

Minutes

Warm Springs Public Service District

April 15, 2026

A regular meeting of the Public Service Board of the Warm Springs Public Service District (WSPSD) was held at 10:00 AM on April 15, 2026. The meeting was held in the Morgan County Commission meeting room, Morgan County Courthouse, Berkeley Springs, West Virginia. The amended meeting agenda was posted on April 14, 2026, and a copy was delivered to *The Morgan Messenger*.

Chairman Jenkins called the meeting to order at 10:00 AM with all members attending. Mr. Mike Jenkins – Chairman; Mr. Jason Didawick – Treasurer; Mr. Thomas Stinebaugh -- Secretary were present at the meeting. Also present was Michael Crunkleton, General Manager of the WSPSD; Amber Hixon, WSPSD office manager; Kate Shunney, The Morgan Messenger; Jennifer Wishmyer, Region 9 via zoom.

The first order of business was to approve the agenda. Director Stinebaugh moved to approve the agenda as posted with Director Didawick to second, the motion passed unanimously.

Item 2 on the agenda was to approve the minutes from the March 11, 2026 Board of Directors meeting. Director Didawick moved to approve the minutes from the Directors meeting on March 11, 2026 with Director Stinebaugh to second, the motion passed unanimously.

The next order of business was the approval for payment of the following 38 operational invoices received. Chairman Jenkins moved to approve payment for the 38 invoices received for \$69,459.63 with Director Didawick to second, the motion passed unanimously.

1	Apple Valley Waste (Mar; dumpster rental-BS)	221.20
2	BSWW (Feb/Mar; meter books, water usage, hydrant, terminations - Office, BS)	566.04
3	Bowles Rice (Apr; Coolfont water system acquisition, Reed & Fiske termination cases, acquisition of water mains etc.)	11,369.57
4	Cash (Mar; reimburse petty cash)	49.50
5	Chemstream (Mar; synfloc 2235-BS press)	1,065.47
6	Comcast (Apr/May; internet - Office)	214.85
7	Scott Crunkleton (Apr; cell phone allowance)	25.00
8	Dawsons Home Center (Mar; 25'x8" butt pole-CSP lower lake pump station)	214.00
9	Dept of Environmental Protection (Mar; groundwater & WPNPDES annual permit fee-522 S. Ext)	925.00
10	Jason Didawick (Mar; Regular Board Mtg Salary)	125.00
11	Theodore Enss III (Apr; cell phone allowance)	25.00
12	Erie (Mar; 4th qtr liability, auto and eriesecure)	8,228.77

13	FirstNet (Apr; AT&T internet at BS & GC plant, cradlepoint adapter)	1,696.08
14	Frontier (Apr; phone-BS)	56.99
	Gates (Mar; tire pressure sensor remove & replace, tire pressure assembly-	
15	2019 Chevy Silverado)	165.19
16	G.H.S (Mar; Mok job, Fairview Drive, Woodside Acres)	2,909.00
17	Joshua Graham (Apr; cell phone allowance)	25.00
18	Guardian (Apr; long & short term disability)	265.45
	Kay Casto & Chaney (Mar; professional services through Feb 28 2026 I&I and	
19	522 Ext)	2613.70
20	Monty Kerns (Apr; cell phone allowance)	25.00
	Maryland Pipe & Supply (Apr; fernco hulk & s.s. bands, galv. Pipe, couplings,	
21	galv. Nipples, sdr35 wye, gasketed pvc-BS stock)	1,525.36
22	Jonathan Mechem (Apr; cell phone allowance)	25.00
23	Miss Utility (Mar/Apr; Message fees for February and March)	114.60
24	Lionel Monteil (Apr; cell phone allowance)	25.00
	Munibilling (Mar/Apr; February & March billing & postage, merchant return	
25	fees, 2nd qtr software/payment services fees)	4,344.36
26	Pace (Mar; wastewater testing-BS, GC, CI, IP, CSP)	5,945.00
27	Potomac Edison (Mar; BS(\$8,139.55) & GC (\$1,226.06) WWTP&PS)	9,365.61
28	Jeffery Rhodes (Apr; cell phone allowance)	25.00
29	Segra (Apr; phone-GC)	114.10
30	Town of Bath (Mar; public safety and street fee)	80.00
31	United Healthcare (Apr; dental insurance)	204.66
32	USA Bluebook (Mar; float switches, speccheck DPD chlorine-CSP,BS)	802.60
	USBank-Pcards (Mar; adobe, quickbooks, power bill, gloves, toilet paper, ice	
33	melt, brass fittings-BS//GC/CMA/Office)	3,161.20
34	WEX Bank (Mar; fuel for trucks)	862.28
35	EFTPS (Mar; SS & Medicare Contribution)	2,702.72
36	WV PERS (Mar; Retirement Contribution)	2,329.13
37	WV PEIA (Mar; Health Insurance)	6,963.20
38	WV RHBT (Mar; PEIA Trust Fund)	84.00
		<u>\$ 69,459.63</u>

The Board of Directors (BOD) conducted the monthly review of the financial statements which include: The Monthly Budget Comparison Report, the Cash Account Balance, and the Municipal Bond Commission Status of Accounts statement.

Item 5 on the agenda was to discuss and approve pay application #11 for the Warm Springs PSD I&I Project. Director Stinebaugh moved to approve the payment of invoices for contract #1 and contract #2 with Director Didawick to second, the motion passed unanimously.

Item 6 on the agenda was to discuss and approve FY2027 budget. After some discussion Chairman Jenkins moved to table the FY2027 budget until the next board meeting with Director Stinebaugh to second, the motion passed unanimously.

Item 7 on the agenda was to discuss and approve flow meters. Chairman Jenkins moved to table the flow meters pending a demonstration being done.

Item 8 on the agenda was to discuss and approve generator match. After discussion that the Morgan County Commission will no longer be paying the match for the generator, Chairman Jenkins moved to use the project contingency funds to pay the \$61,400 match for the generator with Director Didawick to second, the motion passed unanimously.

Item 9 on the agenda was to discuss project updates. Updates were given on the I&I project at the 9:00am project meeting with The Thrasher Group.

The Monthly Operational/Office Report:

Michael did not have any updates at this time. Amber did not have any updates at this time.

Public comments: No public comments

The next Board meeting will be held on May 13, 2026, at 10:00 AM, in the Morgan County Commission meeting room, at the Morgan County Courthouse, Berkeley Springs, West Virginia.

Chairman Jenkins adjourned the meeting at 11:16 AM.



Michael Jenkins, Chairman

Attest: 

Thomas Stinebaugh, Secretary