

## **Board Meeting Agenda**

May 9, 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:

- 

Receive Report

Dutch Ridge Water Line/Water Meter Replacement Project

Receive Report

***New Business:***

County Rate Hearing

***Miscellaneous:***

April 2023, System Operational Report

***Next Meeting: June 13, 2023 @ 2:00pm***

***Adjourn Meeting:***

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## BOARD MEETING SIGN IN SHEET

May 9, 2023 AT 2:00 PM

NAME	ADDRESS
KATRINA KRATCHE	MOORE

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

BOARD OF COMMISSIONERS MEETING

DATE: May 9, 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 and Jim Cox member.

OTHERS IN ATTENDANCE: Shayne Brabham General Manager, A.J. Allen, Assistant Manager and Katrina Kathe, 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 April 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 the board with an update of the project. Once the needed sewer rate is in place, the project team is in the position to advertise for bids by early June and have a bid opening on June 30, 2023. Ms. Kratche also mentioned that once the county approves the rate we can get the accountant certification and secure the rest of the outstanding permits and agreements.

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

Ms. Kratche, MOVRC, provided the board an updated proposed timeline for the project. Once the needed rates are approved by the county, we will get the engineering agreement finalized and final design will begin. Hopeful to have all rights of ways and permits in place by late 2023 and be ready to advertise for bids spring of 2024.

**New Business:**

County Rate Hearing

Mr. Brabham commented on the proposed dates that county has set for Claywood to appear to discuss the needed rate adjustment in both water and sewer. May 18, 2023 will be the public hearing and the county is voting on the proposed rates on May 22, 2023. The county is planning to have both Claywood and Lubeck at the same hearing. We will be represented by the same legal counsel as well as accountant

**Miscellaneous:**

Operations Report: Mr. Brabham reported that the district had three water service leaks

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 3:15 p.m.



Michael A. Miller, Chairman



Edna Summers, Member



Jim Cox, Member