

Board Meeting Agenda

September 20, 2022
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:

Nothing at this time

New Business:

Nothing at this time

Miscellaneous:

Review and Approve Engagement Letter Lowe & Associates

Meter Replacement Project

Receive Monthly System Operations Report

Set Next Meeting Date: (October 18, 2022 @ 4:00 pm)

Adjourn Meeting:



Board Meeting

Sign-in Sheet

[illegible]

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

BOARD OF COMMISSIONERS MEETING

DATE: September 20, 2022

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 and Larry Hoffman, member.

OTHERS IN ATTENDANCE: Shayne Brabham, General Manager, AJ Allen, Assistant Manager and Andy McGuffy, resident

Chairman, Tingler called the meeting to order.

Commissioner 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 Hoffman, 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 August 2022 disbursements were reviewed and initialed by all commissioners.

Questions and Comments from the Public: Andy McGuffy whom resides north of the Central Boaz wastewater treatment plant at 160 Dixie Street, addressed the board about a culvert owned by the district which is under the access road to the wastewater treatment plant. Mr. McGuffy claims that the culvert is plugged causing water to back up across his property and driveway. Mr. Brabham reported that the culvert downstream of the culvert in question is completely submerged under water indicating that the issue lies beyond district property. Chairman Tingler suggested that the district verify the culvert is open and arrange another meeting with Mr. McGuffy on-site while the work is being performed.

Old Business: There were none.

New Business: There were none.

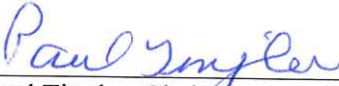
Miscellaneous:

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

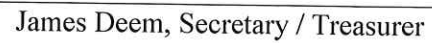
Mr. Brabham discussed with the board the need to begin a system-wide water meter replacement project due to age of the meters, outdated reading equipment software and to stay in compliance with the Public Service Commission of West Virginia. After a brief discussion, Chairman Tingler asked for a vote to proceed with the project with Chairman Tingler and commissioner Hoffman voting in favor while Secretary Deem opposing, 2-1. A motion was made by commissioner Hoffman to approve the project and seconded by Chairman Tingler.

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 Hoffman and seconded by commissioner Deem to adjourn passed unanimously and the meeting was adjourned at 4:50 PM.



Paul Tingler, Chairman



James Deem, Secretary / Treasurer



Larry Hoffmann, Member