

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

November 15, 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 October 18, 2018. The minutes were approved at the Regular Board Meeting held on Thursday, November 15, 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, OCTOBER 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; Linda Watson, Office Manager; William Byers, Chief Operator; Craig Richards, Burgess & Niple; Lise Sibicky, Burgess & Niple; Mike Davis, Burgess & Niple; Fred Rader, MOVRC; Jack & Marcia Godbey, residents.

Mr. Baldwin made a motion to approve the Minutes of the September 20, 2018 Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Baldwin signed the Minutes.

Next order of business, Mr. Davis discussed the sewer project, he stated there was an issue with one of the pumps in the grit chamber at start up. D.V. Weber is to come back and repair the issue. Mrs. Sibicky discussed the water project with the board, Fred Rader said the issue that we are having with the SCADA system and have to pay \$14,000. Mrs. McDonald said no the the re-imbusement, but it could be added into the loan for the Water project. The Board has decided to go with the original scope of the project, however, the would like the 6" line upgraded with a 8" line to the Pettyville pump station. That would consist of replacing 2000' of line and tying it into the existing line.

Burgess & Niple had nothing further to discuss.

Mr. Stewart made a motion to approve using and closing the Reserve Fund account to payoff the Series 1979 Revenue Bond in the amount of \$18,975.96 with an approximate balance of \$26,339.66 Mr. Baldwin seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve closing the 1979 Depreciation Fund Account in the amount of \$13,111.76. Mr. Baldwin seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Req. #7 in the amount of \$3,390.00 for Burgess & Niple from the Mid Ohio Valley Regional Council Loan. Mr. Baldwin seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial Statements, for September 30, 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 September 20, 2018 and October 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 September 20, 2018 and October 18, 2018. Mr. Baldwin seconded the motion. The motion passed unanimously.

Ms. Watson had nothing to discuss with the Board. However, Todd Anderson was absent from the meeting and had her discuss a list with the Board regarding the water project and upcoming sewer project.

Water Project, water tanks all tanks needs circulators; power to Windy Tank; automatic flushers thru out the District that meet DEP and EPA guidelines; extra motor and a generator at each booster station.

Sewer Project: Jackson Run Lift Station needs upsized with 65hp and big holding tank; second 16" line going to sewer plant; replace and upsize Rt. 21 Lift Station; all grinders replaced in the District and a small pumping truck to save money from pumping grinders.

Ms. Watson 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 3:15 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.



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Howard Baldwin, Secretary of the Public Service Board  
of the Mineral Wells Public Service District, Mineral  
Wells, West Virginia