



Union Williams
PUBLIC SERVICE DISTRICT

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August 10, 2022

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

Re: Minutes of Board Meetings

Dear Commissioners:

Enclosed are copies of the minutes from our Regular Board Meeting held on July 12, 2022 and the Special Board Meeting that was held on August 1, 2022. These meetings were held in the District's office, Waverly, West Virginia.

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

Cordially,

Tracy Orr
Office Supervisor

enclosure

UNION WILLIAMS PUBLIC SERVICE DISTRICT
Regular Board Meeting
July 12, 2022

Roll Call:

Present -

S. L. Nulter, Chairman

G. K. Arnott, Treasurer

D. A. Raines, Secretary

Attended:

Fred Hypes, Dunn Engineers

Cam Siegrist, Bowles Rice

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 June 7, 2022 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, under protest. D. A. Raines second, with heavy sigh. Unanimous.

Fred Hypes, Dunn Engineering, provided an update for the sewer project. Currently they are working with the DEP to get their approval.

Mr. Hypes also presented an estimate, and engineering contract, for the work to be completed on the Middle Ridge Extension critical needs project. G. K. Arnott motioned to approve Dunn Engineers to move forward with the Mid-Ohio Valley Regional Council to submit the critical needs application in the amount of \$1,200,000, as well as the engineering contract in the amount of \$132,500. D. A. Raines second. Unanimous.

Bennett & Dobbins submitted a contract to allow for them to prepare the financial statements for FY 2021-2022. The cost will be \$5,600. G. K. Arnott moved to approve the contract. D. A. Raines second. Unanimous.

Customer concerns – none

Personnel issues – none

This month's District unaccounted for water loss is 5% (236 gallons per customer). We now have four AFC Semper devices located in the District to track pressure. These results were reviewed.

Water loss for the FY 21-22 was 7%.

MINUTES & TREASURER'S REPORT

APPROVED

BY: Steph L. Nulter

DATE: 8-9-2022

A new sewer ordinance was reviewed by the Board members. After discussion, G. K. Arnott moved to approve the ordinance as written, D. A. Raines second. Unanimous.

James Kelsh, Bowles and Rice attorney, presented a new Legal Services Agreement for the Board to review, and approve. This contract is more representative of the work that will be required of Mr. Kelsh to help us complete the sewer project. The fee of \$44,000 remains the same. G. K. Arnott moved to approve the new contract. D. A. Raines second. Unanimous.

Next Board meeting is August 9, 2022 4:30 PM, at the District office.

Meeting was adjourned at 6:15 PM.

UNION WILLIAMS PUBLIC SERVICE DISTRICT
Special Board Meeting
August 1, 2022

Roll Call:
Present -
S. L. Nulter, Chairman
G. K. Arnott, Treasurer
D. A. Raines, Secretary (by phone)

Attended:
Cam Siegrist, Bowles Rice

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.

S. L. Nulter presented a motion to name G. K. Arnott Acting Secretary for the meeting at hand, since D. A. Raines was only available to join the meeting by phone. D. A. second. Unanimous.

Mr. Cam Siegrist, Bowles Rice LLP, presented the Board of Directors with the Bond Resolution, Series 2022A, (Truist Bank) to refund the District's Sewer Revenue Bonds, Series 1991, to fund a debt service reserve fund for the Bonds, and to pay costs of issuing the Bonds and related costs. G. K. Arnott moved to approve the Bond Resolution. D. A. Raines second. Unanimous.

Mr. Cam Siegrist, Bowles Rice LLP, presented the Supplemental Resolution, supplementing and amending the Bond Resolution described above, for approval. G. K. Arnott motioned to approve the Supplemental Resolution. D. A. Raines second. Unanimous.

Next Board meeting is August 9, 2022 4:30 PM, at the District office.

Meeting was adjourned at 5:15 PM.

MINUTES & TREASURER'S REPORT

APPROVED

BY: Steph J. Nulter

DATE: 8-9-2022

