

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

DATE: OCTOBER 22, 2008

TIME: 6:00 P.M.

PLACE: CLAYWOOD PARK OFFICE

ATTENDING: Todd Grinstead, Donna Ingraham, Michael Miller, Edna Summers,
Randy Law, Shayne Brabham and John Stump from Steptoe & Johnson Attorneys.

Mike Miller, Chairman of the Board, called the meeting to order and said if there were no objections, the District would dispense with the reading of the minutes from the previous meeting. There were no objections. Mike then turned the meeting over to Todd Grinstead, General Manager of the District.

Disbursements- The September disbursements and accounts payable were approved and initialed by the Commissioners.

Questions or Comments from the Public- There were none.

Water Plant Upgrade- Todd said he had requisition #24 for \$5,325.99 payable to Orders Construction. Motion was made by Randy and seconded by Edna to pay the requisition. Motion carried.

Red Hill Sewer Project- John Stump with Steptoe & Johnson held the Pre-Closing at the October Board meeting.

Edna made a motion to approve the adoption of the Bond Resolution. Randy seconded the motion. Motion carried.

A motion was made by Randy and seconded by Edna to approve the Supplemental Resolution. Motion carried.

A motion was made by Randy and seconded by Edna to adopt the Proposed Sweep Resolution for the authorization of electronic monthly debt service and reserve fund payments to the Municipal Bond Commission. Motion carried.

A motion was made by Randy and seconded by Edna for the approval of the invoices on the Draw Resolution. Motion carried.

A Pre-Construction Meeting will be held on Monday, October 27, 2008.

Riser Ridge/Laurel Fork Project- Todd said that he had nothing new to report, we are waiting on grant money.

System Improvements Project – (New Office, Metering System, Tanks and Lines included.)

A motion was made by Randy and seconded by Edna to Sign Req. #5 for a total of \$292,509.67. Motion carried.

Newark Sewer System – Todd said that he had nothing new to report.

Rt 47 - Meadville Road interchange relocation— Motion to open a Construction Bank account was made by Edna and seconded by Mike. Randy abstained. Motion carried. Randy made the motion to sign the Notice to Proceed with Construction and was seconded by Edna. Motion carried. Motion by Randy and seconded by Edna to sign the Construction Contract with StoneGate Construction. Motion carried.

Town of Elizabeth - System Improvements - Todd said that the PSC staff has given their recommendation.

Miscellaneous Items – Shayne reported that we had one new tap installed and two service line leaks in September.

A motion was made by Randy and seconded by Mike to adopt the Identity Theft Prevention “Red Flag” compliance, Standard Operating Procedure, Confidentiality and Security Agreement for all employees, and the Record Disposal Policy as presented by Todd Grinstead, General Manager. Motion carried.

A motion was made by Randy and seconded by Edna to authorize Todd to sign the Resolution with the WV Retirement Plus. Motion carried.

A motion was made by Randy and seconded by Edna to open a Sweep Account for the WDA to take their Bond Payments from. Motion carried.

A motion was made by Edna and seconded by Randy to change our Policy on compensation time limits. A maximum of 24 hours of comp. time will be allowed to be saved. Any comp. time not taken by December 31 will be paid. It will be up to the General Manager on the amount of hours that can be taken at anyone time.


The next board meeting will be November 13, 2008 at the Claywood Water Office. The time will be at 6:00 P.M.

Mike said if there were no further business, the meeting would be adjourned. Adjourned at 7:30 P.M. Motion by Randy and seconded by Edna to adjourn.

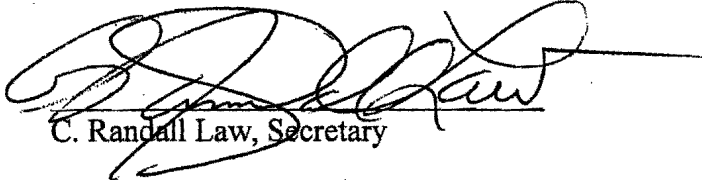
Donna Ingraham, Bookkeeper



Michael Miller, Chairman



Edna Summers, Board Member



C. Randall Law, Secretary