

## Board Meeting Agenda

December 12, 2017  
2:00 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:** Report on Wood County Commission's action.
- **Status of Projects:**
  - *2015 Water System Improvements:* Receive report.
  - *Freeport Area Water line Extension:* Receive report.

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

**Miscellaneous:** October 2017 System Operational Report.

**Next Meeting:** January 8, 2018 @ 2:00pm

**Adjourn Meeting:**

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

BOARD OF COMMISSIONERS MEETING

DATE: December 12, 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.

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 Summers and seconded by Commissioner Miller 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 Miller passed unanimously.

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

**Questions and Comments from the Public** There were none

**Old Business:**

**Sewer Division Rate Review:** Mr. Grinstead reported to the Board, the Wood County Commission approved the rate request with modifications. Step No.1 rates were decreased by 6% from the proposed rate, and the Step No.2 and final rate was decreased by 4%. County Commission approved the waiver request to suspend the 45 day waiting period. The increase was made effective immediately.

**2015 Water Systems Improvement Project:** Nothing at this time.

**Freeport Area Waterline Extension Project:** Mr. Grinstead reported that an informational public meeting, to be held in the Freeport area of Wirt County, will be scheduled after the first of 2018.

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

**Miscellaneous:** Mr. Brabham reported the District had installed 2 new water taps and repaired 3 service line leaks, and repaired 1 main line break in November 2017.

