

Minutes

Warm Springs Public Service District

August 12, 2026

A regular meeting of the Public Service Board of the Warm Springs Public Service District (WSPSD) was held at 10:00 AM on August 12, 2026. The meeting was held in the Morgan County Commission meeting room, Morgan County Courthouse, Berkeley Springs, West Virginia. The meeting agenda was posted on August 7, 2026, and a copy was delivered to *The Morgan Messenger*.

Chairman Jenkins called the meeting to order at 10:15 AM with most members attending. Mr. Mike Jenkins – Chairman; Mr. Jason Didawick – Treasurer were present at the meeting. Also present was Michael Crunkleton, General Manager of the WSPSD; Amber Hixon, WSPSD office manager; Chase Riley, Thrasher.

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

Item 2 on the agenda was to approve the minutes from the July 8, 2026 Board of Directors meeting. Chairman Jenkins moved to approve the minutes from the Directors meeting on July 8, 2026 with Director Didawick to second, the motion passed unanimously.

The next order of business was the approval for payment of the following 35 operational invoices received. Chairman Jenkins moved to approve payment for the 35 invoices received for \$45,556.80 with Director Didawick to second, the motion passed unanimously.

	261.58
1 Apple Valley Waste (Aug; dumpster rental-BS)	
BSWW (June/July; meter books, water usage, hydrant, terminations - Office,	594.05
2 BS)	2,745.00
3 Bowles Rice (July/Aug; Warm Springs Environmental permit violation 2025)	2,191.00
4 Chemstream (July; 2 drums synfloc 2235-BS)	3,068.59
5 Citco (July; aluminum sulfate-BS)	167.90
6 Comcast (July/Aug; internet - Office)	25.00
7 Scott Crunkleton (Aug; cell phone allowance)	125.00
8 Jason Didawick (July; Regular Board Mtg Salary)	25.00
9 Theodore Enss III (Aug; cell phone allowance)	79.98
10 Firstnet (July; internet at plant)	56.99
11 Frontier (Aug; phone-BS)	
Gates Automotive (July; 7 inspections, oil change tire rotation and brakes for	1,751.99
12 2015 Silverado)	400.00
13 G.H.S (Aug; 7/2/26 excavator beside hospital)	25.00
14 Joshua Graham (Aug; cell phone allowance)	

		199.11
15	Guardian (July; long & short term disability)	25.00
16	Jonathan Mechem (Aug; cell phone allowance)	131.65
17	Miss Utility (July/Aug; message fees for June & July)	25.00
18	Lionel Monteil (Aug; cell phone allowance)	3,662.55
19	Munibilling (July/Aug; May, June & July billing, five return fees)	6,593.00
20	Pace (July/Aug; wastewater testing-BS, GC, CI, IP, CSP)	50.79
21	Petty Cash (Aug; lien releases, SCH40 pvc 3/4" plug)	6,166.14
22	Potomac Edison (July; BS(\$5,424.06) & GC (\$742.08) WWTP&PS)	25.00
23	Jeffery Rhodes (Aug; cell phone allowance)	228.68
24	Segra (July/Aug; phone at WWTP-GC)	152.67
25	Share (July; glass polish-BS)	125.00
26	Thomas Stinebaugh (July; Regular Board Mtg Salary)	131.94
27	United Healthcare (Aug; dental insurance)	
	USBank-Pcards (July; quickbooks, adobe, bugman service, paper towels, wet	3,414.45
28	ones, laminator and paper, crimp tool etc)	844.54
29	WEX Bank (July; fuel for trucks)	
	WVBPH (July; Class S, Class II & Class C license renewal-Michael	150.00
30	Crunkleton)	1,168.54
31	WV Municipal Bond (July; FY 2026/2027 Bond Fees)	2,395.96
32	EFTPS (July; SS & Medicare Contribution)	2,222.44
33	WV PERS (July; Retirement Contribution)	5,973.26
34	WV PEIA (July; Health Insurance & Admin fees)	354.00
35	WV RHBT (July; PEIA Trust Fund)	
		<u>\$ 45,556.80</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 #14 for the Warm Springs PSD I&I Project. Chairman Jenkins moved to approve pay application #14 with Director Didawick to second, the motion passed unanimously.

Item 6 on the agenda was to discuss and approve pay application #15 for final payment on the I&I project Contract #2. Chairman Jenkins moved to approve pay application #15 for final payment on Contract #2 with Director Didawick to second, the motion passed unanimously.

Item 7 on the agenda was to discuss and approve final quantity adjustment change order for I&I project Contract #2. Chairman Jenkins moved to approve the final quantity

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

Item 8 on the agenda was to discuss and approve project contingency funds. Discussion was had with Chase Riley the planned usage of the remaining project funds. It is planned to proceed with investigating I&I issues and possible relining, work on the rescue squad, purchasing a screw press and the purchase of flow meters. Within the upcoming weeks a formal request will be able to be submitted.

Item 9 on the agenda was to discuss and approve Northern Morgan County Sewer extension agreement. Chairman Jenkins moved to table until the September board meeting pending legal review with Director Didawick to second, the motion passed unanimously.

Item 10 on the agenda was to discuss and approve US Route 522 South Sewer and Water line extensions recommendation of award. Chairman Jenkins moved to approve Thrasher's recommendation for the award Contract #1 for the US 522 South Sewer and Water line extension to Pro Contracting totaling \$4,123,015.00 with Director Didawick to second, the motion passed unanimously.

Item 11 on the agenda was to discuss project updates. Discussion was had earlier in the meeting when discussing the change order and contingency funds.

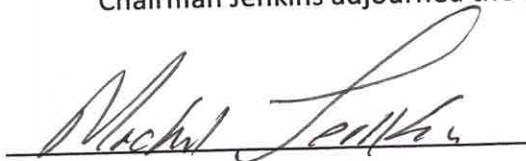
The Monthly Operational/Office Report:

Michael and Amber did not have any updates.

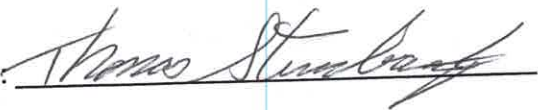
Public comments: No public comments

The next Board meeting will a be held on September 9, 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 11:03 AM.



Michael Jenkins, Chairman

Attest: 

Thomas Stinebaugh, Secretary