

**MAIN OFFICE**

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**BILLING OFFICE**

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Date: January 2, 2020

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. January 7, 2020 in the conference room at the Utility Board's Administration Bldg, 125 19<sup>th</sup> Street.

1. Roll call.
2. Minutes of the December 10, 2019 regular meeting.
3. Consideration of pay estimate for Contract 19-01, Garfield Ave water main.
4. Discussion concerning emergency notification system.
5. Consideration of invoices of \$750.
6. Other business to come before the Board.
7. Confirm next meeting date.
8. Adjournment