

Elkins Road Public Service District  
Board of Directors' Regular Meeting  
April 2, 2024

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Monday, April 2, 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 March 5, 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**

**JOEY LOUDIN DEVELOPMENT – UPPER CHILDERS RUN RD**

Pressure recording information was not ready and Joey Loudin was out of town so this will be discussed at our next meeting in May.

**ARPA FUNDS – CHAPMAN TECHNICAL GROUP**

After reviewing the contract Greg Belcher presented for approval. **David Burr made a motion to approve and sign the contract. Wendell Grose seconded. Motion carried**

**APPROVE NEW TRUCK FOR PSD**

**David Burr made a motion to approve the purchase of a new truck from Jenkins and for Carey Wagner to sign all documentation for the purchase. Wendell Grose seconded. Motion carried**

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PHASE III EXTENSION PROJECT

No updates

MAINTENANCE

Dave Wamsley gave the March Maintenance Report. Only had one leak repair on Songbird Lane.

David Burr gave an update on the purchase of a new mower and the progress of a new storage building.

**Carey Wagner made a motion to enter into Executive Session under WV Code 6-9A-4 at 5:30 p.m. Board came out of Executive Session at 6:55 p.m. on motion made by Carey Wagner. Seconded by David Burr.** No decisions were made during the executive session. The Board has agreed to pay David Wamsley for the mowing of all tank sites, booster sites, hydrants and office during the mowing season instead of hiring an outside business.

There being no further business, **the meeting adjourned on motion made by David Burr and seconded by Wendell Grose.** Meeting adjourned at 6:00 p.m.

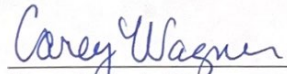
The next meeting will be held on Tuesday, May 7, 2024 at 5:00 p.m.

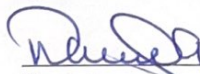
Respectfully submitted:

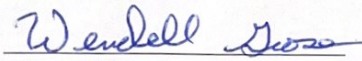
ERPSD Board of Directors Secretary, David Burr//CD

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, April 2, 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 -March 5, 2024 Regular Monthly Meeting	<b>Vote</b>
Treasurer Report/Payment of Bills for April/bal of March Invoices	<b>Vote</b>

**ITEMS FOR DISCUSSION**

<b>Joey Loudin Development - Upper Childers Run Rd</b>	<b>Vote</b>
Discuss Engineer Findings	

<b>ARPA Funds - Chapman Technical Group</b>	<b>Vote</b>
Review and Approve Contract from CTG	

<b>Approve New Truck for PSD</b>	<b>Vote</b>
Jenkins Ford - Buckhannon	

<b>Phase III Extension Project Update</b>	<b>Vote</b>
Project Underruns & Proposed Use	
Change Orders	
GIS of System -Agreement Signed 4/4/23	

**Maintenance Report**  
Maintenance Issues  
Mowing  
Update on Building/Mower

**Date & Time of May 2024 Meeting - Tuesday, May 7, 2024 @ 5:00 pm**

<b>Adjournment</b>	<b>Vote</b>
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*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!!!! 😊*

**FYI: DHHR expected changes on reporting ILead/Copper Survey  
WVPSC creates Fire Hydrant Task Force**

