



Board Meeting Agenda

January 9,, 2024
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:

Election of Officers

Old Business:

- **Status of Projects:**
 - Newark Sewer; Spring Valley:
 - Receive Report
 - Engineering Agreement Amendment No. 2

Dutch Ridge Water Line/Water Meter Replacement Project
Receive Report

New Business:

Nothing at this time

Miscellaneous:

December 2023, System Operational Report

Next Meeting: February 13, 2024 @ 2:00pm

Adjourn Meeting:

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

BOARD OF COMMISSIONERS MEETING

DATE: January 9, 2024

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 December 2023 disbursements were reviewed and initialed by all commissioner's present.

Annual Election of Officers: Commissioner Cox made a motion for Michael Miller to remain chairman and Edna Summers to remain as secretary/treasurer. The motion was seconded by commissioner Summers, passed unanimously

Questions and Comments from the Public:

There were none

Old Business:

Newark Sewer Phase II / Spring Valley Sewer Project:

Mr. Brabham presented to the board for approval, Amendment No. 2 to the Agreement for Engineering Services in the amount of \$91,000.00. This amendment addresses additional services beyond the budgeted amount required for easement acquisitions. Mr. Brabham reported that this amendment has been reviewed and approved by the WV DEP to use excess grant money to cover the additional costs. A motion to accept was made by commissioners Summers, seconded by chairman Miller, passed unanimously.

Dutch Ridge Water Line/Meter Replacement Project

Mr. Brabham reported that the Water Development Authority (WDA) has committed an additional \$250,000.00 grant dollars towards the project to help with the current funding gap created when the project did not receive the congressional funding it was planning to secure.

New Business:

Nothing at this time

Miscellaneous:

Operations Report: Mr. Brabham reported that the district had one water main breaks, one water service leaks and one new water tap 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 2:48 p.m.



Michael A. Miller, Chairman



Edna Summers, Member



Jim Cox, Member