

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, SEPTEMBER 19, 2024 AT 2:00 P.M. IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA

Mr. Mark Stewart, Chairman called the meeting to order at 2:00 PM. He asked everyone present to sign the attendance roster. Mark Stewart, Chairman; Bernard Cothorn, Secretary; Todd Anderson, General Manager; Jessica Baker, Office Staff; Megan Seagraves, Office Staff; Timm Utt, Burgess & Niple; Cameron Deem, Burgess & Niple; Zack Dobbins, JD Utilities and Roger Rawson.

Mr. Mark Stewart called an Executive Session at 2:02pm.

Mr. Stewart made a motion to move into Executive Session, Mr. Cothorn seconded the motion and it passed unanimously.

Regular Board meeting was called back into session at 2:04pm.

Mr. Cothorn stated that Mark Stewart should be appointed Chairman of Mineral Wells Public Service District.

Mr. Cothorn made a motion to appoint Mark Stewart as Chairmain of Mineral Wells Public Service District, Mr. Stewart seconded the motion and it passed unanimously.

Mr. Cothorn made a motion to approve the Minutes of the July 17, 2024 Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Cothorn signed the Minutes.

Timm Utt gave updates on Water Projects 17-2 and 17-3. Both projects are still under construction. He also presented Pay Application #3 for Project 17-2 and Pay Application #1 for Project 17-3.

Mr. Deem discussed the Sewer Project payouts and went over the progress with those projects.

Mr. Dobbins Draw #5 for Water Project 17-2 and 17-3 in the amount of \$515,238.14.

Mr. Cothorn made a motion to approve Draw #5, Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins also discussed Draw #6 for the Sewer Project in the amount of \$377,954.48.

Mr. Cothorn made a motion to approve Draw #6. Mr. Stewart seconded the motion and it passed unanimously.

Zack Dobbins discussed adding Todd Anderson, Mark Stewart and Bernard Cothorn to the Authorizing Resolution allowing them to sign papers going forward.

Mr. Stewart made a motion to approve the Authorizing Resolution, Mr. Cothorn seconded the motion and it passed unanimously.

Mr. Anderson spoke with Mike Davis and they may be adding a restaurant and laundry mat at the Truck Stop.

Timm Utt gave an update on Pond Creek and they are waiting for the agreement to be signed for the shovel test. They have almost 80% of the easements signed. Hopefully Phase 2 for Pond Creek will move along in the fall.

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

Mr. Anderson discussed having a paper drawn up allowing himself and Mark Stewart to sign for the new trucks needed for the District.


Mr. Cothorn made a motion to allow Todd Anderson and Mark Stewart to sign for the purchase of the new trucks. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Anderson discussed not charging Roger Rawson or Pond Creek Fire Department a tap fee.

Mr. Stewart called adjournment of the meeting at 2:40PM.

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