

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

July 21, 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 June 15, 2017. These minutes were approved at the Regular Board Meeting held on Thursday, July 20, 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, JUNE 15, 2017, AT 2:00 P.M. IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA

Mr. Roy L. Radabaugh, Chairman, called the meeting to order at 2:00 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; Fred Rader, Mid Ohio Valley Regional Council.

First order of business was to re-appoint Mr. Howard Baldwin, Secretary of the Mineral Wells Public Service District Board of Commission. Mr. Stewart made a motion to re-appoint Mr. Baldwin. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Rader discussed with the Board that Mid Ohio Valley Regional Council would be willing to utilize a loan program using interim funds thru them. Interest rate would be 4.0% then loan would be paid out at project loan closing.

Mr. Stewart made a motion to pursue the loan application with Mid Ohio Valley Regional Council. Mr. Baldwin seconded the motion. The motion passed unanimously.

Mr. Richards discussed that the WV Infrastructure would be meeting on June 27, 2017. The technical review board would be meeting at 9:00 am and the Funding Committee would be meeting at 10:00 am. He advised Mr. Radabaugh and Mr. Anderson be in attendance.

Mr. Richards also discussed the Asset Management Plan that Mineral Wells PSD will more than likely need to design to be eligible to receive Infrastructure funds.

Mr. Richards advised the Board that construction will start at Stoops Road Liftstation the week of June 19, 2017.

Mr. Richards had nothing further to discuss.

Mr. Rader and Mr. Richards excused themselves from the meeting.

Mr. Baldwin made a motion to approve the FY 2017 Water Charge offs in the amount of \$4,359.65. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Baldwin made a motion to approve the FY 2017 Sewer Charge offs in the amount of \$4,590.03. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Baldwin made a motion to approve the Minutes of the June 15, 2017, 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 May 31, 2017, 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 May 19, 2017 and June 15, 2017. 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 May 19, 2017 and June 15, 2017. Mr. Baldwin seconded the motion. The motion passed unanimously.

Ms. Watson discussed the following:

Ms. Cam Siegrist would like to speak with the Board or Mr. Radabaugh regarding information received from Crew & Associates on refinancing bonds.

Ms. Watson discussed that the Water Quality Report will be advertised before June 30, 2017.

Ms. Watson had nothing further to discuss.

Mr. Anderson discussed the following with the Board:

Water dispenser in the front parking lot of office has been fixed.

Maintenance Department will begin gathering 20 sites for Lead & Copper samples.

Matt Jones has inquired about water and sewer at a location near Rt. 14.

Mr. Anderson had nothing further to discuss.

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 3:40 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