

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

May 16, 2019

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 18, 2019. The minutes were approved at the Regular Board Meeting held on Thursday, May 16, 2019.

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 18, 2019, 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; Linda Watson, Office Manager; Todd Anderson, Operations Manager; Craig Richards, Mike Davis and Matt Newlon, Burgess & Niple; Fred Rader, MOVRC; Bernard Cothern.

Mr. Stewart made a motion to approve the Minutes of the March 21, 2019 Regular Board Meeting. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Stewart signed the Minutes.

Mr. Davis and Mr. Newlon presented a slide show regarding the information they had discovered while scoping the District sewer areas. Mr. Richards stated that if all problem areas would be included in the project, the estimated cost of such project would be \$4,970,500.

Mr. Stewart made a motion to authorize an application to be submitted to the Infrastructure Counsel or USDA for funding for the Misc Sewer Improvements Project. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Richards next discussed the installation of the temporary Sanitary Sewer Overflow on Sharon Street for Jack Godbey. Mr. Richards further discussed the Draft Order from the DEP, it was suggested a letter be written and the order be signed by Mr. Radabaugh. Burgess and Niple will compose the letter to be sent back with the draft order.

Mr. Stewart made a motion to approve such letter and draft order to the DEP regarding the temporary sanitary sewer overflow on Sharon St. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed letter and draft order.

Mr. Rader stated the water project is moving along, Zack Dobbins, Bennett & Dobbins had completed the Rule 42.

Mr. Stewart made a motion to approve the process of a 19A rate increase for water. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the process of a 19A rate increase for sewer. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial Statements, for March 31, 2019, for All Finances, Water Revenue Fund Checking account, and Sewer Revenue Fund Checking Account as presented. Mr. Radabaugh 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 22, 2019 and April 18, 2019. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks written on the Consolidated Payroll Account between March 22, 2019 and April 18, 2019. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Ms. Watson had nothing to discuss with the Board.

Mr. Anderson informed the Board that the only thing left on the Sharon Street sewer job was to do clean up work.

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Mr. Anderson informed the Board that the numbers at the Plant had been decreasing, the board recommended that Mr. Anderson send Burgess and Niple the numbers from the plant to get their input.

Mr. Anderson had nothing further to discuss.

The meeting went into Executive Session at 3:15.

Regular meeting reconvened at 3:35.

All business having been discussed, Mr. Stewart made a motion to adjourn. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 3:45 P.M.

#### **CERTIFICATION**

I, Mark Stewart, Treasurer 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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Mark Stewart, Treasurer of the Public Service Board of  
the Mineral Wells Public Service District, Mineral Wells,  
West Virginia