

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

July 17, 2015

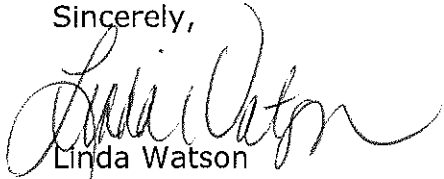
Mr. Marty Seufer
Wood County Commission
Wood County Courthouse
#1 Court Square, Box 2
Parkersburg, WV 26102-5340

Dear Mr. Seufer:

Please find enclosed approved copies of the Minutes of the Regular Board Meeting held on June 18, 2015; the minutes were approved at the Regular Board Meeting held on Thursday, July 16, 2015.

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

Sincerely,


Linda Watson
Office Manager
Mineral Wells PSD

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

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD ON THURSDAY, JUNE 18, 2015 AT 5:00 P.M. AT THE DISTRICTS OFFICE IN MINERAL WELLS, WEST VIRGINIA

MR. RADABAUGH, CHAIRMAN, CALLED THE MEETING TO ORDER AT 5:00 P.M. HE ASKED EVERYONE PRESENT TO SIGN THE ATTENDANCE ROSTER. MR. HOWARD BALDWIN, SECRETARY; MR. MARK STEWART, TREASURER; TODD ANDERSON, OPERATIONS MANAGER; LINDA WATSON, OFFICE MANAGER; NELLIE RADCLIFF AND NANCY VANMETER, OFFICE CLERKS; JAMES AND JONATHAN SHEPPARD, CUSTOMERS OF THE DISTRICT; AND RODNEY HOLBERT, BURGESS & NIPLE, WERE PRESENT.

MR. SHEPPARD WAS IN ATTENDANCE BECAUSE HIS SON, JONATHAN, RECEIVED A HIGH WATER BILL. HE CALLED THE PUBLIC SERVICE COMMISSION AND FILED A FORMAL COMPLAINT BECAUSE OF THE HIGH BILL. THE PUBLIC SERVICE COMMISSION CONTACTED THE DISTRICT AND WE WORKED OUT AN ADJUSTMENT FOR THE SHEPPARDS. THEY EXCUSED THEMSELVES FROM THE REST OF THE MEETING.

MR. HOLBERT DISCUSSED SEVERAL ITEMS. THE APPLICATION FEE OF \$300.00 FOR THE WEST VIRGINIA BUREAU OF PUBLIC HEALTH PERMIT, APPROVAL OF THE DESIGN LOAN FROM WESBANCO, REVISED WATER SYSTEMS MAPS, HYDRANTS ON A GPS, HYDRANT INSPECTION AND A DUMPSTER FOR THE WASTEWATER TREATMENT PLANT.

MR. BALDWIN MADE A MOTION TO APPROVE THE MINUTES OF THE MAY 21, 2015, REGULAR BOARD MEETING. MR. STEWART SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY. MR. BALDWIN SIGNED THE MINUTES AS PRESENTED.

MS. WATSON PRESENTED THE BOARD WITH A DESIGN LOAN TO COVER ENGINEERING COSTS RELATING TO THE NEW WATER PROJECT IN THE AMOUNT OF \$93,000.00. MR. STEWART MADE A MOTION TO APPROVE THE LOAN. MR. BALDWIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY. MR. RADABAUGH SIGNED THE DESIGN LOAN.

MS. WATSON PRESENTED THE BOARD WITH THE FINANCIAL STATEMENTS DATED MAY 31, 2015 FOR ALL FINANCES, WATER REVENUE CHECKING ACCOUNT, SEWER REVENUE CHECKING ACCOUNT. MR. STEWART MADE A MOTION TO APPROVE THE FINANCIAL STATEMENTS AS PRESENTED. MR. BALDWIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

MS. WATSON PRESENTED THE BOARD WITH THE CHECKS WRITTEN ON THE CONSOLIDATE WATER AND SEWER REVENUE CHECKING ACCOUNT BETWEEN MAY 22, 2015 AND JUNE 18, 2015. MR. STEWART MADE A MOTION TO APPROVE THE CHECKS AS PRESENTED. MR. BALDWIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

MS. WATSON DISCUSSED THE FOLLOWING ITEMS.

