

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, JUNE 17, 2021 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; Linda Watson, Office Manager; Todd Anderson, Operations Manager; Mike Davis and Lise Sibicky; Burgess & Niple.

Public Comments-None

Mr. Stewart made a motion to approve the Minutes of the May 20, 2021 Regular Board Meeting. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Stewart signed the Minutes.

Mr. Davis discussed that the District received two (2) bids for the Rt. 21 Lift Station project. The two bids submitted were Orders Construction \$1,987,750 and D V Weber \$1,677,968. Burgess and Niple asked the Board to approve the bid from DV Weber.

Mr. Stewart made a motion to approve the bid from DV Weber in the amount of \$1,677,968 contingent upon financing from a banking institution and to move forward with the project. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mrs. Sibicky discussed the water project with the Board. She stated that she has continued working with Mr. Hardman and Ms. Watson on Water User Agreements and Right of Ways for the project. Each month a conference call is organized by Rural Development to see where the project stands and what is needed.

Mrs. Sibicky discussed that TC Energy has scheduled to start working with DV Weber on the water main re-location of the Columbia Gas compressor station in Rockport on June 25, 2021. She will contact Steve Hardman to do easements on behalf of the District for the re-location of the water line.

Mr. Stewart made a motion to approve Tariff #24 issued May 17, 2021 by the WV Public Service Commission for the Mineral Wells PSD rates to stay at the Step 1 rates. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the new tariff.

Mr. Stewart made a motion to approve Tariff #17 issued June 1, 2021 by the WV Public Service Commission for the Mineral Wells Public Service District's sewer rates to increase for all services rendered on and after June 3, 2021. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the new tariff.

Mr. Stewart made a motion to approve a draw in the amount of \$16,375.82; \$6,481.50 payable to Burgess and Niple and \$9,894.32 payable to Mineral Wells PSD regarding the Wastewater Improvements Project. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the draw.

Mr. Stewart made a motion to approve the Financial Statements, for May 31, 2021 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 for May 31, 2021. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks written on the Consolidated Payroll Account from May 21, 2021 thru June 17, 2021. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Ms. Watson discussed with the Board that the Request for Proposal had been sent out to (4) accounting firms for a bid for the upcoming audit for 2021, 2022 and 2023.

Ms. Watson also stated she with the help of Zack Dobbins and Fred Rader had sent a letter to the County Commission office requesting funds from loss of revenue due to COVID.

Mr. Watson had nothing further to discuss.

Mr. Anderson discussed that he had a problem sewer line that runs to the Chinese restaurant and 7-11 on Elizabeth Pike. He would like it to be added to the upcoming second phase of the sewer project if possible. Mr. Davis, B&N stated he would look into it.

Mr. Anderson had nothing further to discuss.

All business having been discussed, Mr. Stewart made a motion to adjourn. Mr. Radabugh seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 3:05 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.



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