

# ***CLAYWOOD PARK***

## **Public Service District**

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### **Board Meeting Agenda**

*February 9, 2010*

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

#### ***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
- 2<sup>nd</sup> Quarter financial report
- Health Insurance Renewal

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

- Nothing at this time

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

- PEIA / PERS
- ENERNOC agreement (Electricity Conservation Program)
- State of WV. Electronic Commerce program
- WesBanco Depository agreement
- System operation report.

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

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

DATE: February 9, 2010

TIME: 6:00 P.M.

PLACE: Claywood Park PSD Office

ATTENDING: Michael Miller Chairman, Randy Law Secretary, Edna Summers Board Member, Todd Grinstead General Manager, Shayne Brabham Asst. Manager.

Chairman Michael Miller called the meeting to order and stated if there were no objections, he would dispense with the reading of the minutes from the pervious meeting. There were none, and then he turned the meeting over to the General Manager, Todd Grinstead.

Disbursements- The January 2010 disbursements, accounts payable and receivables were approved and initialed by all the Commissioners.

Questions / Comments from the public- There were none.

**OLD BUSINESS:**

Red Hill Sewer Project Phase I -- A motion was made by Edna Summers and seconded by Randy Law, to approve requisition No. 16 for \$79,686.00 for Cerrone Assoc. and Stonegate Construction, motion carried.

Randy Law made a motion with Edna Summers seconding to accept letter for addendum No.3, motion carried

Red Hill Sewer Project Phase II -- A motion was made by Edna Summers and seconded by Randy Law, to approve requisition No. 9 for \$141,754.58, for Stonegate Construction, PSI Inc, Claywood Park PSD, Cerrone Assoc., motion carried.

A letter was read from Mr. Elswick, Winding Road, concerning the PSD not providing sewer service to his property. A response letter was read by Todd Grinstead addressing the District's policy regarding sewer service under a major project.

Riser Ridge / Laurel Fork Water line Extension project- There was nothing to report at this time.

Newark Area Sewer System project- No report was given.

Loomis Ridge Tank #1 and Booster Sta. Rehabilitation Project- Bids were opened today February 9, 2010, for the rehabilitation of the booster station. The apparent low bidder was Patriot Automation, Parkersburg, WV, for the sum of \$18,942.00

PSC Class cost of service study- A Press Release was read explaining the tariff rate adjustments recommended by the PSC staff.

The second quarter financial report was reviewed.

Todd Grinstead reported that representatives of Intrastate Insurance will attend the March 9<sup>th</sup> Board meeting to address employee health insurance renewal.

#### **NEW BUSINESS:**

There was no new business to discuss at this time.

#### **MISCELLANEOUS:**

A notice was received from the State of WV, Public Employees Retirement System, effective July 1, 2010 employer's contribution rate will increase from 11.0% to 17.0% of member's gross monthly salary.

Todd Grinstead presented to the Board an agreement between the District and ENERNOC Corp. for the PSD to participate in an electrical demand reduction program. A motion was made by Edna Summers and seconded by Randy Law to accept the terms of the agreement.

A motion was made by Edna Summers and seconded by Randy Law to establish with the State of WV an account that would allow the District to use electronic commerce to receive payments over the internet.

A motion was made by Edna Summers and seconded by Mike Miller to renew with WesBanco Bank Inc., a Depository pledge agreement.

System Operational Report- Shayne Brabham reported the District had installed one new water tap and repaired four water leaks in the month of January 2010.

The next Board meeting is scheduled for March 9, 2010 at the Claywood Park PSD office meeting room at 6:00 P.M.

Chairman Miller said if there were no further businesses, the meeting would be adjourned. Motion made by Randy Law seconded by Edna Summers, motion carried. Meeting adjourned at 7:52 P.M.

Todd Grinstead, General Manager