

## **Board Meeting Agenda**

January 21, 2020  
4:00 p.m.

***Call Meeting to Order:***

***Reading and approval of the minutes:***

***Approval of the meeting agenda:***

***Review & Initial disbursements:***

***Annual Election of Officers:***

***Questions / comments from the public:***

***Old Business:***

- *Status of Projects*
- Sewer System Upgrade and Central Extension: Nothing at this time
- Water Rate Review: Receive Report, file 19A PSC Rate Case

***New Business:*** Nothing at this time

***Miscellaneous:*** Review and consider for approval Lowe & Associates 2019 Audit Agreement

Receive December 2019 system operational report.

***Set Next Meeting Date:*** (February 18, 2020 @ 4:00 pm)

***Adjourn Meeting:***

# CENTRAL BOAZ

PUBLIC SERVICE DISTRICT

*Board Meeting*

*Sign-in Sheet*

NAME	COMPANY/ADDRESS
Randy Rapp	City of Vienna
Steve Eaton	Vienna Utility Board
Luke Peters	MOVRC

CENTRAL BOAZ PUBLIC SERVICE DISTRICT  
P.O.BOX 127  
PARKERSBURG, WV 26102

BOARD OF COMMISSIONERS MEETING

DATE: January 21, 2020

TIME: 4:00 P.M.

PLACE: Central Boaz PSD Vacuum Station, River Road, Boaz, WV

BOARD MEMBERS ATTENDING: Paul Tingler, Chairman, James Deem, Secretary / Treasurer, Larry Hoffmann, Member.

OTHERS IN ATTENDANCE: Shayne Brabham, General Manager, AJ Allen, Assistant Manager, Luke Peters, MOVRC, Randy Rapp, City of Vienna and Steve Eaton, Vienna Utility Board.

Chairman, Tingler called the meeting to order.

Secretary Deem read the minutes from the previous meeting. Chairman Tingler asks for any comments or corrections. A motion to accept the minutes as presented was made by Commissioner Deem and seconded by Commissioner Hoffmann, Motion passed unanimously.

Chairman Tingler asked for a motion to approve and accept the meeting agenda. A motion made by Commissioner Hoffmann and seconded by Commissioner Deem passed unanimously.

**Disbursements:** The December 2019 disbursements, were reviewed and initialed by all commissioners.

**Annual Election of Officers:** Commissioner Hoffman made a motion to elect Paul Tingler as Chairman motion seconded by commissioner Deem passed unanimously.

Commissioner Hoffman made a motion to elect James Deem secretary/treasurer, motion seconded by commissioner Tingler passed unanimously.

**Questions and Comments from the Public:** Randy Rapp and Steve Eaton both with the Vienna Utility Board, addressed the board concerning the arrearages owed to the City of Vienna due to billing errors and if they had a repayment plan in place. Mr. Brabham stated that the accountants had reviewed the financials and recommended that we file with the WV PSC for a rate review and possible surcharge to repay the City of Vienna. Mr. Brabham stated he would keep Mr. Rapp updated of any progress.

**Old Business:**

***Sewage Plant Upgrade and Central Sewer Extension:*** Luke Peters, MOVRC, provided an update on the potential liquidated damage payment to be paid to the district from the remaining project funds. Mr. Peters explained that WV DEP must have an invoice to be able to make payments out of project funds and a lump sum payment would not be possible. Mr. Tingler recommended that Mr. Brabham speak with the districts attorney for a plan moving forward.

**Water Rate Review:** Mr. Allen reported the rate review had been complete by Bennett and Dobbins and presented to the board a cash flow analysis for review. Mr. Allen explained that Bennett and Dobbins recommended that the district file an emergency 19A rate case with the WV PSC which would allow for a temporary adjustment to the current rate until the final rate was established by the PSC. After discussion, Chairman Tingler asked for a motion to pursue an emergency 19A rate increase with the WV PSC. A motion was made by commissioner Deem and Seconded by commissioner Hoffman, passed unanimously.

**New Business:** There were none.

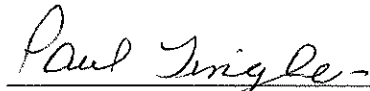
**Miscellaneous:** Mr. Brabham reported the water and sewage systems are operating as normal.

Mr. Brabham presented to the board for consideration and approval an agreement for Lowe and

Associates to perform the 2019 annual audit in the amount of \$4,025.00. A motion to approve was made by commissioner Deem and seconded by commissioner Hoffman passed unanimously.

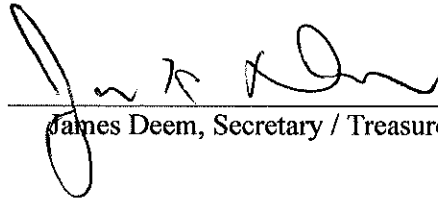
Chairman Tingler asked if there were any further business to come before the Board. A motion made by Commissioner Deem and seconded by Commissioner Hoffmann to adjourn passed unanimously and the

Meeting was adjourned at 5:00 PM.



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Paul Tingler, Chairman



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James Deem, Secretary / Treasurer

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Larry Hoffmann, Member