

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, December 21, 2023 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. Roy Radabaugh, Chairman; Mark Stewart, Treasurer; Bernard Cothern, Secretary; Todd Anderson, General Manager; Jessica Baker, Office Staff; Megan Seagraves, Office Staff; Katrina Kratche, Mid Ohio Valley Regional Council; Mike Davis, Burgess & Niple; Timothy Utt, Burgess & Niple; Benjamin Clemente, USACE and Roger Rawson.

Mr. Radabaugh made a motion to approve the Minutes of the November 16, 2023 Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Cothern signed the Minutes.

Tim Utt brought a construction cost estimate sheet showing updates for the Pond Creek Project. Tim also brought papers for the Pond Creek Project Phase 2.

Benjamin Clemente with the Army Corp brought documents for the Board Members and Ryan Kent to sign for the Pond Creek Phase 1 Project.

Katrina Kratche said we couldn't apply for funding with the Army Corp until the beginning of the new year. She also brought Draw #4 for Pond Creek in the amount of \$6,620.85.

Mr. Stewart made a motion to approve Draw #4, Mr. Cothern seconded the motion and it passed unanimously.

Mr. Stewart made a motion to approve the Back Flow/Cross Prevention Policy. Mr. Cothern seconded the motion and it passed unanimously.

Mr. Davis discussed extending Stoops forced main. He also talked Bonnivale Lift Station and the submergible pumps. DOH is requiring us to drill under Sharon St. for the sewer project. Mike mentioned Skyview Lift Station will be bigger than Maple Shades but smaller than Bonnivale.

Mr. Anderson discussed the Bond Anticipation Note that needs renewed with Cam Siegrist. Todd also brought up the truck bids and the Board decided to go with the Ford Rangers.

Mr. Stewart made a motion to approve items 6,7 and 8, Mr. Cothern seconded the motion and it passed unanimously.

Mr. Stewart made a motion to move to Executive Session at 2:50pm. Mr. Cothern seconded the motion and it passed unanimously.

**CERTIFICATION**

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