



Union Williams
PUBLIC SERVICE DISTRICT

P.O. Box 243 ■ Waverly, WV 26184 ■ 304-464-5121 ■ Fax 304-464-4793

October 9, 2018

Wood County Commissioners
No. 1 Court Square, Suite 203
Parkersburg, WV 26101

Re: Minutes of Board Meeting

Dear Commissioners:

Enclosed are copies of the minutes of our Regular Board Meeting held September 19, 2018 and copies of the minutes of 2 Special Board Meetings, which were held on September 25th and 27th of 2018. All meetings were held in the District's office, Waverly, West Virginia.

Should you have any questions, please give me a call.

Cordially,

Chrissy Winans
Office Supervisor

Notice

Union Williams P.S.D. will hold special board meetings at our District office on the following days at 5:30 P.M. to interview engineering firms to perform work on upcoming water and sewer projects:

Tuesday, September 25, 2018

Thursday, September 27, 2018

Wednesday, October 24, 2018

Thursday, October 25, 2018

UNION WILLIAMS PUBLIC SERVICE DISTRICT
Special Board Meeting
September 27, 2018

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**MINUTES & TREASURER'S REPORT
APPROVED**

Roll Call:
S. L. Nulter, Chairman
G. K. Arnott, Treasurer
C.E. Lancaster, Secretary

BY: *S. L. Nulter*

DATE: 16-9-18

Location and Time:
5:30 P.M. District Office

Minutes by:
K.A. Sanders

Attending: Craig Richards, Lise Sibicky, and Michael Davis, all of Burgess and Niple Engineering firm

S. L. Nulter called the meeting to order.

The Board interviewed Burgess and Niple Engineering Firm for services to be performed on upcoming water and sewer projects.

Adjourned at 7:00 PM.

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UNION WILLIAMS PUBLIC SERVICE DISTRICT

Regular Board Meeting

September 19, 2018

Roll Call:

Present -

S. L. Nulter, Chairman

G. K. Arnott, Treasurer

C. E. Lancaster, Secretary

Attending:

Location and Time:

5:30 P.M. District Office

Minutes by:

K. A. Sanders

MINUTES & TREASURER'S REPORT

APPROVED

BY: *S. Nulter*

DATE: 10-9-18

S. L. Nulter called the meeting to order at 5:30 P.M.

Mrs. Kelly Campbell had requested to address the board concerning the District's inability to accept credit card or online payments, as well as our lack of a website or Facebook page. Mrs. Campbell did not attend.

After a short discussion concerning the matter the board was in agreement that we would not start accepting credit card payments due to fees and software requirements. They reviewed the fact that we do offer ACH as well as accept payments by check, cash, and money order; by mail, in the night drop, or in person.

Mr. Arnott, with the unanimous support of other board members, stated we would not have a Facebook page because complaints should be handled directly. We also lack the manpower to manage the contents of a Facebook page as would be necessary.

G. K. Arnott moved to accept the minutes of the regular board meeting from August 14, 2018. C. E. Lancaster second. Unanimous.

Discussed financial statements. G. K. Arnott moved to approve the financial statements. C. E. Lancaster second. Unanimous.

Reviewed status of WV MBC Sewer Bond Deficiency.

Discussed progress of Water Loss Project. We currently have a leak in the Schultz area and are losing approximately 40,000 gallons of water a day. A decision was made to contact Mr. John Harper of the Public Service Commission of West Virginia and ask for his help to locate the leak. Kelley will make contact with him.

Reviewed the Rules of Procedure document that sets standards for board meetings. G.K. Arnott moved to accept document. C.E. Lancaster second. Unanimous.

Reviewed yearly meeting schedule to be released to the public. Arnott moved to accept the dates as listed. Lancaster second. Unanimous.