

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD IN THE CONFERENCE ROOM OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT ON AUGUST 16, 2007, AT 5:00 P.M. IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA

Mr. Charles Stewart, Chairman, called the meeting to order at 5:00 p.m. He asked everyone present to sign the attendance roster. Roy L. Radabaugh, Treasurer; James R. Lett, Secretary; Bernie Dunlap, Stonegate Construction Co.; Mark Husk, J. C. Bosley Construction Co.; Todd Anderson, Operations Manager; Cathy Dyer, Office Manager; Bill Byers, Operations Tech; Darin Crites, Operations Tech; Denny Brown, Operations Tech; Nellie Radcliff, Office Clerk; Linda Watson, Office Clerk; and Charles Ray Cooper were present.

The first order of business was the opening of sealed bids for the Waste Water Sludge Removal Project. The bids were opened in the order they were received in the office.

Bid No. 1 - Burch Hydro Inc. Bid Bond of \$18,785.00 Bid Total - \$375,700.00

Bid No. 2 - Merrell Bros. Bid Bond 5% of Proposed Bid Bid Total - \$198,230.00

Bid No. 3 - Stonegate Construction Co. Bid Bond 5% of Proposed Bid Bid Total - \$101,431.00

Bid No. 4 - J. C. Bosley Construction Co. Bid Bond 5% of Proposed Bid Bid Total - \$187,000.00.

After the bid opening and the reading of the cost per bid, Mr. Radabaugh made a motion that the bids be referred to the Districts engineering firm Cerrone Associates, Inc., for further reviewing and selection of bid. Mr. Lett seconded the motion. The motion passed unanimously. The contractors that were present excused themselves from the rest of the meeting.

Mr. Radabaugh made a motion to approve Change Order No. 3 for the Tygart Creek-Saulsbury Waterline Replacement Project as presented. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart signed Change Order No. 3.

Mr. Radabaugh made a motion to accept the resignation of Maintenance Tech Brian Metz effective August 3, 2007. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve the placing an ad to fill the vacancy created by Mr. Metz's leaving the Districts employment. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to change the September Board Meeting to the fourth Thursday, September 27, 2007. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Lett made a motion to approve the Minutes of the July 19, 2007, Regular Board Meeting as presented. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes.

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Mr. Radabaugh made a motion to approve the Financial Statement dated July 31, 2007, for All Finances (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve the Financial Statement dated July 31, 2007, for Water Revenue Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve the Financial Statement dated July 31, 2007, for Sewer Revenue Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve checks numbered 376682 thru 37794 written on the Consolidated-Water and Sewer Revenue Checking Account (copy attached) between July 19, 2007 thru August 16, 2007. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve Payroll Checks numbered 1935 thru 1951 written on the Consolidated Water and Sewer Revenue Checking Account (copy attached) between July 31, 2007 thru August 15, 2007. Mr. Lett seconded the motion. The motion passed unanimously.

The following letters were discussed.

Letter 47 - Letter dated July 27, 2007 from Virginia McDonald, RUS congratulating the District on the service they provide to the Mineral Wells District. They recommend we have a written Comprehensive Preventive Maintenance Plan as a regular Valve Exercising Plan and Tank Painting schedule.

Letter 66 - Fax dated August 6, 2007, from Randall Cole, Cerrone Associates, Inc., attaching an updated budget for the Tygart Creek Saulsbury Waterline Replacement Project. Based on the Budget there should be \$25,483.47 remaining in the Contingency Fund.

Letter 71 - Letter dated August 7, 2007, to SV Petroleum for a delinquent bill in the amount of \$2,419.96 for the period of time of January 2, 2007 thru April 23, 2007.

Letter 75 - Letter dated August 1, 2007, from Keith Lynch, WVDOH, for the work performed on the Tygart Creek Saulsbury Waterline Replacement Project meets the WVDOH standards and specification. The one year warrant period will begin with this letter.

