

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, OCTOBER 15, 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, Mike Davis and Lise Sibicky; Burgess & Niple; John Isner, MOVRC.

Public Comments-None

Mr. Cothorn made a motion to approve the Minutes of the September 17, 2020 Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Cothorn signed the Minutes.

Mr. Anderson introduced new employee, Kyle Grogan to the Board. Mr. Grogan was hired on September 28, 2020.

Mr. Grogan excused himself from the meeting.

Mr. Richards was asked to discuss open projects; he stated as requested by the Board at the September meeting, the firm had started back up with the design of the water improvement project. Mr. Richards stated at the November board meeting they will have a revised Engineering agreement regarding the Water System Improvements project. Mr. Anderson requested they take a look at replacing the entire 10" main thru the District. There had been several breaks in that line. Mrs. Sibicky is to get an estimate and present and next meeting.

Mr. Richards also discussed with the Board, America's Water Infrastructure Act of 2018 Risk and Resilience Assessments and Emergency Response Plans, this is something District's with more than 3,300 in population has to have by the end of June 2021. The Board discussed and agreed for Burgess and Niple to give them a quote as to what they would charge to assist in gathering the information and helping the District. Mr. Richards will present a quote to the Board at the November meeting.

Mr. Richards had nothing further to discuss.

Mr. Isner from MOVRC stated with the Water Project, the most important thing is the Annual Reports being completed and sent to the Public Service Commission so Bennett & Dobbins can complete a Rule 42 on FY 2020 numbers. Ms. Watson stated that Suttle & Stalnaker had requested an extension with the PSC for the Annual Reports, due to COVID and still working from home.

Mr. Isner had nothing further to discuss.

Mr. Stewart made a motion to approve Pay Estimate #5 in the amount of \$115,260.77 payable to D.V. Weber Construction, Inc. for the Jackson Run Lift Station Project. Mr. Cothorn seconded the motion. The motion passed unanimously.

Mr. Davis discussed with the Board that Jackson Run Lift Station is up and running online, the only thing left was the rip-rap and the trees for Mr. Lamp. Mr. Anderson stated that the District will do the rip rap, the quote from DV Weber was too expensive. Mr. Anderson also stated that he had spoke with Mr. Lamp and said that he would get in touch with a local landscaping company to place the trees back on the property. Mr. Lamp agreed.

Mr. Davis stated that there was a glitch in the electric control panel, he felt it was an issue with Patriot Automation. Mr. Davis had contacted DV Weber and they were working with Patriot to resolve the issue. Mr. Davis will let Mr. Anderson know the outcome of the problem.

Mr. Davis had nothing further to discuss.

Mr. Stewart made a motion to approve the Financial Statements, for September 30, 2020, 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 for September 30, 2020. 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 September 18, 2020 and October 15, 2020. Mr. Cothorn seconded the motion. The motion passed unanimously.

Ms. Watson discussed the following:

All payments to Rural Development and Municipal Bond Commission had been paid.

Also, she had been contacted by Tom Lambiotte, a resident of Woodridge Plantation regarding water that was used at the residence of Chad Graham to help saturate the concrete for the new one lane bridge. The amount of water used plus the customer household usage was 41,500 gallons. Water \$348.63 Sewer \$340.27. Mr. Lambiotte didn't think they should have to pay sewer since the water didn't go thru the sewer system. The Board discussed and agreed that the sewer charge will not be removed from the bill. If customer wanted to take it further, he would need to contact the Public Service Commission to file a complaint.

Ms. Watson had nothing further to discuss.

Mr. Anderson discussed the following:

The maintenance department had been busy with leaks throughout the District. Scarce Fat had a valve break that served only Dogwood Estates. They were able to cap off the valve for now. Mr. Anderson would need to get in touch with Thornburg to see if they could fix the issue. If not, he would need to get a quote from possibly DV Weber or Bosley to fix the valve. The job would be too much for our local contractor, Steve White Plumbing.

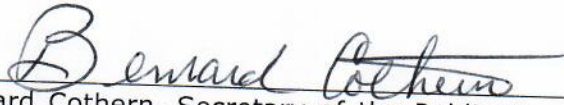
Rt. 21 Lift Station pumps quit working. The District is renting a by-pass pump from 5 Star Services, a local company within the District for a monthly rental fee of \$5,000.00, that amount doesn't include maintenance costs of the bypass pump. Mr. Anderson had contacted Thornburg to pick the pumps up and give him a quote on repair or a price for two new pumps. Mr. Anderson also was going to get a quote to see what it would cost for us to upgrade the by-pass pump the District owns.

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 2:50 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.

A handwritten signature in cursive script that reads "Bernard Cothorn". The signature is written in dark ink and is positioned above a horizontal line.

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