

1. Call to Order
2. Attendance: None scheduled.
3. Comments from the Public and Appointments.
4. Consent and Approval PSD Items - July, 2025
  - a. Consideration of previous meeting minutes
  - b. Consideration of payments:
    1. Accounts Payable review invoices and approve payments.
    2. Approve Transfer of Funds to Reserve Accts (as funds allow)
    3. Approve Payment of Security Deposits Refunds / Acct Refunds
5. Consent and approve Financial Transactions:
  - c. Review Financial Reports
    1. Bank Account balances
    2. Profit / Loss Statements (as available)
    3. Approve transfer of funds to Debit Card (as needed)
  - d. Review WV Municipal Bond Commission Reports
    1. Statement of Accounts (as available from WVMBC)
6. OLD BUSINESS
  - a. Gravel for Arnettsville Community Center driveway Status Report
  - b. Customer Service Info Improvement Bulletin Board @ ACC. Status Report
  - c. PSC Tariff Form No. 11 (Rule 19-A) Rate Increase Status Report
    1. Tariff items, concerns Status
  - d. PSC Annual Report Status Report
7. NEW BUSINESS
  - a. Domain Changes with GoDaddy
  - b. Review of Encova Business Continuity Plan Suggestions
  - c. uscellular is now part of T-Mobile
  - d. Fairmont Federal Credit Union changes to Terms and Conditions effective 9/1/2025.
8. P.S.D. STAFF REPORTS - (previous board meeting to end of previous month)
  - A. WD Chief Operator, Alva R. Wade
    - i. Review Water Loss:
      1. RVS % from System Totals Report: down to 33.03 %
      2. Adj Water Loss %      (not available at time of meeting)
        - a. Related Loss Events
          - i. Leaks on Distribution Lines
          - ii. Customer Side Leaks
          - iii. Water Sample/Chlorine changeout Y
          - iv. Flushing N/Hydrants N
      3. Additional Leak Detection performed past month:
    - ii. Distribution System Status:
      1. System Maintenance in previous month:
        - a. *Monthly Flushing of Distribution System/End of Lines* N
        - b. System Acct Activity for past month: *New Service/Tap Activity*  
     # 0 New Taps  
     # 2 New Customer Existing Taps Meter Resets  
     # 2 Closed Accts Final Read/Lockouts  
     c. *Meter Changeouts:* 11  
     d. *Meter Testing: # tested* 7 / 0 failed / #disposed 0  
     e. *Datalogs of Iperl Meters:* 9
      2. Monthly Reports Status
        - a. Monthly Operating Report previous month submitted on time.
        - b. TTHM/HAA5 quarterly and / or monthly Bac-T
      3. Line Locates Received/Responded in previous month: 63
  - B. Office Administrator/Billing Clerk, Nora Simcoe
    1. System Total Report current charges A/R \$ 34,990.06 (552 customers)  
 107 Active Accounts Past Due > \$25.00 Notices (eligible for shutoff) due 2025Aug04  
 mailed 7/22/2025  
 Number shutoff workorders issued as of 8/5/2025: 19;      shutoff on 8/6/2025
    2. Other Office Items, as needed:
      - a. Deferred Payment Plan / Monthly Report Of Payouts activated in RVS software beginning 8/1/2025.
      - b. Customer's meter setter temporarily repaired, required 2<sup>nd</sup> repair, need to replace meter setter.
      - c. Review of unpaid / closed accounts for Board Action (as needed)
8. Reports from Board Members
9. Adjournment

\*Board meetings are open to the public; anyone is welcome to attend. However, in order to address the board, it is preferred that you request to be placed on the agenda prior to meeting.

Next scheduled meeting to be held 6:30pm on Wednesday,

Sep 3, 2025 at the Arnettsville Community Center, Meeting Room \*\*

(Agenda deadline is 8/28/2025)

\*\* Until further notice:  
Meetings will be conducted observing current CDC Covid-19 regulations and attendees should come prepared to wear a mask and maintain social distancing as required by community center.

Please note if board members would need to quarantine, the meeting will be held by teleconference. The maximum participants at one time in this situation is limited to 24 at one time. A posting of the phone number and conference number will be on the main entry door and library entry door at the Arnettsville