

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, December 15, 2022 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; Jessica Baker, Office Staff, Megan Seagraves, Office Staff, Todd Anderson, General Manager, Katrina Kratche, Mid Ohio Valley Regional Council, Craig Richards, Burgess & Niple and Roger Rawson.

Mr. Cothorn made a motion to approve the Minutes of the November 17, 2022 Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Cothorn signed the Minutes.

Mr. Rawson spoke on behalf of the Pond Creek Project.

Katrina Kratche gave an update on the progress of the easements being completed. Katrina also discussed Drawdown #25 for the reimbursement of the easements in the amount of \$1,243.75.

Mr. Stewart made a motion to approve Drawdown #25. Mr. Cothorn seconded the motion and it passed unanimously.

Craig Richards discussed needing 100% of the easements signed to be able to advertise for funding. Craig mentioned the right of entry procedures has funding available. He recommended having attorneys step in.

Mr. Stewart made a motion to approve item number 7. Mr. Cothorn seconded the motion and it passed unanimously.

Mr. Stewart made a motion to approve item numbers 8, 9 &10. Mr. Cothorn seconded the motion and it passed unanimously.

Mr. Anderson discussed the new ParMar. It will need to have separate water meters for each building and the restaurant will need to have a grease trap. There will not be a grinder but will have a small lift station. Mr. Anderson also discussed our server needs replaced. He talked about setting up a payment plan with ASI. Mr. Anderson presented the holiday schedule for 2023 to be approved.

Mr. Stewart made a motion to approve the 2023 Holiday Schedule. Mr. Cothorn seconded the motion and it passed unanimously.

The Board moved to executive session at 2:40pm.

Mr. Anderson discussed giving Megan Seagraves and Jessica Baker a \$2.00 pay raise on the hour. He also discussed giving all employees a one-time pay increase of \$500.00 Both items were approved during executive session.

All business having been discussed, Mr. Cothorn made a motion to adjourn. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 3:19 P.M.

CERTIFICATION

I, Bernard Cothorn 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