

Board Meeting Agenda

August 20, 2024
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:

Water Booster Enclose Replacement

New Business:

Review and Approve Lowe & Associates Engagement Letter

Miscellaneous:

Receive Monthly System Operations Report

Set Next Meeting Date: September 17, 2024

Adjourn Meeting:

594 Davisville Rd. ♦ Davisville, WV 26142

P.O. Box 127 ♦ Parkersburg, WV 26102

Phone: 304-422-6042 ♦ Fax 304-422-4014

Email: cboaz@woodpsd.org ♦ www.woodpsd.org

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

BOARD OF COMMISSIONERS MEETING

DATE: August 20, 2024

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.

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 July 2024 disbursements were reviewed and initialed by all commissioners.

Questions and Comments from the Public: There were none.

Old Business: Nothing at this time

New Business:

Mr. Brabham presented to the board for approval, an estimate in the amount of \$7100.00 to replace the enclosure at the Henderson Woods water booster station. After a brief discussion, a motion to approve and to not exceed \$7500.00 was made by Commissioner Hoffman, seconded by Commissioner Deem, passed unanimously.

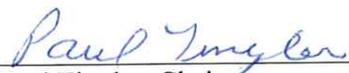
Mr. Brabham presented to the board for approval an engagement letter from Lowe & Associates to perform the 2024 audit in the amount of \$4100.00. A motion to accept was made by Commissioner Hoffman, seconded by Commissioner Deem, passed unanimously.

Miscellaneous:

Mr. Brabham reported that the district operations is running as it should.

Mr. Brabham reported that the district received its first shipment of replacement water meters and district personnel would be installing the new meters as soon as time allows.

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 4:14 PM.



Paul Tingler, Chairman



James Deem, Secretary / Treasurer



Larry Hoffmann, Member