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## **Board Meeting Agenda**

*July 16, 2019  
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:**
  - Freeport Area Water line Extension:
    - Review and approve loan / Grant Documents.
  - Newark Sewer; Spring Valley:
    - Review and approve Mid-Ohio Valley Regional Council loan application.
    - Review and approve loan / Grant Documents.

***New Business:***

***Miscellaneous:***

- June 2019, System Operational Report

***Next Meeting:*** August 13, 2019 @ 2:00pm

***Adjourn Meeting:***

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

BOARD OF COMMISSIONERS MEETING

DATE: July 16, 2019

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/Treasurer.

OTHERS IN ATTENDANCE: Shayne Brabham, Asst. Manager, A.J. Allen, Office Manager, Luke Peters of the Mid-Ohio Valley Regional Council (MOVRC). Captain Andrew Williams, Project Manager, US Army Corps of Engineers, Captain Francesca Martin, US Army Corps of Engineers.

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 2019 disbursements were reviewed and initialed by all commissioners present.

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

**Old Business:**

**Freeport Area Waterline Extension Project:** Luke Peters, MOVRC, presented to the Board a resolution for a Water Development loan for project design not to exceed \$155,000. A motion made to approve by Commissioner Summers and seconded by Commissioner Miller passed unanimously.

**Newark Sewer Phase II / Spring Valley Sewer Project:** Captain Andrew Williams, Project Manager, US Army Corps of Engineers, presented the Board with a Grant Agreement. A motion made to approve and accept the Army Corps grant for \$975,000 and authorize the chairman to sign any documents by Commissioner Summers and seconded by Commissioner Miller passed unanimously.

Luke Peters, MOVRC, presented to the Board a resolution for a Water Development loan for project design not to exceed \$130,000. A motion made to approve by Commissioner Summers and seconded by Commissioner Miller passed unanimously.

Luke Peters, MOVRC, reported that the Wirt County Commission will submit a Small Cities Block Grant application before August 30, 2019.

**New Business:** Nothing at this time

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**Miscellaneous:** Mr. Brabham presented to the board for review and approval, a quotation from Bennett & Dobbins PLLC, to prepare financial statements and annual reports. A motion made to approve by Commissioner Summers and seconded by Commissioner Miller passed unanimously.

Mr. Brabham reported the District had repaired 8 main waterline breaks and installed 3 service taps in June 2019.

Chairman Miller asked if there were any further business to come before the Board. A motion made by Commissioner Summers and seconded by Commissioner Miller to adjourn the meeting, passed unanimously, and the meeting was adjourned at 3:25 p.m.



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Michael A. Miller, Chairman



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Edna Summers, Member

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(Board seat vacant)