

# Claywood Park

Public Service District

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## Board Meeting Agenda

September 10, 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. 7

Dutch Ridge Water Line/Water Meter Replacement Project  
Receive Report

**New Business:**

Nothing at this time

**Miscellaneous:**

System Operational Report

**Next Meeting: October 8, 2024 @ 2:00pm**

**Adjourn Meeting:**

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

BOARD OF COMMISSIONERS MEETING

DATE: September 10, 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 Brasbham, General Manager and 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 August 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 line contractor has nearly all the gravity sewer installed in Contact 1. Awaiting the power company to install the electric. Contract 3 is currently working on the final punch list items.

Mr. Brabham presented the board for approval a resolution approving invoices for drawdown No. 7 in the amount of \$434,397.90 for project related costs. \$391,949.28 paid to Dunlap Contracting LLC, \$42,448.62 to Cerrone Associates, 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 received bids and they were currently under review. The district is awaiting the recommendation to award from the engineer

### New Business:

Nothing at this time

### Miscellaneous:

Operations Report: Mr. Allen reported that the district had four water main break, fourteen service leaks and two new water tap installed.

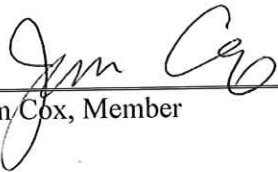
Chairman Miller asked if there were any further business to come before the Board. A motion made by Commissioner Cox and seconded by Commissioner Miller to adjourn the meeting, passed unanimously, and the meeting was adjourned at 2:50 p.m.



Michael A. Miller, Chairman



Edna Summers, Member



Jim Cox, Member