

# ***CLAYWOOD PARK***

## **Public Service District**

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### **Board Meeting Agenda**

*March 12, 2013*

***Call Meeting to Order:***

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

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

***Old Business:***

- Status of Projects
  1. Riser Ridge / Laurel Fork Water line Extension:  
Requisition No. 24
  2. Newark Area Sewer:
- Sewer Rate.
- Little Kanawha Service Company

***New Business:*** Nothing at this time.

***Miscellaneous:***

- Operational policy review.
- February 2013 District operational report

***Adjourn Meeting:***

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

DATE: March 12, 2013

TIME: 7:00P.M.

PLACE: Claywood Park PSD Business Office, 594 Davisville Road, Davisville, WV 26142

BOARD MEMBERS ATTENDING: Edna Summers, Member, C. Randall Law, Secretary / Treasurer

OTHERS IN ATTENDANCE: Todd Grinstead, General Manager, Shayne Brabham, Asst. Manager.

Edna Summers presided. Commissioner Summers called the meeting to order.

Commissioner Summers asked if there were no objections, the Board would dispense with the reading of the minutes from the previous meeting. Since there were no objections, Commissioner Summers stated she would turn the meeting over to Todd Grinstead, General Manager of the District

**Disbursements:** The February 2013 disbursements, accounts payable and receivables were reviewed and initialed by all commissioners.

**Questions and Comments from the Public:** There were none.

**Old Business:**

***Riser Ridge / laurel Fork Water Extension Project:*** Mr. Grinstead presented to the Board requisition No.24 in the amount of \$19,600.00 a motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

***Newark Area Sewer System Project:*** Mr. Grinstead stated there was nothing to report at this time.

***Sewer Rate:*** Mr. Grinstead reported the rate increase was filled with the Public Service Commission.

***Little Kanawha Service Company Water System:*** Mr. Grinstead stated there was nothing to report at this time.

***Wood County Parks & Recreation Wastewater System:*** Mr. Grinstead made a request to the Board to allow the Chairman to take all necessary actions to make the transfer of operations. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

**New Business:** Mr. Grinstead stated there was nothing to report at this time.

**Miscellaneous:** Mr. Grinstead presented to the Board a modification to the Districts Check Acceptance Policy, "The District will not accept payment via check for an account that has had two return checks for insufficient funds within the past twelve months". A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

March 12, 2013

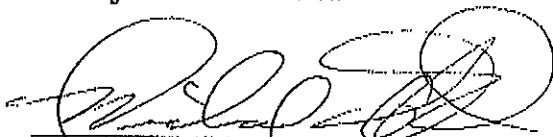
2.

**Miscellaneous:** (Continue)

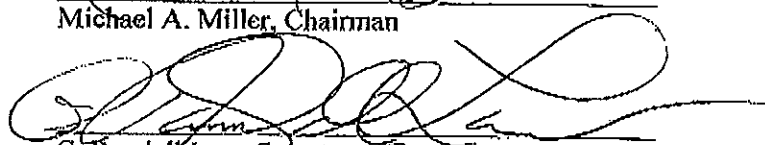
Shayne Brabham, Asst. Manager, reported the District made no water taps and repaired 4 main line breaks and 1 service line repair in February, 2013.

The date of the next regular meeting was set for 6:00 PM, Tuesday, April 9, 2013 at the District's business office.

Commissioner Summers asked if there were any further business to come before the Board. A motion made by Commissioner Law and seconded by Commissioner Miller passed unanimously and the meeting was adjourned at 6:47 PM.



Michael A. Miller, Chairman



C. Randall Law, Secretary / Treasurer



Edna Summers, Member