

***MINERAL WELLS PUBLIC SERVICE DISTRICT
POST OFFICE BOX 266
MINERAL WELLS, WV 26150
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February 16, 2018

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

Dear Mr. Seufer:

Please find enclosed an approved copy of the Minutes of the Regular Board meeting held January 18, 2018. The minutes were approved at the Regular Board Meeting held on Thursday, February 15, 2018.

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

Sincerely,



Linda Watson
Office Manager

enclosure

"This institution is an equal opportunity provider, and employer."

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, JANUARY 18, 2018, 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; Lisa Sibicky, Burgess & Niple; Nate Tucker, Burgess & Niple; Mike Davis, Burgess & Niple; Fred Rader, MOVRC; Michael Squires and Mike Zoller, residents.

First order of business was Election of Officers, Mr. Stewart made a motion to keep all offices the same. Mr. Baldwin seconded the motion. The motion passed unanimously.

Next, Mr. Squires, resident in the District, purchased 55 acres on the back side of Butcher Bend with no water service. He discussed with the Board what his options would be. It was discussed that he would pay all expenses of a 6" water line laid approximately 1600 ft after one year and one day, the District would take over the line. Mr. Anderson would put together a cost estimate for him. Also discussed, easements would be needed from the WV Interstate Fair and Expo and Mike and Angie Zoller.

Mr. Squires and Mr. Zoller excused themselves from the meeting.

Mrs. Sibicky discussed with the Board all open projects including the Misc. Water System Improvements Project, the pump station located in Pettyville and that surveying will be done the week of January 22, 2018. Also, there will be a meter study done in Lincolnshire, Mt. Pleasants Estates and Mineral Acres.

Mr. Davis discussed with the Board an invoice they had received in the amount of \$15,100.25 from D.V. Weber Construction for the extra time needed for the Bypass Pump at the Stoops Rd Liftstation. The Board decided that they had no control over the electric company and they felt they were not responsible for that invoice. Mr. Davis said he would relay the message back to D.V. Weber.

Mrs. Sibicky, Mr. Davis and Mr. Tucker excused themselves from the meeting.

Next on the Agenda was item #6, Approve/Disapprove Req. #5 in the amount of \$96,458.65 payable to D.V. Weber for the Stoops Rd Liftstation & WWTP Headworks Improvements Project. Mr. Stewart made a motion to approve Req. #5. Mr. Baldwin seconded the motion. The motion passed unanimously.

Mr. Baldwin made a motion to approve the Minutes of the December 21, 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 December 30, 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 December 22, 2017 and January 18, 2018. 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 December 22, 2017 and January 18, 2018. Mr. Baldwin seconded the motion. The motion passed unanimously.

Ms. Watson discussed with the Board that she had received a letter from Todd Swanson, Attorney, regarding the District's situation with the violations and Claywood's water. (See attached letter) The letter will be mailed out certified on Friday, January 19, 2018.

Ms. Watson had nothing further to discuss.

Mr. Anderson discussed with the Board that he had made a trip over to Claywood Park PSD's water plant to get a reading off of our meter. When there, he saw that on our meter we had a broken seal and water was spraying out on a piece of plastic they had put up to drain down. Mr. Anderson contacted Mr. Brabham about it and he said they had plans to repair it. Mr. Anderson will continue to make trips over to see if it has been fixed.

Mr. Anderson has a meeting scheduled with HSC and Patriot Automation to see if we can determine the problem with the 7' difference in Pryce Road tank.

Mr. Anderson discussed the Mid Atlantic Maintenance had repaired the Windy Ridge Tank site, but will need to look into possibly replacing the panel inside.

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 3:30 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