Construction to be finished around October or November 2022.
2	Denver Water Association Water System Improvements Project	Sheena	Region VI is still assisting the Denver board with consolidation of its system with the Town of Tunnelton
3	Town of Stonewood Sewer System Improvements	Seth	Application submitted to USDA; ARPA funds approved. Design underway.
4	Town of Monongah Phase II-Proposed Sanitary Sewer System Improvements Project	Seth	Loan closing was February 2022. Construction began May 1, 2022. Construction is approximately 33% complete.
5	Doddridge County PSD Blandville Water Line Extension Project	Seth	Construction was expected to be completed by July 31, 2022; however, supply issues have delayed until March 2023.
6	Doddridge County PSD Oxford-Pullman Water Line Extension Project-Phase I	Sheena/ Seth	Now that the Blandville construction has commenced, this project I is now moving.
7	Doddridge County PSD Oxford-Pullman Water Line Extension Project-Phase 2	Sheena/ Seth	On hold until Blandville and Phase 1 is complete.
8	Town of Worthington Water System Improvements Project	Shelby/ Sheena	Due to internal issues, the project is looking to go to bid in late early spring 2023.
9	West Fork Co-Op Sewer Project	Sheena	Project is facing Consolidation as per the WV IJDC; likely to be turned over to the City of Clarksburg to construct.
10	Whitehall PSD Sewer System Improvements Project	Seth	Construction began March 1, 2022 and is on track despite unanticipated delays. Construction to be completed mid-2023.
11	Town of Fairview Water System Improvements Project Phase I & II	Seth	IJDC application was approved; funding change requested in April 2022; town has secured a design loan for Phases I & II and will close mid-October 2022.
12	Town of Barrackville Sewer System Improvements Project	Seth	The town is seeking additional ARPA funding from the Marion County Commission; the project is on hold.
13	Town of West Milford Water System Improvements Project	Seth	The town has received approval from the USDA RUS program and loan closing anticipated in April 2023.
14	City of Salem Sanitary Sewer Project-Phase III	Sheena	EDA application was not approved. City is seeking alternate funding.
15	Enlarged Hepzibah Water Project	Shelby/ Sheena	Pre-bid was held on September 21, 2022. Bid opening October 4, 2022.
16	Enlarged Hepzibah Sewer Project	Shelby/ Sheena	Is now active and PER being developed; and is pursuing funding
17	Rivesville to Fairmont Supply Line Upgrade Project-CDBG	Sheena/ Seth	under design; other issues have slowed this project.
18	Rivesville Smith Hollow Tank Replacement Project	Sheena/ Seth	this project bids were opened on August 31, 2022 and is proceeding to loan on October 20, 2022
19	Taylor County Broadband	Shelby/ Sheena	design has started, and application to CDBG was made in April 2022 for construction funds
20	Taylor County Commission Pruntytown Sewer Project-CDBG	Shelby/ Sheena	Design is underway.
21	Grafton/Taylor County Health Department	Sheena/ Seth/ Shelby	Notice to Proceed on July 21, 2022 and Construction is underway

