



Board Meeting Agenda

June 8, 2021
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:
 - Drawdown #5
 - Receive Report

 - Newark Sewer; Spring Valley:
 - Receive Report

New Business: Nothing at this time

Miscellaneous:

Review and Approve 2021/2022 Water Operating Budget

Review and Approve 2021/2022 Sewer Operating Budget

May 2021, System Operational Report

Next Meeting: July 13, 2021 @ 2:00pm

Adjourn Meeting:

594 Davisville Rd. ♦ Davisville, WV 26142

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

BOARD OF COMMISSIONERS MEETING

DATE: June 8, 2021

TIME: 2:00 p.m.

PLACE: Claywood Park PSD Business Office, 594 Davisville Road, Davisville, WV 26142

BOARD MEMBERS ATTENDING: Edna Summers, Secretary/Treasurer, Jim Cox, member

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

Commissioner Summers called the meeting to order.

Commissioner Summers 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 Cox and seconded by Commissioner Summers, passed unanimously.

Commissioner Summers asked for a motion to approve and accept the meeting agenda. A motion made by Commissioner Cox and seconded by Commissioner Summers, passed unanimously.

Disbursements: The May 2021 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. Peters, MOVRC, presented to the board for consideration, Drawdown #5 in the amount of \$111,561.11. Stonegate Construction to receive \$86,209.42, MOVRC to receive \$1,206.72 for project administration, Cerrone Associates to receive \$23,844.97 for on-site inspection and \$300.00 for WV DHHR reimbursement to Claywood Park. A motion to accept was made by commissioner Summers and seconded by commissioner Cox, passed unanimously.

Mr. Brabham reported that all of the main line has been installed. Contractor is currently installing water taps and filling and testing the line. The water booster station is expected to be delivered on-site by the end of July.

Newark Sewer Phase II / Spring Valley Sewer Project:

Mr. Peters reported that the 1,500,000.00 CDBG grant was awarded to the Wirt County Commission to be utilized in the construction of the Spring Valley Sewer Project. This grant was the final piece of the funding package needed to receive a binding commitment from the other project funding sources. Cerrone Associates are continuing with rights-of-ways acquisitions.

New Business:

Nothing at this time

Miscellaneous:

Mr. Brabham presented to the board for approval the 2021/2022 water operating budget. Commissioner Summers asked for a comparison of last years income/expenses to the projected income/expenses for the upcoming fiscal year. Mr. Allen provided the information to the board for review. After discussions, a motion to approve was made by commissioner Summers and seconded by commissioner Cox, passed unanimously.

Mr. Brabham presented to the board for approval the 2021/2022 sewer operating budget. A comparison of last years income/expenses was provided to the board from Mr. Allen. Mr. Allen reported that the current sewer rates were not adequate to properly fund the required repair and replacement (R &R) account as well as the Senate Bill 234 account. It was recommended to the board that the district will need to pursue a sewer rate increase to fund these accounts and to requests rates for going level adjustments. A motion to accept was made by commissioner Summers and seconded by commissioner Cox, passed unanimously.

Operations Report: Mr. Brabham reported that the district had four mainline leaks, five water service leak and two new water taps.

Commissioner Summers asked if there were any further business to come before the Board. A motion made by Commissioner Cox to adjourn the meeting and was seconded by commissioner Summers, passed unanimously, and the meeting was adjourned at 3:24 p.m.

Michael A. Miller, Chairman

Edna Summers, Member

Jim Cox, Member