

# ***CLAYWOOD PARK***

## **Public Service District**

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### **Board Meeting Agenda**

*January 12, 2010*

#### ***Call Meeting to Order:***

#### ***Annual Election of PSD Officers***

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

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

#### ***Old Business:***

- Status of Projects
  1. Red Hill Sewer Phase I:
  2. Red Hill Sewer Phase II:
  3. Riser Ridge / Laurel Fork Water line Extension:
  4. Newark area Sewer system:
  5. Loomis Ridge Tank #1 & Booster Station Rehabilitation:
  
- Report on PSC class cost of service study.

#### ***New Business:***

- Nothing at this time

#### ***Miscellaneous:***

- 2<sup>nd</sup> Quarter financial report.
- System operation report.

#### ***Adjourn Meeting:***

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

DATE: January 12, 200~~9~~<sup>10</sup>  
TIME: 6:00 P.M.

PLACE: CLAYWOOD PARK OFFICE

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

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.

Election of Officers – Edna Summers made the motion for the officers to stay the same as last year. Randy seconded the motion. Motion carried. Those officers are Mike Miller, Chairman of the Board, Randy Law, Secretary, Edna Summers, Member of the Board and Donna Ingraham, Treasurer.

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

Questions or Comments from the Public- Jim and Daren Woody was present from the Greives Run Area. They wanted to make sure they were going to be on the project to get water. Their questions were answered by the Board.

Red Hill Sewer Project-Randy made a motion to approve and pay Requisition #15 for \$303,461.61. Edna seconded the motion. Motion carried.

A motion to accept Change Order Number # 7, to Contract 2 on Phase 1. This change is for the asphalt wearing course overlay, to aggregate the parking area, concrete steps and for additional fencing and gate. A motion was made by Randy and seconded by Edna to accept the change order for an increase of \$37,914.46. Motion carried.

A motion to accept Change Order Number #8 on Contract 1 was made by Randy and seconded by Edna. Motion carried. This changes the third decant pump from the original project and added to the ARRA funded portion of the project.

A motion to accept Addendum Number #3 to increase the Resident Project Representative fee by \$30,000.00 was made by Randy and seconded by Edna. Motion carried.

Red Hill Sewer-Phase 2 – A motion was made by Edna to pay Req. #8 for \$330,931.82. Randy seconded the motion. Motion carried.

A motion to accept Change Order Number #2 on Contract 3 for relocation of a 4" water line was made by Randy and seconded by Edna. Motion carried.

A motion to accept Certificate of Substantial Completion with FAMCO, Inc. was made by Randy and seconded by Mike. Motion carried.

A motion to accept a Partial Certificate of Substantial Completion to StoneGate Construction which covers areas south of new US Route 50. Motion by Edna and seconded by Randy. Motion carried.

Riser Ridge/Laurel Fork Project- Todd said that we have 74% of Right of Ways on Contract I and 57% of the Right of Ways on Contract II.

Newark Sewer System – Todd said he had nothing new to report on the project. He told the Board that a letter came from a water customer in the Newark Area stating that he couldn't afford the water and if the sewer went thru, he would disconnect and go back to his well. He wants a reply from the Chairman of the Board. Todd said he would get a letter composed for Mike to sign.

Loomis Ridge Tank Painting – The Bids were opened today, and will be tallied up by Cerrone Associates. The low bidder was \$65,000.00. The Engineers figured around \$115,000.00.

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

Todd said that he has not talked to the Actuary that he called. They did not return his calls. Randy said to try to get a hold of them again.

Edna asked if we could have Eric Fitzer and Reagle and Padden to get Bids for our Health Care Insurance before our renewal in March.

Todd explained to the Board that the PSC has completed its Class Cost Service Study and that it will now go to the Administrative Law Judge. He believes that the three tariffs will be readjusted and the resale rate will be adjusted.

Todd gave each Board Member a copy of the six month Income and Expenses to take home and study and bring back next month and will go over it.

The next board meeting will be February 9, 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 7:30 P.M. Motion by Randy and seconded by Edna to adjourn.

Donna Ingraham, Bookkeeper