



CHARLES TOWN UTILITY BOARD AGENDA

WEDNESDAY, SEPTEMBER 9, 2026

Regular Meeting

**661 South George Street
Charles Town, WV 25414**

4:00 PM

CALL TO ORDER

1. **APPROVAL OF MINUTES**

- a. Approval of August 26, 2026 Regular Meeting Minutes
[UB Minutes 08.26.2026.pdf](#)

2. **PUBLIC COMMENT**

This portion of the agenda is designed for members of the general public to share thoughts on items of interest in the community. By law, Board members may ask clarifying questions or discuss procedural matters but are not permitted to discuss the policy merits of any issue unless it is scheduled for discussion.

The public is invited to attend this meeting in person or via webcast (www.ctubwv.com- Board Meeting - Meeting Agendas and Minutes 2026) or by accessing the following zoom link:

<https://us06web.zoom.us/j/81356212111?pwd=VontxcFfaVW2y7vF6G7e8AZPgiAEDp.1>

Meeting ID: 813 5621 2111

Passcode: 879899

(301)715-8592

3. **UNFINISHED BUSINESS**

- a. Update on WV PSC Cases - Possible Executive Session under the provision of W. Va. Code §6-9a-4(b)(12) - To discuss any matter which, by express provision of federal law or state statute or rule of court is rendered confidential, or which is not considered a public record within the meaning of the freedom of information act as set forth in article one, chapter twenty-nine-b of the code.
[PSC Final Order 25-0263-W-C.pdf](#)
- b. Discuss Ongoing Official Investigation - Possible Executive Session under the provision of W. Va. Code §6-9A-4(b)(7) - To plan or consider an official investigation relating to crime prevention or law enforcement.
- c. Update on Summit Point Regional Corridor Initiative
[Summit Point Regional Utility Corridor Initiative - Request for Scope, Schedule, & Fee Proposal.pdf](#)
[Letter to Senator Capito - SPRUCI.pdf](#)

- d. Consideration of Policy Protecting Homeowners from Mandatory Connection to Newly Extended Water and Wastewater Infrastructure
- e. Water and Sewer Alternate Mainline Extension Agreement for Augustine Manor - Draft
[Draft - Augustine Manor AMEA Sewer.pdf](#)
[Draft - Augustine Manor AMEA Water.pdf](#)

4. **NEW BUSINESS**

- a. Request for Proposals for Financial Statement Preparation and Accounting Services
- b. Resolution 2026-03 - Appointment of Audit Procurement Committee for Audit Services for FY 2026-2028
[Resolution 2026-03 - Audit Procurement Committee.pdf](#)
[WV State Auditor - Audit Procurement Notification Letter 08.20.2026.pdf](#)
- c. Greenfield Force Main and Samuel Street Flow Meter Project Bid Opening and Recommendation
[Bid Recommendation 09.09.2026.pdf](#)
[Bid Results.pdf](#)
- d. Collection System Project - Authorized Representative(s) Resolution
[Authorized Resolution.pdf](#)
[Authorized Resolution Dual.pdf](#)
- e. Maintenance Building Project - Resolution No. 1, Pay App. No. 1
[Maintenance Building Project - Resolution No. 1 Pay App No. 1.pdf](#)
- f. Quote to Repair 135 Excavator Hammer
[Repair Estimate.PDF](#)

5. **MANAGER REPORTS**

- a. Utility Manager Report
- b. Chairman Report
- c. Engineering Report

6. **APPROVAL OF BILLS**

- a. September 9, 2026

7. **ADJOURNMENT**

8. **INFORMATION ONLY**

- a. Next Meeting - September 23, 2026 at 4:00 P.M.
[Capital Expenditure Report June 2026.pdf](#)