

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, JANUARY 16, 2025 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; Jessica Baker; Office Staff; Timm Utt, Burgess & Niple; Zack Dobbins, JD Utilities; Dylan Henke, Burgess & Niple; Mike Davis, Burgess & Niple and Roger Rawson and Todd Shingleton, Public.

Mr. Cothorn made a motion to approve the Minutes of the December 19, 2024 Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Cothorn signed the Minutes.

Timm Utt with Burgess & Niple has been working with Kyle McCauley, MWPSD Field Assistant Manager, to confirm interconnecting mapping with the water lines. They plan on going through the district to update our mapping and may possibly start in February 2025. We will use overrun funds for this. Engineer needs approval for Change Order #2 for Contract 17-2. The amount will increase by \$212,672.24. Contract 17-3- Contractor has completed Pike Street Water Main Installation. They will begin working on hydrant replacements with service meter relocations in Mineral Acres & Lincolnshire. Contract 17-3 Change Order #1 is complete and the Change Order will decrease contract price by \$133,801.97.

Mr. Cothorn made a motion to approve a decrease on Change Order #1 for Contract 17-3 in the amount of \$133,801.97. Mr. Stewart seconded the motion and it passed unanimously.

Mike Davis spoke about the grinders still needing finished on the Sewer Project. They will be moving to Bonnivale and Skyview Acres next.

Mr. Dobbins discussed Draw #8 for the Pond Creek Water Project in the amount of \$184,793.33.

Mr. Cothorn made a motion to approve Draw #8. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins also discussed Draw #9 for the Water Project in the amount of \$257,266.34.

Mr. Cothorn made a motion to approve Draw #9. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins discussed Draw #10 for the Sewer Project in the amount of \$674,328.71.

Mr. Cothorn made a motion to approve Draw #10. Mr. Stewart seconded the motion and it passed unanimously.

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

Mr. Anderson discussed the Holiday Schedule for 2025. He also discussed moving two Board Meeting dates due to Holidays falling on those dates. The Board meeting scheduled for April 17th 2025 will be moved to April 24th 2025 and the Board meeting scheduled for June 19th 2025 will be moved to June 26th 2025.

Mr. Cothorn made a motion to approve the rescheduling of two Board meetings. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Cothorn made a motion to approve moving to Executive Session at 2:37pm.

Mr. Stewart called adjournment at 2:46pm.

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