

Adrian Public Service District

May 7, 2026

Monthly Board Meeting

Present from Adrian PSD: *Paul Spencer, Chairman; Carolyn Douglas, Vice Chairman ; Kevin 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 **April 2, 2026 Board meeting** were read. Paul made a motion to approve the minutes and Kevin 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

- Norma presented **2026 Bad Debt Write-off report** to board for review.
- Norma requested approval for **Cash Working Capital Disbursements for 2025-2026** due to extensive watermain breaks/leaks; excessive water bills due to waterline breaks; excessive inventory due to breaks/leaks. Carolyn made a motion to approve all disbursements. Paul seconded the motion. Motion carried.
- Norma completed **unclaimed property disbursements** to the State of West Virginia.

Maintenance Report

- Repaired service leaks.
- Installed four new taps plus two to be installed.
- New generator worked on warranty work.
- French Creek Tank electric hooked up finished solar backup.
- Painted booster stations.
- Cleveland Tank repaired.
- Jared building new telemetry stands @ tank sites due to aging.
- Cleaning out transducer lines @ tanks.
- Poured cement pads @ booster sites.
- Hooking up generators.

Office Report

- None

Adjournment

The meeting adjourned at 4:00 pm.

The next **board meeting** will be **June 11, 2026 at 3:00 pm.**

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kevin Arnold, Sec., Treas.