

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, JANUARY 16, 2020 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; Todd Anderson, Operations Manager; Craig Richards; Burgess & Niple; Luke Peters, MOVRC; William H. Dickel, resident; Terry Hardbarger.

Mr. Stewart made a motion to keep Officer positions the same for 2020 for the Mineral Wells PSD Board of Commissioners. Mr. Cothorn seconded the motion. The motion passed unanimously.

Public Comments-None

Mr. Cothorn made a motion to approve the Minutes of the December 19, 2019 Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Cothorn signed the Minutes.

Adam & Jennifer Cooper were next on the Agenda, but didn't attend the meeting. No discussion.

Ms. Watson discussed Sewer Tariff No 16, it was prepared and will be filed by Todd Swanson, Steptoe and Johnson. This tariff was approved by the WV Public Service Commission and will become effective on the February billing. Mr. Stewart made a motion to approve Tariff No 16. Mr. Cothorn seconded the motion. The motion passed unanimously. Mr. Radabaugh signed Tariff No. 16.

Mr. Richards, Engineer, Burgess & Niple; discussed the following with the Board:

The Miscellaneous Water Improvements Project is moving forward, the application has been submitted. Virginia McDonald, Rural Development, will hold a meeting at the District office on January 30, 2020 at 11:00 to discuss the preliminary application for funding.

Tuesday, January 14, 2020 a bid opening was held at the District's office at 11:00 regarding the Jackson Run Lift Station Improvement Project located on Sharon Street, Mineral Wells, WV. Two (2) bids were received for the contract, the lowest bid was submitted by D.V. Weber Construction, Inc. in the amount of \$883,850.00. The other bid was from Orders Construction Company, Inc. in the amount of \$1,134,750.00.

Regarding Item #8 on Agenda, Mr. Richards discussed that both bids went over the BAN (Bond Anticipated Note) that the District closed at the December meeting. Mr. Richards discussed with the Board the options: Reject the bids and start over; give Burgess & Niple authorization to speak with Dave Weber to discuss his bid package or finally, Burgess & Niple will hold invoices until final loan closing to be paid.

The Board discussed and decided to authorize Burgess & Niple to discuss with D.V. Weber the bid package. Also, the Board decided to hold a special meeting on January 30, 2020 at 10:00 to discuss findings of meeting.

Mr. Richards handed Ms. Watson both bid packages as well as the Survey and Easements that will need to be signed regarding the Jackson Run Lift Station Improvements Project when it moves forward.

Mr. Richards had nothing further to discuss.



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Minutes of Meeting  
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Mr. Stewart made a motion to approve the Financial Statements, for December 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 December 1, 2019 and December 31, 2019. Mr. Cothorn seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks written on the Consolidated Payroll Account between December 20, 2019 and January 16, 2020. Mr. Cothorn seconded the motion. The motion passed unanimously.

Ms. Watson discussed the following:

New water 19A rates will go into effect with January 2020 billing. The WV Public Service Commission ordered on December 9, 2019, that effective for all service rendered on and after November 27, 2019; 0-3000 gallons of water will be a minimum charge of \$36.15 monthly.

Ms. Watson had nothing further to discuss.

Mr. Anderson discussed that on January 15, 2020 the answering service was alerted from several customers on Wolf Run Rd with no water. Upon arrival at the Wolf Run Tank, the maintenance crew found the tank completely empty. Two separate leaks were found in a slip area on Wolf Run Road. A boil water advisory was placed for 123 customers in the appropriate area.

Mr. Anderson reported that Mr. William H. Byers, Jr. will retire on March 31, 2020 with forty (40) years of service with the District.

Mr. Anderson had nothing further to discuss.

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 2:45 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

MINUTES OF A SPECIAL BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, JANUARY 30, 2020 AT 10:00 A.M. IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA

Mr. Roy Radabaugh, Chairman called the meeting to order at 10:00 AM. He asked everyone present to sign the attendance roster. Mark Stewart, Treasurer; Bernard Cothorn, Secretary; Linda Watson, Office Manager; Todd Anderson, Operations Manager; Mike Davis; Burgess & Niple; Fred Rader, MOVRC.

Mr. Davis discussed the purpose of this Special Meeting was to discuss D.V. Weber's bid for the Jackson Run Lift Station Project. The breakdown of the bid is attached to these minutes. It was proposed by Mr. Davis to accept the bid from D. V. Weber and use the money that was given in the BAN (1,100.000) and if need be, go back to WesBanco showing good intentions that the rate increase had helped with revenue and the District needs to borrow more money.

Mr. Stewart made a motion to award the contract to D.V. Weber, Inc., contingent upon purchasing the property from Ron Lamp located on Sharon Street. Mr. Cothorn seconded the motion. The motion passed unanimously.

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 10:30 A.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