

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

August 21, 2015

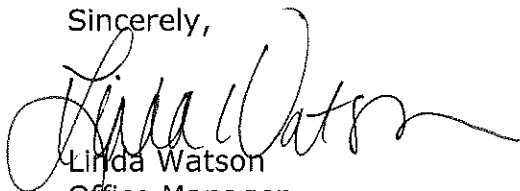
Mr. Marty Seufer
Wood County Commission
Wood County Courthouse
#1 Court Square, Box 2
Parkersburg, WV 26102-5340

Dear Mr. Seufer:

Please find enclosed approved copies of the Minutes of the Regular Board Meeting held on July 16, 2015; also enclosed are the Minutes of the Special Meeting that was held on August 6, 2015; the minutes were approved at the Regular Board Meeting held on Thursday, August 20, 2015.

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

Sincerely,



Linda Watson
Office Manager
Mineral Wells PSD

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD ON THURSDAY JULY 16, 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, CRAIG RICHARDS AND RODNEY HOLBERT, BURGESS AND NIPLE, WERE PRESENT.

THERE WAS NO ONE PRESENT FROM THE PUBLIC.

THE FIRST ORDER OF BUSINESS WAS THE APPROVAL OF RUNNING THE LEGAL AD REGARDING REQUEST FROM INTERESTED FIRMS TO PROVIDE ENGINEERING AND ARCHITECTURAL SERVICES ASSOCIATED WITH ITS WASTEWATER SYSTEM INFRASTRUCTURE. MR. STEWART MADE A MOTION FOR THE LEGAL AD TO BE RUN ON JULY 21ST AND THE 28TH. THE DISTRICT IS TO TAKE APPLICATIONS UNTIL AUGUST 3RD 2015. INTERVIEWS WILL BE BY TELEPHONE ON AUGUST 6TH, 2015. MR. BALDWIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

THE BOARD AND MR. ANDERSON DISCUSSED THE EMERGENCY REPAIRS FOR THE FLOOD DAMAGES THAT OCCURRED JULY 12TH AND 13TH 2015. A REPRESENTATIVE FROM FEMA WILL BE IN THE DISTRICTS OFFICE ON JULY 17TH 2015 AT 10:00 AM. THE DISTRICT HAS A 10" SEWER MAIN THAT IS EXPOSED IN THE LINCOLNSHIRE/ WOODRIDGE GOLF COURSE AREA. THIS IS POSING A VERY SERIOUS PROBLEM FOR THE DISTRICT.

MR. HOLBERT AND MR. RICHARDS DISCUSSED SEVERAL ITEMS WITH THE BOARD. THEY NEEDED A CHECK FOR \$300.00 APPLICATION FEE FOR THE STOOPS LIFT STATION PROJECT, HYDRANT TESTING AND PROVIDING A DRAFT OF THE FLOOD DAMAGES. MR. HOLBERT AND MR. RICHARDS EXCUSED THEMSELVES AT 6:12 P.M.

MR. BALDWIN MADE A MOTION TO APPROVE THE MINUTES OF THE JUNE 18, 2015, REGULAR BOARD MEETING AS PRESENTED. MR. STEWART SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY. MR. BALDWIN SIGNED THE MINUTES.

MR. STEWART MADE A MOTION TO APPROVE THE MAINTENANCE SUPPORT QUOTE/METER READING SYSTEM HARDWARE AND SOFTWARE QUOTE FOR THE PERIOD OF JULY 1, 2015 THRU JUNE 30, 2016 IN THE AMOUNT OF \$3,796.00. MR. BALDWIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

MR. BALDWIN MADE A MOTION TO APPROVE RON'S PORTA JOHN TO UNLOAD SEWAGE AT THE BONNIVALE LIFT STATION FROM THE WEST VIRGINIA INTERSTATE FAIR AND EXPOSTION PER \$50.00 A LOAD. MR. STEWART SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

MR. STEWART MADE A MOTION TO APPROVE THE FINANCIAL STATEMENT DATED JUNE 30, 2015 FOR ALL FINANCES, WATER REVENUE CHECKING ACCOUNT AND SEWER REVENUE CHECKING ACCOUNT AS PRESENTED. MR. BALDWIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

MR. STEWART MADE A MOTION TO APPROVE THE CHECKS WRITTEN ON THE CONSOLIDATED WATER AND SEWER REVENUE CHECKING ACCOUNT BETWEEN JUNE 19, 2015 AND JULY 16, 2015. MR. BALDWIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

MR. STEWART MADE A MOTION TO APPROVE THE PAYROLL ON THE CONSOLIDATED PAYROLL ACCOUNT BETWEEN JUNE 25, 2015 AND JULY 16, 2015. MR. BALDWIN SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

THERE WAS NO DISCUSSION REGARDING THE CORRESPONDENCE.

MS. WATSON DISCUSSED WITH THE BOARD SEVERAL ITEMS REGARDING THE FLOODING ISSUES. CUSTOMERS WILL BE ASKING FOR SEWER RELIEF ON THE WATER THEY USED FOR CLEANUP FROM THE FLOOD. THE BOARD APPROVED THE OFFICE STAFF TO GIVE AN ADJUSTMENT IF CUSTOMERS ASK FOR THE SEWER ONLY.

IT WAS BROUGHT TO THE ATTENTION OF THE OFFICE STAFF THAT A CUSTOMER (STEVE HOLBERT) WAS BILLED INCORRECTLY FOR HIS WATER. THE REFUND TOTALED \$3,290.70.

BOWLES RICE PRESENTED AN INVOICE FOR \$5,624.88 FOR LEGAL SERVICES FOR THE PROBLEMS WITH THE COVERS AT THE WASTEWATER PLANT.

JUAN (WITH THE PSC) COMPLETED HIS AUDIT WORK. HE DISCUSSED RATES REGARDING CLAYWOOD PUBLIC SERVICE DISTRICT NOT GETTING THE RATE THEY WERE EXPECTING OF \$3.08, INSTEAD THEY GOT \$2.95. THEY DO NOT HAVE TO GIVE A REFUND. IT IS RECOMMENDED THAT OUR MINIMUM BILL WILL NOT BE \$32.22 BUT \$31.86.

THE DISTRICT HAS SETTLED WITH THE ADDIS', AND THE SHEPPHARDS. MR. CURFMAN IS TO CALL THE PSC AND WE WILL BE GIVEN AN ANSWER ON THEIR CASE. THE OTHER CUSTOMERS ARE CONTINUING TO MAKE PAYMENTS AND SEVERAL HAVE COMPLETELY PAID THE BILLS DUE. THIS CONCLUDED MS. WATSONS REPORT.

MR. ANDERSON REPORTED ON THE STORM DAMAGE THROUGHOUT THE DISTRICT. IN THE WOODRIDGE GOLF COURSE AREA WE HAVE A 6" WATER LINE AND AN 8" SEWER MAIN EXPOSED. WINDSOR DRIVE THERE IS A MANHOLE AND CREEK CROSSING THAT NEEDS REPAIRED ON CHESTERVILLE RD A 2" WATER MAIN NEEDS REPLACED.

RT 21 SEWER WAS BACKING UP. THIS LIFT STATION ALONG WITH BONNEVALE, AND LEIGH MASON HAD ELECTRIC ISSUES BECAUSE OF THE FLOODING.

THE AREAS THAT ARE IN NEED OF RIP-WRAP ARE RT. 14 SEWER LINE CROSSING, PRICE ROAD 6" WATER MAIN, RT 14 WATER MAIN AND A 10" WATER MAIN TAPE IS SHOWING ON BUTCHER BEND.

MR. ANDERSON PRESENTED THE BOARD WITH A QUOTE FOR A SEWER CAMERA AND ELECTRIC SNAKE TO BE PURCHASED. THE BOARD APPROVED THIS PURCHASE IN THE MAY BOARD MEETING. THE QUOTE CAME IN \$14,500.00. BECAUSE OF THE AMOUNT OF FLOOD DAMAGE AND WITH THE LACK OF FUNDS, THE DISTRICT PUT THE PURCHASE OF THE CAMERA AND SNAKE ON HOLD.

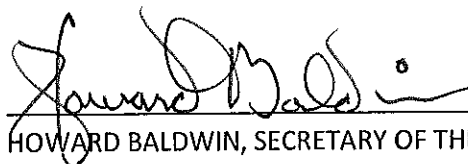
ORDERS IS TO HAVE THE COVERS AT THE WASTEWATER PLANT IN AUGUST.

A CUSTOMER ASKED MR. ANDERSON IF THE DISTRICT COULD USE SOME JAIL INMATES TO WORK THRU OUT THE DISTRICT AS A HELP PROGRAM. THE BOARD DID NOT THINK THIS WAS A GOOD IDEA.

ALL BUSINESS HAVING BEEN DISCUSSED, MR. BALDWIN MADE A MOTION TO ADJOURN THE MEETIN. MR. STEWART SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. MR. RADABAUGH ADJOURNED THE MEETING AT 7:00 P M.

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.



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