



Union Williams
PUBLIC SERVICE DISTRICT

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

December 11, 2019

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

Re: Minutes of Board Meeting

Dear Commissioners:

Enclosed is a copy of the minutes of our Regular Board Meeting held on November 12, 2019. This meeting was held in the District's office, Waverly, West Virginia.

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

Cordially,

Chrissy Winans
Office Supervisor

enclosure

UNION WILLIAMS PUBLIC SERVICE DISTRICT

Regular Board Meeting

November 12, 2019

COPY

Roll Call:

Present -

S. L. Nulter, Chairman

G. K. Arnott, Treasurer

C. E. Lancaster, Secretary

Location and Time:

5:30 P.M. District Office

Minutes by:

K. A. Sanders

Attendees: John Cole, RK&K, Engineer
Rhiannon Dodge, RK&K, Engineer
James Kelsh, Bowles and Rice, Attorney

MINUTES & TREASURER'S REPORT

APPROVED

BY: S. L. Nulter

DATE: 12-11-2019

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

Minutes from board meeting held on October 8, 2019, and the special board meeting held on October 22, 2019 were read. G. K. Arnott moved to accept the minutes. C. E. Lancaster second. Unanimous.

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

Customer complaints – none

Reviewed progress of Water Loss Project. District monthly unaccounted for water loss is at 17%.

Sewer Project Update: John Cole and Rhiannon Dodge presented a plan to add district mapping and sewer manhole rehabilitation to the project. John also discussed the contracts that he had presented for signature, which included Task 3/Reeds Bend ground repair, Task 4/Hydrogen Sulfide Study, and Change order 1 for Task 1, Change order 1 for Task 2.

The PSD Board took this opportunity to discuss their dissatisfaction with the RK&K Engineers' performance provided thus far on the project. John was advised that the board would have a discussion and advise him at a later time if they planned on continuing their relationship with RK&K. John and Rhiannon left the meeting.

The Board went into Executive Session at 6:15 PM.

The Board returned from Executive Session at 6:50 PM.

G. K. Arnott made a motion to have Kelley Sanders, General Manager, draft a letter informing RK&K Engineers that they wished to terminate their relationship with RK&K, due to deficiencies in their performance. C. E. Lancaster second. Unanimous.

The Board went into Executive Session at 7:10 PM to discuss employee status.

The Board returned from Executive Session at 7:25 PM.

G. K. Arnott made a motion to adjust pay of affected employees as discussed in Executive Session. C. E. Lancaster second. Unanimous.

Next Board meeting is December 10, 2019, 5:30 PM at the District office.

Meeting was adjourned at 7:40 PM