

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, OCTOBER 17, 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; Megan Seagraves, Office Staff; Timm Utt, Burgess & Niple; Cameron Deem, Burgess & Niple; Zack Dobbins, JD Utilities and Roger Rawson.

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

Mr. Dobbins discussed Draw #6 for the Water Project in the amount of \$538,249.69.

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

Mr. Dobbins also discussed Draw #7 for the Sewer Project in the amount of \$651,970.30.

Mr. Cothorn made a motion to approve Draw #7. Mr. Stewart seconded the motion and it passed unanimously.

Zack Dobbins said he had visited the work sites on 9/18/24 for wage interviews.

Mr. Stewart made a motion to approve ordering more meters. Mr. Cothorn seconded the motion and it passed unanimously.

Cam Deem with Burgess & Niple said they will pay the permit fee of \$1,170.00. Mike Davis will make an amendment.

Mr. Anderson informed the Board of bypass pump dying causing overflow into creek. DEP was involved.

Cam Deem said they intend to fill the manhole by Jackson Run LS. Directional drill under interstate began and they should push pipe through on Monday 9/23/24. They said it should be finished sometime around Thanksgiving. There were no change orders for LS/WWTP improvements but there is a Change Order #2 for valves in the amount of \$37,500.00.

Mr. Cothorn made a motion to approve the Change Order #2. Mr. Stewart seconded the motion and it passed unanimously.

Cam said we have 383 meters that haven't been changed. Change Order to add those meters and new reading equipment.

Todd Anderson said we have at least 500 meters on the shelf to use and they will be testing them this winter.

Timm Utt discussed possibly moving Wolfe Run Tank to higher elevation. Salisbury and Limestone Booster will also need upgraded. He said they will remove those 3 items from the project and it will reduce the cost. Tribute will install and insert valve on 6" water main at intersection of Rt 21 and Rt 14.

Mr. Cothorn made a motion to approve installation of Inserta valve at the cost of \$10,621.03. Mr. Stewart seconded the motion and it passed unanimously.

Timm Utt wants to have work session to discuss what all is needed done in district since there will almost definitely be contingency and overrun money available. Mr. Stewart

suggested making October's board meeting longer vs. having a work session meeting. Mr. Utt advertised Pond Creek in Parkersburg News for 9/23/24 & 9/30/24. Pre bid meeting will be held at 10am on October 10th and bid opening meeting will be at 11am on October 24th. There will be a Special Meeting for bid approval on October 29th at 10am. All 3 meetings will be held at Mineral Wells PSD.

Todd Anderson will have a meeting with Shayne from Claywood to inform him on additional water being pulled for Pond Creek, Elizabeth, etc.

Timm Utt suggested we go to Wood County Commission by the end of this year about Phase 2 for Pond Creek.

Cam Deem said the start up on the new Lift Station at the Truck Stop is set for October 1st. The Grand Opening is October 17th, 2024.

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

Mr. Anderson discussed reporting the Bonivale Lift Station spill with Charleston. The DEP was present also. We could possibly be ticketed by DNR due to dead fish.

Mr. Stewart made a motion to move to Executive Session at 3:00pm. Mr. Cothern seconded the motion and it passed unanimously.

Mr. Anderson resumed meeting at 3:18pm so Mr. Stewart could sign draws for Zack.

Mr. Stewart called adjournment at 3:20pm.

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