

Board Meeting Agenda

July 10, 2018
2:00 P.M.

Call Meeting to Order:

Reading and approval of the minutes:

Approval of the meeting agenda:

Review and Initial disbursements:

Questions / comments from the public:

Old Business:

- **Status of Projects:**

- 2015 Water System Improvements: Receive report.
- Freeport Area Water line Extension: Receive report.
- Spring Valley Sewage Collection System Project: Receive report.

New Business:

Miscellaneous:

- Review and consider approval of Fiscal Year 2018 / 2019 Water and Sewer Operation Budgets.
- Review and consider approval of Accounting Agreement for FY 2017/2018.
- June 2018 System Operational Report.

Next Meeting: August 14, 2018 @ 2:00pm

Adjourn Meeting:

594 Davisville Rd. ♦ Davisville, WV 26142

P.O. Box 127 ♦ Parkersburg, WV 26102

Phone: 304-422-6042 ♦ Fax 304-422-4014

Email: claywood@woodpsd.org ♦ www.woodpsd.org

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

BOARD OF COMMISSIONERS MEETING

DATE: July 10, 2018
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, Secretary .

OTHERS IN ATTENDANCE: Todd Grinstead, General Manager, Shayne Brabham, Asst. 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 June 2018 disbursements were reviewed and initialed by all commissioners present.

Questions and Comments from the Public Richard Conley, Mrs. Freeland, and Mrs. Wayne, all from Spring Valley, attended to get clarification about the pending sewer project to serve Spring Valley. The board informed them that the District has filed with the West Virginia Infrastructure and Jobs Development Council (IJDC) for funding, and this project will happen.

Old Business:

2015 Water Systems Improvement Project: Nothing at this time

Freeport Area Waterline Extension Project: Mr. Grinstead reported the District is preparing to file an application with the West Virginia Infrastructure and Jobs Development Council (IJDC) for funding. Currently the District has advertised for professional services for this project.

Spring Valley Sewer Collection Project: Mr. Grinstead reported that an application has been made to the WV Infrastructure Jobs Development Council for funding. The Wirt County Commission has agreed to file an application for a Small Cities Block Grant as a portion of the total funding package.

New Business:. None at this time.

Miscellaneous: Mr. Grinstead presented to the board for review and consider approval of Fiscal Year 2018 / 2019 Water and Sewer Operation Budgets.

A motion to accept the water budget as presented made by Commissioner Summers and seconded by Commissioner Miller passed unanimously.

A motion to accept the sewer budget as presented made by Commissioner Summers and seconded by Commissioner Miller passed unanimously.

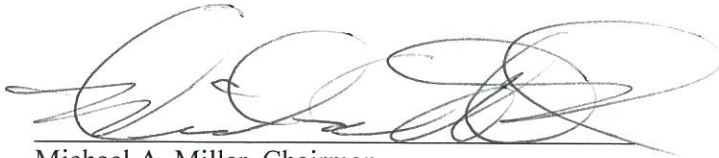
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Miscellaneous: (Continued)

Mr. Grinstead presented to the board for review and Consider Approval of an agreement from Bennett & Dobbins PLLC., to perform financial functions for the District for \$10,200 plus travel, and prepare the Public Service Commission annual report for the District at \$2,200. A motion to accept made by Commissioner Summers and seconded by Commissioner Miller passed unanimously

Mr. Brabham reported the District had installed on water tap and repaired one main waterline break and two service line leaks in June 2018.

Chairman Miller asked if there were any further business to come before the Board. A motion made by Commissioner Miller and seconded by Commissioner Summers to adjourn the meeting passed unanimously, and the meeting was adjourned at 4:25 p.m.



Michael A. Miller, Chairman



Edna Summers, Member

(Board seat vacant)

Claywood Park

Public Service District

BOARD MEETING SIGN IN SHEET

_____, 2018 AT _____ PM

NAME

ADDRESS OR COMPANY

| NAME | ADDRESS OR COMPANY |
|----------------|-------------------------------------|
| Richard Conley | 30 Honey Bee Way Elizabeth WV |
| Tommy Ireland | 392 Spring Valley Way Elizabeth, WV |
| Rena Wayne | 79 Eagle View Way Elizabeth WV |
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