

Elkins Road Public Service District
Board of Directors' Regular Meeting
September 2, 2025

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, September 2, 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- Linzy Wilson, Billing Clerk- Tonia Teter and 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 August 5, 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. **David Burr made a motion to approve the financial report and pay the bills to date. Seconded by Wendell Grose. Motion carried**

QUALITY WATER

Alan Westfall, Stephanie Westfall and Cameron Ross gave an update on the Fire Hydrant Flow Testing Project and any needed hydrant repairs.

MAINTENANCE

Dave Wamsley gave the August Maintenance Report. There were several main line and service line leaks that were successfully repaired.

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PERSONNEL – MAY REQUIRE ENTERING INTO EXEC SESS WV CODE 6-9A-4

David Burr made a motion to enter into Executive Session under **WV Code 6-9A-4** at 5:46 p.m. Wendell Grose seconded. Carey Wagner made a motion to come out of Executive Session at 7:58 p.m. No decisions were made during executive session. The Board gave an increase in pay to David Wamsley and Tonia Teter.

There being no further business, **the meeting adjourned on motion made by David Burr and seconded by Wendell Grose.** Meeting adjourned at 8:00 p.m.

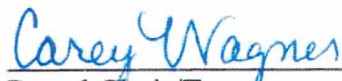
The next meeting will be held on Tuesday, October 7, 2025 at 5:00 p.m.


Respectfully submitted:

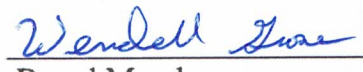
ERPSD Board of Directors Secretary, David Burr//NLW

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 *Regular Monthly Meeting* **Start Time** *5:00 PM*
Date *Tuesday, September 2, 2025* **Place** *P.S.D. Office*
133 Fallen Road, Buckhannon

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, Linzy Wilson; Billing Clerk - Tonia Teter;
System Operator-David Wamsley
Recognize Current Customers
Approval of Minutes -August 5, 2025 Regular Monthly Meeting **Vote**
Treasurer Report/Payment of Bills for September/bal of August Invoices **Vote**

ITEMS FOR DISCUSSION

Quality Water **Vote**
Fire Hydrant Flow Testing Project

Maintenance Report
Maintenance Issues

Personnel **Vote**
Annual Employee Evaluations

Date & Time of October 2025 Meeting - Tuesday, October 7, 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!!!! ☺)

