

Elkins Road Public Service District
Board of Directors' Regular Meeting
October 7, 2025

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, October 7, 2025.

Secretary, David Burr, called the meeting to order at 5:00 p.m. and led the group in the Pledge of Allegiance.

Members Present were: Secretary-David Burr and Board Member-Wendell Grose

Members Absent were: Chair- Carey Wagner

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 two (2) customers were present.

APPROVAL OF MINUTES

Minutes of September 2, 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

Linzy Wilson presented the monthly Financial Report. **David Burr made a motion to approve the September Financial Report. Wendell Grose seconded. Motion carried.**

CHANGE DEC 2, 2025 MONTHLY MEETING TO DEC 9, 2025

Wendell Grose made a motion to approve changing December's regular monthly meeting from the 2nd to the 9th. David Burr seconded. Motion carried.

QUALITY WATER

Quality Water representatives were not able to attend October meeting. Fire Hydrant Flow Testing Project updates will be presented at the November 4, 2025 regular meeting.

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CITY OF BUCKHANNON - PROPOSED RATE INCREASE(S) FOR THE NEW WATER TREATMENT PLANT - SPECIAL MEETING ATTENDANCE

After much discussion, David Burr was selected to be the Elkins Road PSD's representative to speak on behalf of our system and its residents. **Wendell Grose made a motion to approve the selection of David Burr as Elkins Road PSD's Representative speaker. David Burr seconded. Motion carried.**

MAINTENANCE

Dave Wamsley presented the September System Maintenance and Mowing Reports. There were multiple tap installations this month as well as leak repairs. System preparations for Winter were also discussed.

There being no further business, **the meeting adjourned on a motion made by Wendell Grose and seconded by David Burr.** Meeting adjourned at 5:24 p.m.

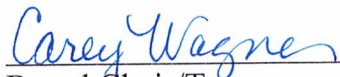
The next meeting will be held on Tuesday, Nov 4, 2025 at 5:00 p.m.

Respectfully submitted:

ERPSD Board of Directors Secretary, David Burr//LW

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, October 7, 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 -September 2, 2025 Regular Monthly Meeting **Vote**
Treasurer Report/Payment of Bills for October/bal of September Invoices **Vote**

ITEMS FOR DISCUSSION

Melvin Hager - Ashley Lane
Upset about temporary distuption of service during leak repairs

Change Dec 2, 2025 Monthly Meeting to Dec 9, 2025 **Vote**

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

City of Buckhannon proposed Rate Increase(s) for new Water Treatment Plant **Vote**
Discuss Q&A
Select a Representative to speak on behalf of ERPSD

Maintenance Report
Maintenance Issues
Leak Repairs
Tap Installations
Winter Prep

FYI Board Members: Our Independent Audit for FY 2024-2025 has been completed by Tetrick & Barlett, PLLC. I have mailed copies to the WV Water Development Authority, Upshur County Commission & USDA Rural Development Office as required.

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

