

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, May 16, 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; Corey Bonasso, Bowles Rice; Zack Dobbins, Bennett & Dobbins and Roger Rawson.

Mr. Cothern made a motion to approve the Minutes of the March 21, 2024 Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Cothern signed the Minutes.

Mr. Anderson asked the Board to review the draft agreement from PUB discussing the terms of them taking over billing for our mutual sewer customers.

Mike Davis and Timm Utt discussed Amendment #3 which is an increase in cost for the Water Project.

Mr. Stewart made a motion to approve Amendment #3. Mr. Cothern seconded the motion and it passed unanimously.

Mr. Utt stated there will be an upcoming phone call on 4/30/24. There will also be a Preconstruction meeting at Mineral Wells Public Service District on May 7th at 11:00am.

Cam Siegrist asked that there be a Special Board meeting before the Preconstruction meeting on May 7th. The Special Board meeting will start at 10:00am. Cam also brought 3 resolutions. The first was a resolution for the Water Revenue Bond. A Supplemental Resolution was also discussed and lastly was a Sweep Resolution authorizing the automatic electronic transfer of funds to the West Virginia Municipal Bond Commission. Cam also added our Audits need to be completed by March 27th going forward.

Mr. Stewart made a motion to approve the Bond Resolution as explained. Mr. Cothern seconded the motion and it passed unanimously.

Mr. Stewart made a motion to approve the terms of the Bond Resolution as explained. Mr. Cothern seconded the motion and it passed unanimously.

Mr. Stewart made a motion to approve a Sweep Resolution (Direct Debit). Mr. Cothern seconded the motion and it passed unanimously.

Mr. Stewart made a motion to approve items 7, 8 and 9. Mr. Cothern seconded the motion and it passed unanimously.

Timm Utt spoke about the Truck Stop liftstation getting started and went over the Burgess & Niple update sheet. He also said there will be a Public Meeting on Tuesday May 7th at 6:30pm and the Pond Creek Volunteer Fire Department.

Mr. Anderson spoke about the tie in with Wirt County and that Burgess & Niple will be there to inspect the lines. The tie in is scheduled for Wednesday May 15th. Todd said they found a leak on Wolfe Run Rd in a slip area. That will need inspected at some point and the line will need to be moved due to the slip.

Zack Dobbins discussed three different draws. The first was Draw #6 on the Pond Creek Project totaling \$46,147.36. The second was Draw #2 for the Sewer Project in the amount of \$60,079.75. The last draw was Draw #1 on the Water Project in the amount of \$499,413.27.

Mr. Stewart made a motion to approve Draw #6 for Pond Creek. Mr. Cothern seconded the motion and it passed unanimously.

Mr. Stewart made a motion to approve Draw #2 for the Sewer Project. Mr. Cothern seconded the motion and it passed unanimously.

Mr. Stewart made a motion to approve Draw #1 on the Water Project. Mr. Cothern seconded the motion and it passed unanimously.

Mr. Cothern asked Zack Dobbins about the invoices concerning Mid Ohio Valley Regional Council. Zack said we are not paying those invoices as of now because they are still reviewing them.

Mr. Radabaugh called adjournment of the meeting at 3:55pm.

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