

UNION WILLIAMS PUBLIC SERVICE DISTRICT

Regular Board Meeting  
June 8, 2021

MINUTES & TREASURER'S REPORT

**APPROVED**

Roll Call:

Present -

- S. L. Nulter, Chairman
- G. K. Arnott, Treasurer
- D. A. Raines, Secretary

BY: Stephen L. Nulter

Attended: Mr. Harley Hunt, Mr. Tom Percy, Bowles & Rice Attorney  
Mr. Cam Siegrist, Bowles & Rice Attorney, by phone.

DATE: 7/13/2021

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.

Minutes from board meeting held on May 11, 2021 were read. G. K. Arnott moved to accept the minutes. D. A. Raines second. Unanimous.

Reviewed monthly financial statements. G. K. Arnott moved to approve the financial statements. D. A. Raines second. Unanimous.

Upon motion of G. K. Arnott, seconded by D. A. Raines, and passed unanimously, the following officers were elected:

- Stephen L. Nulter      Chairman
- David A. Raines      Secretary
- Greg K. Arnott      Treasurer

Thereupon a proposed Bond Resolution was presented to the Public Service Board in writing entitled:

A RESOLUTION AUTHORIZING THE REFUNDING OF THE WATER REFUNDING REVENUE BONDS, SERIES 2013 AND WATER REVENUE BOND, SERIES 2015 OF UNION-WILLIAMS PUBLIC SERVICE DISTRICT; THE ISSUANCE BY UNION-WILLIAMS PUBLIC SERVICE DISTRICT OF NOT MORE THAN THREE MILLION EIGHT HUNDRED THOUSAND DOLLARS (\$3,800,000.00) IN AGGREGATE PRINCIPAL AMOUNT OF UNION-WILLIAMS PUBLIC SERVICE DISTRICT WATER REFUNDING REVENUE BONDS IN TWO SERIES, THE FIRST SERIES TO BE DESIGNATED "WATER REFUNDING REVENUE BONDS, SERIES 2021 A (TRUIST BANK)," IN AN AGGREGATE PRINCIPAL AMOUNT

NOT TO EXCEED TWO MILLION FOUR HUNDRED EIGHTY THOUSAND DOLLARS (\$2,480,000), AND THE SECOND SERIES TO BE DESIGNATED "WATER REFUNDING REVENUE BONDS, SERIES 2021 B (TRUIST BANK)," IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED ONE MILLION THREE HUNDRED TWENTY THOUSAND DOLLARS (\$1,320,000), THE PROCEEDS OF WHICH, TOGETHER WITH OTHER FUNDS OF THE DISTRICT, SHALL BE EXPENDED FOR SUCH REFUNDING, TO FUND DEBT SERVICE RESERVE ACCOUNTS FOR SUCH BONDS AND TO PAY COSTS IN CONNECTION THEREWITH; PROVIDING FOR THE RIGHTS AND REMEDIES OF AND SECURITY FOR THE HOLDERS OF SUCH WATER REFUNDING REVENUE BONDS, SERIES 2021 A (TRUIST BANK) AND WATER REFUNDING REVENUE BONDS, SERIES 2021 B (TRUIST BANK); AUTHORIZING THE EXECUTION AND DELIVERY OF AN ESCROW AGREEMENT AND DOCUMENTS IN CONNECTION THEREWITH; AUTHORIZING THE SALE AND PROVIDING FOR THE TERMS AND PROVISIONS OF SUCH WATER REFUNDING REVENUE BONDS, SERIES 2021 A (TRUIST BANK) AND WATER REFUNDING REVENUE BONDS, SERIES 2021 B (TRUIST BANK); AND ADOPTING OTHER PROVISIONS RELATING THERETO.

and the same was read by title only and there was discussion. Thereupon, on motion by G. K. Arnott, seconded by D. A. Raines, it was unanimously ordered that the said Bond Resolution be adopted and be in full force and effect on and from the date hereof.

