

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, March 21, 2024 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; Timm Utt, Burgess & Niple; Mike Davis, Burgess & Niple and Cam Siegrist, Bowles Rice.

Mr. Cothern made a motion to approve the Minutes of the January 18, 2024 Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Cothern signed the Minutes.

Mr. Cothern made a motion to approve the Special Board Meeting on February 22, 2024. Mr. Stewart seconded the motion and it passed unanimously.

Timm Utt talked about the Hino Facility and the Fire Protection Flows and that it may be an issue for the 4" line. Hooking into the 10" line may be a better option. We may be able to do the Fire Protection Line with left over funds from the water project. The Water Project contract 17-3 was awarded to Larry Lang Excavating. Timm said the Neptune Meters will be used on the project. Timm said he had a call with the Army Corp and WVWDA in the beginning of February. We should go ahead and ask WCC for the money for Phase 2 of the Pond Creek Project. Timm discussed Mineral Wells PSD extended their boundaries in Jackson County and Wirt County in 2006.

Mike Davis said he will send the Sewer Project contracts out to get signed. The Pre-construction meetings will be held on March 13, 2024 at 1pm and 2pm.

Mr. Anderson suggested the Board review the PSC's tap fee amounts for commercial development. Todd said he would need to have a meeting with Bernard and Timm Utt to discuss the fire hydrants and where to place them. The meeting would be at the Fire Department. Todd also said we need a truck to replace the Dodge. The new proposed truck is a 2024 GMC ½ ton at a cost of \$42,360.00. If any money is left over from the Water Projects we can use that to put toward the truck.

Mr. Stewart made a motion to approve the purchase of the new 2024 GMC. Mr. Cothern seconded the motion and it passed unanimously.

Mr. Radabaugh made a statement to auction off the old trucks in April 2024.

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 2:55pm. 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.



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