

CLAYWOOD PARK

Public Service District

Board Meeting Agenda

May 14, 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. 26
 2. Newark Area Sewer:
 - Sewer Rate.
 - Little Kanawha Service Company
 - Wood County Parks & Recreation Wastewater System

New Business: Nothing at this time.

Miscellaneous:

- Review 2013 / 2014 Operation Budgets
- Accounting Services FY 2012 / 2013
- Rt-47 Property Sale
- April 2013 District Operational Report

Adjourn Meeting:

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

DATE: May 14, 2013

TIME: 7:00P.M.

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

BOARD MEMBERS ATTENDING: Michael A. Miller, Chairman, Edna Summers, Member, C. Randall Law, Secretary / Treasurer

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

Michael A. Miller, Chairman, presided. The Chairman called the meeting to order.

Chairman Miller 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, Chairman Miller stated he would turn the meeting over to Todd Grinstead, General Manager of the District.

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

Questions and Comments from the Public: Marie Leadmon of The Little Kanawha Service Company was in attendance inquiring on a status of the District taking ownership of the LKSC's water system. Todd Grinstead, General Manager of the District reported that all necessary paperwork requesting the transfer has been filed with the PSC.

Old Business:

Riser Ridge / Laurel Fork Water Extension Project: Mr. Grinstead presented to the Board requisition No.26 in the amount of \$57,524.11 a motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Newark Area Sewer System Project: Mr. Grinstead presented to the Board an engagement letter for Bennett & Dobbins Accountants to complete and submit the project Rule 42 documents. A motion made by Commissioner Law and seconded by Commissioner Miller passed unanimously.

Sewer Rate: Mr. Grinstead reported the District is waiting approval from the Public Service Commission. PSC staff will be on site Monday May 20, 2013 to review our books.

Little Kanawha Service Company Wastewater System: Mr. Grinstead reported that all necessary paperwork requesting the transfer has been filed with the PSC.

Wood County Parks & Recreation Wastewater System: Mr. Grinstead reported the District began operation of the system on May 1, 2013.

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

May 20, 2013

2.

Miscellaneous: Mr. Grinstead presented to the Board the District's Water FY 2013/2014 operating Budgets. A motion made by Commissioner Law and seconded by Commissioner Summers to accept the budgets as presented passed unanimously.

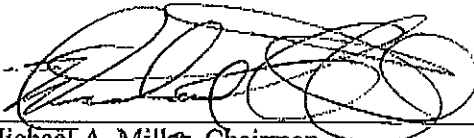
Mr. Grinstead presented to the Board the District's Sewer FY 2013/2014 operating Budgets. A motion made by Commissioner Law and seconded by Commissioner Miller to accept the budgets as presented passed unanimously.

Commissioner Law proposed to the Board to change the monthly meeting time of the board. After a brief discussion a motion made by Commissioner Law and seconded by Commissioner Miller to hold the Board meetings at 2:00 pm on the regularly scheduled day passed unanimously.

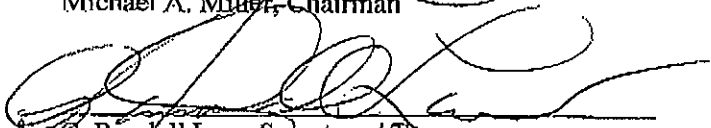
Shayne Brabham, Asst. Manager, reported the District made three new water taps and repaired three main line breaks and two service line repair in April, 2013.

The date of the next regular meeting was set for 2:00 PM, Tuesday, June ¹⁸~~17~~, 2013 at the District's business office.

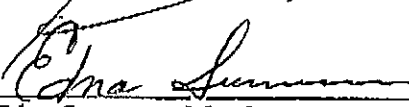
Chairman Miller asked if there were any further business to come before the Board. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously and the meeting was adjourned at 7:38 PM.



Michael A. Miller, Chairman



C. Randall Law, Secretary / Treasurer



Edna Summers, Member