LETTER # 9 – PERS – EMPLOYER CONTRIBUTION DROPPED FROM 14% TO 13.5% EFFECTIVE JULY 1, 2015.

LETTER # 14 – WESBANCO HAD TO RAISE OUR ACH LIMIT FOR ELECTRONIC PAYMENTS TO \$10,000.00 BECAUSE WE HAVE HAD AN INCREASE IN THE NUMBER OF CUSTOMERS SIGN UP FOR ACH PAYMENTS.

LETTER # 21- RULE 42 COMMISSION REFERRAL ORDER –REFERRED TO THE ADMINISTRATIVE LAW JUDGES

THE COMMISSION STAFF SHALL FILE ITS AUDIT REPORT BY AUG. 31,2015, 4:00 P.M. THE AUDITOR WILL BE HERE THE WEEK OF JUNE 22, 2015, AND A DECISION IS TO BE MADE BY NOVEMBER 18, 2015.

MR. ANDERSON, MS. WATSON AND THE PSC WILL CONDUCT A MEDIATION ON THE 24TH OF JUNE WITH THE ADDIS'.

THE DISTRICT HAD THREE FORMAL COMPLAINTS FILED AGAINST IT REGARDING THE FALSIFIED METER READINGS. THEY WERE ADDIS', CURFMANS, AND JONATHAN SHEPPARD.

RANDY COLE, SUTTLE & STALNAKER, IS COMING THE 23RD TO GO OVER THE FISCAL YEAR END AUDIT.

MICHAEL Mc CARTNEY, WESBANCO, WAS IN THE DISTRICTS OFFICE WITH PAPERWORK FOR THE DESIGN LOAN AND FOR THE \$150,000.00 LOAN FOR THE BASKET AT THE STOOPS LIFT STATION.

PAYMENTS FOR THE SCADA AND SEWER PHASE 11 WILL START JULY AND AUGUST, 2015.

THIS CONCLUDED MS. WATSONS REPORT.

MR. ANDERSON REPORTED ON THE FOLLOWING ITEMS.

THE DOH HAS STARTED RELOCATING WATER AND SEWER LINES IN THE CHESTERVILLE BRIDGE LOCATION AREA. THEY ARE IMPROVING THE BRIDGE AT THE ENTRANCE OF CHESTERVILLE ROAD.

THE DISTRICT IS LOOKING AT SIX (6) MONTHS OUT BEFORE ANYTHING IS DONE WITH THE PLANT SEWER COVERS.

THE DOH OF WIRT CO. HAS BEEN CONTACTED REGARDING A SLIP IN THE MOREHEAD RIDGE AREA. THE DISTRICTS WATERLINE IS IN GREAT DANGER OF BEING PULLED APART.

AT 6:05 MR. ANDERSON ASKED FOR AN EXECUTIVE SESSION. MR. RADABAUGH RECESSED TO AN EXECUTIVE SESSION.

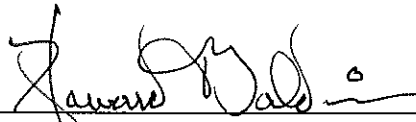
MR. RADABAUGH RECONVENED THE MEETING AT 6:30. THERE WERE NO MOTIONS MADE DURING THE EXECUTIVE SESSION.

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ALL BUSINESS HAVING BEEN DISCUSSED, MR. BALDWIN MADE A MOTION TO ADJOURN THE MEETING. MR. STEWART SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. MR. RADABAUGH ADJOURNED THE MEETING AT 6:30.

CERTIFICATION

I, HOWARD BALDWIN, 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.

A handwritten signature in black ink, appearing to read "Howard Baldwin", is written over a horizontal line.

HOWARD BALDWIN, SECRETARY OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT, MINERAL WELLS, WEST VIRGINIA