

**Adrian Public Service District**

**October 2, 2025**

Monthly Board Meeting

**Present from Adrian PSD:** *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 **September 11, 2025 Board meeting** were read. Paul made a motion to approve the minutes and Kelly 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 presented the board with a copy of **Bennett & Dobbins completed annual report/audit** for review.
- **Mid-Atlantic Storage Systems completed tank slip repair.** The **warranty date** is now **extended to September 20, 2026.**
- Norma provided the board with **Rule 19-A** increase estimate prepared by Bennett & Dobbins for discussion and review.
- Norma requested approval of **term renewal for board member Carolyn Douglas.** Paul made motion to approve. Kelly seconded motion. Norma sent request to county commission for approval at next board meeting.

**Maintenance Report**

- Nine main break repairs completed.
- Six service leak repairs completed.
- Ten new services installed.
- CITCO repaired overflow issue at Pickens tank.
- Pickens tank slip repair completed.
- Grand Camp Booster generator hooked up.
- Data collection for GIS still in progress.
- Airbags installed on both trucks for extra suspension for towing excavator.

**Office Report**

- Bennett & Dobbins completed WV Public Service Commission Annual Report Audit.

**Adjournment**

The meeting adjourned at 4:00 pm.

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

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas.