

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, MAY 20, 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; Bernard Cothorn, Secretary; Linda Watson, Office Manager; Todd Anderson, Operations Manager; Craig Richards, Mike Davis and Lise Sibicky; Burgess & Niple; Fred Rader, MOVRC; John Isner, MOVRC.

Public Comments-None

Mr. Cothorn made a motion to approve the Minutes of the April 15, 2021 Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Cothorn signed the Minutes.

Mr. Davis discussed that information to submit bids for the Rt. 21 Liftstation had been sent out to a list of contractors. Bid opening is scheduled for June 3, 2021 at 11:00 in the District's conference room. Mr. Hardman is still ongoing with the owner of the property needed for the Rt 21 Liftstation.

Mr. Davis discussed that modifications to the Consent order and NPDES Permit had been approved by the WV DEP.

Mr. Richards discussed Amendment #3 with the Board regarding Burgess & Niples engineering costs for the Rt 21 project. Costs total \$1,086,600

Mrs. Sibicky discussed the water project with the Board. She stated that she had been working with Mr. Hardman and Ms. Watson on Water User Agreements and Right of Ways for the project.

Mrs. Sibicky also discussed with the Board the Rockport Water main relocation that TC Energy has requested. They chose DV Weber Construction to do the directional bore for them. Mrs. Sibicky however did discuss the payment to them and DV Weber. Approximate payment would be \$30,000 DV Weber and \$5,000 Burgess and Niple. The Board made a motion for Ms. Watson to make the decision after she spoke with Zack Dobbins, Accountant on how to process the funds. Mr. Stewart made a motion. Mr. Cothorn seconded the motion. The motion passed unanimously.

Mr. Davis discussed the Pifer Sanitary Sewer Extension. The process had begun and we are waiting on the manholes to be delivered. Pipe and fittings are on site. They do have an inspector that stops by the job site regularly.

Mr. Stewart made a motion to approve Burgess & Niple's Engineering Agreement, Amendment #3 to the Wastewater System Improvements Project. Mr. Cothorn seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the amended agreement.

Mr. Stewart made a motion to approve a draw in the amount of \$16,463.38 for the Wastewater System Improvements Project. Mr. Cothorn seconded the motion. The motion passed unanimously. Mr. Radabaugh signed draw.

Mr. Stewart made a motion to approve the Financial Statements, for April 30, 2021 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 April 30, 2021. Mr. Cothorn seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks written on the Consolidated Payroll Account from April 16, 2021 thru May 20 2021. Mr. Cothorn seconded the motion. The motion passed unanimously.

Ms. Watson discussed that a letter was received from the WV Public Service Commission, and both the Water and Sewer Annual Reports were received and approved with no comments.

Mr. Anderson had nothing further to discuss.

The Board made a motion at 3:00 to go into Executive Session.

The Board reconvened into regular session at 3:20.

During executive session the Board approved a \$.50 per hour rate increase for all employees to be effective July 1, 2021 or the first payroll of the new FY 2022.

Mr. Stewart made a motion for the pay rate increase. Mr. Cothorn seconded the motion. The motion passed unanimously.

All business having been discussed, Mr. Stewart made a motion to adjourn. Mr. Cothorn seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 3:30 P.M.

CERTIFICATION

Mark Stewart
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.

Mark D. Stewart
~~Bernard Cothorn~~, Secretary of the Public Service Board of the Mineral Wells Public Service District, Mineral Wells, West Virginia