

**MAIN OFFICE**

125 19th Street
Parkersburg, WV 26101

T. 304.424.8535 F. 304.485.3802

BILLING OFFICE

1919 Garfield Ave. P.O. Box 1629
Parkersburg, WV 26102

T. 304.424.8550 F. 304.424.8555

Date: February 27, 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. March 3, 2020 in the conference room at the Utility Board's Administration Bldg, 125 19th Street.

1. Roll call.
2. Minutes of the February 18, 2020 regular meeting.
3. Consideration of financial statements for period ending 12/31/2019.
4. Consideration of revisions to Policy for Purchasing and Bidding.
5. Consideration of invoices of \$750.
6. Other business to come before the Board.
7. Confirm next meeting date.
8. Adjournment