



Union Williams

PUBLIC SERVICE DISTRICT

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September 6, 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 August 8, 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
August 8, 2023

MINUTES & TREASURER'S REPORT

APPROVED

BY: Stephen L. Nulter

DATE: 9-5-2023

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

Attended:
Katrina Kratche, Mid-Ohio Valley Regional Council
Luke Peter, Mid-Ohio Valley Regional Council
Ashley Tomko, 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 July 11, 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.

Ashley Tomko, Thrasher-Dunn Engineers, gave an update for the Sewer Renovation Project. A surveyor was on site last week to capture additional features at the lift stations and the Waverly vacuum pump station. They are currently getting proposals for a geotechnical analysis of the proposed wet well sites at each of the lift stations. A drawdown test for each of the lift stations is scheduled on August. 16. It looks as though the initial design will not be ready for the District employees to review until September, 2023.

Katrina Kratche, Mid-Ohio Valley Regional Council, presented drawdown request #5 in the amount of \$634.53. D. A. Raines moved to approve the request. G. K. Arnott second. Unanimous.

Luke Peters, Mid-Ohio Valley Regional Council, attended the meeting. He spoke to the Board members and let them know why there was a discrepancy in last month's drawdown request, which included the cost of GIS mapping that had been completed by a MOVRC employee. The GIS mapping was supposed to be covered at 100% through a grant. He let them know that those charges were removed from our account, and we would not be billed for those hours.

The Board of Directors discussed the Fordyce sewer line relocation project. Mr. Fordyce requested that the District clarify where the electric line would be ran for the grinder, when the line was moved. Arden Coger, our representing Attorney, worked with Thrasher Engineers to get the information, and updated the right-of-way to reflect the electric work. The right-of-way has been sent back to Mr. Fordyce again for signature.

Ms. Tomko and Kelley Sanders gave the Board an update on the Middle Ridge Critical Needs Project. All rights-of-way have been signed and sent to the attorney for recording. Ms. Sanders is working with Intrastate Insurance Company to get a \$100,000 bond in place that was requested by the Department of Highways before issuing our permit. Once these items have been completed, and a final title opinion has been issued, we can ask for permission from the IJDC to start the bidding process.

Customer concerns – none

Personnel issues – Michael Gibbs, sewer employee, has resigned his position. We are working to fill that position.

This month's District unaccounted for water loss is -2%. A large leak was found at the roundabout in Williamstown. Hopefully this will correct the water loss we have been experiencing in the Altitude Vault area the past few months.

Thrasher Engineers has set a meeting up with the District employees on August 23 to complete the breakdown of the pressure zones. This will enhance the District's ability to locate and repair leaks more quickly.

Bennett and Dobbins presented a contract to Union Williams PSD in the amount of \$5,780, plus travel expenses, to complete our financial statements for FY 22-23. G. K. Arnott motioned to approve the contract. D. A. Raines second. Unanimous.

WesBanco presented its annual Depository Agreement for the Board's approval. D. A. Raines moved to accept the agreement. G. K. Arnott second. Unanimous.

The date of the next regular board meeting was discussed. It is rescheduled to September 5, 2023, 4:30 PM, at the District office.

Meeting was adjourned at 6:20 PM.