

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

DATE: June 12, 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 May 2012 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 a request to expend the remaining funds of approximately \$10,500. A motion made by Commissioner Law and seconded by Commissioner Miller passed unanimously.

Mr. Grinstead presented to the Board a letter for Chairman Miller to sign requesting the DEP to extend the purchase orders thru August 2012. 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.15 in the amount of \$18,899.24. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Mr. Grinstead presented to the Board requisition No.16 in the amount of \$140,837.67. A motion made by Commissioner Summers and seconded by Commissioner Law passed unanimously.

Mr. Grinstead reported to the Board that a meeting was held with Cerrone Assoc., WV DOH and Nicolozakes Trucking & Construction concerning the road slip on Volcano road. Mr. Grinstead feels that a resolution is near.

June 12, 2012

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

**Proposed Sewer rate increase:** Mr. Grinstead reported we are waiting final approval of the PSC.

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

**Miscellaneous:**

Mr. Grinstead presented to the Board for discussion proposals for accounting services from Bassett & Lowe and Bennett & Dobbins. No action was taken at this time.

Mr. Grinstead presented to the Board a wastewater Operation and Maintenance Agreement for the Little Kanawha Service Company sewer system. A motion made approving the agreement was made by Commissioner Summers and seconded by Commissioner Law passed unanimously.

Mr. Grinstead also reported to the Board that a similar O&M agreement was prepared for LKSC water system. It was discovered that the rate needed to perform O&M for this system will require a water rate well above what Claywood Park PSD would charge if it were to purchase (take over) the system and all 63 customers of the LKSC would become customers of the District. After some discussion, a motion made by Commissioner Summers and seconded by Commissioner Law to file the necessary documents for PSC approval to purchase the water system from LKSC passed unanimously.

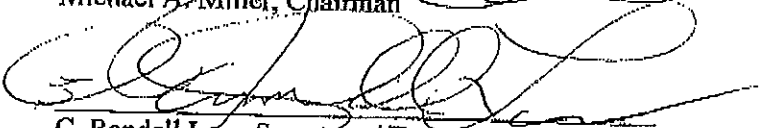
Shayne Brabham, Asst. Manager, reported the District had installed 1 new water tap and repaired 1 main line leaks and 7 service line leaks in May, 2012.

The date of the next regular meeting was set for 6:00 PM, Tuesday, July 10, 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 6:48 PM.



Michael A. Miller, Chairman



C. Randall Law, Secretary / Treasurer



Edna Summers, Member

# CENTRAL BOAZ

## Public Service District

### CONFIRMATION OF MONTHLY MEETING HELD

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

Date 6-18-12

Time 6:00 PM

Location Boaz Pump Station

The Following Commissioners were in attendance :

LARRY HOFFMAN Larry Hoffmann  
JAMES DEAN James Dean  
Paul Tingle Paul Tingle

The Following Items were discussed:

Motion: For Todd to sign Addendum to DEP-179-714 For Air  
 monitoring Aug 1, 2012 - July 31, 2014  
 By Paul Second James Passed UNANIMOUS

Motion: Accept water system budget proposal from Claywood / Todd  
 July 1, 2012 - June 30, 2013  
 By James Second Paul Signed by All Passed UNANIMOUS

Motion: Accept sewer system budget proposal from Claywood / Todd  
 July 1, 2012 - June 30, 2013  
 By James Second Paul Signed by All Passed UNANIMOUS

The meeting adjourned at 6:30 PM (time).

Signed: Paul Tingle, Commission Secretary

June 19, 2012

Attending: LARRY HOFFMAN, James Deum, Paul Tingler, Todd Grinstead

Reviewed: May Minutes, Water/Sewer Finances

Todd's System OK

: Deed transfer for Deolin Dr. Property June 20

: Sign loan closing June 25 at Claywood 10<sup>00</sup> AM

: Contractor preconstruction meeting June 25 11<sup>00</sup> AM

Motion: For Todd to sign addendum III DEP-79-714 FOR AIR monitoring Aug. 1, 2012 - July 31, 2014

by Paul - Second James Passed UNANIMOUS

Motion: Accept water system budget proposal FROM claywood / Todd July 1, 2012 - June 30, 2013

by James Second Paul Passed UNANIMOUS Signed by All

Motion: Accept sewer system budget proposal FROM claywood / Todd July 1, 2012 - June 30, 2013

by James Second Paul Passed UNANIMOUS Signed by All

Special meeting June 25 at Claywood

Next regular meeting July 17

Meeting adjourned 6<sup>30</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 6-25-12

Time: ~~Claywood~~ 10<sup>15</sup> AM

Location Claywood

The Following Commissioners were in attendance :

LARRY HOFFMAN Larry Hoffmann  
James Deen James Deen  
Paul Tingle Paul Tingle

The Following Items were discussed:

- LOAN signing
- Motion: Adopt Rules & Procedures by Paul and James Passed UNANIMOUS
- Motion: Adopt Bond Resolution by James and Paul Passed UNANIMOUS
- Motion: Adopt First Requisition by James and Paul Passed UNANIMOUS
- Motion: Accept Change order #1 CONTRACT # 2 by Paul and James Passed UNANIMOUS
- Motion: Accept Change order #1 CONTRACT # 1 by James and Paul Passed UNANIMOUS
- Motion: Resolution to sign construction contracts and notice to Proceed by James and Paul Passed UNANIMOUS

The meeting adjourned at 11<sup>15</sup> AM (time).

Signed: Paul Tingle, Commission Secretary

Special Meeting 10<sup>10</sup> AM

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June 25, 2012 Claywood Office

Attending: Larry Hoffmann - Camden Siegrist

James Deom - Steven Hardman

Paul Tingler - Virginia McDonald

Todd Grinstead - James Ruckman

Randy Cole

Purpose of meeting: Sign Loan Agreements

Camden spoke to explain some Rules &amp; Procedures

Motion: Adopt Rules &amp; Procedures by Paul 2nd James

Passed UNANIMOUS

Motion: Adopt Bond Resolution by James 2nd Paul

Passed UNANIMOUS

Motion: Adopt First Requisition by James 2nd Paul

(Presented by Randy Cole) Passed UNANIMOUS

James Ruckman explained Change orders

Motion: Accept Change order #1 Contract #2

by Paul 2nd James Passed UNANIMOUS

Motion: Accept change order #1 Contract #1

by James 2nd Paul Passed UNANIMOUS

Motion: Resolution to sign construction contracts and  
notice to proceed.

by James 2nd Paul Passed UNANIMOUS

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Virginia explained Bond into and Draw Procedure;  
Money needs to be drawn by end of 2013

All commissioners signed necessary documents  
and were notary stamped as signed.

All commissioners stayed for the pre construction  
contractors meeting.

Meeting adjourned 11<sup>15</sup> AM

Paul Single  
sect