



Board Meeting Agenda

February 13,, 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:

Old Business:

- **Status of Projects:**
 - Newark Sewer; Spring Valley:
 - Consideration of and action on Resolution authorizing the issuance by Claywood Park Public Service District (the "District") of not more than \$8,523,150 in aggregate principal amount of its sewer revenue bonds in two series, the first series being its Sewer Revenue Bonds, Series 2024 A (Clean Water State Revolving Fund) in an aggregate principal amount not to exceed \$7,523,150 (the "Series 2024 A Bonds") and the second series being its Sewer Revenue Bonds, Series 2024 B (Clean Water State Revolving Fund – Principal Forgiveness) in an aggregate principal amount not to exceed \$1,000,000 (collectively, the "Bonds") to finance and refinance costs of extensions, additions, betterments and improvements to the sewer system of the District to serve the Spring Valley area of Wirt County (the "Project") and to pay costs of issuing the Bonds and related costs.
 - Consideration of and action on Supplemental Resolution supplementing and amending the Resolution described above relating to the Bonds.

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- Consideration of and action on resolution authorizing and approving the first requisition of the proceeds of the Bonds and other funding sources.
- Possible other actions relating to the Bonds and/or the Project.
- SRF Post Bid Application
- EPA Pre-Award Compliance Form
- Review and Approve Drawdown
- Receive Report

Dutch Ridge Water Line/Water Meter Replacement Project
Receive Report

New Business:

Nothing at this time

Miscellaneous:

January 2024, System Operational Report

Next Meeting: March 12, 2024 @ 2:00pm

Adjourn Meeting:

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

BOARD OF COMMISSIONERS MEETING

DATE: February 13, 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: A.J. Allen, Assistant Manager, Cam Siegrist, Bowles Rice and Dana Tackett, 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 2024 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. Seigrist, Bowles Rice, presented to the board for consideration, a resolution authorizing the issuance by the district of sewer revenue bonds, series 2024 A and series 2024 B to finance and refinance costs of extensions, additions, betterments and improvements to the sanitary sewer of the district to serve the Spring valley area in Wirt County, West Virginia. A motion to accept was made by commissioner Summers, seconded by commissioner Cox, passed unanimously.

Mr. Seigrist, Bowles Rice, presented to the board for consideration, a supplemental resolution approving the sale and delivering such bonds to the Water Development Authority, approving the bond purchase agreement, designating a registrar, paying agent and depository bank and making other provisions as to the bonds. A motion to accept was made by commissioner Summers and seconded by commissioner Cox, passed unanimously.

Mr. Allen, Assistant Manager, presented to the board for approval, an amendment to legal services, Bowles Rice LLP. Mr. Allen explained due to the large number of condemnations associated with the project, the current agreement amount will not be sufficient to cover the legal work performed. The amendment would increase the flat fee amount to \$85,000. After a brief discussion, a motion to accept was made by commissioner Summers, seconded by commissioner Cox, passed unanimously.

Ms. Tackett, MOVRC, presented the board for consideration drawdown No. 1 in the amount of \$396,838.13 to be paid at loan closing on February 28, 2024. A motion to accept was made by commissioner Summers, seconded by chairman Miller, passed unanimously.

Dutch Ridge Water Line/Meter Replacement Project

Mr. Allen provided a project update. District personnel are continuing with rights-of-way acquisitions and are currently at 26% complete. Mr. Allen discussed the possibility of pursuing a different project administrator for the project. Commissioner Summers suggested that the district look at other options and report back to the board in the upcoming months.

New Business:

Nothing at this time

Miscellaneous:

Operations Report: Mr. Allen 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 3:37 p.m.



Michael A. Miller, Chairman



Edna Summers, Member

Jim Cox, Member