

**Adrian Public Service District**

**January 3, 2024**

**Monthly Board Meeting**

Present from Adrian PSD: **VIA PHONE: Paul Spencer, Chairman; Carolyn Douglas, Vice Chairman ; Kelly Arnold, Sec./Treas.; Eric Brunn, Chief Water Operator; Norma Woody, Manager and Alicia Wright, Assistant Manager.**

All motions were unanimous unless otherwise noted.

**The meeting was called to order** at 3:00 pm by Paul Spencer, Chairman.

**Minutes** of the **December 5, 2024 Board meeting** were read. Kelly made a motion to approve the minutes and Paul seconded. Motion carried.

**Invoices/credit card statement** were presented. A motion was made to pay by Carolyn, seconded by Kelly. Motion carried.

**Old Business**

- None

**New Business**

- None

**Items for Discussion/Action/Approval**

- Norma advised board **Helvetia maintenance building** located at Helvetia Tank Site was completed by RM Builders.
- **Jared Bentley** passed course for **Class I Water Operator Certification** and licensing. Norma requested the board approve a \$1.00 hourly wage increase due to increase in certification classification. The board voted unanimously to approve the increase in wages. Motion carried.
- **WVCorp** claim finalized/closed.
- The board approved purchase of a **new 2024 Polaris Ranger Northstar Edition UTV** for maintenance of tank sites during inclement weather. The purchase was made at Lockards in Flatwoods.

**Maintenance Report**

- Installed new propeller at French Creek Tank site.

**Office Report**

- None

**Adjournment**

The meeting adjourned at 4:00 pm.

The next **board meeting** will be **February 6, 2025 at 3:00 pm.**

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas.