

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

August 19, 2016

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 July 21, 2016. These minutes were approved at the Regular Board Meeting held on Thursday, August 18, 2016.

Should you have any questions please contact me at (304) 489-2915.

Sincerely,



Linda Watson
Office Manager

enclosures

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, JULY 21, 2016, AT 5:00 P.M. IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA

Mr. Roy L. Radabaugh, Chairman, called the meeting to order at 5:00 PM. He asked everyone present to sign the attendance roster. Mark D. Stewart, Treasurer; Howard Baldwin, Secretary; Todd Anderson, Operations Manager; Linda Watson, Office Manager; Craig Richards, Burgess & Niple.

No one from the public was present.

Mr. Richards discussed with the Board that the shipping date for the lift station parts will be the week of August 8, 2016. Smoke testing at Bosley Trailer Park will be done within the next two weeks. All work has been stopped for Jackson Run and Stoops Road Lift Station, until Sewer Rule 42R has been resolved with the Public Service Commission. Lastly, Burgess & Niple have been trying to figure out a temporary Bypass for the Bar Screen at the WWTP. Mr. Richards had nothing further to discuss with the Board.

Mr. Baldwin made a motion to approve the Minutes of the June 16, 2016, Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Baldwin signed the Minutes.

Mr. Stewart made a motion to approve the Financial Statements, for June 30, 2016, for All Finances, Water Revenue Fund Checking account, and Sewer Revenue Fund Checking Account as presented. Mr. Baldwin seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve checks written on the Consolidated Water and Sewer Revenue Checking Account between June 17, 2016 and July 21, 2016. Mr. Baldwin seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks written on the Consolidated Payroll Account between June 16, 2016 and July 17, 2016. Mr. Baldwin seconded the motion. The motion passed unanimously.

Ms. Watson discussed the following with the Board:

We printed stickers to make customers aware that we are now offering making payments online at our website as well as via a telephone number. Everything is working great and we've actually had customers using both services already.

Ms. Watson discussed that she had been working on closing out FY 2016 and the Auditors were coming the week of August 8, 2016.

Ms. Watson discussed that the PSC rejected "The Petition to Supplement the Record" due to changing the scope of the project again. The PSC is also still demanding we give the customer back a 13.94% refund.

Ms. Watson suggested that regarding all the situations going on with the PSC and not knowing where we stood with the rate increase and customer refunds that the Board table an employee raise at this time. All Board members agreed.

Ms. Watson had nothing else to discuss.

Mr. Anderson discussed the following with the Board:

Mid Atlantic inspected Tank A, looked great, foundation looked good, passed testing. Tank B however, had a lot of sediment at the bottom, power washed and bleached bottom. Sample was pulled and passed testing. Mid Atlantic stated the Tank B needed re-sealed inside and re-seal all joints. Estimated cost would be \$25,000 to \$30,000.

Mr. Anderson stated that flushing within the District was finished for the year, also, fire hydrants are being painted within the District too.

Mr. Anderson discussed that the three new sampling sites for the HAA5's were way under the required limits and a letter will be sent to the Health Department.

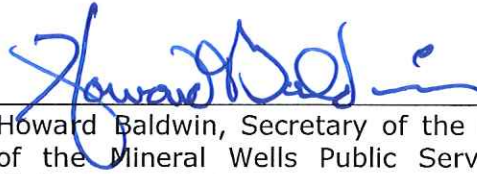
Lastly, Mr. Anderson stated Ray Boggs had purchased the Danny Rake property located beside the laundry mat on Elizabeth Pike and wanted to connect to city sewer. Years ago, Operations Manager, Jerry Spears did an 8" cut and cap on the main sewer line. Mr. Anderson is going to do a sewer extension to provide Mr. Boggs water and sewer.

Mr. Anderson had nothing further to discuss with the Board.

All business having been discussed, Mr. Stewart made a motion to adjourn. Mr. Baldwin seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 6:05 P.M.

CERTIFICATION

I, Howard Baldwin, Secretary of the Public Service Board of the Mineral 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 Service District, Mineral
Wells, West Virginia