



Union Williams

PUBLIC SERVICE DISTRICT

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

June 11, 2019

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 on May 14, 2019 and a Special Board Meeting that was held on May 23, 2019. These meetings were held at the District's office, Waverly, West Virginia.

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

Cordially,

Chrissy Winans
Office Supervisor

UNION WILLIAMS PUBLIC SERVICE DISTRICT

Regular Board Meeting

May 14, 2019

COPY

Roll Call:

Present -

S. L. Nulter, Chairman

G. K. Arnott, Treasurer

C. E. Lancaster, Secretary

MINUTES & TREASURER'S REPORT

APPROVED

Location and Time:

5:30 P.M. District Office

BY: *S. L. Nulter*

Minutes by:

K. A. Sanders

DATE: 6-11-2019

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

Customer Complaints-none

G. K. Arnott moved to accept the minutes of the regular board meeting from April 9, 2019. C. E. Lancaster second. Unanimous.

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

Discussed the water operator job opening. Placement of advertisements throughout the area and with the employment offices as well as the WV Rural Water Association.

Reviewed progress of Water Loss Project. The water loss control project has slowed due to personnel losses. Rick's Hauling and backhoe has been employed to work on the broken meter located in our Altitude vault located on Route 31. This will allow us to break down Pressure Zone 8. Mike Hersman, WVRWA, is scheduled for June 12-13, 2019 to help look for leak in Schultz area.

Reviewed the following company policies: Leak Detection, Water and Sewer Main Line Extensions, Rules of Procedure, Water Conservation Plan, and Water Meter Testing and Repair. G.K. Arnott moved to accept policies as written. C. E. Lancaster second. Unanimous.

Sewer Project Update: Special Meeting scheduled May 23, 2019, 4:30 PM, District Office, to review engineering plans.

Board presented with the Annual Engagement letter from Tetrick and Bartlett. G.K. Arnott moved to accept agreement as presented. C. E. Lancaster second. Unanimous.

Water and sewer budgets for fiscal year 19-20 were presented for approval. G. K. Arnott moved to accept budgets as written. C. E. Lancaster second. Unanimous.

Special Board Meeting for workshop to review the sewer project is May 23, 2019, 4:30PM

COPY

Next regular meeting: June 11, 2019, 5:30 PM at the district office.

Meeting adjourned at 6:50 P.M.

UNION WILLIAMS PUBLIC SERVICE DISTRICT

Special Board Meeting

May 23, 2019

COPY

Roll Call:

Present -

S. L. Nulter, Chairman

G. K. Arnott, Treasurer

C. E. Lancaster, Secretary

Attending:

Matthew Valentine, Union Williams Field Superintendent

Matthew Burwell, Sewer Chief Operator

Michael Johnson, Sewer Operator

Tony Fish, R.K. & K, Engineers

Brandon Felton, R.K. & K. Engineers

Rhiannon Dodge, R.K. & K. Engineers

John Cole, R.K. & K. Engineers

Location and Time:

4:30 P.M. District Office

Minutes by:

K. A. Sanders

S. L. Nulter called the meeting to order at 4:30 P.M.

R.K. & K. Engineers presented its findings and proposals for the Sewer Rehabilitation Project.

Next regular meeting: July 18, 2019, 5:30 PM at the district office.

Meeting adjourned at 7:15 P.M.

MINUTES & TREASURER'S REPORT

APPROVED

BY: S. Nulter

DATE: 6-11-2019