22	Town of Nutter Fort Sewer Systems Improvements Project Phase III	Seth	construction commenced September 1, 2022.
23	Town of Anmoore Water System Improvements Project	Seth	All professional services were obtained by mid-July 2022. Final design is underway and expected to be complete in February 2023.
24	Benedum Airport Authority Building Expansion Project	Sheena	Project had a bid overrun; EDA required a change to the scope to reduce the project to fit into amount of funding available; awaiting changes to re-bid.
25	Town of Grant Town Water Project	Seth	Design is underway. Binding commitment of funds now to be around December 1, 2022. The town also received ARPA funding from the Marion County Commission.
26	Monumental PSD Water Project (related to Fairview Water Project)	Seth	Construction is on schedule and now expected to be completed by August 2022
27	MUB water line extension project	Sheena	Construction underway; expected to be complete by mid-October 2022.
28	West Union Doe Run Critical Needs Project	Sheena	Construction is underway.
29	Town of Monongah Critical Needs for Sewer Improvements	Seth	Construction began September 1, 2022.
30	Town of Nutter Fort Sewer System Improvements Project-Phase IV	Seth	Design is underway; construction likely to start June 2023.
31	Clarksburg Water Board	Shelby/Sheena	Submitted an IJDC application in December 2021; changes made to PER for Phase 3A; Submission to DWTRF for add '1 funding for design
32	Harrison County Commission/ Economic Development Council	Sheena	Engineer recently executed an agreement with Harrison County; awaiting preliminary engineering report.
33	Ice's Run PSD Water System Improvements Project	Seth	Pre-bid was held on September 15, 2022; bids to be opened September 29, 2022.
34	Lake Floyd PSD Sewer Improvements Project	Seth	binding commitment from IJDC was received August 2022. Construction is anticipated to start in June 2023
35	Whitehall PSD Sewer System Improvements Project Phase II	Seth	funding received from Marion County ARPA; construction is expected to start around March 2023
36	Town of Newburg Water Critical Needs Water Line Extension to Independence	Sheena	IJDC application submitted in August 2022; supplemental information to support the application was submitted in September 2022; ARPA funds committed from the Preston County Commission to support the project
37	Town of Newburg Sewer & WWTP Improvements Project	Sheena	ARPA funds from the Preston County Commission approved to assist with preliminary engineering work; an IJDC application was submitted to IJDC on September 9, 2022.
38	Nutter Fort Sewer System Improvements Project Phase V-State Route 20	Seth	Design is in final stages.
39	Nutter Fort Water System Improvements Project	Seth	Change in funding is now being considered; scope of work being reevaluated.
40	Colfax PSD Sewer System Improvements	Seth/Sheena	Design is complete; bid authorization anticipated in December 2022.
41	Grafton Combined Sewer Overflow Project	Seth	Funding scenario identified; design underway
42	Farmington Water System Improvements Project	Shelby/Sheena	Supplemental EEGF application submitted and awaiting approval
43	Downs PSD Water System Improvements Project	Seth	IJDC approved the project. Funding change needed.
44	Monongah Sewer Project-Phase III Sanitary Sewer Improvements Project	Seth	IJDC approved the project; design is underway.
45	Short Line PSD Water System Upgrades	Shelby/Sheena	IJDC submission in July 2022. Project approved and design is underway.
46	Summit Park PSD Water & Sewer Projects	Shelby/Sheena	engineering firm selected for both a water and sewer project. Design underway.
47	Lost Creek Community Building/Park/Stormwater Upgrades	Shelby/Sheena	Anticipated EEGF submission by November 10, 2022.
48	Town of Star City Water and Sewer Systems Improvements Project	Sheena	Engineer procured; discussions underway for funding options/package.
49	Town of Lumberport Water System Improvements Project-Phase 1	Seth	Funding approved; design underway.
50	Benedum Airport Authority Building Expansion Project	Sheena	Project had a bid overrun; EDA required a change to the scope to reduce the project to fit into amount of funding available.
51	Kingwood Waterworks Water System Improvements Project	Shelby	PER in development
52	Mt. View Water Line Extension	Shelby	IJDC application for Critical Needs Line Extension funding submitted in June 2022. Add '1 information needed to supplement application
53	Clarksburg Water Board Source Water Protection Project	Shelby/Sheena	Assisting CWB and engineering with Source Water Protection application

54	Anmoore Sewer Project	Seth	IJDC application submission
55	Town of Lumberport Water System Improvements Project-Phase 2	Shelby	PER in development.
56	Mylan Park Foundation BMX Action Sports Complex	Shelby/Sheena	EDA funding approved. Engineering procurement underway.
57	Mannington Water Tank Replacement Project	Seth	IJDC application submission October 10, 2022
58	West Union Wastewater System Improvements Project	Sheena	IJDC application approved in March 2022; Design underway

Kent Rollins, Region VI Labor Compliance Officer and Project Specialist still continues to:

- visit all projects under construction to ensure contractors are following labor requirements
- continues to review certified payrolls of contractors to confirm that all employees are paid wages as identified in the projects' wage rates
- and he is working with other staff members on various projects, as needed, generating Census data and maps, etc.

Region VI has contracted with the City of Mannington and the Town of Barrackville to provide Labor Compliance Services for projects that the two municipalities are sponsoring.

John Robinson, our part-time accountant, continues to come in regularly to maintain the finances of the agency and prepare checks and required financial statements. John has been assisting the auditor, Suttle & Stalnaker, with the 2022 audit that is expected to be complete for the December full council meeting.

Staff continues to assist communities and PSDs with various services, such as procuring engineering services for Engineers of Records, which will allow them to use engineers for a wide range of projects, as well as tracking ARPA funds that have been allocated to Region VI PDC projects in Harrison, Preston, and Marion Counties.

Community Development Block Grants:

These projects are currently being reviewed by the WV Department of Economic Development (Community Advancement Division). It is anticipated that announcements will be forthcoming in the next two to four weeks.

1. City of Salem Water System Improvements Project—Phase IV
2. City of Mannington Demolition Project
3. Taylor County Commission Broadband Infrastructure Project

US Economic Development Administration CARES Act funding

This program will be closed out with final performance and financial reports, which will be submitted by October 31, 2022.

Website

Staff is the process of gathering information to send to the company to finalize this activity.

Hazard Mitigation Planning:

This application was submitted May 26, 2022. Staff is awaiting word of the award. Upon notification, we will begin the process of procuring a consultant.

EDA Planning Grant

This application for our planning grant for operations is for half cycle from July 1, 2022 through December 31, 2022 and then the program will be on a new cycle/funding year. The application was submitted on June 14, 2022 and we received approval in August 2022.