

Elkins Road Public Service District
Board of Directors' Regular Meeting
July 7, 2026

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, July 7, 2026.

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 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 June 2, 2026 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 July Financial Report. **David Burr made a motion to approve the June Financial Report. Wendell Grose seconded. Motion carried.**

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PERRY NUTTER

Mr. Nutter discussed with the Elkins Road PSD Board of Directors and Staff his interest in the potential of getting water service on the Lamb Road. Mr. Nutter is a resident of the Lamb Rd and shared that there are approximately 17 full-time residences currently on the Lamb Road, including himself. The Elkins Road PSD has Provided funds for multiple engineering studies in previous years, which included the Lamb Rd. Due to the number of households present at the time and estimated cost per household, water service extension to the Lamb Rd was not deemed feasible by the PSD based on approved household extension costs recommended by Public Service Commission of WV. Mr. Nutter was informed that the possibility of water service on the Lamb Rd was still open for discussion and that the Elkins Road PSD would need to see interest in water service from the other residents of the Lamb Rd in order to move forward. Water Rule 7.5 and/or an Alternate Main Line Extension Agreement are also options. Region VII PDC director Shane Whitehair was in attendance and shared on the approach to funding and how feasibility would likely still be a factor.

BENNETT/CARR – EVERSON RD PROPOSED DEVELOPMENT

Mr. Bennett and Mr. Carr were not in attendance.

L. MYERS – HARVEY WENTZ RD

Damages caused to Elkins Road PSD meter barrel and service line by L. Myers (customer serviced by Elkins Road PSD) were discussed. Customer had contacted the office in April of 2026 to say that they wanted their meter moved because they were having their property graded. Customer was informed by Elkins Road PSD Office Manager as well the System Operator not to tamper with the property of a Public Utility, as the action is illegal. Customer ignored the warnings and dug up the entire meter barrel and exposed the service line in an attempt to move the meter themselves, but was unable to due to rockiness of the ground. Customer was informed via Certified Mail received on July 07, 2026, that they have violated WV Code 61-3-29 and that it is a felony offense to knowingly damage property owned by a public water distribution facility. Customer was also informed that they will be financially responsible for the repairs to and reinstallation of the meter. The Elkins Road PSD will remove the barrel, meter and service line from the property and wait for the customer to contact us regarding the re-installation.

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JOE LOUDIN – EAST RIDGE ESTATES DEVELOPMENT PHASE II

Mr. Loudin was not in attendance.

QUALITY WATER

Stephanie and Alan Westfall gave an update on the hydrant flow testing/replacement project. County Commissioner Doug Bush was contacted by a customer serviced by Elkins Road PSD on the Gormley Rd regarding a fire hydrant that is in need of replacement. Mr. Bush was invited to attend our meeting so that he may receive information on our fire hydrant replacement status, but he did not attend.

MAINTENANCE

Dave Wamsley presented the May System Maintenance and Mowing Reports. There were multiple leak repairs this month as well as new tap installations.

BILLING CLERK – NEW HIRE

The Elkins Road PSD Board of Directors discussed the application, interview and hiring of new Billing Clerk applicant, Rosalie Hummel. **David Burr made a motion to approve the hiring of new Billing Clerk. Wendell Grose seconded. Motion carried.**

3 YEAR AUDIT CONTRACT PROPOSALS

FY 2026-2028 Audit Contract Proposals submitted to the Elkins Road PSD were reviewed and discussed. Tetrick & Bartlett, PLLC was chosen as the preferred accounting firm and their proposal was approved by the Board of Directors. The 3 Year 2026-2028 Audit Contract Proposal, along with all other needed documentation, was submitted to the WV State Auditor's office as required on July 21, 2026.

BOARD MEMBER TERM RENEWAL

The term renewal of Board Member Wendell R. Grose was discussed. **David Burr made a motion to approve the renewal of Mr. Grose's Board membership term. Wendell Grose seconded. Motion carried.**

There being no further business, **the meeting adjourned on motion made by David Burr and seconded by Wendell Grose.** Meeting adjourned at 6:40 p.m.

The next meeting will be held on Tuesday, August 4, 2026 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, July 7, 2026*

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

System Operator-David Wamsley

Recognize Current Customers

Approval of Minutes - June 2, 2026 Regular Monthly Meeting

Vote

Treasurer Report/Payment of Bills for July/bal of June Invoices

Vote

ITEMS FOR DISCUSSION

Perry Nutter

Vote

Discuss Water Service on the Lamb Road

Water Rule 7.5 or Alternate Main Extension Agreement Rule 7.58

Bennett/Carr - Everson Rd Proposed Development

Vote

Further Discuss Subdivision Project on Everson Road

Water Rule 7.5 or Alternate Main Extension Agreement Rule 7.58

L. Myers - Harvey Wentz Rd

Vote

Certified Mail Notice

Plan Moving Forward

Joe Loudin - East Ridge Estates Development Phase II

Vote

Amend Water Form No. 7

Alternate Main Extension Agreement Rule 7.58

Quality Water

Vote

Update on Hydrant Replacement Project

Maintenance Report

Maintenance Issues

Leaks

Taps

Mowing/Weedeating

Generators

Contractor

Billing Clerk - New Hire

Vote

Approve hiring of New Billing Clerk

3 Year Audit Contract Proposals

Vote

Approve New 3 Year Audit Contract

Board Member Term Renewal

Vote

Approve the Term Renewal of Wendell R Grose
Recommendation Letter to UCC

Date & Time of August 2026 Meeting - Tuesday, Aug 4, 2026 @ 5:00 pm

Adjournment

Vote

Sign In Sheet

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