

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

January 20, 2017

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 December 15, 2016. These minutes were approved at the Regular Board Meeting held on Thursday, January 19, 2017.

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, DECEMBER 15, 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; Jaclyn Peters, Office Clerk; Craig Richards, Burgess & Niple; Cindy Woodard and Bryan Woodard, Owners Parkersburg Truck Stop/Parkersburg Livestock; Eric Fleming, General Manager, Parkersburg Truck Stop.

Mr. Woodard discussed with the Board the new ownership of the Parkersburg Truck Stop. Also, Mr. Woodard discussed his bill with the board. The office added seven (7) user fees on the current bill, Mr. Woodard did not agree with that. Board chose to delete all seven (7) user fees and check with the PSC to grandfather in some of the older buildings located on the property. Mr. Anderson discussed with Mr. Woodard issues with the grease traps and truck wash bays. Mr. Woodard is to call Mr. Anderson the next time the traps are pumped so both can see what the depth of the traps are. Mr. Anderson requested that if the space isn't sufficient enough that Mr. Woodard install new grease traps.

Mr. & Mrs. Woodard and Mr. Fleming excused themselves from the rest of the meeting.

Mr. Richards discussed with the Board that D.V. Weber had been fully paid for the Flood Mitigation Project.

Mr. Richards had nothing else to review with the Board.

Mr. Baldwin made a motion to approve the loan request from United Bank in the amount of \$877,300.00 to provide financing for the emergency repairs to the sewer system. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed loan request.

Mr. Stewart made a motion to approve Form RD-465-1 and related attachment to USDA Rural Utilities Service to request their consent to have the new sewer revenue bond issued on a parity with the PSD's sewer revenue bonds held by the USDA. Mr. Baldwin seconded the motion. The motion passed unanimously. Mr. Radabaugh signed Form RD-465-1 and related attachment.

Mr. Baldwin made a motion to approve the Minutes of the November 17, 2016, Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Baldwin signed the Minutes.

Mr. Baldwin made a motion to approve the Minutes of the December 6, 2016, Special 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 November 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 November 18, 2016 and December 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 November 24, 2016 and December 15, 2016. Mr. Baldwin seconded the motion. The motion passed unanimously.

Ms. Watson discussed with the Board the following:

A letter composed by Mr. Kelsh, Bowles Rice, providing the Public Service Commission with the loan information from United Bank.

Ms. Watson had nothing further to discuss.

Mr. Anderson discussed the following with the Board:

The District had several leaks in main lines and also had to repair water valves that had to be replaced throughout the District since the last board meeting.

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 6:30 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