

Elkins Road Public Service District  
Board of Directors' Regular Meeting  
February 4, 2025

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, February, 4, 2025.

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: All – Phone in Meeting

Unless otherwise stated all motions passed by vote 3-0.

Recognize that four (4) customers were present.

**APPROVAL OF MINUTES**

Minutes of January 9, 2025 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. **Wendell Grose made a motion to approve the financial report and pay the bills to date. Seconded by David Burr. Motion carried**

**QUALITY WATER – HYDRANT TESTING**

Alan and Stephanie Westfall owners of Quality Water both attended the meeting. They explained in detail the contents of their contract i.e. beginning time, what would be done and when they hoped to finish the hydrant testing. They presented their first invoice along with a W9 for approval; **David Burr made a motion to approve and pay invoice. Wendell Grose seconded. Motion carried**

**MAINTENANCE**

Dave Wamsley gave the January Maintenance Report. City water bill has gone down quite a bit due to the repair of several leaks. It was noted that the water bill will increase next month due to bad weather and frozen pipes and dripping water.

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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.

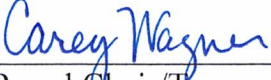
The next meeting will be held on Tuesday, March 4, 2025 at 5:00 p.m.

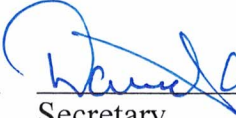
Respectfully submitted:


ERPSD Board of Directors Secretary, David Burr//CD

Attachments: Agenda  
Sign In Sheet

Approved By:

  
\_\_\_\_\_  
Board Chair/Treasurer  
Carey Wagner

  
\_\_\_\_\_  
Secretary  
David A. Burr

  
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Board Member  
Wendell R. Grose

# ELKINS ROAD PUBLIC SERVICE DISTRICT

## Agenda

**Meeting** *Regular Monthly Meeting*

**Start Time** *5:00 PM*

**Date** *Tuesday, February 4, 2025*

**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 -January 9, 2025 Regular Monthly Meeting

**Vote**

Treasurer Report/Payment of Bills for February/bal of January Invoices

**Vote**

### ITEMS FOR DISCUSSION

#### Quality Water - Hydrant Testing

#### Maintenance Report

Maintenance Issues

Water Loss (Winter) Nov - Jan

**Date & Time of March 2025 Meeting - Tuesday, March 4, 2025 @ 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!!!! ☺)*

