



Union Williams
PUBLIC SERVICE DISTRICT

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

January 14, 2020

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 December 11, 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

COPY

UNION WILLIAMS PUBLIC SERVICE DISTRICT

Regular Board Meeting

December 11, 2019

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
Minutes by:
K. A. Sanders

BY: *S. L. Nulter*

DATE: 1-14-2020

Attendees: James Kelsh, Bowles and Rice, Attorney

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

Minutes from board meeting held on November 12, 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 -1%.

Sewer Project Update: RK&K Engineers' response to our November 14, 2019 termination letter was reviewed. The board discussed, and unanimously declined, the terms offered by RK&K Engineers. The board decided that the District should reach out to RK&K Engineers and request that we be able to review the completed work for Task No. 1 and Task No. 2. If the information were found to be of value, and would help in the completion of the project, we could submit a request to purchase that information from RK&K. The Board has no interest in reviewing information from Task No. 3, Task No. 4, Task 1-Scope of work change No. 1, or Task 2-Scope of work Change No. 1, since those contracts were not signed, or agreed upon. The board directed General Manager, Kelley Sanders, to prepare a letter to RK&K, stating their decision. Motion to approve the above decisions was made by G. K. Arnott. C. E. Lancaster second. Unanimous.

The Board went into Executive Session at 6:15 PM to discuss employee compensation.

The Board returned from Executive Session at 6:30 PM.

A motion was made by G.K. Arnott to accept the pay increases as discussed in executive session. C. E. Lancaster second. Unanimous.

BB&T Banks financing terms were reviewed for the purchase of a used dump truck. G. K.