

**Adrian Public Service District**

**November 6, 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 **October 2, 2025 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 Paul, seconded by Carolyn. Motion carried.

**Old Business**

- None

**New Business**

- None

**Items for Discussion/Action/Approval**

- Tetrick & Bartlett completed WV State Audit 2024-2025. No significant finding were reported.
- Norma requested the board review the annual employee compensation to be revisited next board meeting.

**Maintenance Report**

- None

**Office Report**

- Tetrick & Bartlett completed WV State Audit 2024-2025.

**Adjournment**

The meeting adjourned at 4:00 pm.

The next **board meeting** will be **December 4, 2025 at 3:00 pm.**

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kelly Arnold, Sec., Treas.