



Board Meeting Agenda

July 12, 2022
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:**
 - Newark Sewer; Spring Valley:
 - Public Hearing
 - Resolution Approving Spring Valley Wastewater Project, Wirt County
Receive Report
USACE Resolution

New Business: Nothing at this time

Miscellaneous:

Review and Approve 2020/2021 Audit

June 2022, System Operational Report

Next Meeting: August 9, 2022 @ 2:00pm

Adjourn Meeting:



BOARD MEETING SIGN IN SHEET

July 12, 2022 AT 2:00 PM

[illegible]

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

BOARD OF COMMISSIONERS MEETING

DATE: July 12, 2022

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 and Jim Cox member.

OTHERS IN ATTENDANCE: Shayne Brabham General Manager, A.J. Allen, Assistant Manager, Joel Davis, MOVRC, Wilson Barker, Spring Valley HOA, Cam Siegrist, Bowles Rice LLP and Jim Kelsh, Bowles Rice LLP both joining telephonically.

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 June 2022 disbursements were reviewed and initialed by all commissioner's present.

Questions and Comments from the Public: There were none

Old Business:

Newark Sewer Phase II / Spring Valley Sewer Project:

Public Hearing:

Chairman Miller opened the hearing asked the public in attendance if they had anything to discuss before the board before the second reading of the resolution approving the Spring Valley Project. Mr. Kelsh provided a brief history of the project along with announcing the current funding scenario. Mr. Barker, vice-president of the Spring Valley Home Owners Association asked when the project would be getting started. Mr. Brabham reported that the district is hoping to be able to advertise for bids by November 2022. Mr. Barker then asked would the project be connecting the existing customers sewer lateral to the new tap provided by the district. Mr. Brabham reported that there are too many unknowns about the location and condition of the current laterals and would need to be a decision made at the time of construction. Chairman Miller asked if there were no more questions the hearing will be closed.

Mr. Siegrist asked to board to consider a motion to extend the maturity date for the WDA design loan by one additional year. A motion to approve was made by Chairman Miller and seconded by commissioner Summers, passed unanimously.

Mr. Kelsh asked the board to consider the second reading of the resolution to approve the Spring Valley sewer project and provided an affidavit that the sewer customers had been previously notified and that a legal add had been ran in Wood and Wirt county newspapers. A motion to accept the resolution was made by commissioner Summers and seconded by chairman Miller, passed unanimously.

Mr. Brabham presented to the board a resolution authorizing participation and ratifying prior participation of the district and the department of the army, corps of engineers for the design and construction of the Newark area wastewater facilities improvement project. Authorizing the chairman and other district officials to act for on behalf the district executing documents required by the army corps to participate in the project. A motion to accept was made by Chairman Miller, seconded by commissioner Cox, passed unanimously.

Mr. Brabham presented to the board for consideration a self-certification of financial capabilities to be signed by our financial officer, which is a requirement by the USACE as part of the Project Partnership Agreement. A motion was made by commissioner Cox to authorize secretary Summers to sign the agreement, seconded by chairman Miller, passed unanimously.

Mr. Brabham presented to the board for consideration a Letter of Intent required by the USACE as part of the Project Partnership Agreement Amendment 1. A motion was made authorizing chairman Miller to sign was made by commissioner Summers and seconded by commissioner Cox, passed unanimously.

New Business:

Nothing at this time

Miscellaneous:

Mr. Brabham present to the board the 2020/2021 Audit for review and approval. After a brief discussion, a motion to accept the Audit as presented was made by Chairman Miller, seconded by commissioner Summers, passed unanimously. .

Operations Report: Mr. Brabham reported that the district had five water service leaks, two main line leaks and installed two new water taps.

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 2:34 p.m.



Michael A. Miller, Chairman

Edna Summers, Member

Jim Cox, Member