

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, April 18, 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 Cothorn, 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; and Roger Rawson.

Mr. Cothorn made a motion to approve the Minutes of the February 15, 2024 Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Cothorn signed the Minutes.

Roger Rawson asked about the progress of Pond Creek.

Timm Utt discussed the Public Meeting that will be held on May 7th at 6:00pm. He also spoke about the preconstruction meetings that will be held on May 9th at 1:00pm and 2:00pm. Pond Creek construction should start in January 2025 with a completion date of September 2025. There is no start date for Phase 2 at this time. Timm also said the booster station at Salisbury will be replaced. Precision Pump will be on site next Tuesday to remediate any issues. The volunteer fire departments may need replaced as well. The Environmental Assessment report for the Pond Creek project was submitted on 3-20-24. There is a call for the Pond Creek project scheduled for 4-9-24 to discuss funding updates. A location needed to be decided on where to put the fill dirt to appease the Army Corp. Roger Rawson volunteered his property to be used to dispose of the fill dirt.0020

Mr. Stewart made a motion to approve both preconstruction meetings for projects 17-2 and 17-3 on May 9th at 1:00pm and 2:00pm. Mr. Cothorn seconded the motion and it passed unanimously.

Mike Davis said the Sewer Project will start April 13th and boring under the interstate will start first. Bonnaville Lift Station will be get a rehab starting May 13th. No updates on the Truck Stop.

Mr. Anderson discussed the Athey property in Pettyville is coming up for development. We will use a generator we took off another project will be used at Stoops Liftstation. Our guys will mark all areas for installation of the new meters for the water project. A new fire hydrant will need to be installed in front of the Mineral Wells Elementary School. A hydrant will also need installed on Rt. 14 near Taco Bell. We will be adding a total of 10 hydrants to the water project and 22 will be replaced. Each hydrant will have gps installed for the fire department. Todd spoke to the Mayor of Elizabeth and it will be sometime in May before the tie in on Tucker's Creek is started. Discussion of the MOVRC invoices has been turned over to Todd Swanson and Zack Dobbins.

Mr. Radabaugh discussed item #3

Mr. Stewart made a motion to approve item #3-Minutes from last meeting. Mr. Cothorn seconded the motion and it passed unanimously.

Mr. Stewart made a motion to approve item #5-Sewer Revenue Bonds. Mr. Cothorn seconded the motion and it passed unanimously.

Mr. Stewart made a motion to approve the Holiday Schedule for 2024. Mr. Cothorn seconded the motion and it passed unanimously.

Mr. Stewart made a motion to approve Draw #5 for Pond Creek Project. Mr. Cothorn seconded the motion and it passed unanimously.

Mr. Stewart made a motion to approve Terry Hardbarger's \$.50 raise for passing his water exam. Mr. Cothorn seconded the motion and it passed unanimously.

Mr. Stewart made a motion to approve items #11, 12, and 13. Mr. Cothorn seconded the motion and it passed unanimously.

Mr. Stewart made a motion to approve MOVRC invoices be turned over to Todd Swanson and Zack Dobbins. Mr. Cothorn seconded the motion and it passed unanimously.

Mr. Anderson also discussed PUB taking over billing for our mutual sewer customers.


Mr. Stewart made a motion to approve PUB taking over billing. Mr. Cothorn seconded the motion and it passed unanimously.

Todd Anderson discussed the Auditors noticed we had been overbilling for our sewer rates in the amount of roughly \$58,000.00. We will give our customers refunds for the overbilling broken up into 4 payments. The first refund payment will start in April 2024.

Mr. Stewart made a motion to move to Executive Session at 3:15pm. Mr. Cothorn seconded the motion and it passed unanimously.

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.



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