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## **Board Meeting Agenda**

*June 16, 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.*** Approval of Drawdown No.16, \$162,367.16. Contract No.1 Certificate of Substantial Completion.
  - ***2015 Water System Improvements.*** Receive update.

***New Business:*** Approve Water & Sewer Operating Budgets.

***Miscellaneous:***

- May 2016 System Operational Report.

***Adjourn Meeting:***

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

BOARD OF COMMISSIONERS MEETING

DATE: June 16, 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, Fred Rader 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 May 2016 disbursements, accounts payable, receivables were reviewed and initialed by all commissioners.

**Questions and Comments from the Public** Ted and Marjorie Koontz of Newark was in attendance to enquire as to when the new sewer collection system in Newark would be available for use. Mr. Grinstead reported that each new customer in the Newark area, within the next two weeks will receive notification of sewer service being available and the specifications for connecting.

**Old Business:**

***Newark Area Sewer System Project:*** Fred Rader of the MOVRC, presented to the Board drawdown No.16 for \$162,367.16 a motion made by Commissioner Law and seconded by Commissioner Summers to approve the draw down passed unanimously.

Mr. Grinstead presented to the Board the Certificate of Substantial Completion for Contract No.1 (Stonegate Construction), Dated for June 8, 2016. A motion made by Commissioner Summers and seconded by Commissioner Law to accept the certificate passed unanimously

***2015 Water Systems Improvement Project:*** Mr. Grinstead reported that the Preconstruction conference was held on June 2, 2016. Construction start date was June 13, 2016 and substantial project completion will be November 10, 2016 barring any significant delay.

**Water Bond Refunding:** Nothing at this time

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

June 16, 2016

**Miscellaneous**

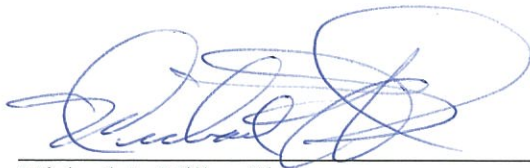
Mr. Grinstead presented to the Board the 2016 / 2017 water operating budget. After review and discussion. A motion made by Commissioner Law and seconded by Commissioner Summers to approve the water operating budget as presented passed unanimously.

Mr. Grinstead presented to the Board the 2016 / 2017 sewer operating budget. After review and discussion. A motion made by Commissioner Law and seconded by Commissioner Summers to approve the sewer operating budget as presented passed unanimously.

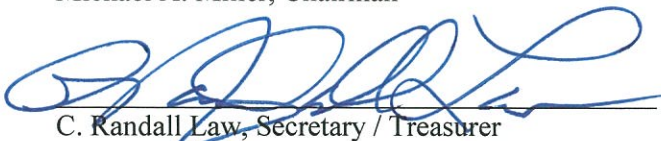
Mr. Grinstead Reported that he had received notification from the Pac-Tiv Company that they were shutting down their recycling wash plant located in the Polymer Alliance Industrial park. Mr. Grinstead wanted to share with the board the concerns with losing this Industrial customer and the financial impact it has on the District. The sewer division will lose \$70,000 to \$100,000 per year and the water division will lose \$25,000 to \$35,000 per year of revenue.

Mr. Grinstead reported the District had repaired three water main breaks and installed 2 new water services in May 2016.

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 3:00 p.m.



Michael A. Miller, Chairman



C. Randall Law, Secretary / Treasurer



Edna Summers, Acting Chairman



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