

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, DECEMBER 19, 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 and Mike Davis; Burgess & Niple; Luke Peters, MOVRC; Cam Siegrist, Bowles Rice and Joe Marta, Wesbanco.

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

Mr. Cothorn made a motion to approve the Holiday Schedule for 2020. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Water Tariff No. 23. Mr. Cothorn seconded the motion. The motion passed unanimously. Mr. Radabaugh signed water Tariff No. 23.

Mr. Siegrist and Mr. Marta discussed the loan closing documents and Bond information for the Sewer Bond Anticipation Note. Information included: the BAN will pay for the design cost to complete the long term project for permanent financing. WesBanco opened a Notes Proceed account, and the District will pay interest on total borrowed. Interest payment will be quarterly.

Mr. Stewart made a motion to approve the Commitment Letter from WesBanco for the Sewer System Bond Anticipation Note. Mr. Cothorn seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the letter.

Mr. Stewart made a motion to approve the Adoption of the Notes Resolution for the Sewer System Bond Anticipation Note. Mr. Cothorn seconded the motion. The motion passed unanimously. Mr. Radabaugh and Mr. Cothorn signed paperwork regarding BAN.

Mr. Cothorn made a motion to approve the first draw in the amount of \$129,640 from the BAN Proceed account. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Schedule B for the Water System Improvements Project, bid opening for project will be January 14, 2020 at 11:00 a.m. at the District's Board Office. Mr. Cothorn seconded the motion. The motion passed unanimously. Mr. Radabaugh signed Schedule B.

Mr. Richards discussed open projects which included the Application for USDA was in final stages of being submitted.

Mr. Richards discussed a modification for the Engineering Agreement for the water project and that will be presented at next Board meeting.

Mr. Richards had nothing further to discuss.

Mr. Stewart made a motion to approve the Financial Statements, for November 30, 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 November 1, 2019 and November 30, 2019. Mr. Cothorn seconded the motion. The motion passed unanimously.

Mineral Wells PSD
Minutes of Meeting
December 19, 2019

Mr. Stewart made a motion to approve Payroll Checks written on the Consolidated Payroll Account between November 22, 2019 and December 19, 2019. Mr. Cothorn seconded the motion. The motion passed unanimously.

Ms. Watson discussed the following:

FEMA had contacted her as well as Mr. Richards and Mr. Davis from B & N, she was still working on closing the large project.

Water 19A rates will go in to effect with January 2020 billing.

Sewer 19A rates will go in to effect with February 2020 billing.

Mr. Anderson discussed the maintenance department had been busy with three (3) water leaks in the past week. WWTP UV repairs had been made.

Mr. Anderson had nothing further to discuss.

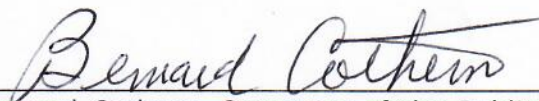
Executive Session was ordered at 3:30.

No motions were made during executive session.

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, 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