

WATER BOARD MEETING MINUTES

September 10, 2026

Source Water Protection Meeting – Energy Preparedness

Prior to the regular Water Board meeting, a required public Source Water Protection meeting was held regarding **Energy Preparedness**. Information was presented and discussed regarding preparedness and protection of the water system in the event of an energy-related emergency.

Regular Water Board Meeting

Call to Order:

The regular meeting of the Water Board was called to order by Mayor Debbie Stalnaker at 6:35pm.

Water Board members **Kenny Weese** and **David Simmons** were present.

Also present were **Mayor Stalnaker; Lisa Martin, Utility Clerk; Anita Gilroy, Town Clerk; Jarrad Phillips, Sewer Board Operator; Jeremy White, Water Board Operator; Sewer Board Members David Sturdivant and Donnie Pritt.**

Visitors: Andy Burns, Council Members Pat Weese; Mark Phillips; Source Water Protection personnel Jeremy Dodson; Herbie Pruitt and Eric Coberly from EL Robinson.

Approval of Previous Meeting Minutes

The August 13, 2026 meeting minutes were presented for approval. **Kenny Weese** made a motion to approve the minutes as presented. **David Simmons** seconded the motion. The motion was approved.

Water Department Report

Chief Water Operator Jeremy White submitted the **August 2026 Water Department Report** to the Board. A copy of the report is attached to and made a part of the official meeting record.

The report included the following accountability rates:

- **Rate 1:** 6.52% water loss
- **Rate 3:** 31.34% line extension

Leak Adjustments: None

Financial Report / August Bills

The financial reports were reviewed and approved by the Board. After review, it was determined that the **August bills** should be paid.

David Simmons made a motion to approve payment of the August bills. **Kenny Weese** seconded the motion. The motion was approved.

New Business

Purchase of Diffuser

The Board discussed the purchase of a diffuser for the water system. After discussion, the Board approved the purchase.

David Simmons made a motion to approve the purchase of the diffuser. **Kenny Weese** seconded the motion. The motion was approved.

CUSI System Improvements

Lisa Martin discussed improvements to the CUSI system that would allow the system to make automated/robo calls rather than requiring door hangers to notify customers. The proposed improvement would make the notification process more efficient and modernize the system.

Kenny Weese made a motion to approve the CUSI system improvements. **David Simmons** seconded the motion. The motion was approved.

Part-Time Utility Manager Position

The Board discussed adding a part-time position of **Utility Manager**. **Rob Chenoweth of Busch, Talbott & Salkeld** recommended that the Board adopt a resolution to establish the position and advised that his law firm would handle preparation of the resolution.

Andy Burns was offered the Utility Manager position and accepted the position.

Executive Session

At **7:00 p.m.**, Mayor Stalnaker called for an executive session to discuss the salary associated with the Utility Manager position.

The Board reconvened from executive session at **7:30 p.m.** No action was taken during executive session other than the discussion regarding compensation.

Following the executive session, it was determined that **Andy Burns will be compensated \$1,000 per month for the Utility Manager position, with \$400 of that amount designated to be paid to the Chairman, who is the Mayor. These amounts will be split between Water and Sewer.**

Updates and Information

Eric Coberly from E.L. Robinson provided an update on the new water project. He discussed the anticipated bid opening date and project costs. Mr. Coberly answered questions from the Board and those in attendance as they were asked.

Shut-Off Fees, and Other Related Fees

A discussion was held regarding increasing **shut-off fees, and other related fees** to make the fees more cost-efficient and better reflect the costs associated with providing these services. After discussion, the Board determined that additional research was needed before making any changes. The matter was **tabled until the next Water Board meeting in October** for further discussion and consideration.

Adjournment

There being no further business to discuss, **Kenny Weese** made a motion to adjourn the meeting at **8:00 p.m.** **David Simmons** seconded the motion. The motion was approved, and the meeting was adjourned at 8:00 p.m.

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Mayor Signature



Utilities Clerk Signature



Town of Beverly Water Plant
86 Livingston Avenue, Beverly, West Virginia
Phone / Fax: 304-636-5378

September Monthly Report

1. Completed required monthly reports.
2. Collected required samples.
3. Maintained the grounds of the water plant. (Mowing / String trimming etc.)
4. A public meeting was held on 9/10/2026 for public comment regarding the renewal of our Source Water Protection Plan as required by law.
5. The week of 9/14 - 9/18/2026 Hydrant Flushing was conducted.
6. On 9/28/2026 Southern Corrosion was on site to Conduct the annual Tank Inspections.