

UNION WILLIAMS PUBLIC SERVICE DISTRICT

Regular Board Meeting

July 9, 2024

COPY

Roll Call:

Present -

S. L. Nulter, Chairman
G. K. Arnott, Treasurer
D. A. Raines, Secretary

MINUTES & TREASURER'S REPORT

APPROVED

Attended:

Ashley Tomko, Thrasher Engineers

BY: *S. L. Nulter*

Location and Time:

4:30 P.M. – District Office

DATE: 8/13/24

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 10, 2024 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.

The final steps to close the Middle Ridge Critical Needs Project were discussed. Dana Tackett, MOVRC, advised by phone that all work has been invoiced for her services. Ashley Tomko, Thrasher Engineers, advised that all invoices are paid and that the project can be closed. She will complete the necessary paperwork in the next few days.

Ms. Tomko updated the Board on the Sewer Renovations Project. They are continuing to work with the vendor on Contract 1 to include the new Trojan Signa UV system requested by Union Williams PSD staff, and hope to have it ready to resubmit to the end of the month. They have not received a response from the DEP concerning the comments resubmitted on Contract 2. She presented the Board with an updated project schedule as they had requested during last month's meeting.

The mobile home park sewer line relocation project was discussed. Mr. Fordyce, through his attorney, is objecting to some of the lease language and other issues in the new right-of-way he has been asked to sign. A meeting between attorneys is being scheduled to discuss the matter. The only change between the old right-of-way that was signed by Mr. and Mrs. Fordyce, and the new one, is a deletion of a completion date of May 30, 2024, which has already passed.

Tetrick & Bartlett presented the financial audit for FY 22-23. D. A. Raines moved to accept the audit as presented. G. K. Arnott second. Unanimous.

District personnel issues and employee turnover was discussed. K. A. Sanders was directed to

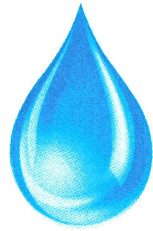
work with attorneys at Bowles Rice to update our employee handbook and add a hiring prerequisite of passing a drug test before the job offer is finalized. G. K. Arnott made motion to approve this action. D. A. Raines second. Unanimous.

K. A. Sanders presented the quotation from VEVOR for the purchase of a sewer camera and locator in the amount of \$1,019.99 to the Board of Directors. G. K. Arnott moved to approve the purchase, D. A. Raines second. Unanimous.

This month's District unaccounted for water loss is -4%. The water loss for the fiscal year ending June 30, 2024 was 4%.

The next Board meeting will be August 13, at the District office, 4:30 PM.

Meeting was adjourned at 6:00 PM.



Union Williams

PUBLIC SERVICE DISTRICT

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P.O. Box 243 ■ Waverly, WV 26184 ■ 304-464-5121 ■ Fax 304-464-4793

August 14, 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 July 9, 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