

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

DATE: October 13, 2009

TIME: 6:00 P.M.

PLACE: CLAYWOOD PARK OFFICE

ATTENDING: Todd Grinstead, Donna Ingraham, Shayne Brabham, Michael Miller, Edna Summers, Randy Law.

Michael 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.

Red Hill Sewer Project-Randy made a motion to approve and pay Requisition #12 for \$242,629.59. Edna seconded the motion. Motion carried.

A motion to accept Change Order Number # 5 for \$35,477.00 was made by Randy and seconded by Edna. Motion carried.

Red Hill Sewer-Phase 2 – A motion was made by Randy to pay Req. #5 for \$289,667.28. Edna seconded the motion. Motion carried.

Riser Ridge/Laurel Fork Project- Mike, Randy and Todd attended the Awarding of the Small City Block Grant for \$1,500,000. in Charleston today. The construction will most likely start in the Spring of 2010. We will hold two public meetings in the next few weeks to obtain the remaining Right of Ways, user agreements and inform the public.

Newark Sewer System – Randy made a motion to accept a Resolution to Pay Cerrone \$76,890.00. Edna seconded the motion. Motion carried.

Town of Elizabeth - System Improvements – A motion was made by Edna and seconded by Randy to accept the Resolution and approve Req. #4 for payment in the amount of \$6,331.62. Motion carried.

Miscellaneous Items – Shayne reported that we had five new taps installed and one service line leak was repaired in September.

Todd reported that he was elected to the Board of the WV Rural Water Association.

The 2008/2009 Audit was given to the Board members to look over. Rod Lowe will be at the November meeting to go over and answer any questions. A motion by Randy and seconded by Edna to sign the audit letter and return to Bassett & Lowe. Motion carried.

We need to have a CPA working with us to have the financial statements closed out before Bassett and Lowe does the audit. The CPA can be a Board Member.

We will need to have an Actuary figure our Other Post Employment Benefits to see what our liability is for each year and place this in a trust fund. Randy said he would see if he could come up with anyone within the bank. We will check with our Insurance Agent and see if they have anyone that can do this.

Loomis Ridge Tank & Booster-. Randy made a motion to accept the engineering agreement from Cerrone Associates for the Engineering. Edna seconded the motion. Motion carried.

The Board went into Executive Session to discuss employee issues. No action was taken.

The next board meeting will be November 10, 2009 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 7:15 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