

Board Meeting Agenda

March 16, 2021
4:00 p.m.

Call Meeting to Order:

Reading and approval of the minutes:

Approval of the meeting agenda:

Review & Initial disbursements:

Questions / comments from the public:

Old Business:

- Sewer System Upgrade and Central Extension:
Nothing at this time

New Business: Nothing at this time

Miscellaneous:

Low & Associates, PLLC Engagement, Management Representation Letter

Receive February 2021 system operational report.

Set Next Meeting Date: (April 20, 2021 @ 4:00 pm)

Adjourn Meeting:

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

BOARD OF COMMISSIONERS MEETING

DATE: March 16, 2021

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 Hoffman, member.

OTHERS IN ATTENDANCE: Shayne Brabham, General Manager

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 Hoffinan and seconded by Commissioner Deem, Motion passed unanimously.

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

Disbursements: The February 2021 disbursements, were reviewed and initialed by all commissioners.

Questions and Comments from the Public: There were none.

Old Business:

Sewage Plant Upgrade and Central Sewer Extension:

Mr. Brabham discussed with the board that there is a remaining balance of \$10,310.24 from the equipment line item in the project budget. Mr. Brabham is working with DEP for approval to expense the remaining funds.

New Business: There were none.

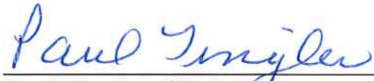
Miscellaneous:

Mr. Brabham presented to the board an engagement letter from Lowe and Associates for performing the annual audit in the amount of \$4,025.00. A motion to accept was made by commissioner Hoffman and seconded by commissioner Deem, passed unanimously.

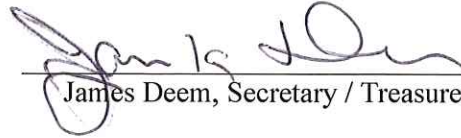
Mr. Brabham presented to the board a representation letter from Lowe and Associates outlining the findings of the annual audit. Once the letter is executed by the board and district management, the annual audit will be distributed by Lowe and Associates. A motion to accept was made by commissioner Hoffman and seconded by commissioner Deem, passed unanimously.

Mr. Brabham reported that the water and sewer system was running as normal.

Chairman Tingler asked if there were any further business to come before the Board. A motion made by Commissioner Deem and seconded by Commissioner Hoffman to adjourn passed unanimously and the meeting was adjourned at 4:21 PM.



Paul Tingler, Chairman



James Deem, Secretary / Treasurer



Larry Hoffmann, Member