

Board Meeting Agenda

August 15, 2017

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 Report. Review and Consider Approval of an Amendment to the Legal Services Engagement letter from Bowles Rice LLP. For an additional \$4,561.08 to perform work not covered by the original agreement.
 - **2015 Water System Improvements.**
 - ✓ Receive progress Report. Consider approval of drawdown No.15.
 - ✓ Review and Consider Approval of Certificate of Substantial Completion to Stonegate Construction, for Change order Nos.1, 2 and 3.
 - ✓ Review and Consider Approval of Change Order No.10 to Contract No.1 (Stonegate Construction), to install additional line and valves at the Rising Sun Booster Sta. and Remobilize for the Kinchelo Road extension, for an additional \$10,019.00
 - ✓ Review and Consider Approval of Change Order No.11 to Contract No.1 (Stonegate Construction), to adjust the final quantities to reflect actual quantities installed, for an additional \$12,764.37
- Sewer Division Rate Review. Receive report.

New Business: (Nothing at this time)

594 Davisville Rd. ♦ Davisville, WV 26142

P.O. Box 127 ♦ Parkersburg, WV 26102

Phone: 304-422-6042 ♦ Fax 304-422-4014

Email: claywood@woodpsd.org ♦ www.woodpsd.org

Miscellaneous:

- Appoint Voting Delegate and Alternate to represent the District at the Thirty Second WV. Rural Water Association Annual Business Meeting on September 11, 2017.
- July 2017 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: August 15, 2017

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.

Michael 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, 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 Summers and seconded by Commissioner Law passed unanimously.

Disbursements: The July 2017 disbursements were reviewed and initialed by all commissioners.

Questions and Comments from the Public There were none.

Old Business:

Newark Area Sewer System Project: Mr. Grinstead presented to the Board an Amendment to the Legal Services Engagement from Bowles Rice LLP. For an additional \$4,561.08 to perform work not covered by the original agreement. A motion made by Commissioner Law and seconded by Commissioner Summers, to approve passed unanimously.

2015 Water Systems Improvement Project: Mr. Grinstead presented to the Board a Certificate of Substantial Completion to Stonegate Construction, for Change orders Numbers 1, 2 and 3. A motion made by Commissioner Summers and seconded by Commissioner Law, to approve passed unanimously.

Mr. Grinstead presented to the Board for consider and Approval of Change Order No.10 to Contract No.1 (Stonegate Construction), to install additional line and valves at the Rising Sun Booster Sta. and Remobilize for the Kinchelo Road extension, for an additional \$10,019.00 A motion made by Commissioner Summers and seconded by Commissioner Law, to approve passed unanimously.

Mr. Grinstead presented to the Board for consider and approval of Change Order No.11 to Contract No.1 (Stonegate Construction), to adjust the final quantities to reflect actual quantities installed, for an additional \$12,764.37. A motion made by Commissioner Law and seconded by Commissioner Summers, to approve passed unanimously.

Sewer Division Rate Review: A motion made by Commissioner Law and seconded by Commissioner Summers, to set two public meetings to read the resolution, to change the sewer rates of the District passed unanimously. First read of the resolution will be held at the District's regular business meeting on September 19, 2017 at 1:00 pm. The second public hearing will be held on October 10, 2017 at 7: pm as part of the District's regular business meeting.

New Business: Nothing at this time.

Miscellaneous: Mr. Brabham reported the District had repaired tree service line leaks, in July 2017.

Chairman Miller asked if there were any further business to come before the Board. A motion made by Commissioner Summers and seconded by Commissioner Law to adjourn the meeting passed unanimously, and the meeting was adjourned at 2:30 p.m.



Michael A. Miller, Chairman

C. Randall Law, Secretary / Treasurer



Edna Summers, Member