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## Board Meeting Agenda

February 14, 2023  
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:

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Receive Report

Dutch Ridge Water Line/Water Meter Replacement Project

Receive Report

**New Business:** Nothing at this time

**Miscellaneous:**

Approve Final Drawdown #13 Freeport Water Line Extension

January 2023, System Operational Report

**Next Meeting: March 14, 2023 @ 2:00pm**

**Adjourn Meeting:**

594 Davisville Rd. ♦ Davisville, WV 26142

P.O. Box 127 ♦ Parkersburg, WV 26102

Phone: 304-422-6042 ♦ Fax 304-422-4014

Email: claywood@woodpsd.org ♦ www.woodpsd.org

## BOARD MEETING SIGN IN SHEET

Feb 14, 2023 AT 2:00 PM

NAME

ADDRESS

| NAME            | ADDRESS |
|-----------------|---------|
| Luke Peters     | MOURC   |
| KATRINA KRATCHE | MOURC   |
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CLAYWOOD PARK PUBLIC SERVICE DISTRICT  
P.O.BOX 127  
PARKERSBURG, WV 26102

BOARD OF COMMISSIONERS MEETING

DATE: February 14, 2023

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 (telephonically) and Jim Cox member.

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

Chairman Miller 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 Cox and seconded by Commissioner Summers, 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 January 2023 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:**

Ms. Kratche, MOVRC, provided an update of the status of the environmental clearance stage of the project. The final plans and specifications have been approved by the WV DEP and now awaiting an authorization to bid from IJDC.

**Dutch Ridge Water Line/Meter Replacement Project**

Ms. Kratche, MOVRC, informed the board that the revised funding scenario has been submitted to IJDC for consideration. Ms. Kratche has prepared the USACE funding application and will be submitting it at the end of the week. Once the cash flow analysis has been completed, a Rule 42 will be submitted. The target start of construction will be mid-spring 2024.

**New Business:**

Nothing at this time

**Miscellaneous:**

Ms. Kratche, MOVRC, presented to the board for consideration, Drawdown #13 from the Freeport Waterline Extension project for \$50.51, which is what was remaining in the project account which will be applied to our reserve account. A motion to accept was made by commissioner Summers, seconded by commissioner Cox, passed unanimously.

Operations Report: Mr. Brabham reported that the district had two water main breaks and one water tap.

Chairman Miller asked if there were any further business to come before the Board. A motion made by Commissioner Cox and seconded by Commissioner Summers to adjourn the meeting, passed unanimously, and the meeting was adjourned at 2:41 p.m.



Michael A. Miller, Chairman



Edna Summers, Member

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Jim Cox, Member