

Elkins Road Public Service District  
Board of Directors' Regular Meeting  
March 5, 2024

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, March 5, 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; 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 February 6, 2024 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**

**STACEY MCDANIEL – REGION VII**

Stacey McDaniel and Shane Whitehair from Region VII attended the meeting. Stacey McDaniel gave a preview of all that had been accomplished with the GIS of our system. It was very impressive and she has done a lot of work. It was discussed on how to best proceed in gathering the balance of the information to be included.

**GREG BELCHER-CHAPMAN TECHNICAL GROUP**

Greg Belcher phoned in to say that he would have a contract ready for the Board to approve and sign at the April meeting for the ARPA funds projects.

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PHASE III EXTENSION PROJECT

Nothing to discuss or approve with Phase III.

MAINTENANCE

Dave Wamsley gave the February Maintenance Report. Water loss is down substantially and we hope it stays that way. Mowing schedule was discussed and plans made to take care of it.

NOTES: Computers, Building and Mower

Wendell Grose made a motion for Dave Burr to go ahead and purchase the mower. Seconded by Carey Wagner. Motion carried

Carey Wagner made a motion for Dave Burr to go ahead and purchase the building. Seconded by Wendell Grose. Motion carried

Carolyn Douglas is to call Micrologic and get quotes on computers.

There being no further business, **the meeting adjourned on motion made by David Burr and seconded by Wendell Grose.** Meeting adjourned at 6:45 p.m.


The next meeting will be held on Tuesday, April 2, 2024 at 5:00 p.m.

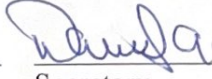
Respectfully submitted:


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**

<b>Meeting</b>	<i>Regular Monthly Meeting</i>	<b>Start Time</b>	<i>5:00 PM</i>
<b>Date</b>	<i>Tuesday, March 5, 2024</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 -February 6, 2024 Regular Monthly Meeting Vote  
Treasurer Report/Payment of Bills for March/bal of February Invoices Vote

**ITEMS FOR DISCUSSION**

**Stacey McDaniel- Region VII**  
GIS Update

**Greg Belcher - Chapman Technical Group**  
ARPA Fund Contract Discussion

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

**Maintenance Report**  
Maintenance Issues  
Mowing

**Date & Time of April 2024 Meeting - Tuesday, April 2, 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!!!! ☺)*

**NOTES: Computers**  
**Bldg**  
**Mower**

