



Board Meeting Agenda

December 13, 2016

Call Meeting to Order:

Reading and approval of the minutes:

Approval of the meeting agenda:

Initial disbursements:

Questions / comments from the public:

Old Business:

- Status of Projects
 - ❖ **Newark Area Sewer.** Receive progress / status report.
 - ❖ **2015 Water System Improvements.**
 - ✓ Approval of drawdown No.7 for \$394,523.12. Receive Construction progress report.
 - ✓ Approve Change Order No.5, for Contract No.1 Remove the remaining water tank rehabilitation, adding \$68,664.20 back to the project budget.
 - ✓ Approve Change Order No.6, for Contract No.1 to replace the existing waste basin pumps and equipment for the Water Treatment Plant at a cost of \$63,347.00.
 - ✓ Approve Change Order No.7, for Contract No.1 to replace the natural gas operated generator at the raw water intake with a diesel powered generator adding \$19,578.00 back to the project budget.
 - ✓ Approve Change Order No.8, for Contract No.1 to add liquid propane generators to three existing hydroconstant water booster stations, at a total cost of \$41,810.00.
 - ✓ Approve Change Order No.9, for Contract No.1 to upgrade telemetry to three existing hydroconstant water booster stations, at a total cost of \$15,480.00.

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December 13, 2016

Old Business: (Continued)

- Sewer Division Rate Review.
Receive report on action.

New Business: (Nothing at this time)

Miscellaneous:

- November 2016 System Operational Report.
- Set date and time of the January 2017 meeting of the Board.

Adjourn Meeting:

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

BOARD OF COMMISSIONERS MEETING

DATE: December 13, 2016

TIME: 2:00 p.m.

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

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

OTHERS IN ATTENDANCE: Todd Grinstead, General Manager, Shayne Brabham, Assistant Manager, Meganne Robinson of the Mid-Ohio Valley Regional Council (MOVRC).

Chairman Miller asked if there were no objections, the Board would dispense with the reading of the minutes from the previous meeting, there were no objections. A motion to accept the minutes as presented was made by Commissioner Law and seconded by Commissioner Summers Motion passed unanimously

Chairman Miller asked for a motion to approve and accept the meeting agenda. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Disbursements: The November 2016 disbursements were reviewed by all commissioners.

Questions and Comments from the Public Mr. David Congrove was in attendance to address the Board concerning that he uses less water than the minimum bill allows (3,000 gallons), yet he is billed the minimum charge. Chairman Miller proceeded to explained to Mr. Congrove that the Districts approved water tariff has a minimum bill amount to ensure that the District collects a set amount of money to meet bond and operational obligations. Mr. Congrove replied he understands but does not agree with it. Mr. Congrove has filed a formal complaint with the WV Public Service Commission.

Old Business:

Newark Area Sewer System Project: Mr. Grinstead reported the project is near completion. The removal of the Newark Acres Wastewater treatment plant along with some minor issues with the lift stations are the only remaining items to be completed with the project.

2015 Water Systems Improvement Project: Meganne Robinson of the MOVRC, presented to the Board drawdown No.7 for \$394,523.12 a motion made by Commissioner Law and seconded by Summers Commissioner to approve the draw down passed unanimously.

Mr. Grinstead presented to the Board Change order No.5 for Contract No.1 to remove the remaining water tank rehabilitation from the contract adding \$68,664.20 back to the projects budget. A motion made by Commissioner Law and seconded by Commissioner Summers to approve the change order as presented passed unanimously.

Mr. Grinstead presented to the Board Change order No.6 for Contract No.1 to replace the existing waste basin pumps and equipment at the Water Treatment plant at a cost of \$63,347.00. A motion made by Commissioner Law and seconded by Commissioner Summers to approve the change order as presented passed unanimously.

Mr. Grinstead presented to the Board Change order No.7 for Contract No.1 to replace the purposed natural gas powered generator for the raw water intake with a diesel powered generator, adding \$19,578.00 back to the projects budget. A motion made by Commissioner Law and seconded by Commissioner Summers to approve the change order as presented passed unanimously.

Mr. Grinstead presented to the Board Change order No.8 for Contract No.1 to add liquid propane powered electric generators to three existing hydroconstant water booster stations, at a total cost of \$41,810.00. A motion made by Commissioner Summers and seconded by Commissioner Law to approve the change order as presented passed unanimously.

Mr. Grinstead presented to the Board Change order No.9 for Contract No.1 to upgrade the radio telemetry to three existing hydroconstant water booster stations, at a total cost of \$15,480.00. A motion made by Commissioner Summers and seconded by Commissioner Law to approve the change order as presented passed unanimously.

Sewer Division Rate Review: Mr. Grinstead reported to the Board that the District is planning to move forward with the working meeting with the Wood County Commission sometime in January 2017.

New Business: Nothing at this time.

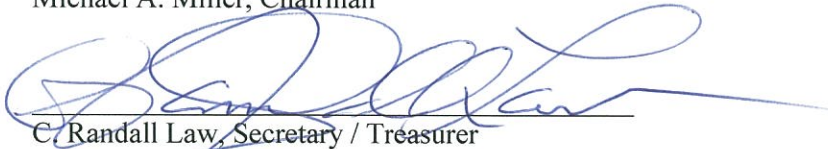
Miscellaneous: Mr. Brabham reported the District had installed 2 water tap and had repaired 1 main line water breaks and repaired 3 service line leaks in November 2016.

After a brief discussion Commissioner Law made a motion to change the Districts January 2017 Board meeting to Thursday January 5, 2017 at 2:00 pm, the motion was seconded by Commissioner Summers and was passed unanimously.

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 3:25 p.m.



Michael A. Miller, Chairman



C. Randall Law, Secretary / Treasurer



Edna Summers, Member



DECEMBER 13, 2016 AT 2:00 PM

ADDRESS

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