



Union Williams

PUBLIC SERVICE DISTRICT

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April 10, 2024

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 March 12, 2024. The 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
March 12, 2024

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

Attended:
Ashley Tomko, 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 January 9, 2024 were read. G. K. Arnott moved to accept the minutes. D. A. Raines second. Unanimous.

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

Ashley Tomko, Thrasher Engineers, gave updates for the Middle Ridge Critical Needs Project. A Construction meeting was held today at 3:00 PM at the District office. Construction is approximately 74% complete. The creek crossing was completed today, the road crossing is scheduled for Wednesday, 3/13, and the tie-in is scheduled for Thursday, 3/24. The project is expected to be finished in approximately two weeks.

Dana Tackett, MOVRC, presented drawdown request #3 in the amount of \$197,095.56. These proceeds will cover the Thrasher Engineer invoice # 1000122 for \$32,570.64, and the contractors current work in the amount of \$164,524.92. G.K. Arnott made motion to approve the drawdown. D.A. Raines second. Unanimous.

Ms. Tomko updated the Board on the Sewer Renovations Project. Currently they are working to satisfy some miscellaneous questions received from the DEP. She presented drawings for the new above ground headworks unit that will be installed at the plant.

Mr. Zack Dobbins of JD Utility Services, LLC presented the Design loan drawdown request #7 in the amount of \$249,938.64. This drawdown covers the MOVRC invoices for work completed from September to December, 2023 in the amount of \$1,174.71, and engineering fees of \$248,763.93, invoice #1000123.

Kelley Sanders gave an update on the mobile home park sewer line relocation project. A meeting was held between Mr. Fordyce, attorneys, and engineers at the mobile home park on 2/9/24 to discuss the ongoing work. Directional drilling plans were altered so that we could more easily stay within our right-of-way agreement and submitted to Marvin Masters for their review,

MINUTES & TREASURER'S REPORT

APPROVED

BY: Steph L Nulter

DATE: 4-9-2024

and the DEP for their final approval. We have not received any responses from Mr. Masters, and final approval is expected soon from the DEP.

Thrasher Engineers has reached out to James Kelsh, Bowles Rice attorney, to get the title opinion completed. Once this is finished, we will review the project with the project administrator for permission to bid.

Kelley Sanders reviewed cash flow statements for water and sewer prepared by Bennett & Dobbins. The water cash flow statement shows that the District requires a 9.16% rate increase to meet SB234 and O&M requirements. The sewer cash flow statement shows that the District requires a 6.7% rate increase to meet SB234 and O&M requirements. G. K. Arnott motioned to move forward with the request to the Public Service Commission of West Virginia with a 19-A petition to request both rate increases. D. A. Raines second. Unanimous.

This month's District unaccounted for water loss is -6%. We believe this is due to many books being estimated in January, and then having actual reading in February.

Bennett & Dobbins presented the financial statements for FY 22-23. D. A. Raines moved to accept as presented. G. K. Arnott second. Unanimous.

The next Board meeting will be April 9, 2024, at the District office, 4:30 PM.

Meeting was adjourned at 6:30 PM.