



**Union Williams**  
PUBLIC SERVICE DISTRICT

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

September 8, 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 August 11, 2020. 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

August 11, 2020

 COPY

Roll Call:

Present -

S. L. Nulter, Chairman

G. K. Arnott, Treasurer

C. E. Lancaster, Secretary

Attended:

Wayne Hypes, Engineer, Dunn Engineers

Fred Hypes, Engineer, Dunn Engineers

Location and Time:

4:30 P.M. – District Office

Minutes by:

K. A. Sanders

MINUTES & TREASURER'S REPORT

**APPROVED**

BY: Stef L Nulter

DATE: 9-8-2020

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

Minutes from board meeting held on July 14, 2020, 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

Customer Service Concerns over the COVID-19 pandemic – David Mercer from WV Rural Water Association contacted Union Williams PSD on behalf of the governor's office concerning the District's customer delinquency suffered since March 1, 2020. He asked us to provide the dollar amount in delinquency for water, and for sewer, since the pandemic began. The expectation is that we will receive a grant in that amount, paid through the Cares Act. We reported a loss in water of \$2,248.09, and a loss in sewer of \$3,826.05.

Reviewed progress of Water Loss Project. District monthly unaccounted for water loss is at 8%. Delivery was delayed on the new station meters we need to purchase from Core and Main. We should receive one this month.

Personnel concerns – Katie Jeffers has been hired as a new Customer Service Representative in the office. She will replace Jason Lockhart, who leaves August 20.

Kelley Sanders advised the board that the District has received the signed Release and Settlement Agreement from RK&K Engineers. Payments will begin September 5, 2020.

Wayne Hypes and Fred Hypes, of Dunn Engineers, attended the board meeting to give a progress report on the project. They discussed our H2S issue, and what steps they would like to develop to help combat future damage to our system. The board directed them to investigate what