A proposed Supplemental Resolution was then presented to the Public Service Board in writing entitled:

SUPPLEMENTAL RESOLUTION SETTING THE AMOUNTS, MATURITIES, INTEREST RATES, PRICES AND OTHER DETAILS AS TO THE WATER REFUNDING REVENUE BONDS, SERIES 2021 A (TRUIST BANK) AND WATER REFUNDING REVENUE BONDS, SERIES 2021 B (TRUIST BANK), OF UNION-WILLIAMS PUBLIC SERVICE DISTRICT; AUTHORIZING AND APPROVING AN ESCROW AGREEMENT AND OTHER INSTRUMENTS RELATING TO THE BONDS; APPOINTING AN ESCROW AGENT, REGISTRAR, PAYING AGENT, AND DEPOSITORY BANK; AND MAKING OTHER PROVISIONS AS TO THE BONDS AND THE REFUNDING.

and the same was read by title only and there was discussion. Thereupon, on motion of G. K. Arnott, seconded by D. A. Raines, it was unanimously ordered that the said Supplemental Resolution be adopted and be in full force and effect on and from the date hereof.

Kelley Sanders gave an update on the sewer project. The project was submitted to the Infrastructure and Jobs Development Council and is awaiting their approval. Approval is expected to happen during their July 7, 2021 meeting. Dunn Engineers is also working with Aulick Chemical to run a 30-day test at the Jesterville lift station and Hoagland lift station. They will be pumping Nitranox, and testing the effect it has on the hydrogen sulfide. The cost of this test will be approximately \$7,300, and will need to be withdrawn from the SB234 Sewer Funds. G. K. Arnott moved to approve the withdrawal to pay for the H2S testing, D. A. Raines second, unanimous.

Customer complaints – Mr. Harley Hunt addressed the board concerning damage done to his truck. Mr. Hunt explained that he was traveling along Route 31 North, and scraped the passenger side of his truck against the 'Flagman Ahead' sign located on the edge of the road, where our field crew was repairing a water leak. He stated that there was an oncoming car, and he was unable to swerve to miss the sign. He presented an estimate from Car Care in the amount of \$256.80 for the repair, and requested that the District pay to repair the damage. After consideration, G. K. Arnott moved to pay for Mr. Hunt's truck repairs so long as he agreed to sign a letter acknowledging that payment was not an admission of guilt, and that he was forever discharging any liability associated with this incident against Union Williams PSD. D. A. Raines second. The Board unanimously agreed to pay for Mr. Hunt's truck repair with the above-mentioned stipulations.

June 20, 2021, all COVID-19 restrictions will be lifted in the State. The Board deliberated whether or not to reopen the office for customer traffic. While working within the restrictions provided by the WV State Government over the past year, the office personnel have proven that we can efficiently handle business without direct customer contact, and less interruptions have allowed the office personnel to complete their work more efficiently. It has also made the office a more secure and safe environment, as some customers could not control their anger when service issues were not settled to their satisfaction. D. A. Raines moved to keep the office closed on a limited basis, by allowing customers access by appointment only when needed. G. K. Arnott second. Unanimous.

WV Legislature passed HB2370 Article 13A, 16-13A-9b, Public Service District exemption for swimming pools, requiring Public Service Districts to waive the associated sewer charges of water used to fill a customer's pool. New leak adjustment policies were written to allow for those changes. G. K. Arnott motioned to approve the water and sewer leak adjustment policies as written. D. A. Raines second. Unanimous.

#### Personnel issues

Cassandra Gray was hired as a new Customer Service Representative for the office to replace Katie Jeffers.

G.K. Arnott requested the Board go into executive session at 5:30 PM. The Board returned from executive session at 5:50 PM. D. A. Raines motioned to approve the pay increases discussed during the executive session. G. K. Arnott, second. Unanimous.

This month's District unaccounted for water loss is 16%, Fred Hypes, Dunn Engineers, has submitted a request to the Wood County Commission asking for assistance from the COVID-19 Relief Funds to help with project funding. The projected cost of the project totals \$250,000. The project also includes fencing for the wellfield.

Kelley Sanders presented the Board of Directors regular meeting monthly schedule for FY 21-22. G.K. Arnott moved to release to the media outlets listed on the Rules of Procedure for Board meetings. D. A. Raines second. Unanimous.

Next Board meeting is July 13, 2021, 4:30 PM, at the District office.

Meeting was adjourned at 6:30 PM.