

Board Meeting Agenda

October 10, 2017
7:00 P.M.

Call Meeting to Order:

Reading and approval of the minutes:

Approval of the meeting agenda:

Initial disbursements:

Questions / comments from the public:

Old Business:

- **Sewer Division Rate Review:** 2nd reading of a resolution to change sewer rates.
 - Receive comments from the public on proposed changes in sewer rates.
 - Consider Approval of resolution to change sewer rates.
- Status of Projects
 - **Newark Area Sewer.** Review and Consider Approval of drawdown.
 - **2015 Water System Improvements.**
 - ✓ Review and Consider Approval of Drawdowns
 - ✓ Receive Progress Report

New Business: Receive report on possible water line extensions in Freeport and Borland Springs areas.

Miscellaneous:

- September 2017 System Operational Report.

Adjourn Meeting:

594 Davisville Rd. ♦ Davisville, WV 26142

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

BOARD OF COMMISSIONERS MEETING

DATE: October 10, 2017

TIME: 7:00 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, A.J. Allen, Office Manager. Meganne Robinson of the Mid-Ohio Valley Regional Council (MOVRC). Robert Lowe, Wirt County Commissioner.

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 Summers and seconded by Commissioner Law 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 September 2017 disbursements were reviewed and initialed by all commissioners present.

Questions and Comments from the Public Wirt County Commissioner Robert Lowe was present to obtain information pertaining to the pending sewer rate case.

Old Business:

Sewer Division Rate Review: Chairman Miller ask Commissioner Law to read for its second time, the resolution to change the sewer rates of Claywood Park PSD as prepared by Attorney James Kelsh. Commissioner Law read the resolution aloud. Time was scheduled to allow for customers an opportunity to ask questions and voice concerns. There were no customers present. A motion made by Commissioner Summers and seconded by Commissioner Miller, to accept the resolution as read passed unanimously.

Newark Area Sewer System Project: Meganne Robinson of the MOVRC, presented to the Board drawdown No.24 for \$320.45. A motion made by Commissioner Summers and seconded by Commissioner Law to approve the draw down passed unanimously.

2015 Water Systems Improvement Project: Meganne Robinson of the MOVRC, presented to the Board drawdown No.15 for \$97,291.29. A motion made by Commissioner Law and seconded by Commissioner Summers to approve the draw down passed unanimously.

New Business: Mr. Grinstead reported to the Board he had received a request to extend water lines to approximately 20 homes in the Borland Springs area of Wood County, and he also received a request to extend water lines to approximately 40 homes in the Freeport area of Wirt County. Mr. Grinstead stated he had been in contact with the Districts Engineer to begin to explore the feasibility of serving these areas.

Miscellaneous: Commissioner C. Randall Law presented to Chairman Miller a letter stating that he will be resigning as commissioner of the Claywood Park Public Service District effective October 31, 2017. Commissioner Law stated "It has been a pleasure to work with everyone for the betterment of the water and sewer customers in our District". Commissioner Law has served on the Board for 19 years. Staff and Board members wished him well in his future.

Mr. Brabham reported the District had installed 3 new water taps and repaired three service line leaks, in September 2017.

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 to adjourn the meeting passed unanimously, and the meeting was adjourned at 7:45 p.m.



Michael A. Miller, Chairman

C. Randall Law, Secretary / Treasurer



Edna Summers, Member

BOARD MEETING SIGN IN SHEET

OCTOBER 10, 2017 AT 7:00 PM

NAME

ADDRESS OR COMPANY

NAME	ADDRESS OR COMPANY
Meganne Robinson	MCWRC
Robert Lowe	

To: Blair Couch, Bob Tebay, and Jimmy Colombo

From: C. Randall Law

Date: October 10, 2017

I appreciate the confidence you have shown in me by allowing me to serve as a commissioner and currently the secretary of the Claywood Park Public Service District Board. It has been my pleasure to serve in this capacity for 19 years. Because of a continuing desire to live closer to our oldest son who serves in the military and is assigned to the DC area, we have moved to Alpine Lake in Preston County, West Virginia. This will reduce the travel time to visit our son and his family, and it is the same travel time as from Parkersburg to visit our other son currently stationed at Fort Bragg in North Carolina.

Thank you for the honor of serving as a commissioner of the Claywood Park Public Service District. I feel that Claywood has an outstanding staff. It has been a pleasure to work with them and the other commissioners for the betterment of the water and sewer customers in our district. My resignation will be effective October 31, 2017.

A handwritten signature in blue ink, appearing to read "Randy", with a long horizontal flourish extending to the right.

cc: Todd Grinstead, General Manager of the Claywood Park Public Service District

Mike Miller, President of the Claywood Park Public Service District Board

Edna Summers, Commissioner of the Claywood Park Public Service District Board