

Elkins Road Public Service District
Board of Directors' Regular Meeting
December 5, 2023

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, December 5, 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 November 7, 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**

ARPA FUNDS

a. Solicitation for Engineering Services-Review of Interest Documentation Received
Carey Wagner made a motion to enter into Executive Session under WV Code 6-9A-4 at 5:10 p.m. Carey Wagner made a motion to exit Executive Session at 5:20 p.m. No decisions were made during Executive Session. **Dave Burr made a motion to table this until January meeting giving them time to review the interest documentation more in depth. Wendell Grose seconded. Motion carried**

PHASE III EXTENSION PROJECT

Stacey McDaniel told Carey Wagner that she would possible have something for the Board to review at our February 2024 meeting due to the enormous amount of information she is reviewing and inputing for the GIS System. Also an invoice received from Chapman Technical Group was to be forwarded to Region VII for payment as it has to do with the information they are providing for GIS System.

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MAINTENANCE

Dave Wamsley gave the November Maintenance Report. We installed one tap on Swamp Run Rd and repaired the hydrant on Little Sand Run that was hit by a four wheeler.

Dave told Board that we have a leak in the Jack Hill area that occurred in the last week and he was trying to find it but so far no luck. Will continue to look for this leak and get it repaired to bring our water loss back down.

PERSONNEL

Dave Burr made a motion to pay each employee an extra \$150.00 on their next pay as a thank you for all they do. Wendell Grose seconded. Motion carried

There being no further business, **the meeting adjourned on motion made by Dave Burr and seconded by Wendell Grose.** Meeting adjourned at 5:40 p.m.

The next meeting will be held on Tuesday, January 9, 2024 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