

**MAIN OFFICE**

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BILLING OFFICE

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Date: February 1, 2019

To: Tom Joyce, Chairman
John Lutz, Vice-Chairman
Gregory Herrick, Board Member
Paul Hoblitzell, Board Member
Robert Wright, Board Member
Jeff Reed, Counsel
Chris Pauley, Assistant Comptroller
Erin Hall, Comptroller

From: Eric Bennett, Manager

Re: Regular Meeting of the Parkersburg Utility Board

The next regular meeting of the Parkersburg Utility Board will be held at 9:00 a.m. February 6, 2019 in the conference room at the Utility Board's Administration Bldg, 125 19th Street.

1. Roll call.
2. Minutes of the January 23, 2019 regular meeting.
3. Consideration of revision to observed holidays policy.
4. Consideration of invoices in excess of \$750.
5. Other business to come before the Board.
6. Confirm next meeting date.
7. Adjournment