

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD MONDAY, MARCH 3, 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; Kyle McCauley, Assistant Manager; Megan Seagraves, Office Staff; Jessica Baker; Office Staff; Timm Utt, Burgess & Niple; Zack Dobbins, JD Utilities; 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 said the mapping has been updated. Work for Contract 17-2 has been completed. The Contractor should complete all the meter installations for Contract 17-3 on Friday January 17th. Work on the hydrants will start the week of January 20th. Contract 17-3 had future work added on Five Mile Rd and 10"/12" at MWVFD. Next Progress Meeting will be February 11, 2025. There is \$286K left in construction contingency to complete future/added work. The Contractor has completed about 3500 LF of water main on the Pond Creek Project. The stream crossing directional drills are complete and the Contractor needs to install 600 LF DD parallel to Pond Creek Rd. The upgrade of Limestone Hill Rd existing PRV Vault will include pressure release. Discussion with WV PSC on long service line installation to customers on Pond Creek and Jerry's Run. PSC said metes should be installed on Pond Creek Rd.

Mr. Dobbins discussed Draw #10 for the Water Project in the amount of \$380,968.65.

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

Mr. Dobbins also discussed Draw 11 for the Sewer Project in the amount of \$65,149.40.

Mr. Cothorn made a motion to approve Draw #11. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins discussed Draw #9 for the Pond Creek Project in the amount of \$3,215.00.

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

Mr. Dobbins discussed Draw #1 for the Pond Creek Project (WDA/EEG) in the amount of \$836,264.28.

Mr. Cothorn made a motion to approve Draw #1 for the Pond Creek Project (WDA/EEG). Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins discussed Draw #1 for the Pond Creek Project (Army Corp) in the amount of \$271,580.61.

Mr. Cothorn made a motion to approve Draw #1 for the Pond Creek Project (Army Corp). 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. Stewart made a motion to move to Executive Session at 2:35pm. Mr. Cothorn seconded the motion and it passed unanimously.

Mr. Stewart called adjournment at 3:12pm.

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