

UNION WILLIAMS PUBLIC SERVICE DISTRICT

Regular Board Meeting

June 9, 2026

COPY

Roll Call:

Present -

S. L. Nulter, Chairman

G. K. Arnott, Treasurer

D. A. Raines, Secretary

Attended:

Connor Wickline, Thrasher Engineers, by phone
Zack Dobbins, JD Utility Services

Location and Time:

4:30 P.M. – District Office

Minutes by:

K. A. Sanders

MINUTES & TREASURER'S REPORT

APPROVED

BY: *Steph L. Nulter*

DATE: 7-14-2026

S. L. Nulter called the meeting to order at 4:30 P.M.

Minutes from the regular board meeting held on May 12, 2026 were read. G.K. Arnott moved to accept the minutes. D.A. Raines second. Unanimous.

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

Connor Wickline gave an update on the sewer project.

The monthly construction meeting was held today at 2:00PM.

Contract 1:

We are currently 54% into the project time allotment with zero work completed. The District has asked J. Haslett to schedule the decanter repair for the month of August. Once this is complete a change order will be created to include both the time allotment change and the charge for the decanter work.

J. Haslett advised that he would be visiting the sewer plant this week to verify dimensions for the Xylem submittal, which is due by the end of the week. The shipment is expected in 25-30 weeks.

J. Haslett advised that he received the estimate to replace the conveyor for the belt press with a cake pump. The difference would be \$36,000 plus misc. parts and labor. J. Haslett is advised to continue forward with the conveyor at a cost of \$20,000.

The Huber Headworks delivery should be received in November.

J. Haslett has not received the submittal for the UV system.

C. Wickline asked J. Haslett to provide an updated schedule prior to each contractor's meeting scheduled at 2:00PM on the second Tuesday of each month.

Contract 2:

We are currently 54% into the project time allotment with zero work complete. A change order needs created for approval to add additional time to the end of the project to account for the winter shutdown.

Dunlap Contracting has received the pipe needed to relocate the line at Meadows Mobile Home

Park. The work is tentatively scheduled to start on 6/22/26. C. Wickline will have an RPR scheduled to inspect the work starting on that date.

Mr. Dunlap contacted AirVac and the vac valves will be shipped in July.

C. Wickline reminded B. Dunlap that two sets of shop drawings were submitted back to him with comments to correct and resubmit.

C. Wickline asked Bob Dunlap to provide an updated schedule prior to each contractor's meeting scheduled at 2:00PM on the second Tuesday of each month.

Zack Dobbins, JD Utility Services, presented drawdown resolution #3 in the amount of \$112,820.93. Thrasher Engineers invoice is paid in the amount of \$26,375 and Dunlap Contracting invoice in the amount of \$86,445.93. D.A. Raines made motion to approve resolution #3 as presented. G.K. Arnott second. Unanimous.

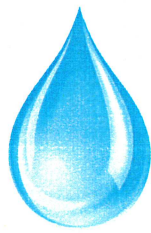
K.A. Sanders reached out to CPA firms to obtain auditing proposals to provide the District with annual auditing services the next three years. Proposals were received from Charles E. Harris and Associates, Inc, Balestra and Company, PLLC, and Tetrick and Bartlett. After review and scoring with the WV State Auditor's guidelines, Tetrick and Bartlett was awarded the contract for the next three years. G.K. Arnott made motion to approve this contract. D.A. Raines second. Unanimous.

West Virginia Department of Environmental Services required a signed letter authorizing a responsible officer (RO) to access the permitting, inspection, and enforcement (PIE) site to submit the annual large quantity users' water (LQU) report. D.A. Raines moved to approved that K.A. Sanders have this access. G.K. Arnott second. Unanimous.

Bennett and Dobbins submitted a Professional Services Contract for completion of our financial reports for fiscal year 2025-2026 for a fee of \$9,000. G.K. moved to approve this contract. D.A. Raines second. Unanimous.

The next regular meeting will be July 14, 4:30 PM, at the District office.

Meeting was adjourned at 6:10 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 15, 2026

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, 2026.

Should you have any questions, please give me a call.

Cordially,

Tracy Orr
Office Supervisor

enclosure