



Union Williams

PUBLIC SERVICE DISTRICT

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May 10, 2023

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 April 11, 2023. This meeting was 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
April 11, 2023

COPY

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

Attended:
Katrina Kratche, Mid-Ohio Valley Regional Council
Fred Hypes, Thrasher Dunn Engineers
Clay Riley, Thrasher Engineers

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 the regular board meeting held on March 14, 2023, and the special board meeting held March 22, 2023, 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.

Fred Hypes, Thrasher-Dunn Engineers, gave an update for the Sewer Renovation Project. An engineering staff will be visiting the District shortly to start the field work needed to finish the design work.

Katrina Kratche, Mid-Ohio Valley Regional Council, presented drawdown #3 for the Sewer Renovations project. D.A. Raines motioned to approve the drawdown in the amount of \$2,438.90, with proceeds making payment to the Mid-Ohio Valley Regional Council for services rendered November, 2022 through February, 2023. G. K. Arnott second. Unanimous.

Mr. Hypes also gave an update of the Fordyce sewer line relocation project. The right-of-way that gives Union Williams PSD permission to move the sewer line to the new location, along with addressing ingress and egress, was sent by email through attorney Arden Cogar to Mr. and Mrs. Fordyce's attorney for signature on March 30, 2023. Once the right-of-way is signed, we can continue with the final design work.

Clay Riley joined the meeting to discuss the water hydraulic model that has been completed for the system. He will email it to Kelley Sanders in the next few days. Ashley Tomko will schedule a time to visit the office and work with the staff for training.

Katrina Kratche, Mid-Ohio Valley Regional Council, advised the Board that the Middle Ridge

MINUTES & TREASURER'S REPORT

APPROVED

BY: Steph L Nulter

DATE: 5/9/2023

Critical Needs Project has been approved. The next step will be to go in front of the IJDC funding committee during their next meeting for funding recommendations.

Customer concerns – none

Personnel issues – Matthew Burwell has given his notice of resignation which stated his last day on the job would be May 4, 2023. After discussion, Matt agreed to stay on the job until the sewer system mapping is completed, which should be no later than June.

An advertisement for an entry level sewer operator position has been opened with Indeed.

This month's District unaccounted for water loss is 15%.

Members of the Board reviewed the credit card and ACH paperwork from the State Treasurers office which would allow the District to offer online payment options to their customers. After review D. A. Raines moved to accept the proposals as submitted. G.K. Arnott second. Unanimous.

James Kelsh, attorney at Bowles-Rice, submitted our request for water and sewer rate increases to the Public Service Commission of West Virginia on March 31, 2023.

Date of the next regular board meeting is May 9, 2023, 4:30 PM, at the District office.

Meeting was adjourned at 6:50 PM.