

Adrian Public Service District

June 23, 2026

Monthly Board Meeting

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

Minutes of the **May 8, 2026 Board meeting** were read. Carolyn 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 Kevin , seconded by Carolyn. Motion carried.

Old Business

- None

New Business

- None

Items for Discussion/Action/Approval

- Norma requested approval from the board for **purchase of 2008 New Holland front load tractor and attachment**. Carolyn made a motion to approve. Kevin seconded the motion. Motion carried.
- Norma requested the board discuss **annual performance review** of employees. Kevin made a motion to approve a 50 cent raise for each employee. Carolyn seconded the motion. Motion carried.
- Norma informed the board of **Municipalpay** changing their **charges to customers for ACH/Credit Card payments**. Norma refused any charges to be passed on to customers processing with ACH or direct pay through checking account as it is free to customers at this point. Card processing will have a \$3.00 minimum or 2.75% charge whichever is larger. The board unanimously agreed the no additional charges will be accepted to our customers for payment processing.
- Norma requested approval of any CWCRC contributions. Carolyn approved and Kevin seconded motion. Motion carried.

Maintenance Report

- None

Office Report

- None

Adjournment

The meeting adjourned at 4:00 pm.

The next **board meeting** will be **July 8, 2026 at 3:00 pm.**

Board of Directors

Paul Spencer, Chairman

Carolyn Douglas, Vice Chairman

Kevin Arnold, Sec., Treas.