

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

DATE: December 08, 2009

TIME: 6:00 P.M.

PLACE: CLAYWOOD PARK OFFICE

ATTENDING: Todd Grinstead, Donna Ingraham, Shayne Brabham, Michael Miller, Edna Summers, Randy Law, Larry Spaur and Gene Duckworth.

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 November disbursements and accounts payable were approved and initialed by the Commissioners.

Questions or Comments from the Public- Larry Spaur and Gene Duckworth, contractors, were at the meeting to get information on installing the sewer lines for the new Red Hill Customers. Todd said that the District will meet with the customer and explained how their lines are to be installed. He told them that he would call them when the work is ready.

Red Hill Sewer Project-Randy made a motion to approve and pay Requisition #14 for \$175,366.78. Edna seconded the motion. Motion carried.

A motion to accept Change Order Number # 6, no change in price, to add new revised grant condition concerning wage rate and buy American requirements was made by Randy and seconded by Edna. Motion carried.

A motion to accept Change Order Number #5 on Contract 1 for \$26,546.38 for Famco was made by Randy and seconded by Edna. Motion carried.

A motion to accept Change Order Number #7 on Contract 2 for Stonegate refers to the Davis Bacon Act was made by Randy and seconded by Edna. Motion carried.

Red Hill Sewer-Phase 2 – A motion was made by Randy to pay Req. #7 for \$96,924.46. Edna seconded the motion. Motion carried.

A motion to accept Change Order Number #1 on Contract 2 for Stonegate Construction refers to the Davis Bacon Act was made by Edna and seconded by Randy. Motion carried.

Riser Ridge/Laurel Fork Project- Todd said that a Public Meeting was held for customers under Contract 1 which is the northside of Route 50 and that we have 75% of the Right of Ways and User Agreements.

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

Town of Elizabeth - System Improvements – A motion was made by Edna and seconded by Randy to accept the Change Order #1 for adjustments for Materials that were used in the amount of \$8,463.06. Motion carried.

The Final Inspection is to be done on Friday, December 11, 2009. A motion was made by Randy and seconded by Edna to accept the Certificate of Substantial completion. Motion carried.

Miscellaneous Items – Shayne reported that we had three new taps installed and three leaks were repaired in November.

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. Todd has called two names that was given to him. He has not heard anything back.

Loomis Ridge Tank & Booster-. Advertisement will appear in the paper for the bid. They will then be opened on January 12, 2009 at 11:00 at the Districts Office. We will obtain a loan from Comvest for this project.

Todd said that the District will be doing a Mass mailing of a Newsletter this week, informing the customers that the pending rate case could increase the water rate, and to let them know of the notice of violation of a Bac T sample, that a number wasn't written down to complete the report.

Todd asked the Board to go into Executive Session at 7:10 p.m. The board came out of Executive Session at 7:20 p.m. A motion was made by Mike and seconded by Randy to include in our New Budget starting in July 1, 2010 a 2% increase in employee wages each year for the next three years. Motion Carried.

The next board meeting will be January 12, 2010 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 7:25 P.M. Motion by Randy and seconded by Edna to adjourn.

Donna Ingraham, Bookkeeper

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Michael Miller, Chairman

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Edna Summers, Board Member

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C. Randall Law, Secretary