

**Union Williams**  
PUBLIC SERVICE DISTRICT

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August 9, 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 July 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

**COPY**

**UNION WILLIAMS PUBLIC SERVICE DISTRICT**

Regular Board Meeting

July 11, 2023

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

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 June 13, 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. Surveyors have been working in the District over the past few weeks so that the staff can continue with the design phase of the project. They are still on course to present the design to the District in August, 2023.

Katrina Kratche, Mid-Ohio Valley Regional Council, presented drawdown request #5 which included GIS mapping work completed by Kerri Caplinger. The original agreement made between Kelley Sanders, General Manager and Vincent Post, MOVRC GIS Program Manager, was that the mapping was a free service to the District and paid for by grant money. The drawdown was not approved. Ms. Kratche will clarify the charges and get back to Ms. Sanders

The Board of Directors discussed the Fordyce sewer line relocation project. Mr. Fordyce is continuing to refuse to sign the right-of-way needed to move the line as he has requested, without reason. Mr. Hypes advised the Board that if the project was not completed before we finance the Sewer Renovation Project we would lose the funding to complete the job. After discussion, the Board directed Kelley Sanders to reach out to Mr. Cogar and explain the current situation. Mr. Fordyce's continued refusal to sign the agreement may force the District to take Mr. Fordyce to civil court in order to have the agreement nullified, and recoup the funds already spent to complete the project.


The Board discussed the Middle Ridge Critical Needs Project. Mr. Phillip McMillan and Mrs. Rebecca McMillan are refusing to sign the right-of-way necessary to get the water line to Middle

**MINUTES & TREASURER'S REPORT**

**APPROVED**

BY: Steph L. Nulter

DATE: 8-8-2023



Ridge. After discussion G.K. Arnott moved to start the condemnation process if an agreement could not be reached. D. A. Raines second. Unanimous.

Kelley Sanders presented an accounting agreement from Bennett and Dobbins to complete the necessary accounting work for the Middle Ridge project. G.K. Arnott motioned to approve the agreement in the amount of \$7,500. D. A. Raines second. Unanimous.

Customer concerns – none

Personnel issues – D. A. Raines requested the Board go into executive session at 5:10PM. The Board returned from executive session at 5:35PM. No action was taken at this time.

This month's District unaccounted for water loss is 9%, and 1% for the fiscal year!! Kelley Sanders is continuing to work with engineers at Thrasher Engineering to breakdown pressure zones which will allow the District to locate and repair leaks more efficiently.

Kelley Sanders presented the Board with a Quarterly Customer Newsletter. The Board reviewed the newsletter, and approved it for mailing.

Date of the next regular board meeting is August 8, 2023, 4:30 PM, at the District office.

Meeting was adjourned at 6:45 PM.