

## Board Meeting Agenda

September 19, 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.** (Nothing at this time).
  - **2015 Water System Improvements.**
    - ✓ Review and Consider Approval of Certificate of Substantial Completion to Stonegate Construction, for Rising Sun Booster Station.
    - ✓ Review and Consider Approval of Change Order No.4 to Contract No.2 (R.G. Smith Company), to provide a raw water intake pump, for an additional contract price of \$41,030.00
- Sewer Division Rate Review. First reading of a resolution to change sewer rates.

**New Business:** (Nothing at this time)

**Miscellaneous:**

- August 2017 System Operational Report.

**Adjourn Meeting:**

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

BOARD OF COMMISSIONERS MEETING

DATE: September 19, 2017

TIME: 1:00 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. Chairman Miller announced that Commissioner Law would be participating via telephone and that Commissioner Law was emailed documents pertinent to this meeting. Commissioner Law was placed on speaker phone.

OTHERS IN ATTENDANCE: Todd Grinstead, General Manager, Shayne Brabham, Assistant Manager, A.J. Allen, Office 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 Law and seconded by Commissioner Summers passed unanimously.

**Disbursements:** The August 2017 disbursements were reviewed and initialed by all commissioners present.

**Questions and Comments from the Public** Mr. Ron Miller, 35 Church St. Davisville was in attendance asking if the District has made any progress on selling the old Community Acres sewer treatment plant site, which joins his property. Mr. Grinstead explained the District is waiting to gather the necessary funds to have an appraisals performed on the property. Once the appraisal is complete the Board will then be able to make a more informed decision on moving forward to possibly accept bids for the sale this excess property.

**Old Business:**

**Newark Area Sewer System Project:** There was no action at this time.

**2015 Water Systems Improvement Project:** Mr. Grinstead presented to the Board a Certificate of Substantial Completion to Stonegate Construction, for the Rising Sun booster station. 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.4 to Contract No.2 (R.G.Smith Company, to provide a raw water intake pump, for an additional project cost of \$41,030.00. A motion made by Commissioner Summers and seconded by Commissioner Law, to approve passed unanimously.

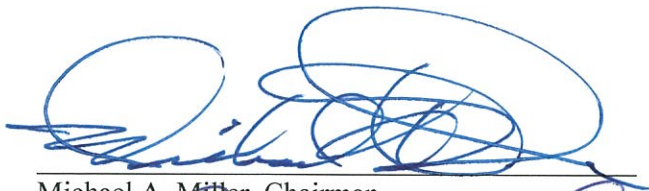
**Sewer Division Rate Review:** Chairman Miller ask Commissioner Summers to read the resolution to change the sewer rates of Claywood Park PSD as prepared by Attorney James Kelsh. Commissioner Summers read the resolution aloud. A motion made by Commissioner Summers and seconded by Commissioner Miller, to accept the resolution as read passed unanimously.

The second public hearing and second reading of the resolution, will be held on October 10, 2017 at 7:00 pm, at the District's business office, Davisville, WV.

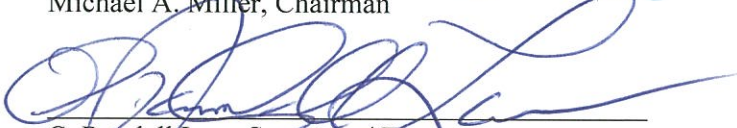
**New Business:** There was no action at this time.

**Miscellaneous:** Mr. Brabham reported the District had repaired three main line breaks six service line leaks, in August 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 1:45 p.m.



Michael A. Miller, Chairman



C. Randall Law, Secretary / Treasurer



Edna Summers, Member

