

# ***CLAYWOOD PARK***

## **Public Service District**

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### **Board Meeting Agenda**

*October 2, 2012*

***Call Meeting to Order:***

***Sign minutes and initial disbursements:***

***Questions / comments from the public:***

***Old Business:***

- Status of Projects

1. Riser Ridge / Laurel Fork Water line Extension:
2. Newark Area Sewer:

- Sewer Rates

***New Business:*** None at this time

***Miscellaneous:***

- District operational report

***Adjourn Meeting:***

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

DATE: October 2, 2012

TIME: 6:00P.M.

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

BOARD MEMBERS ATTENDING: Mike 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 September 2012 disbursements, accounts payable and receivables will be distributed to all commissioners at a later date then reviewed at the November 13, 2012 Board meeting.

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

**Old Business:**

***Riser Ridge / laurel Fork Water Extension Project:*** Mr. Grinstead presented to the Board requisition No.19 in the amount of \$73,964.88. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

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

***Sewer Rate:*** Mr. Grinstead presented to the Board an engagement letter from Bennett & Dobbins CPA, to perform accounting services in relation to preparing a WV Public Service Commission Rule 42 for a sewer rate adjustment. A motion made by Commissioner Summers and seconded by Commissioner Law passed unanimously.

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

**Miscellaneous:**

Mr. Grinstead presented to the Board a General operating questionnaire he had received from Bassett & Lowe CPA, in association with preparing the Districts annual financial audit. The questionnaire was completed by all Board members.

October 2, 2012

**Miscellaneous; (Continued)**

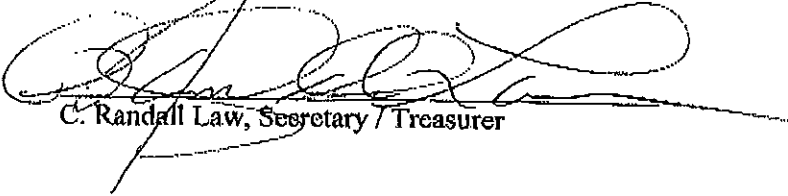
Mr. Grinstead reported to the Board the status of progress correcting a land slip involving the District's water line that was installed as part of the Riser Ridge / Laurel Fork water extension and the WV Dept of Highways on Volcano Road near Mountwood Park. Another report will be given at the November Board meeting.

Shayne Brabham, Asst. Manager, reported the District had installed 2 new water taps and repaired 2 main line leaks and 2 service line leaks in September, 2012.

The date of the next regular meeting was set for 6:00 PM, Tuesday, November 13, 2012 at the District's

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 6:57 PM.

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Michael A. Miller, Chairman

  
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C. Randall Law, Secretary / Treasurer

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Edna Summers, Member

# CENTRAL BOAZ

## Public Service District

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### PUBLIC NOTICE

The Central Boaz Public Service District will hold a regular monthly meeting on **Tuesday, October 16, 2012 at 6:00 pm** in the **Central Boaz Vacuum Station** located on River Road in Boaz. The public is invited to attend.

#### AGENDA:

1. Call Meeting to Order
2. Review minutes from last meeting
3. Monthly expenditures of water and sewer systems
4. Operational status of water and sewer systems
5. Old business
6. New business
  - Water project update
  - Ray Keith property

Next regular meeting date to be determined at this meeting

# CENTRAL BOAZ

## Public Service District

### CONFIRMATION OF MONTHLY MEETING HELD

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

Date 10-16-12

Time 6:00 PM

Location Boaz Pump Station

The Following Commissioners were in attendance :

<u>LARRY HOFFMANN</u>	<u>Larry Hoffmann</u>
<u>Paul Tringler</u>	<u>Paul Tringler</u>
<u>JAMES DAEM</u>	<u>James Daem</u>

The Following Items were discussed:

Motion to accept Requisition #4 FOR \$188,355.48  
by James 2nd Paul Passed UNANIMOUS

Motion to Accept Leak adjustment policy as presented by  
General manager Todd Cominstead  
by James 2nd Paul Passed UNANIMOUS  
(Copy attached to minutes)

The meeting adjourned at 6:45 PM (time).

Signed: Paul Tringler, Commission Secretary

Handwritten initials/signature in the top right corner.

Oct 16, 2012

Attending: Larry Hoffmann Paul Tingler  
James Daem Todd Gramstead  
Joe Ruf

Reviewed: Minutes - water/sewer Finances  
Joe Ruf asked about Fire Hydrants locations and  
was satisfied with locations shown on map

Todd: Operation of system OK

need to increase ventilation in the Pump Room

Project about 50% complete in Bonz proper

Presented Reg # 4 \$188,355.48

Motion to accept Reg #4 by James and Paul

Passed unanimous

Presented claywood policy for Leak adjustment

Motion to accept Policy by James and Paul

Passed unanimous (copy attached)

discussed MR Kieth selling property adjoining  
treatment plant to Jamie Spears. Will contact  
MR. Spears to discuss court order for use of  
our Road and R.R. Restriction on crossing.

discussed incident on Ridge Road of bicyclist  
hitting service truck while ~~was~~ <sup>was</sup> driving.

next meeting Nov 20

meeting adjourned 6:45 PM

Paul Tingler

sec

some of the subject

Add to Minutes

Motion to accept the Water leak adjustment policy as presented by General Manager Todd Grinstead. This policy is the same unchanged leak adjustment policy used by this PSD in prior years.