

SANITARY BOARD REGULAR MEETING MINUTES

***142 Robert E Lee Avenue
Phil Gainer Center
October 21, 2024
10:00 a.m.***

Present were Committee Members: Jerry Marco (Chair), Richard Carr, and Randall Biller

Also attending: Whitney Hymes (Wastewater Chief Operator), Mark Hartley (Wastewater Collection Supervisor), Tracy Judy (Treasurer), and Gerry Roberts (City Attorney), Melissa Washington (Director of Human Resources), and Jasmine Mallow (Wastewater Administrative Assistant) were also present.

MINUTES

Randall Biller, **MOVED APPROVAL OF THE MINUTES OF THE AUGUST 19, 2024, MEETING.** The motion carried.

REPORTS

Whitney Hymes, Wastewater Superintendent/Chief Operator, provided a report for the months of August and September 2024.

Mark Hartley, Wastewater Collection Supervisor, provided a report for the months of August and September 2024.

Tracy Judy, City Treasurer, provided financial reports for the months of August 31, 2024 and September 30, 2024.

NEW BUSINESS

Richard Carr, **MOVED APPROVAL OF SEWER INVOICES.** The motion carried.

Considerations of Insurance Claim at 310 South Randolph Avenue- No action taken. Moved to future meeting.

Jerry Marco, **MOVED APPROVAL OF THE ADOPTION OF CITY OF ELKINS PERSONNEL MANUAL.** The motion carried.

Jerry Marco, **MOVED APPROVAL OF FRAMEWORK FOR WASTEWATER SUPERINTENDENT/CHIEF OPERATOR COMPENSATION ADJUSTMENT.** The motion carried.

The meeting adjourned at 10:32 a.m.

The foregoing minutes were approved at the meeting of _____, 2024 Sanitary Board meeting.

Jerry A Marco - Mayor
Name & Title

Jerry A Marco
Signature