

Elkins Road Public Service District
Board of Directors' Regular Meeting
January 9, 2024

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, January 9, 2024.

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; 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 December 5, 2023 Regular Monthly Meeting were presented for approval. **David Burr made a motion to approve the minutes. Wendell Grose 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**

ELECTION OF OFFICERS

David Burr made a motion to leave all officer positions as is. Wendell Grose seconded. Motion carried

HICKS/WILLIAMS – RIGHT FORK 2” LINE

David Burr made a motion to table until further information could be collected. Wendell Grose seconded. Motion carried

MAINTENANCE/GARAGE

Wendell Grose made a motion to table this until a later date. David Burr seconded. Motion carried

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2024 HOLIDAYS – IF AVAILABLE

David Burr made a motion to approve the 2024 Holiday List with these changes: full day off Christmas Eve and New Year's Eve plus remove election days. Wendell Grose seconded. Motion carried

PHASE III EXTENSION PROJECT

GIS of System – Stacey McDaniel is struggling with first part of system. Will keep us updated.

ARPA FUNDING

After reviewing letters sent in by three companies, Chapman Tech, CEC and Thrasher, for the solicitation of engineering services; David Burr made a motion to accept the letter from Chapman Tech. Wendell Grose seconded. Motion carried. Letters will be mailed to the two companies who were not selected informing them of this decision.

MAINTENANCE

Dave Wamsley gave the December Maintenance Report. Carey Wagner ask Dave to flag the slide on Dean's Hill and call DOH to report it.

There being no further business, the meeting adjourned on motion made by David Burr and seconded by Wendell Grose. Meeting adjourned at 5:45 p.m.

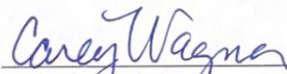
The next meeting will be held on Tuesday, February 6, 2024 at 5:00 p.m.

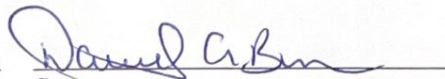
Respectfully submitted:

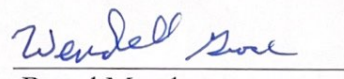
ERPSD Board of Directors Secretary, David Burr//CD

Attachments: Agenda
Sign In Sheet

Approved By:


Board Chair/Treasurer
Carey Wagner


Secretary
David A. Burr


Board Member
Wendell R. Grose

**ELKINS ROAD PUBLIC SERVICE DISTRICT
Agenda**

Meeting	<i>Regular Monthly Meeting</i>	Start Time	<i>5:00 PM</i>
Date	<i>Tuesday, January 9, 2024</i>	Place	<i>P.S.D. Office 133 Fallen Road, Buckhannon</i>

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 -December 5, 2023 Regular Monthly Meeting **Vote**
Treasurer Report/Payment of Bills for January/bal of December Invoices **Vote**

ITEMS FOR DISCUSSION

Election of Officers **Vote**

Hicks/Williams - Right Fork 2" Line

Maintenance/Garage **Vote**

2024 Holidays - If Available **Vote**
If not available approve Martin Luther King Day

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

ARPA Funds **Vote**
a. Solicitation for Engineering Services
Review of Interest Received (tabled in Dec)

Maintenance Report
Maintenance Issues (if any)

Date & Time of February 2024 Meeting - Tuesday, February 6, 2024 @ 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!!!! 😊

