

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, NOVEMBER 22, 2019, AT 2:00 P.M. IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA

Mr. Roy Radabaugh, Chairman called the meeting to order at 2:00 PM. He asked everyone present to sign the attendance roster. Mark Stewart, Treasurer; Bernard Cothorn, Secretary; Linda Watson, Office Manager; Craig Richards, Mike Davis and Lise Sibicky; Burgess & Niple; Fred Rader and John Isner, MOVRC; Beth Bumgarner and Randy Cole, Suttle & Stalnaker.

Mr. Cothorn made a motion to approve the Minutes of the October 17, 2019 Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Cothorn signed the Minutes.

Mrs. Bumgarner and Mr. Cole presented the Financial Statements with Supplementary Information and the Report to the Commissioners for Year Ending June 30, 2019.

Mrs. Bumgarner and Mr. Cole excused themselves from the rest of the meeting.

Mr. Richards discussed all open projects with the Board. Mr. Davis stated the sewer project is moving along, all survey work has been completed, grinder pumps have about two days left of inspection and they will be completed, on the force main route, he discussed with Mr. Rader that an Archeological Survey would need to be done.

Regarding Jackson Run lift station, Mr. Anderson had spoken to Mr. Lamp that has the small lot the District will need to purchase for the upgrade of the station. Mr. Lamp wasn't impressed with the offer that was given. It was discussed during the meeting that Burgess and Niple will get the area surveyed and an appraisal done, so the District would have a better idea of a dollar amount to offer Mr. Lamp.

Mr. Rader discussed with the Board, the Misc. Water Improvements Project, the application will be ready to submit to Rural Development, once Ms. Watson gets the minutes typed up from the Notice of Intent meeting that was held at 1:30 November 21, 2019.

Mr. Stewart made a motion to authorize Mr. Radabaugh to sign the Agreement from Bowles Rice to serve as Bond Counsel and Issuers Counsel to Mineral Wells PSD for the Sewer Bond Anticipation Note (BAN) in the amount of \$1,100,000 once WesBanco approves the agreement. Mr. Cothorn seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Commitment Letter from WesBanco to serve as financial institution for the Sewer Bond Anticipation Note (BAN) in the amount of \$1,100,000. Mr. Radabaugh signed the Commitment letter.

Mr. Stewart made a motion to approve the Agreement for Project Coordination & Technical Services for the Sewer System Improvements Project. Mr. Cothorn seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the agreement.

Mr. Stewart made a motion to approve in the amount of \$500.00 for a one time pay increase for all employees. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial Statements, for October 31, 2019, for All Finances, Water Revenue Fund Checking account, and Sewer Revenue Fund Checking Account as presented. Mr. Cothorn 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 October 1, 2019 and October 31, 2019. Mr. Cothorn seconded the motion. The motion passed unanimously.

Mineral Wells PSD
Minutes of Meeting
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Mr. Stewart made a motion to approve Payroll Checks written on the Consolidated Payroll Account between October 18, 2019 and November 21, 2019. Mr. Cothorn seconded the motion. The motion passed unanimously.

Ms. Watson discussed the following:

The UV system at the plant was having some issues and Mr. Brown had been on the phone with Xylem and Wedeco to get help with the problem. Mr. Anderson had to report to the DEP that we were not disinfecting before going into the river.

The new sewer rates would be effective on or after December 9, 2019, which means the District will not see an increase in revenue until mid/end of March, 2020.

Holiday hours will be as follows for the Thanksgiving and Christmas holidays:

Wednesday, November 27, 2019 12:00

Tuesday, December 24, 2019 12:00

Tuesday, December 31, 2019 12:00

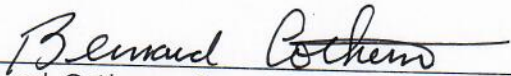
County Commission notified Ms. Watson that Mr. Radabaugh was re-appointed for another term as Chairman of the Mineral Wells PSD Board of Directors, his new term would expire November 30, 2025.

Mr. Anderson was absent from the meeting.

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 3:30 P.M.

CERTIFICATION

I, Bernard Cothorn, 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.



Bernard Cothorn, Secretary of the Public Service Board
of the Mineral Wells Public Service District, Mineral
Wells, West Virginia