

Elkins Road Public Service District  
Board of Directors' Regular Meeting  
August 8, 2023

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, August 8, 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 (by phone) and Board Member-Wendell Grose

Staff Present were: Office Manager-Carolyn Douglas; Billing Clerk-Linzy Wilson; 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 July 11, 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. **David Burr made a motion to approve the financial report and pay the bills to date. Seconded by Wendell Grose. Motion carried**

**STATE AUDITOR BIDS/SELECT AUDIT COMMITTEE**

Carey Wagner made a motion to elect Carolyn Douglas, Wendell Grose and herself to be on the audit committee and to approve for her to sign the 3 year contract for audits. **Seconded by David Burr. Motion carried**

**PHASE III EXTENSION PROJECT**

No one attended or phoned in for the Phase III Project as it is almost completed.

The Board set up a tentative date to meet with Region VII to begin setting up the system GIS.

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**MAINTENANCE**

Dave Wamsley gave the July Maintenance Report. We installed several taps and repaired a couple of big leaks which has dropped our water loss substantially. We still have leaks out there that need to be found because our daily usage is too high but at least is coming down.

We had a discussion on purchasing a 24 x 30 metal building for the PSD.

There being no further business, **the meeting adjourned on motion made by Dave Burr and seconded by Wendell Grose.** Meeting adjourned at 5:30 p.m.

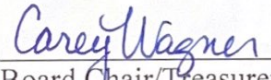
The next meeting will be held on Tuesday, August 1, 2023 at 5:00 p.m.

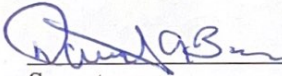
Respectfully submitted:


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, August 8, 2023*

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

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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 -July 11, 2023 Regular Monthly Meeting

**Vote**

Treasurer Report/Payment of Bills for August/bal of July Invoices

**Vote**

**ITEMS FOR DISCUSSION**

**State Auditor Bids/Select Audit Committee**

**Vote**

**Phase III Extension Project Update**

**Vote**

Set Planning/Working GIS Meeting late August

Project Underruns & Proposed Use

Change Orders

GIS of System -Agreement Signed 4/4/23

Progress Reports & Discussion

**Maintenance Report**

Water Loss Progress

24 x 30 Building for PSD w/flooring

**Date & Time of September 2023 Meeting - Tuesday, September 5, 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!!!! 😊*