Letter 88 - Addendum #2 of the Sludge Disposal - the Contractor should bid 50 tons of lime. If more or less is needed a Change Order is required.

Letter 90 - Letter dated August 13, 2007, from Sara Bordman, Municipal Bond Council, enclosing a check in the amount of \$9.40 on the 1969 Water Revenue Bond.

Letter 103 - Letter dated August 14, 2007, for Virginia McDonald, RUS, approving Addendum No. 7

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for the additional 3 man days for the Tygart Creek Sulisbury Waterline Replacement Project.

Mrs. Dyer reported that the Auditors wanted a letter from Cerrone Associates, Inc., stating that the DOH fees that came in under bid were the Districts to keep. The District is to receive a letter from Randy Cole stating that this is in deed correct.

Pete Lopez, Auditor for Public Service Commission, called and stated that he is requesting at least a 10% rate increase.

This concluded Mrs. Dyers report.

Mr. Anderson had just started to give his report on the maintenance operations, when his Uncle Charles Cooper, who was in attendance, interrupted the meeting with several questions concerning the Districts ability to collect water samples. He felt that because there was only one licensed operator employed by the District that the sampling was not being done properly. The Board informed him that water sampling was being done correctly and that the new employees would be attending school in the month of September, 2007 to become a licensed operator. Mr. Cooper did not seem to be satisfied that there would be a back-up plan for water sampling, if Mr. Byers would happen to become ill or have an accident and not be able to report to work. He seemed to feel that the District would be unable to take the sampling as required. He was informed that if need be, the District could call Rural Water Association and they would provide the District with someone licensed.

Mr. Anderson reported that he wants to start purchasing some new meter every month so that there will be a few meters on hand to do meter changes. He wants to use 3" or 6" risers at the meter pits whenever it is necessary to raise a pit. The Board informed him, that this is a good idea.

Denny Brown and Darin Crites will be going to school on September 13 & 14, 2007. The books have been ordered.

The lagoon is coming back into compliance. Steve Cooper, DEP called on August 8, 2007 and said that the Modification Permit is on its way.

The meter testing training took place on July 26, 2007.

In late September or October of this year, Neptune will be testing the bigger size meters on sight.

The Parkersburg tie-in meeting with Eric Bennett and Mr. Frymier, Cerrone Association, Inc., will be August 21, 2007, at 10:30 am.

The maintenance department has been installing electric panels in the Lift Stations so that they have better ventilation. This has been working good.

The District has received 18 application for the job opening of operations technician.

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Mr. Anderson thanked everyone for having picked up the slack due to the vacancy that was created when Mr. Metz left the District for employment elsewhere.

This concluded Mr. Anderson's report.

Mr. Radabaugh requested that the Board go into an executive session. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart recessed the regular meeting at 6:10 p.m.

After a brief executive session, Mr. Stewart reconvened the regular meeting at 6:20 p.m. and announced that no business was conducted during the executive session.

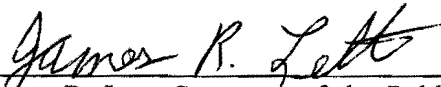
Mr. Radabaugh made a motion to call a Special Meeting on August 29, 2007, at 1:00 p.m. Mr. Lett seconded the motion. The motion passed unanimously.

All business having been discussed, Mr. Stewart asked for a motion to adjourn the meeting. Mr. Lett made the motion that the meeting be adjourned. Mr. Radabaugh seconded the motion. The motion passed unanimously. And Mr. Stewart adjourned the meeting at 6:30 p.m.

CERTIFICATION

I, James R. Lett, Secretary of the Public Service Board, of the Mineral Wells Public Service District, a West Virginia corporation, do hereby certify that the foregoing and hereto annexed Minutes are a true and accurate record of the meeting held at the time and place aforesaid

IN WITNESS WHEREOF, I have here unto set my hand on this the 27th day of September, 2007.



James R. Lett, Secretary of the Public Service Board of the
Mineral Wells Public Service District, Mineral Wells, West
Virginia