

Summit Park Public Service District
100 Coal St., Clarksburg, WV 26301-5966

❖ ROBERT HINEBAUGH, CHAIRMAN ❖ LAETITIA CLUTTER, TREASURER ❖ PAULA MCINTYRE, SECRETARY

Board of Directors Meeting Agenda

Meeting will be held on **Tuesday, May 13, 2025** at 4:00 pm at the district's office on Coal St. in Summit Park. **Public meetings are recorded**

Work Session: 3:30PM

I. Call Meeting to Order

II. Roll Call of Members- Declare Quorum if Present

III. Introduce Staff Present

IV. Recognize Public Present

V. Public Comment Period - Persons speaking during Public Comments may address the board on any PSD matter. Comments are limited to five (5) minutes. Individuals wishing to speak must sign in before the start of the meeting and will be called on to speak. State law generally prohibits the PSD from taking action on any issue not included on the agenda. Concerns presented may be added to the next agenda or referred to staff. Written requests to add an item to the agenda, must be received by the general manager five (5) business days before a regular scheduled meeting and no less than two (2) business days before an emergency meeting. Public participation will only be allowed during public comment period and /or by scheduled appointment.

VI. Approve minutes of previous month's meeting.

VII. Financial Reports

- A. Approve or deny bills
- B. Budget review and discussion

VIII. Old Business:

- A. Water/Wastewater project status
- B. Water loss report
- C. Hiring status

VIII. New Business:

- A. New Website – Under Construction
- B. Sewer Relocation Agreements – WSE

X. Manager's report

Monthly status report

XI. Any other Business that may come before the Board

XII. Announcement of next scheduled meeting.

XIII. Adjournment

Copies of financial information are available to the public under the Federal Freedom of Information Act. The request must be made in writing; the district will provide the information in 5 business days. A copying fee of \$.50 per page will apply, or if the person making the request would rather see the information in our office, we will make it available during business hours.