

Minutes

Warm Springs Public Service District

June 10, 2026

A regular meeting of the Public Service Board of the Warm Springs Public Service District (WSPSD) was held at 10:00 AM on June 10, 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 June 9, 2026, and a copy was delivered to *The Morgan Messenger*.

Chairman Jenkins called the meeting to order at 10:10 AM with most 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; Cathy Levey, CMA.

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 May 13, 2026 Board of Directors meeting. Director Stinebaugh moved to approve the minutes from the Directors meeting on May 13, 2026 with Director Didawick to second, the motion passed unanimously.

Item 3 on the agenda was to approve the minutes from the May 27, 2026 Board of Directors special meeting. Director Didawick moved to approve the minutes from the Directors meeting on May 27, 2026 with Chairman Jenkins to second, the motion passed unanimously.

The next order of business was the approval for payment of the following 42 operational invoices received. Chairman Jenkins moved to approve payment for the 42 invoices received for \$66,698.22 with Director Didawick to second, the motion passed unanimously.

1	Apple Valley Waste (May; dumpster rental-BS)	264.50
2	Berkeley Club (June; 10 cases of water-BS)	119.90
3	BSWW (Apr/May; meter books, water usage, hydrant, terminations - Office, BS)	614.75
4	Bowles Rice (May; Reed & Fiske termination cases, emails regarding Monk case, Coolfont sewer & water acquisition)	1,891.50
5	ChemStream (May; 2 drums synfloc 2235-BS press)	1,893.47
6	Citco Water (May; 5300lbs aluminum sulfate-BS)	2,562.77
7	Comcast (Jun/July; internet - Office)	167.90
8	Scott Crunkleton (June; cell phone allowance)	25.00
9	Jason Didawick (May; Regular & Special Board Mtg Salary)	225.00
10	Eastern Lift Truck (May; parts & labor to repack left tilt cylinder on forklift)	1,609.76
11	Theodore Enss III (June; cell phone allowance)	25.00

12	FirstNet (June; AT&T internet at BS)	76.98
13	Frontier (June; phone-BS)	56.99
14	G.H.S (May; dump truck to haul load of stone)	590.00
15	Joshua Graham (June; cell phone allowance)	25.00
16	Guardian (June; long & short term disability)	265.45
17	Amber Hixon (May; Section 125 reimbursement)	360.00
18	Kay Casto & Chaney (May; I&I and 522 extension through April 30 2026)	688.75
19	Monty Kerns (June; cell phone allowance)	25.00
20	Maryland Pipe (May; 3-SDR35T, 3-SDR35Y-BS)	522.01
21	Jonathan Mechem (June; cell phone allowance)	25.00
22	Lionel Monteil (June; cell phone allowance)	25.00
23	Norfolk Bearings & Supply (May; 2-baldor motors 50HP-BS)	9,106.86
24	Pace (May; wastewater testing-BS, GC, CI, IP, CSP)	2,378.00
25	Parkson (May; bearings, air seals, v-ring seals-BS)	804.00
26	Potomac Edison (May; BS(\$7,026.77) & GC (\$885.77) WWTP&PS)	7,912.54
27	RAM (May; Toshiba 5/7.5 HP drive-IP)	852.43
28	Roto-Rooter (May; clean main drain from toilet to main, camera front of building-7 Concord Ave)	710.00
29	Jeffery Rhodes (June; cell phone allowance)	25.00
30	Segra (June; phone-GC)	114.10
31	South Morgan Repair (May; build a new thumper shaft for conveyor-BS)	250.00
32	Thomas Stinebaugh (May; Special Board Mtg Salary)	100.00
33	Travelers (May; 2 DOH bonds for projects)	2,000.00
34	United Healthcare (June; dental insurance)	204.66
35	USBank-Pcards (May; quickbooks, adobe, bugman service, computer, leachate permit, tool rack, stamps, drill etc)	8,252.60
36	WEX Bank (May; fuel for trucks)	830.03
37	Winschel Environmental (May; flomotion systems complete pump head-BS)	1,043.00
38	Xylem (May; UV lamps, quartz sleeves, lamp inserts, wiper holders, o-ring lamp holder seal-BS)	8,046.00
39	EFTPS (May; SS & Medicare Contribution)	2,297.08
40	WV PERS (May; Retirement Contribution)	2,664.99
41	WV PEIA (May; Health Insurance)	6,963.20
42	WV RHBT (May; PEIA Trust Fund)	84.00
		<u>\$ 66,698.22</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 pay application #13 for the Warm Springs PSD I&I Project. Director Didawick moved to approve the pay application with Director Stinebaugh to second, the motion passed unanimously.

Item 7 on the agenda was to discuss and approve amendment #5 for the Warm Springs PSD I&I project. Information was not available to discuss.

Item 8 on the agenda was to discuss and approve next steps with CMA. A discussion was had on the cost to replace the water line. It was also discussed what would possibly be best for both the WSPSD and CMA, to continue operations with CMA owning or the WSPSD to take over ownership.

Item 9 on the agenda was to discuss and approve proposal from Thrasher to investigate CMA system. Information was not available to discuss.

Item 10 on the agenda was to discuss and approve agreement with Cacapon East. Chairman Jenkins moved to approve sending drafts to the attorney for review once changes are made with Director Stinebaugh to second, the motion passed unanimously.

Item 11 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 a be held on July 8, 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 11:22 AM.



Michael Jenkins, Chairman

Attest:



Thomas Stinebaugh, Secretary