

Elkins Road Public Service District  
Board of Directors' Regular Meeting  
May 2, 2023

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, May 2, 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; Billing Clerk-Linzy Wilson; System Operator-David Wamsley

Phone in participants: None

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

Recognize that four (4) customers were present.

**APPROVAL OF MINUTES**

Minutes of April 4, 2023 Regular Monthly Meeting were presented for approval. **Wendell Grose 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. **David Burr made a motion to approve the financial report and pay the bills to date. Seconded by Wendell Grose. Motion carried**

**CORE & MAIN-NEPTUNR HARDWARE & SOFTWARE MAINTENANCE RENEWAL**

**David Burr made a motion to approve the renewal. Wendell Grose seconded. Motion carried**

**WV CORP 2023 – 2024 RENEWAL**

**David Burr made a motion to approve the renewal. Wendell Grose seconded. Motion carried**

**APPROVAL OF SALE OF PROPERTY – OLD PSD – SIGN CLOSING**

**David Burr made a motion to appoint Carey Wagner to sign the papers for the closing and sale of old PSD Office. Wendell Grose seconded. Motion carried**

**APPROVAL TO HIRE – PART TIME MAINTENANCE**

**Wendell Grose made a motion to hire a part time maintenance. David Burr seconded. Motion carried**

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**APPROVAL ALTERNATIVE LINE AGREEMENT-LOUDINS MHP LLC & SIGNING**

Carey Wagner made a motion to table this until after receiving approval from the PSC. David Burr seconded. Motion carried

**PHASE III EXTENSION PROJECT UPDATES**

As the project is just about finished there were no attendees from Chapman Technical or Region VII at this meeting. We will follow up new meeting to finalize Phase III paperwork.

**DEMO OF LEAK DETECTION SVC AND COSTS – CEC CONSULTANTS**

Evan Barnette with CEC Consultants attended the meeting to explain how their leak detection works and to answer any questions from the Board or employees. He also gave an example of how costs would be calculated during this process. The Board thanked him and said they would be in touch.

**MAINTENANCE**

Dave Wamsley gave the April Maintenance Report. No new taps were installed in April or any leaks fixed. Water loss continues to be a problem but we are hoping to get that back under control in the near future.

There being no further business, **the meeting adjourned on motion made by David Burr and seconded by Wendell Grose.** Meeting adjourned at 6:05 p.m.

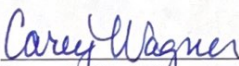
The next meeting will be held on Tuesday, June 6, 2023 at 5:00 p.m.

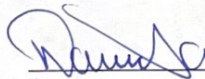
Respectfully submitted:

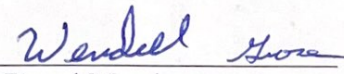
ERPSD Board of Directors Secretary, David Burr//CD

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**

<b>Meeting</b>	<i>Regular Monthly Meeting</i>	<b>Start Time</b>	<i>5:00 PM</i>
<b>Date</b>	<i>Tuesday, May 2, 2023</i>	<b>Place</b>	<i>P.S.D. Office 133 Fallen Road, Buckhannon</i>

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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 -April 4, 2023 Regular Monthly Meeting **Vote**  
Treasurer Report/Payment of Bills for May/bal of April Invoices **Vote**

**ITEMS FOR DISCUSSION**

**Core & Main-Neptune Hardware & Software Maintenance Renewal** **Vote**  
2023 - 2024 Quote Approval

**WV CoRP 2023 - 2024 Renewal** **Vote**  
Approval

**Approval of Sale of Property - Old PSD - Sign Closing** **Vote**

**Approval to Hire - Part Time Maintenance** **Vote**

**Approval Alternative Line Agreement - Loudin's MHP LLC and Signing** **Vote**

**Phase III Extension Project Update** **Vote**  
Project Underruns & Proposed Use  
Change Orders  
GIS of System - Approved/Signed 4/4/23  
Progress Reports & Discussion  
Invoice payment approval

**Demo of Leak Detection Svc and Costs - CEC Consultants**

**Maintenance Report**  
Leak Detection Progress  
Maint Update on Union Pump Station  
Plans for Summer/Spring Maint

**Date & Time of June 2023 Meeting - Tuesday, June 6, 2023 @ 5:00 pm**

**Looking ahead at June:**  
**2023 -2024 Budget**  
**Update on Lead Survey**  
**ARPA**

**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!!!! 😊*

