

Board Meeting Agenda

May 14, 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:
 - Receive Report
 - Approve Drawdown No. 3
 -
 - Dutch Ridge Water Line/Water Meter Replacement Project
 - Receive Report
 - Review and Approve USDA Letter of Intent to meet Conditions

New Business:

Nothing at this time

Miscellaneous:

System Operational Report

Next Meeting: June 11, 2024 @ 2:00pm

Adjourn Meeting:

594 Davisville Rd. ♦ Davisville, WV 26142

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

BOARD OF COMMISSIONERS MEETING

DATE: May 14, 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, 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 April 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. Brabham provided a status update of the project. The sewage lagoon has been dewatered and the contractor is preparing to start the sludge removal once approval is granted from the landfill. The line contractor has nearly finished the area which requires on-site monitoring. They will begin clean-up and restoration next week.

Ms. Hackett, MOVRC presented the board for approval a resolution approving invoices for drawdown No. 3 in the amount of \$154,706.28 for project related costs. A motion to accept was made by commissioner Summers seconded by commissioner Cox, passed unanimously.

Dutch Ridge Water Line/Meter Replacement Project

Mr. Brabham reported that the district is at 65 percent complete on obtaining the necessary rights-of-ways required for the project. The district will continue with its rights-of-way efforts in hopes of having them complete by May 2024. It may require sending a reminder letter from the district’s attorney notifying the landowners that a right-of-way is necessary for the installation of the waterline.

Mr. Brabham presented to the board for approval an, amendment to the original USDA Letter of Conditions which revises the project cost, funding package and scope of work. A motion to accept was made by Commissioner Cox and seconded by commissioner Summers, passed unanimously.

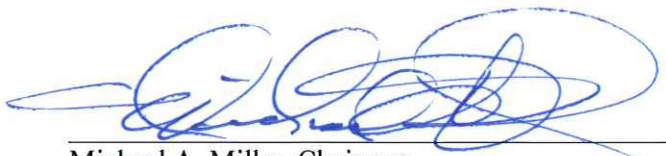
New Business:

Nothing at this time.

Miscellaneous:

Operations Report: Mr. Brabham reported that the district had two water main break, 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 2:47 p.m.



Michael A. Miller, Chairman



Edna Summers, Member

Jim Cox, Member

