

## Board Meeting Agenda

October 13, 2020  
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
    - Authorize Notice of Award
    - BPH Assurance Certification
    -
  - Newark Sewer; Spring Valley:
    - Receive Report
    - Resolution to extend maturity date, WDA loan
    - Drawdown No 9 WDA-USACE

**New Business:** None at this time

**Miscellaneous:**

September 2020, System Operational Report

**Next Meeting:** November 10, 2020 @ 2:00pm

**Adjourn Meeting:**

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

BOARD OF COMMISSIONERS MEETING

DATE: October 13, 2020

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, Jim Cox, member

OTHERS IN ATTENDANCE: Shayne Brabham General Manager, A.J. Allen, Assistant Manager, Luke Peters, MOVRC.

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 Cox 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 Cox passed unanimously.

**Disbursements:** The September 2020 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. Brabham presented to the board for consideration the Notice of Award to Stonegate Construction in the amount of \$863,711.00 for Contract 1. A motion to accept was made by Commissioner Summers and seconded by Commissioner Cox, passed unanimously.

Mr. Brabham presented to the board for consideration an amendment to the WDA construction anticipation note maturity date to be changed from September 1, 2020 to March 1, 2021 in the second paragraph of the original loan documents. A motion to accept was made by commissioner Summers and seconded by Chairman Miller, passed unanimously.

**Newark Sewer Phase II / Spring Valley Sewer Project:**

Mr. Peters presented to the board for consideration drawdown No. 9 in the amount of \$7,244.00 to Bowles Rice for project related legal services. A motion to accept was made by commissioner Summers and seconded by commissioner Cox, passed unanimously.

Mr. Peters presented to the board for consideration a resolution for USACE loan reimbursements in the amount of \$35,758.48 to reimbursed project related cost paid out by a WDA and MOVRC loans. A

motion to accept was made by commissioner Summers and seconded by commissioner Cox, passed unanimously.

Mr. Brabham reported that an effort to obtain property rights-of-ways has begun. A public meeting was held October 1, 2020 at the Spring Valley community building. Cerrone Associates will continue to work on rights-of-way acquisitions.

Mr. Brabham presented the board for consideration a resolution for the WDA construction anticipation note maturity date to be changed from February 1, 2021 to August 1, 2022. A motion to accept was made by commissioner Summers and seconded by commissioner Cox, passed unanimously.

Mr. Brabham presented the board for consideration an amendment to the WDA construction anticipation note maturity date to be changed from February 1, 2021 to August 1, 2022 in the second paragraph of the original loan documents. A motion to accept was made by commissioner Summers and seconded by commissioner Cox, passed unanimously.


**New Business:** Nothing at this time

**Miscellaneous:**

Mr. Brabham presented to the board for approval an application for partial release, subordination or consent form, a requirement from USDA to refinance the series 2008 water bonds. Commissioner Summers made a motion to accept seconded by commissioner Cox, passed unanimously.

Operations Report: Mr. Brabham reported that the district installed two water taps and repaired 5 water service line leaks.

Chairman Miller asked if there were any further business to come before the Board. A motion made by Commissioner Summers and seconded by Commissioner Cox to adjourn the meeting, passed unanimously, and the meeting was adjourned at 3:04 p.m.




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Michael A. Miller, Chairman



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Edna Summers, Member



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Jim Cox, Member