

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

October 21, 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 September 15, 2016. These minutes were approved at the Regular Board Meeting held on Thursday, October 20, 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, SEPTEMBER 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 regarding the Flood Mitigation Improvement Project, Patriot Automation had been on site at Bonnivale Lift Station, and it is working properly now. Leigh Mason still has some issues that contractor is working on, however, both lift stations that were flooded are up and running. The Woodridge location is complete except for the fence at each end of the aerial sewer pipe. The Board has requested that Mr. Anderson purchase two (2) No Trespassing signs stating "Mineral Wells PSD Sewer Line In Case of Emergency call 304-489-2915".

Mr. Richards stated Mike Davis is still working on a solution for the Bar Screen at the WWTP.

Lastly, Mr. Richards discussed with the Board the findings of the smoke testing that was done at Bosley Trailer Court; catch basins tied in to the sewer, bad connections, a 24x24 box area in street with an 8" culvert going into sewer as well as raw sewage in an area of the trailer park. Board requested that Burgess & Niple send a certified letter along with all results of the findings of the smoke testing to Bosley Trailer Park and carbon copy in the DEP to alert them of the findings as well. The Board also requested that the letter state that the Bosley's have 60 days to comply to all findings.

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

Mr. Stewart made a motion to Approve Application for Payment No. 1 to D.V. Weber Construction, Inc., in the amount of \$180,169.00 for the Flood Mitigation Improvement Contract 15-2. Mr. Baldwin seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Application for Payment No. 1.

Mr. Baldwin made a motion to Approve Change Order No. 1 in the amount of \$3,560.50 for the Flood Mitigation Improvements Contract 15-2. Mr. Stewart seconded the motion. The motion Passed unanimously. Mr. Radabaugh signed Change Order No. 1.

Mr. Baldwin made a motion to approve the Minutes of the August 18, 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 August 31, 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 August 19, 2016 and September 15, 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 August 19, 2016 and September 15, 2016. Mr. Baldwin seconded the motion. The motion passed unanimously.

Ms. Watson discussed with the Board the following:

Spoke to Jim Kelsh regarding the Sewer Rule 42, still no decision has been made from the Public Service Commission.

Ms. Watson had contacted Greg Myers, Federal Emergency Disaster Agent to discuss getting on the inspection list, had not heard back from him.

Ms. Watson had nothing further to discuss.

Mr. Anderson discussed the following with the Board:

Mr. Anderson stated there was a problem with the Aeration at the WWTP, three (3) diffusers on the aerators went bad, the quote to repair was \$1,200.00.

The Board requested Mr. Anderson look into the purchase of a boat for the ponds at the WWTP.

Mr. Anderson discussed that there was another break on the 10" line at Claywood from the Plant to the river bank that supplies our water service. It had been repaired again by the maintenance department.

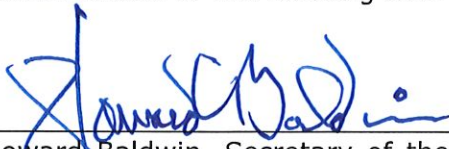
The Board requested that Mr. Richards include in the upcoming Water Improvement Project that we add to the list that the 10" line be replaced and possible upsized to a 12" line.

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 6:15 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