

**MINERAL WELLS PUBLIC SERVICE DISTRICT
POST OFFICE BOX 266
MINERAL WELLS, WV 26150
TELEPHONE: (304) 489-2915 FAX: (304) 489-2971**

May 19, 2013

Mr. Marty Seufer
Wood County Commission
Wood County Courthouse
#1 Court Square, Box 2
Parkersburg, WV 26102-5340

Dear Mr. Seufer:

Please find enclosed an approved copy of the Minutes of the Regular Board Meeting held April 18, 2013; the minutes were approved at the Regular Board meeting held on Thursday, May 16, 2013.

Also, enclosed are copies of the approved minutes of Special Board Meetings held on May 1, 2013 and May 3, 2013; the minutes were approved at the Regular Board Meeting Thursday, May 16, 2013.

Should you have any questions please contact us @ (304) 489-2915.

Yours truly,

Mineral Wells PSD


Cathy Dyer
Office Manager

Enclosures: April 18, 2013, minutes
May 1, 2013, minutes
May 3, 2013, minutes

"This institution is an equal opportunity provider, and employer."

MINUTES OF A SPECIAL 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 MAY 3, 2013 AT 11:00 A.M. IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA.

Mr. Roy Radabaugh, Chairman, called the meeting to order at 11:00 a.m. He asked everyone present to sign the attendance roster. Mark Stewart, Secretary/Treasurer; Todd Anderson, Operations Manager; Linda Watson, Office Clerk; Dominick Cerrone, Cerrone Associates; Chad Miller, Cerrone Associates; Virginia McDonald, USDA-RD; Steven Hardman, Bowles Rice; Doug Wingfield, Patriot Automation; and Brian Meredith, HSC. James R. Lett, Secretary; absent.

There was no one from the public present.

The first order of business was to open bids for the SCADA System Improvements Project, Mr. Radabaugh turned the meeting over to Dominick Cerrone, Cerrone Associates, the District received three (3) bids for the project. Todd Anderson, Operations Manager, opened the bids and handed them to Chad Miller, Cerrone Associates, to read; first bid was HSC Industrial, \$122,576.74, One Hundred Twenty Two thousand Five Hundred and Seventy Six dollars and seventy four Cents; second bid was Instrulogic Corporation, \$145,000.00, One Hundred Forty Five Thousand Dollars, and final bid was Patriot Automation, Inc., \$134,987.00, One Hundred Thirty Four Thousand Nine Hundred Eighty Seven Dollars and zero cents.

Mr. Radabaugh made a motion to refer all bids to Cerrone Associates for further review. Mr. Stewart seconded the motion. The motion passed unanimously.

Dominick Cerrone, Cerrone Associates certified all bid tabs, and stated Cerrone Associates will review and check references, and have answers back to the Board by the May 15, 2013 Board Meeting.

The contractors excused themselves from the meeting.

Virginia McDonald, RUS, stated a tentative date for loan closing would be by June 19, 2013, with an interest rate of 3.375%.

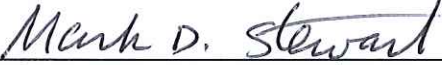
All business being discussed, Mr. Radabaugh made a motion to adjourn. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 11:40 a.m.

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CERTIFICATION

I, Mark D. Stewart, Secretary/Treasurer 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 hereunto set my hand on this the 16th day of May 2013.



Mark D. Stewart, Secretary/Treasurer of the Public Service Board of the Mineral Wells Public Service District, Mineral Wells, West Virginia