

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

DATE: May 17, 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 April 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 reported there was nothing to report at this time.

Riser Ridge / laurel Fork Water Extension Project: Mr. Grinstead presented to the Board requisition No.14 in the amount of \$73,993.17. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Mr. Grinstead presented to the Board the Tax release request for Tri-State Pipeline. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Mr. Grinstead presented to the Board a certificate of substantial completion for Contract 1, Tri-State Pipeline. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Mr. Grinstead presented to the Board a certificate of substantial completion for Contract 4, Miller Communications. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Mr. Grinstead presented to the Board a certificate of substantial completion for Contract 2, Nicolozakes Trucking. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

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Mr. Grinstead reported to the Board that a meeting will be held soon to determine what action will be taken to resolve the construction time overrun issues and possible liquidated damages with Nicolozakes Trucking & Construction on contract 2.

Newark Area Sewer System Project: Mr. Grinstead reported to the Board that a Public Meeting was held on May 1, 2012 at the Wirt County Court House. The purpose of this meeting was to have the Wirt County Commission change the scope of the project to allow the Spring Valley area to be served with a 2nd phase.

Proposed Sewer rate increase: Mr. Grinstead reported to the Board that the Public Meeting is set for April 25, 2012 was canceled by the PSC.

New Business: There was no new business.

Miscellaneous:

Mr. Grinstead presented to the Board the voting credentials for the business meeting of the WV Rural Water Association held in August 2012 at the Snow Shoe Resort. A motion made by Commissioner Law and seconded by Commissioner Summers to designate Todd Grinstead as the voting delegate for the District and Shayne Brabham as the alternate delegate passed unanimously.

Mr. Grinstead presented to the Board a Resolution from WesBanco Bank to allow employee Erica Johnson to have access to the District's safe deposit box. A motion made by Commissioner Summers and seconded by Commissioner Law passed unanimously.

Mr. Grinstead requested the Board enter into Executive session to discuss Employee matters. A motion made by Commissioner Law and seconded by Chairman Miller passed unanimously. The Board along with General Manager, Todd Grinstead and Asst., Shayne Brabham entered into executive session at 6:32 PM. At 6:48 PM, The Chairman called the meeting back to order.

Mr. Grinstead presented to the Board the District's water and sewer FY 2012/2013 operating Budgets. A motion made by Commissioner Summers and seconded by Commissioner Law to accept the budgets as presented passed unanimously.


Mr. Grinstead presented to the Board an Operation and Maintenance Agreement for the Wood County Parks and Recreation's Mountwood Park sewer system. A motion made by Commissioner Law and seconded by Commissioner Miller passed unanimously. Mr. Grinstead also reported to the Board that he was in the process of finalizing the financials and the proposed operating budget that will be submitted to the PSC along with the agreement for approval.

Shayne Brabham, Asst. Manager, reported the District had installed 1 new water tap and repaired 2 main line leaks and 6 service line leaks in April, 2012.

The date of the next regular meeting was set for 6:00 PM, Tuesday, June 12, 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 7:07 PM.

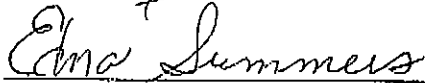
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Michael A. Miller, Chairman



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 5.15.12

Time 6⁰⁰ PM

Location Boaz Pump Station

The Following Commissioners were in attendance :

Paul Tingle Paul Tingle

James Deem James Deem

LARRY HOFFMANN Larry Hoffmann

The Following Items were discussed:

Motion approving or denying the engineers revised letter of recommendations

by James second Paul passed UNANIMOUS

Motion approving or denying the engineers request for addendum No. 1 to the agreement

for engineering services by Paul second James passed UNANIMOUS

Motion approving or denying the loan Resolution (USDA, RD)

by Paul second James passed UNANIMOUS

Motion authorizing LARRY HOFFMANN, CHAIRMAN to sign letter of intent to meet conditions

(Rural Development Form RD 1942-96) by James second Paul passed UNANIMOUS

Motion authorizing LARRY HOFFMANN, CHAIRMAN to sign Request for obligation of Funds

(Rural Development Form RD 1940-1) by Paul second James passed UNANIMOUS

The meeting adjourned at 6²⁵ PM (time).

Signed: Paul Tingle Commission Secretary

MAY 15, 2012

Attending Paul Tingle Larry Hoffmann
James Deem Todd Grinstead

Reviewed: Minutes / Water-Sewer Finances

Todd: System OK

: Dullin Drive Property transfer possibly next week

: Presented project papers to be signed

Motion approving or denying the Engineers Revised Letter of recommendations

by James second Paul Passed UNANIMOUS

Motion approving or denying the Engineers request for Addendum No. 1

to the Agreement for engineering Services.

by Paul second James Passed UNANIMOUS

Motion approving or denying the Loan Resolution (USDA, RD)

by Paul second James Passed UNANIMOUS

Motion authorizing Larry Hoffmann, Chairman to sign Letter of

intent to meet conditions. (Rural Development Form 1942-46)

by James second Paul passed UNANIMOUS

Motion authorizing Larry Hoffmann, Chairman to sign Request for

obligation of Funds. (Rural Development Form RD 1940-1)

by Paul second James passed UNANIMOUS

Paul signed signature form for project checking.

next meeting June 19, 2012

meeting adjourned 6²⁵ PM

Paul Tingle

sec. II