

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

DATE: January 10, 2012

TIME: 6:00P.M.

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

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

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 December 2011 disbursements, accounts payable and receivables were reviewed and initialed by all commissioners.

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

**Old Business:**

***Red Hill Sewer Project:*** Mr. Grinstead presented to the Board requisition No.29 for Phase1 in the amount of \$2,506.68 a motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Mr. Grinstead presented to the Board requisition No.24 for Phase2 in the amount of \$12,000.00 a motion made by Commissioner Law and seconded by Commissioner Miller passed unanimously.

***Riser Ridge / laurel Fork Water Extension Project:*** Mr. Grinstead presented to the Board requisition No.10 in the amount of \$273,298.06 a motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Mr. Grinstead presented to the Board Change Order No.3 of Contract No.4 to extend the substantial completion date to January 20, 2012. A motion made by Commissioner Summers and seconded by Commissioner Miller passed unanimously.

Mr. Grinstead reported to the Board as of January 3, 2012 all of contract No.1 is substantially complete and available for service.

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**Newark Area Sewer System Project:** There was nothing to report at this time.

**Rt-47 property sale:** Mr. Grinstead reported to the Board that bids for the sale of the Rt. 47 property (former PSD Office Property), will be accepted until January 13, 2012 at 4:00 pm.

**Proposed Sewer rate increase:** Mr. Grinstead reported to the Board that the Public Service Commission is currently onsite reviewing documents in the request to increase the Districts sewer tariff rates.

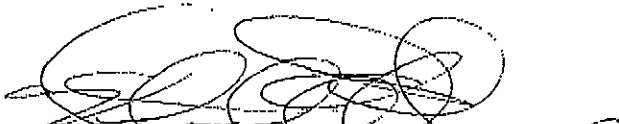
**New Business:** There was no new business.

**Miscellaneous:**

- Rodman Lowe of the accounting firm Bassett & Lowe was present to present the Board with the annual audit for FY 2010/2011.
- Mr. Grinstead reported to the Board the Employee Health Insurance (Highmark West Virginia) annual renewal rate will decrease 4.93% beginning in March 2012.
- Mr. Grinstead reported to the Board that 100% of the Districts employees and Board received EEO training in October, 2011.
- Shayne Brabham, Asst. Manager, reported the District has installed 3 new water taps in December, 2011.

The date of the next regular meeting was set for 6:00 PM, Tuesday, February 7, 2012 at the District's business office.

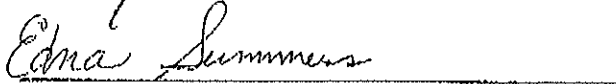
Chairman Miller asked if there were any further business to come before the Board. A motion made by Commissioner Law and seconded by Chairman Miller passed unanimously and the meeting was adjourned at 7:18 PM.



Michael A. Miller, Chairman



C. Randall Law, Secretary / Treasurer



Edna Summers, Member



Paul Tingler

JAN 17, 2012

Attending: Paul Tingler LARRY HOFFMANN  
James Daen Todd Grinstead

Reviewed: Minutes

Water/Sewer Finance

Todd: System OK

: Received inquiries FROM PSC ABOUT DOLLIN DRIVE  
Property Sale

Motion by James - Keep OFFICERS SAME FOR coming year.

President LARRY HOFFMANN

Sect. Paul Tingler

Second by Paul Passed UNANIMOUS

Todd: Presented new water rates FOR project to be  
signed by Larry - completed

: Presented preliminary sewer increase to cover  
treatment plant upgrade.

next meeting Feb 21, 2012

meeting adjourned 6<sup>50</sup> PM

Paul Tingler  
Sect.

# CENTRAL BOAZ

## Public Service District

### CONFIRMATION OF MONTHLY MEETING HELD

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

Date JAN 17, 2012

Time 6<sup>00</sup> PM

Location Boaz Pump Station

The Following Commissioners were in attendance :

<u>Paul Tingler</u>	<u>Paul Tingler</u>
<u>Larry Hoffmann</u>	<u>Larry Hoffmann</u>
<u>James Deem</u>	<u>James Deem</u>

The Following Items were discussed:

Motion by James - Keep OFFICERS SAME FOR COMING year.

President - LARRY HOFFMAN

Secy - Paul Tingler

Second by PAUL Passed UNANIMOUS

The meeting adjourned at 6<sup>30</sup> PM (time).

Signed: Paul Tingler, Commission Secretary