

## **Board Meeting Agenda**

*January 5, 2017*

***Call Meeting to Order:***

***Reading and approval of the minutes:***

***Approval of the meeting agenda:***

***Annual Election of Board Officers:***

***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.8. Receive Construction progress report.
    - ✓ Approve Owner-Engineer Agreement Amendment No.2. Add System Mapping for a cost of \$9,132.00.
- Sewer Division Rate Review. Receive report on action.

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

***Miscellaneous:***

- December 2016 System Operational Report.

***Adjourn Meeting:***

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

BOARD OF COMMISSIONERS MEETING

DATE: January 5, 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, 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.

**Annual Election of Officers:** Commissioner Summers made a motion to have Commissioner Miller to serve as Chairman for the 2017 calendar year. Commissioner Law seconded the motion and it passed unanimously.

Commissioner Summers made a motion to have Commissioner Law to serve as Secretary-Treasurer for the 2017 calendar year. Commissioner Law seconded the motion and it passed unanimously.

**Disbursements:** The December 2016 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 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.8 for \$330,195.48 a motion made by Commissioner Law and seconded by Summers Commissioner to approve the draw down passed unanimously.

Mr. Grinstead presented to the Board Owner-Engineer Agreement Amendment No.2 to add system base mapping at a additional cost of \$9,132.00. A motion made by Commissioner Law and seconded by Commissioner Summers to approve the Am 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.

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

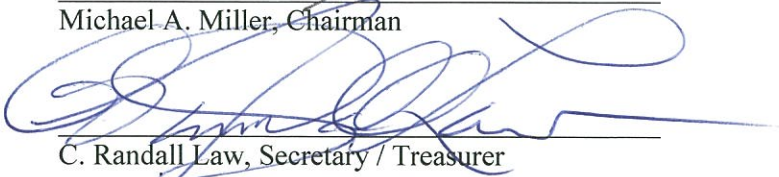
**Miscellaneous:** Mr. Brabham reported the District had installed 5 water tap and had repaired 2 main line water breaks and repaired 4 service line leaks in December 2016.

After a brief discussion Commissioner Law made a motion to change the Districts February 2017 Board meeting to Tuesday February 7, 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 to adjourn the meeting passed unanimously, and the meeting was adjourned at 2:50 p.m.



Michael A. Miller, Chairman



C. Randall Law, Secretary / Treasurer



Edna Summers, Member



JANUARY 5, 2017 AT 2:00 PM

ADDRESS OR COMPANY

M G V R C

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