

Adrian Public Service District

July 3, 2025

Monthly Board Meeting

Present from Adrian PSD: *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 Carolyn Douglas, Vice Chairman.

Minutes of the **June 5, 2025 Board meeting** were read. Kelly made a motion to approve the minutes and Carolyn 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 requested approval of **Second Amendment to Grant Agreement dated May 4, 2023, WDA EEGF Region VII** for extension of time to complete GIS services. Kelly made a motion to approve. Carolyn seconded the motion. Motion carried.
- Norma provided the board with **metal roof estimates for the office** needing replacement. Carolyn made a motion to approve roof replacement completion, Kelly seconded the motion. Motion carried.
- Norma addressed **future replacement of exit road pavement and repair** projecting late 2025 or early 2026. The board agreed to review funding at that time and revisit when necessary.

Maintenance Report

- Eric updated the board on **Pickens tank slip repair**.
- Installed three services.
- Repaired two leaks.
- Installed **voltage transfer switch for Hinkleville Booster Station generator**.
- Set remaining **five generators at Grand Camp, Alton, Kanawha Head, Horseshoe Bend and Wilsontown booster stations**.
- Scheduled **propane tank installation for additional five booster station generators**.

Office Report

- None

Adjournment

The meeting adjourned at 4:00 pm.

The next **board meeting** will be **August 7, 2025 at 3:00 pm**.

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas.