

## **Board Meeting Agenda**

March 7, 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. Consider approval of drawdown \$151,644.91. Receive Construction progress Report.
- \* 2015 Water System Improvements.
  - ✓ Consider approval of drawdown No.10 \$332,166.47.
  - ✓ Change Order No.2 for Contract No.2, for an increase contract of \$17,394.63
    to revise tie-in at Dutch Ridge tank to provide means to flush system and
    tank and extends completion dates.
  - ✓ Consider approval of Certificate of Substantial Completion for the Deerwalk Booster Station & Site.
  - ✓ Consider approval of Amendment No.3 to the Owners-Engineer Agreement, to increase Resident Project Representative Services, not to exceed amount by \$20,000, for additional services.
- Sewer Division Rate Review. Receive report on action.

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

Miscellaneous: February 2017 System Operational Report.

Adjourn Meeting:

594 Davisville Rd. ♦ Davisville, WV 26142
P.O. Box 127 ♦ Parkersburg, WV 26102
Phone: 304-422-6042 ♦ Fax 304-422-4014

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

#### BOARD OF COMMISSIONERS MEETING

DATE: March 7, 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, Luke Peters 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 Summers and seconded by Commissioner Law passed unanimously.

<u>Disbursements</u>: The February 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. Luke Peters of the MOVRC, presented to the Board drawdown No.22 for \$151,644.91, a motion made by Commissioner Law and seconded by Summers Commissioner to approve the draw down passed unanimously.

2015 Water Systems Improvement Project: Mr. Luke Peters of the MOVRC, presented to the Board drawdown No.10 for \$332,166.47. A motion made by Commissioner Law and seconded by Commissioner Summers to approve the draw down passed unanimously.

Mr. Grinstead presented to the Board Change Order No. 2 for Contract No.2 for an increase contract amount of \$17,394.63 to revise the tie-in at the Dutch Ridge tank to provide means to flush system and tank along with extending completion dates. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Mr. Grinstead presented to the Board a Certificate of Substantial Competition for work completed at the Deerwalk water booster station. A motion made by Commissioner Law and seconded by Commissioner Summers passed unanimously.

Mr. Grinstead presented to the Board, Amendment No.3 to the Owners – Engineer Agreement, to increase Resident Project Representative Services, not to exceed \$20,000. A motion made by Commissioner Summers and seconded by Commissioner Law passed unanimously.

<u>Sewer Division Rate Review:</u> Mr. Grinstead reported to the Board that the District staff is continuing to preparing for a working meeting with the Wood County Commission.

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

<u>Miscellaneous:</u> Mr. Brabham reported the District had installed 3 water taps, repaired 1 main line water break and repaired 1 service line leaks in February 2017.

Commissioner Law proposed to the Board a request changing the April Board meeting date. After a short discussion, it was agreed to set the April 2017 monthly meeting of the PSD Board for April 4, 2017 at 2:00 pm.

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 2:32 p.m.

Michael A. Miller, Chairman

. Randall Law, Secretary / Treasurer

Edna Summers, Member



# **BOARD MEETING SIGN IN SHEET**

MARCH 7, 2017 AT 2:00 PM

NAME	ADDRESS OR COMPANY
Luke Peters	MOURC
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On February 15, 2017 Commissioner Law made contact with Chairman Miller and Board Member Summers, via telephone, for the purpose of changing the date of the Districts March 2017 regular Board meeting.

It was agreed verbally to reschedule the Districts March 2017 regular Board meeting to Tuesday March 7, 2017 at 2:00 pm.

Michael A. Miller, Chairman

C. Randall Law, Secretary / Treasurer

Edna Summers, Member