

CLAYWOOD PARK

Public Service District

Board Meeting Agenda

July 16, 2013

Call Meeting to Order:

Sign minutes and initial disbursements:

Questions / comments from the public:

Old Business:

- Rt-47 Property Sale
- Status of Projects
 1. Riser Ridge / Laurel Fork Water line Extension:
 2. Newark Area Sewer:
 - Sewer Rate.
 - Little Kanawha Service Company

New Business: Nothing at this time.

Miscellaneous:

- Property & Liability Insurance
- WV Rural Water Assoc. Annual Technical Conference.
- June 2013 District Operational Report

Adjourn Meeting:

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

DATE: July 16, 2013
TIME: 2:00P.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, prosided. 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 June 2013 disbursements, accounts payable and receivables were reviewed and initialed by all commissioners.

Questions and Comments from the Public: David Poske and David DeBarr were in attendance.

Old Business:

Route 47 Property Sale: Six (6) Bids were received. Todd Grinstead, General Manager proceeded to open and read aloud all bids stating the name of the bidder, acknowledgment of receipt of the mandatory 10% security check, and the bid amount. After all bids were opened it was evident a bid of \$116,000.00 submitted by Frank Douglas, Parkersburg, WV, was the Highest bid received. A motion made by Commissioner Law and seconded by Commissioner Summers accepting the high bid, providing all requirements are met, passed unanimously.

Riser Ridge / laurel Fork Water Extension Project: Mr. Grinstead presented to the board for acceptance of contract No.1 change order No.12 certificate of substantial completion. A motion made to accept by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Newark Area Sewer System Project: Mr. Grinstead reported that he and Commissioner Law attended a meeting with members of Cerrone Assoc, MOVRC, WVIJDC, and WV.DEP. to discuss funding options.

Sewer Rate: Mr. Grinstead reported he received an order from the Public Service Commission setting PSC staff report due date for July 25, 2013, and the Administrative Law Judge due date for October 3, 2013.

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

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Miscellaneous: Mr. Grinstead reported he had received the renewal of the Districts property and liability insurance from Bill Bailey Insurance Co. The renewal will increase the annual premium by approximately \$8,000 with a \$5,000 deductible for sewage backup claims. Mr. Grinstead is in the process of obtaining quotes from other area agents.

Mr. Grinstead presented to the board 2013 voting credential form for the WV Rural Water Association annual business meeting held during the association's annual conference held on September 9, 2013. A motion made by Commissioner Law and seconded by Commissioner Miller passed unanimously and the meeting was



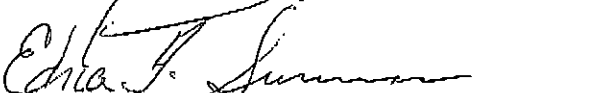
Discussion to change the September 2013 Board meeting dates to September 4, 2013 at 2:00pm. A motion made by Commissioner Law and seconded by Commissioner Summers to authorize Shayne Brabham as the Districts voting delegate and Todd Grinstead as the alternate delegate, passed unanimously.

Mr. Grinstead reported that he was working with Attorney Cam Segrest to explore refinancing some high interest water bonds. Mr. Grinstead will make a report at the August Board meeting.

Shayne Brabham, Asst. Manager, reported the District made four water taps and repaired four main line breaks and one service line repair in June, 2013.

The date of the next regular meeting was set for 2:00 PM, Tuesday, August 13, 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 Miller passed unanimously and the meeting was adjourned at 2:55 PM.


Michael A. Miller, Chairman
C. Randall Law, Secretary / Treasurer
Edna Summers, Member

CLAYWOOD PARK

Public Service District

7/16/13

Board Meeting
Sign In Sheet

NAME	ADDRESS
David DeBarr	872 Stanton
James Poche	89 Wood Circle