



Board Meeting Agenda

*November 12, 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:

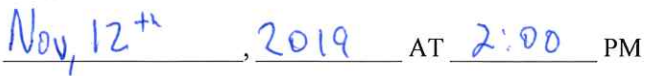
- **Status of Projects:**
 - Freeport Area Water line Extension: Receive Report, Consider approval of drawdowns.
 - Newark Sewer; Spring Valley: Receive Report, Consider approval of drawdowns.

New Business:

Miscellaneous: September 2019, System Operational Report

Next Meeting: December 10, 2019 @ 2:00pm

Adjourn Meeting:



Nov, 12th, 2019 AT 2:00 PM

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

BOARD OF COMMISSIONERS MEETING

DATE: November 12, 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, Todd Grinstead, General Manager, Luke Peters, Mid- Ohio Valley Regional Council.

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 October 2019 disbursements were reviewed and initialed by all commissioner's present.

Questions and Comments from the Public There were none.

Old Business:

Freeport Area Waterline Extension Project: Mr. Luke Peters presented to the Board a resolution for WDA Draw #3 totaling \$13,557.57 to pay Engineering, Design and Administrative Invoices. A motion to approve made by Commissioner Summers and seconded by Commissioner Miller passed unanimously.

Newark Sewer Phase II / Spring Valley Sewer Project: Mr. Luke Peters presented the Board a resolution for WDA Draw #3 totaling \$19,834.75 to pay Engineering, Design and Administrative Invoice. A motion to approve made by Commissioner Summers and seconded by Commissioner Miller pass unanimously.

New Business: Nothing at this time

November 12, 2019

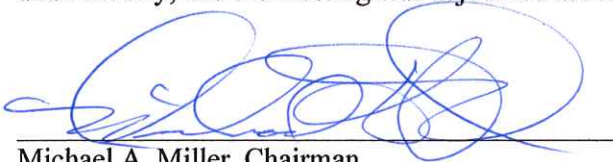
Miscellaneous: Chairman Miller made a motion to enter into executive session and seconded by Commissioner Summers to discuss employee matters passed unanimously.

Chairman Miller made a motion to exit executive session and return to the meeting agenda seconded by Commissioner Summers passed unanimously.

Todd Grinstead presented his letter of resignation as General Manager to the Board. The Board excepted his resignation and named Shayne Brabham to General Manager and AJ Allen to Assistant Manager.

Mr. Brabham reported the District had installed 2 water taps, repaired 3 main waterline breaks, and repaired 3 service line leaks in October 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 3:35 p.m.



Michael A. Miller, Chairman



Edna Summers, Member

(Board seat vacant)