



Board Meeting Agenda

December 19, 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
 - Notice of Award(s)

Dutch Ridge Water Line/Water Meter Replacement Project
Receive Report

New Business:

Nothing at this time

Miscellaneous:

November 2023, System Operational Report

Next Meeting: January 9, 2024 @ 2:00pm

Adjourn Meeting:

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

BOARD OF COMMISSIONERS MEETING

DATE: December 19, 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

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 November 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:

Mr. Brabham reported that the bids were opened on Dec 1, 2023 at 11:00 AM. Four bids were received for Contract 1. Dunlap Contracting LLC submitted the low bid of \$1,811,608.00. Five bids were received for Contract 2. Dunlap Contracting LLC submitted the low bid of \$1,199,278.00. Three bids were received for Contract 3. Reagan Enterprises LLC submitted the low bid of \$1,080,000.00.

Mr. Brabham presented to the board for approval the Notice of Awards provided by the engineering firm, Cerrone Associates along with the Certified Bid Tabs for all three contracts. A motion to approve was made by commissioner Summers, seconded by commissioner Cox, passed unanimously.

Dutch Ridge Water Line/Meter Replacement Project

Mr. Brabham reported that the Water Development Authority (WDA) was unable to commit to an additional \$1,200,000.00 needed to fully fund the project but did allocate an additional \$250,000.00 in grant funds. WDA suggested that the district should reduce the scope of the project if no additional funds can be secured. The district will begin reevaluating the project and report back to the board with an update.

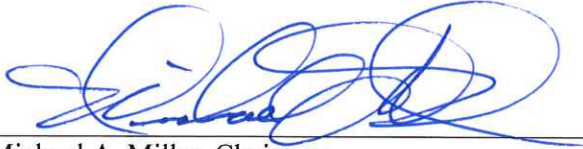
New Business:

Nothing at this time

Miscellaneous:

Operations Report: Mr. Brabham reported that the district had one water main breaks, three water service leaks and two 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 2:58 p.m.



Michael A. Miller, Chairman



Edna Summers, Member



Jim Cox, Member