

COPY

UNION WILLIAMS PUBLIC SERVICE DISTRICT
Regular Board Meeting
June 11, 2024

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

Attended:
Ashley Tomko, Thrasher Engineers
Michael Fleak, Mid-Ohio Valley Regional Council
Dana Tackett, Mid-Ohio Valley Regional Council

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 May 14, 2024 were read. D. A. Raines moved to accept the minutes. G. K. Arnott second. Unanimous.

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

Ashley Tomko, Thrasher Engineers, advised that the last step of the project is to complete an eleven-month tour to verify that all is good before the warranty expires. The final walk through is scheduled for February 11, 2025, 1:00 PM.

Dana Tackett, MOVRC, presented drawdown request #6 in the amount of \$1,100.00. These proceeds will cover the Thrasher Engineer invoice #1000144 for \$100.00 and Travelers Insurance for \$1,000.00. Ms. Tackett advised that there will be one final drawdown in July that will cover the remaining fees owed to the Mid-Ohio Valley Regional Council. G.K. Arnott made motion to approve the drawdown. D.A. Raines second. Unanimous.

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 DEP by July 9, 2024. They have resubmitted Contract 2, with comments addressed, to the DEP for approval. The Board requested that Ms. Tomko prepare an updated project schedule for the next board meeting.

The mobile home park sewer line relocation project was discussed. Union Williams PSD has obtained a right-of-way from Pickering Associates, but has received no response to our request for an updated right-of-way we need signed from Mr. Fordyce or his attorneys. Kelley Sanders has been directed to send a prepared right-of-way (by way of our attorney) certified mail, to

MINUTES & TREASURER'S REPORT

APPROVED

BY: Stephen L. Nulter

DATE: 7-9-2024

Marvin Master with a request to have Mr. and Mrs. Fordyce sign the document so that we can go to bid on the project.

Kelley Sanders presented a prepared letter for signature addressed to the WV Municipal Bond Commission requesting a refund for the funds in the water and sewer reserve accounts above the required balance. This totals \$22,127.00 for sewer and \$11,387 for water. G.K. Arnott moved to approve the request. D. A. Raines second. Unanimous.

Kelley Sanders presented the Board Meeting schedule for FY 24-25. D. A. Raines motioned to approve. G. K. Arnott second. Unanimous.

Ms. Sanders presented the July, 2024 Customer Newsletter for approval. D. A. Raines moved to approve the newsletter for mailing. G. K. Arnott second. Unanimous.

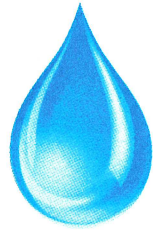
S. L. Nulter requested that the board enter an executive session at 5:45 PM. The directors returned from executive session at 6:30 PM. G. K. Arnott moved to approve the employee termination discussed in executive session. D. A. Raines second. Unanimous.

Kelley Sanders presented the quotation from Wastecorp Pumps for the 300-DT Super Duty Vacuum trailer in the amount of \$23,500 to the Board of Directors. Ms. Sanders was directed to request some additional information on maintenance and towing. G. K. Arnott moved to approve the purchase of the vacuum trailer in the amount of \$23,500, providing our service trucks were capable to towing the trailer. D. A. Raines second. Unanimous.

This month's District unaccounted for water loss is 16%.

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

Meeting was adjourned at 6:45 PM.



Union Williams

PUBLIC SERVICE DISTRICT

This Institution is an equal opportunity provider and employer
P.O. Box 243 ■ Waverly, WV 26184 ■ 304-464-5121 ■ Fax 304-464-4793

July 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 June 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