

Elkins Road Public Service District
Board of Directors' Regular Meeting
July 11, 2023

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, July 11, 2023.

Chair, Carey Wagner, called the meeting to order at 5:00 p.m. and led the group in the Pledge of Allegiance.

Members Present were: Chair-Carey Wagner, Secretary-David Burr and Board Member-Wendell Grose

Staff Present were: Office Manager-Carolyn Douglas-absent; Billing Clerk-Linzy Wilson-absent; System Operator-David Wamsley

Phone in participants:

Unless otherwise stated all motions passed by vote 3-0.

Recognize that three (3) customers were present.

APPROVAL OF MINUTES

Minutes of June 6, 2023 Regular Monthly Meeting were presented for approval. **Carey Wagner made a motion to approve the minutes. David Burr seconded. Motion carried**

APPROVAL OF FINANCIAL REPORTS/BILLS TO DATE

Carey Wagner presented the Financial Report. **Carey Wagner made a motion to approve the financial report and pay the bills to date. Seconded by David Burr. Motion carried**

GIS OF SYSTEM-SHANE WHITEHAIR/STACEY MCDANIEL

Shane Whitehair and Stacey McDaniel with Region VII attended the meeting to further discuss the best way to get started on setting up our own GIS system. We will have another meeting with just the office staff and Region VII to begin the process soon.

LOUDINS MHP LLC – ALTERNATE EXTENSION – SIGNING

David Burr made a motion to enter into the Alternate Extension with Loudins MHP LLC and sign the agreement. Wendell Grose seconded. Motion carried

PHASE III EXTENSION PROJECT

Cary Smith sent an updated budget revision with the project underruns and how they are to be disbursed. Shane Whitehair discussed the best way to handle the GIS portion of the remaining funds and what was to go to the reserve account.

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MAINTENANCE

Dave Wamsley gave the June Maintenance Report. Having found and repaired three major leaks on the Old Elkins Road we are hoping our water loss will start to come down significantly. We will of course continue to try and locate leaks. Kesling Ridge Booster problem has been repaired by an electrician. Outside maintenance report was received by Chad Wilson on mowing and weed eating.

There being no further business, **the meeting adjourned on motion made by David Burr and seconded by Wendell Grose.** Meeting adjourned at 6:20 p.m.

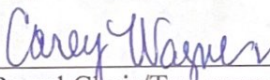
The next meeting will be held on Tuesday, August 1, 2023 at 5:00 p.m.

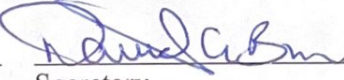
Respectfully submitted:

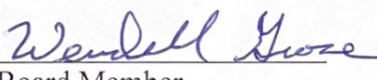
ERPSD Board of Directors Secretary, David Burr//CD

Attachments: Agenda
Sign In Sheet

Approved By:


Board Chair/Treasurer
Carey Wagner


Secretary
David A. Burr


Board Member
Wendell R. Grose

ELKINS ROAD PUBLIC SERVICE DISTRICT
Agenda

Meeting *Regular Monthly Meeting*

Start Time *5:00 PM*

Date *Tuesday, July 11, 2023*

Place *P.S.D. Office
133 Fallen Road, Buckhannon*

Meeting Called to Order by Chairperson 5:00 PM
Pledge of Allegiance
Roll Call Introduce Board of Directors
Chair/Treasurer-Carey Wagner, Secretary-David Burr, Board Member-Wendell Grose
Introduce Office Staff - Office Manager, Carolyn Douglas; Billing Clerk - Linzy Wilson;
System Operator-David Wamsley
Recognize Current Customers
Approval of Minutes -June 6, 2023 Regular Monthly Meeting Vote
Treasurer Report/Payment of Bills for July/bal of June Invoices Vote

ITEMS FOR DISCUSSION

GIS of System-Stacey McDaniel/Shane Whitehair
Moved to first on list from Phase III

Loudins MHP LLC - Alternate Extension - Signing Vote

New Ruling on Hydrant Maint/Testing-PSC Case No. 23-0555-W-G1
Deadline for attachment A to be completed is July 28, 2023 (see attached)

Phase III Extension Project Update Vote
Project Underruns (see attached)
GIS of System-see above

Maintenance Report
Water Loss Update
Kesling Ridge Electric Fix
Plans for Fall
Outside Maintenance - Chad Wilson

Date & Time of August 2023 Meeting - Tuesday, August 1, 2023 @ 5:00 pm

Adjournment Vote

Anyone wishing to address the Board that is not on the agenda will be addressed at the end of the meeting or as time permits in between other items on agenda. Please ask to be added so we can be sure to address you. Thank you for your patience!!!! 😊

