

Minutes

Warm Springs Public Service District

February 11, 2026

A regular meeting of the Public Service Board of the Warm Springs Public Service District (WSPSD) was held at 10:00 AM on February 11, 2026. The meeting was held in the Morgan County Commission meeting room, at the Morgan County Courthouse, Berkeley Springs, West Virginia. The amended meeting agenda was posted on February 9, 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; Chase Riley, Thrasher; Jennifer Wishmyer, Region 9.

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 the Warm Springs PSD election of Officers. Director Didawick moved to keep the officers the same with naming him the new Treasurer with Director Stinebaugh to second, the motion passed unanimously.

Item 3 on the agenda was to approve the minutes from the January 14, 2026 Board of Directors meeting. Chairman Jenkins moved to approve the minutes from the Directors meeting on January 14, 2026 with Director Didawick to second, the motion passed unanimously.

The next order of business was the approval for payment of the following 38 operational invoices received. Director Didawick moved to approve payment for the 38 invoices received for \$43,073.48 with Director Stinebaugh to second, the motion passed unanimously.

1	Advance Auto (Jan; windshield wipers & washer fluid-trucks)	86.28
2	American Banker's Insurance(Jan; flood insurance renewal WWTP-BS)	3,370.00
3	Apple Valley Waste (Jan; dumpster rental-BS)	221.20
4	Berkeley Club (Jan; case of 6 distilled water-BS)	8.86
5	Bowles Rice (Jan/Feb; US Silica, CMA, 2025 termination cases, Coolfont water system acquisition, response to violation)	3,146.25
6	BSWW (Dec/Jan;meter books,water usage, hydrant, terminations - Office, BS)	582.85
7	C&T Program (Jan; Class II & Class S license renewal Joshua Graham)	150.00
8	Chemstream (Jan; 2 drums synfloc-BS press)	1,893.47
9	Comcast (Feb/Mar; internet - Office)	214.85

10	Scott Crunkleton (Feb; cell phone & boot allowance)	125.00
11	Dawsons Home Center (Feb; pipe insulation, heat gun-BS)	63.98
12	Theodore Enss III (Feb; cell phone allowance)	25.00
13	FirstNet (Feb; AT&T internet at BS plant & Office)	73.98
14	Frontier (Feb; phone-BS)	56.99
15	Gates (Jan; lube, oil and filter change-2022 Chevrolet Colorado)	42.05
16	G.H.S (Feb; Lee St work, haul away excess gravel, top soil, grass seed & straw, three 8x8x6 PVC wyes)	750.00
17	Joshua Graham (Feb; cell phone allowance)	25.00
18	Guardian (Feb; long & short term disability)	265.45
19	Charles Johnson (Jan; Regular Board Mtg Salary)	125.00
20	Monty Kerns (Feb; cell phone allowance)	25.00
21	Maryland Pipe & Supply (Jan; 3"x20' SCH40 conduit pipe, couplings, stiffeners, 6"x14' gasketed pipe, 3" SCH40 conduit-BS)	1,786.23
22	Jonathan Mechem (Feb; cell phone allowance)	25.00
23	Lionel Monteil (Feb; cell phone allowance)	25.00
24	Morgan County Planning Commission (Jan; services for ILP site plan reviews WWTP improvements)	1,033.75
25	Munibilling (Jan; December billing & postage, Merchant return fee)	1,208.64
26	Pace (Jan; wastewater testing-BS, GC, CI, IP, CSP)	1,082.00
27	Petty Cash (Jan; liens & forks for office)	52.24
28	Potomac Edison (Jan; BS(\$9,301.92) & GC (\$1,421.43) WWTP&PS)	10,723.35
29	Jeffery Rhodes (Feb; cell phone allowance)	25.00
30	Segra (Feb; phone-GC)	114.17
31	Thomas Stinebaugh (Jan; Regular Board Mtg Salary)	125.00
32	United Healthcare (Feb; dental insurance)	204.66
33	USBank-Pcards (Jan; adobe, quickbooks, power bill, gloves, toilet paper, ice melt, brass fittings-BS//GC/CMA/Office)	2,347.52
34	WEX Bank (Jan; fuel for trucks)	856.23
35	EFTPS (Jan; SS & Medicare Contribution)	2,387.57
36	WV PERS (Jan; Retirement Contribution)	2,778.71
37	WV PEIA (Jan; Health Insurance)	6,963.20
38	WV RHBT (Jan; PEIA Trust Fund)	84.00
		<u>\$ 43,073.48</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 6 on the agenda was to discuss and approve Change Order #1 for Contract #2-Berkeley Springs Sanitary Sewer Improvements Project. Chairman Jenkins moved to approve

Change order #1 for Contract #2 with Director Didawick to second, the motion passed unanimously.

Item 7 on the agenda was to authorize the signature of the Northern Morgan Co wastewater extension. Chairman Jenkins moved to authorize the signing of the Northern Morgan Co. wastewater extension with Director Stinebaugh to second, the motion passed unanimously.

Item 8 on the agenda was to authorize the signature of the eminent domain certification for the 522 extension project. Chairman Jenkins moved to authorize the signing of the eminent domain certification for the 522 extension project with Director Didawick to second, the motion passed unanimously.

Item 9 on the agenda was to discuss and approve water termination agreement with Town of Bath. After some discussion Chairman Jenkins moved to approve the water termination agreement with the Town of Bath with Director Didawick to second, the motion passed unanimously.

Item 10 on the agenda was to discuss and approve opening a new account for water. After some discussion Chairman Jenkins moved to approve the opening of an account for water services with Director Stinebaugh to second, the motion passed unanimously.

Item 11 on the agenda was to discuss and approve insurance proposals. After review of the insurance proposals Director Didawick moved to approve WVCorp as the Warm Springs PSD's new insurance carrier with Director Stinebaugh to second, the motion passed unanimously.

Item 12 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. Chase with Thrasher discussed the extension from the pump station to the senior center and applying for funding for that project. The 522 extension is waiting for eminent domain cases and then will be ready to go to bid.

The Monthly Operational/Office Report:

Michael updated that the SCADA system is in progress of being installed. Amber updated that two more customers were sent to the attorney for X-cases to be filed.

Public comments: No public comments

The next Board meeting will be held on March 11, 2026, at 10:00 AM, in the EDA Conference Room, Berkeley Springs, West Virginia.

Chairman Jenkins adjourned the meeting at 10:46 AM.



A handwritten signature in black ink, appearing to read "Michael Jenkins", written over a horizontal line.

Michael Jenkins, Chairman

Attest:  _____

A handwritten signature in blue ink, appearing to read "Thomas Stinebaugh", written over a horizontal line.

Thomas Stinebaugh, Secretary