



Board Meeting Agenda

June 14, 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:
 - Resolution Approving Spring Valley Wastewater Project, Wirt County
Receive Report
USACE Agreement

New Business: Nothing at this time

Miscellaneous:

Review and Approve 2022/2023 Water Operating Budget

Review and Approve 2022/2023 Sewer Operating Budget

2022 Voting Delegate WVRWA Annual Business Meeting

May 2022, System Operational Report

Next Meeting: July 12, 2022 @ 2:00pm

Adjourn Meeting:

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

BOARD OF COMMISSIONERS MEETING

DATE: June 14, 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, Luke Peters, MOVRC, Katrina Kratche, MOVRC, 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 May 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:

Mr. Kelsh and Mr. Siegrist, Bowles Rice LLP presented to the board for review a resolution approving the Spring Valley Sewer Project, Phase II. Mr. Kelsh explained the process and the steps required for the approval of the resolution. Upon approval on the first reading, the board shall act again on a second reading on the July 12, 2022 meeting, followed by a public hearing. A notice shall be given to each sewer customer in advance of the public hearing, which will be included in their June sewer bill. A legal ad will be published in both Wood and Wirt county papers. After a brief discussion, a motion to accept was made by commissioner Summers and seconded by chairman Miller, passed unanimously.

Mr. Peters, MOVRC gave a progress report on the Phase I study that is being administered by the USACE and are awaiting the approval of the protocols and the final pricing quote from the federal contractor. The WDA loan maturity date may have to be extended once again due to the time delays waiting on the Phase I study to be completed.

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:

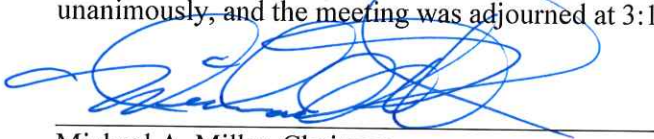
Mr. Allen presented to the board the 2022/2023 water operating budget for approval. A motion to accept as presented was made by commissioner Summers seconded by commissioner Cox, passed unanimously.

Mr. Allen presented to the board the 2022/2023 sewer operating budget for approval. A motion to accept as presented was made by commissioner Summers seconded by commissioner Cox, passed unanimously.

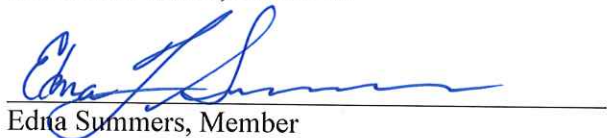
Mr. Brabham presented to the board for approval, the 2022 WVRWA voting delegate credential form authorizing General Manager, Shayne Brabham to be the voting delegate at the annual business meeting on August 15, 2022. A motion to accept was made by commissioner Cox, seconded by commissioner Summers, passed unanimously.

Operations Report: Mr. Brabham reported that the district had two water service leaks and installed three new water taps.

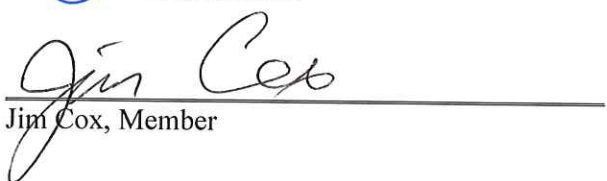
Chairman Miller asked if there were any further business to come before the Board. A motion made by Commissioner Summers and seconded by Commissioner Cox to adjourn the meeting, passed unanimously, and the meeting was adjourned at 3:15 p.m.



Michael A. Miller, Chairman



Edna Summers, Member



Jim Cox, Member