Elkins Road Public Service District
Board of Directors' Regular Meeting
October 6, 2026

The regular monthly meeting of the Elkins Road Public Service District (ERPSD) Board of Directors was held on Tuesday, October 6, 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: Board Member – Wendell Grose

Staff Present were: Office Manager - Linzy Wilson, Billing Clerk – Roe Hummel and System Operator - David Wamsley.

Phone in participants: Board Chair – Carey Wagner, Board Secretary- David Burr

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

Recognize that four (4) customers were present.

## APPROVAL OF MINUTES

Minutes of September 1, 2026 Regular Monthly Meeting were presented for approval. **Wendell Grose made a motion to approve the minutes. David Burr seconded. Motion carried.**

## APPROVAL OF FINANCIAL REPORTS/BILLS TO DATE

Carey Wagner presented the October Financial Report. **David Burr made a motion to approve the October Financial Report. Wendell Grose seconded. Motion carried.**

## FY 2026 AUDIT/PSC ANNUAL REPORT APPROVAL

Carey Wagner and Linzy Wilson discussed the signing and submission of the FY 2026 Independent Audit and PSC Annual Report completed by Tetrick & Bartlett, PLLC. **David Burr made a motion to approve the signing and submission of the FY 2026 Audit and Annual Report. Wendell Grose seconded. Motion carried.**

## QUALITY WATER

Quality Water Services Representatives were not in attendance, but are attending Nov 4, 2026 Regular Monthly Meeting.

Elkins Road Public Service District
Board of Directors' Regular Meeting
October 6, 2026

## CHASE BANKING UPDATES/CHANGES

Carey Wagner discussed Chase Banking updates detailed via Zoom Meeting held with Chase Bank Representatives and Office Manager.

## MAINTENANCE

Dave Wamsley presented the September System Maintenance and Mowing Reports. There were multiple leak repairs this month as well as new tap installations. Generator reports were discussed as well as preparations for Winter and any remaining system issues caused by the July 21, 2026 Flash Flooding Event in Buckhannon WV.

## OFFICE MAINTENANCE

David Burr reviewed several small maintenance and repair jobs that can be completed by M. Anacker.

## PERSONNEL

New Hire 90-Day Trial Period ends October 13, 2026. Carey Wagner made a motion to go into executive session under WV Code 6-9A-4 at 5:25PM. Carey Wagner made a motion to come out of executive session at 5:30PM. **No decisions were made in executive session. Afterward, Wendell Grose made a motion to approve Roe Hummel receiving monthly insurance allowance, paid holidays, paid personal days & a pay raise. David Burr seconded. Motion carried.**

Elkins Road Public Service District
Board of Directors' Regular Meeting
October 6, 2026

There being no further business, **the meeting adjourned on motion made by Wendell Grose and seconded by David Burr.** Meeting adjourned at 5:33 p.m.

The next meeting will be held on Wednesday, November 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 | Secretary | Board Member |
|---|---|---|
| Carey Wagner | David A. Burr | Wendell R. Grose |

# ELKINS ROAD PUBLIC SERVICE DISTRICT
## Agenda

**Meeting** *Regular Monthly Meeting* **Start Time** *5:00 PM*

**Date** *Tuesday, October 6, 2026* **Place** *P.S.D. Office*
*133 Fallen Road, Buckhannon*

5:00 PM

Meeting Called to Order by Chairperson
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 - Roe Hummel
System Operator-David Wamsley
Recognize Current Customers
Approval of Minutes - Sept 1, 2026 Regular Monthly Meeting **Vote**
Treasurer Report/Payment of Bills for October/bal of Sept Invoices **Vote**

**ITEMS FOR DISCUSSION**

**FY 2026 Audit/PSC Annual Report Approval** **Vote**

**Quality Water**
Update on Hydrant Replacement Project

**Chase Banking Updates/Changes** **Vote**

**Maintenance Report**
Maintenance Issues, Mowing & Weedeating
Leaks & New Tap Installations, Generators

**Office Maintenance** **Vote**
Review small repair jobs around the office
that can be completed by M. Anacker

**Personnel** **Vote**
New Hire 90-day Trial Period Ends 10/13/26
Update on Job Performance

**Date & Time of November 2026 Meeting - Wednesday, Nov 4, 2026 @ 5:00 pm**
**Adjournment** **Vote**

ELKINS ROAD PSD
REGULAR MONTHLY MEETING
TUESDAY, OCTOBER 6, 2026

## Sign In Sheet

| Name | Address | Phone |
|---|---|---|
| Linzy Wilson | 133 Fallen Rd | 304-472-3008 |
| Dave Wamsley | " | " |
| Roe Hummel | " | " |
| Wendell Gross | " | " |
| | | |
| | | |
| | |