



Board Meeting Agenda

September 12, 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:

WV State Auditor Proposal

Truck Purchase

Miscellaneous:

August 2023, System Operational Report

Next Meeting: October 10, 2023 @ 2:00pm

Adjourn Meeting:



BOARD MEETING SIGN IN SHEET

September 12, 2023 AT 2:00 PM

NAME

ADDRESS

NAME	ADDRESS
KATRINA KRATCHE	MARC

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

BOARD OF COMMISSIONERS MEETING

DATE: September 12, 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 September 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, presented to the board a service agreement for the archeological monitoring from Commonwealth Chronicle Heritage which extended the proposed amount to December 31,2023. A motion to accept was made by commissioner Summers, seconded by commissioner Cox, passed unanimously.

Mr. Brabham updated the board on the Spring Valley Home Owners Association agreement. The agreement is still under PSC review and a staff recommendation should be available in the next few weeks. Once the commission approves the agreement, the project will be able to proceed to the bidding phase.

Dutch Ridge Water Line/Meter Replacement Project

Ms Kratche reported that efforts to secure the remaining funds are on-going. A request was made to the Water Development Authority (WDA) to bridge the funding gap early 2024.

New Business:

Mr. Brabham requested authorization to purchase a new fleet truck. The district received two quotes from Matheny GMC and Matheny Ford. This new truck would be replacing an aging 2008 which will no longer pass WV state inspection. A motion authorizing the purchase not to exceed \$42,000.00 was made by chairman Miller, seconded by commissioner Summers, passed unanimously.

Miscellaneous:

Operations Report: Mr. Brabham reported that the district had one water main breaks, eight water service leaks and four new taps installed.

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 3:12 p.m.



Michael A. Miller, Chairman



Edna Summers, Member



Jim Cox, Member