

CLAYWOOD PARK PUBLIC SERVICE DISTRICT  
P.O.BOX 127  
PARKERSBURG, WV 26102

DATE: August 9, 2011

TIME: 6:00P.M.

PLACE: Claywood Park PSD Business Office, 594 Davisville Road, Davisville, WV 26142

BOARD MEMBERS ATTENDING: Michael A. Miller, Chairman, C. Randall Law, Secretary / Treasurer, Edna Summers, Member

OTHERS IN ATTENDANCE: Todd Grinstead, General Manager, Shayne Brabham, Asst. Manager.

Michael A. Miller, Chairman, presided. The Chairman called the meeting to order.

Chairman Miller asked if there were no objections, the Board would dispense with the reading of the minutes from the previous meeting. Since there were no objections, Chairman Miller stated he would turn the meeting over to Todd Grinstead, General Manager of the District

**Disbursements:** The July 2011 disbursements, accounts payable, and receivables were reviewed and initialed by all commissioners.

**Questions and Comments from the Public:** There were none.

**Red Hill Sewer Project:** Mr. Grinstead presented to the Board requisition Change Order No.15, of Phase 1. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Mr. Grinstead presented the Board with the certificate of substantial competition for Phase 1, Contract No.2 A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Mr. Grinstead presented to the Board requisition Change Order No.8, of Phase 2. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Mr. Grinstead presented the Board with the certificate of substantial competition for Phase 2, Contract No.3 A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously

**Riser Ridge / laurel Fork Water Extension Project:** Mr. Grinstead presented to the Board requisition No.5 in the amount of \$537,062.36. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Mr. Grinstead presented the Board with the certificate of substantial competition for Contract No.3 A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

**Newark Area Sewer System Project:** Mr. Grinstead stated there was nothing to bring to the Board at this time.

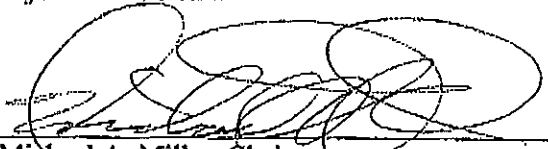
Mr. Grinstead reported to the Board that EEOC training for the employees and Board will be held in October, 2011. The Board is to check their schedules and report to Mr. Grinstead as to the specific dates.

**Miscellaneous:**

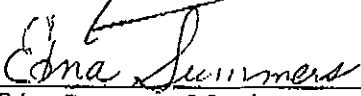
- ✓ Todd Grinstead reported about a meeting he and Chairman Miller attended on August 9<sup>th</sup> with the WV Water Development Authority (WDA), concerning the Districts request to use WDA Bond reserves to pay future WDA Bond payments. Mr. Chris Jarrett, Director of the WV. WDA agreed to allow the District to use Bond reserves until a rate increase is obtained.
- ✓ A motion made by Commissioner Summers and seconded by Commissioner Law to have Bassett & Lowe Accountants file a sewer rate increase request with the Public Service Commission for the District passed unanimously.
- ✓ Mr. Grinstead reported to the Board resent issues the PSD is having with Chlorine by-products in the water distribution system. The District has received a violation from the WV Bureau of Public Health. System operators are currently taking action to bring the system back in to compliance.
- ✓ Shayne Brabham, Asst. Manager, reported the District installed 3 new water service tap and had 4 main water line repairs and 1 service line repair in July, 2011.

The date of the next regular meeting was set for 6:00 PM, Tuesday, September 6, 2011 at the District's business office. Due to the District's Board and Managers attending the WV Rural Water Association's annual conference, it was necessary to move the meeting date from the normal second Tuesday of the month.

Chairman Miller asked if there were any further business to come before the Board. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously and the meeting was adjourned at 6:52 PM.

  
Michael A. Miller, Chairman

  
Randall Law, Secretary / Treasurer

  
Edna Summers, Member

Confirmation of Monthly Meeting Held

The Commissioners of the Central Boaz Public Service District met as follows :

Date : Aug 16 2011

Time : 6:30 PM

Location : Boaz Pump Station

The following Commissioners were in attendance :

LARRY HOFFMANN Larry Hoffmann

Paul Tingle Paul Tingle

Jim Deem [Signature]

The Following Items were discussed :

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Detailed meeting notes will be prepared and voted on at the next scheduled meeting.

The meeting adjourned at 6:35 PM (time).

Signed : Paul Tingle

Commission Secretary

Aug 16, 2011

Attending: Paul Tingler

James Deem

Larry Hoffman

Todd Grinstead

Reviewed: Minutes

Water/Sewer Finances

Todd reported System OK

LARRY ASKED IF ANY COMMENTS/QUESTIONS WERE RECEIVED  
ABOUT LETTER AND INFORMATION WERE RECEIVED. EACH  
COMMISSIONER HAD ONE CONTACT, EACH WAS EXPLAINED.

Project is nearing bid letting.

P.S.C. will be scheduling a public comment meeting.

Todd will be following up on pump station RFP bids  
next meeting Sept 20, 2011

Meeting adjourned to 3:30 PM

Paul Tingler  
Sect