

**RED SULPHUR PUBLIC SERVICE DISTRICT**  
**REGULAR SCHEDULED AT 4:00PM**  
**BOARD MEETING MINUTES**  
**TUESDAY, AUGUST 3, 2021**

**I. CALL TO ORDER**

Chairman Kevin Belcher called the meeting to order at 4:00pm.

**II. ROLL CALL**

Present: Kevin Belcher, Robert Williams Sr., Bobby Harvey  
Also, in attendance: Porter Robertson, Whitney Bowers, Rick Chitwood,  
and Jeremiah Tuggle

**III. INVOCATION**

The invocation was given by Robert M. Williams Sr.

**IV. PLEDGE OF ALLEGIANCE**

Led by Chairman Belcher.

**V. PAYMENT OF WARRANTS**

A motion was made to pay the bills and invoices as presented.

**Motion: Robert Williams Sr.      Seconded: Bobby Harvey      Unanimous**

**VI. APPROVAL OF MINUTES REGULAR MEETING JULY 15, 2021**

A motion was made to approve the minutes of the July 15, 2021 meeting as presented with no corrections.

**Motion: Robert Williams Sr.      Seconded: Kevin Belcher      Unanimous**

**VII. PUBLIC COMMENTS**

**VIII. OLD BUSINESS**

**1. Adair/LRVR Waterline Project w/ Region One and Thompson & Litton**

Jeff Johnson attended the meeting via Zoom. Thompson & Litton's Rick Chitwood and Jeremiah Tuggle were present to discuss possible funding for the project as well as provide the District with a status update and schedule. Mr. Chitwood stated that price for materials and supplies have increased by 30% since the PER had been done. Mr. Johnson expressed concerns that the District rates are too low to qualify for grant funding at this point. Grant funding requires 1.5% of median household income. Once the PER determines the potential project another Rule 42 would need to be done to determine going level increase and the project increase. WVPSC approval would be needed. Also, it would require a public hearing and new User Agreements for the project would need to be signed. Chairman Belcher asked if West Virginia had money available for quality and quantity. Mr. Johnson replied that the District should pursue the Bureau of Public Health. Mr. Johnson did say that Rural Development would be

the best route to pursue funding in the future. Rates were currently hovering at 2.25%. Mr. Belcher asked if there was money available to cover the design phase of the project. Mr. Johnson said that IJDC would possibly match 50/50.

Mr. Chitwood stated that they would like to have 50% of the PER completed for the Board to review at the September 7<sup>th</sup> meeting. Chairman Belcher asked Whitney to total expenses for this project thus far for potential reimbursement in the future.

2. Survey Status of Meters w/ Region One

Mr. Belcher asked Jeff Johnson if he could update the Board with the status of the meter survey. Mr. Johnson stated that was in Eric's hands and he didn't have anything to report.

3. Water Loss Update

Mr. Robertson reported that water lost has not changed. We are at approximately 36% loss.

4. Update Agreement Chimney Ridge MHP

Porter drafted a letter for Melvin Young and the District Board to review. (attached) There was discussion of adding a line easement in the letter concerning an easement for ingress/egress to the pump station. Mr. Harvey was going to take the letter for his review. Further discussion will be held at the next meeting.

5. Safety Meeting Update

Porter reported there had been two safety meetings held since the last Board Meeting.

6. Hayworth Sewer Project

Porter contacted the US Army Corp of Engineers to request and update in the status of the permit for this project. The lady he spoke with said she could not find the permit and asked Porter to resend the application. The District Board directed Porter not to proceed until all permits are in hand.

7. Wastewater Plant Flows

Porter reported that flows are currently between 145k-150k gallons. Mr. Belcher asked how the spring was producing during the drought. Porter stated it was down and producing approximately 500 gal/minute.

8. Sonny Horney Lot

Mr. Horney purchased a lot next to his current residence on Fountain Springs Golf

Course. Mr. Robertson met with him to discuss the 6" water line that runs directly through the recently purchased lot. Mr. Robertson informed Mr. Horney that the line would have to be moved before any construction could take place on the lot. Mr. Robertson quoted Mr. Horney \$10,882.00 to have the line relocated. (Quote includes: 400' of 6" pipe, fittings, pressure testing, labor, and inspection) Mr. Horney is to let Porter know what he wants to do. (Quote Attached) Mr. Horney is going to speak with the developer, David Bradley.

A motion was made to enter executive session for contracts at 4:43PM.

**Motion: Robert M. Williams Sr.      Second: Bobby L. Harvey   Unanimous**

A motion was made to return to regular session at 4:52PM.

**Motion: Robert M. Williams Sr.      Seconded: Bobby L. Harvey   Unanimous**

9. Backlog of New Taps

Mr. Belcher asked Whitney provide him with the tap list that included the date the application was made, customer name, and location. The list showed applications that were made more than two months ago that had not yet been installed. Mr. Belcher stated that 60 days is entirely too long for a customer to wait to have a tap installed. Mr. Harvey suggested that the District, in the future, take no longer than 30 days to have a customer's tap installed once the application is made and fees paid. The Board unanimously agreed. Porter said that all materials needed were now on hand and the field employees were working to have all tap requests satisfied.

10. HAM Landfill Exceedances

Porter sent a letter to Gordon Lusk via certified mail. It was signed for and picked up.

11. HAM Landfill Permit Modification

Jeremiah Tuggle asked if we could run more samples to provide more data at the cost of the Landfill. Mr. Lusk initially agreed to pay T&L for up to \$7500 cost related to the permit modification. If the cost exceeds \$7500, Mr. Lusk asked that he be contacted before proceeding.

12. Four Fillies Waterline Extension

Porter is meeting with Shawn Miller on Wednesday 8/4/21 to obtain an estimate for Between the Ditches to do the work. Our cost will be approximately \$2000 for service to one customer.

13. Accident Report for Mike Amos

Mike Amos was lifting a metal lid off a pump station on Chincapin Ln on Monday 7/26/2021 and hurt his back. He went to the doctor the following day and discovered he had pinched sciatic nerve. He was given medication and laid off until Monday 8/2/21. Mr. Robertson reported that he is back to work but still in some pain.

**V. NEW BUSINESS**

**1. Large District Vendors**

Chairman Belcher asked Whitney to compile a list of vendors that the District use sorted in order from most money spent to least. The report was presented. (List Attached)

**VI. MANAGER REPORT**

Porter gave his report.

**EXECUTIVE SESSION**

A motion was made to enter executive session for personnel at 6:00PM.

**Motion: Robert M. Williams Sr.      Seconded: Bobby L. Harvey    Unanimous**

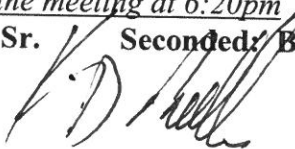
A motion was made to return to regular session at 6:17PM.

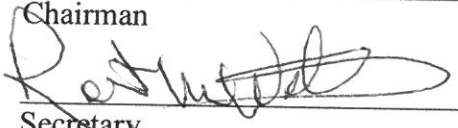
**Motion: Robert M. Williams Sr.      Seconded: Bobby L. Harvey    Unanimous**

**VII. ADJOURN**

A motion was made to adjourn the meeting at 6:20pm

**Motion: Robert Williams Sr.      Seconded: Bobby Harvey    Unanimous**

  
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Chairman

  
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Secretary