

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

May 18, 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 April 19, 2018. The minutes were approved at the Regular Board Meeting held on Thursday, May 17, 2018.

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

Sincerely,


Linda Watson
Office Manager

enclosure

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, APRIL 19, 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; Cam Siegrist, Bowles Rice; Craig Richards, Burgess & Niple.

Mr. Baldwin made a motion to approve the Minutes of the March 15, 2018 Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Baldwin signed the Minutes.

Next order of business was to discuss all open projects, Mr. Richards discussed the work at the Wastewater Treatment Plant, stating D.V. Weber will be moving equipment in on May 1st, 2018 reinforcing steel and also stating the materials for the grit chamber are in. Mr. Richards had nothing further to discuss.

Mr. Stewart made a motion to approve draw #2 from the MOVRC loan in the amount of \$13,235.88 payable to Burgess & Niple for Preliminary and Final Design of the Water System Improvements Project. Mr. Baldwin seconded the motion. The motion passed unanimously.

Mr. Baldwin made a motion to Approve the Water & Sewer Alternate Main Line Extension Agreement prepared by Todd Swanson, Steptoe and Johnson, for Tim Matheny's campground located Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed both extension agreements.

Next order of business, Cam Siegrist, Bowles Rice presented the Engagement letter to serve as Bond counsel for the District. Mr. Siegrist pleaded with the Board to continue using Bowles Rice as bond counsel for the District for the Water System Improvements Project. Mr. Stewart made a motion to approve Bowles Rice as Bond Counsel for the upcoming Water Project. Mr. Baldwin seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Engagement letter.

Mr. Baldwin made a motion to approve Steptoe & Johnson's Legal Services Agreement for Special PSC Counsel. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the agreement.

Ms. Watson discussed the FY 2019 Water and Sewer Budgets. Mr. Stewart made a motion to approve the budgets. Mr. Baldwin seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial Statements, for March 31, 2018, 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 March 16, 2018 and April 19, 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 March 16, 2018 and April 19, 2018. Mr. Baldwin seconded the motion. The motion passed unanimously.

Ms. Watson discussed that the PSC granted Claywood's request for interim relief, we had to cease and desist from purchasing water from Parkersburg.

We didn't switch back over until 4/12/2018, we were waiting on final word from BPH. In the meantime Claywood filed another complaint with PSC stating we didn't follow the first order.

Mr. Swanson recommended that the District still continue testing at the point of entry to gather as much information as possible for litigation.

Ms. Watson had nothing further to discuss.

Mr. Anderson discussed with the Board that a motor had blowed at the WWTP the cost of a new motor would be \$15,000.00, checking into a generic motor with a cost of \$5,000.00.

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 3:20 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