MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, JUNE 26, 2025 AT 5:00 P.M. IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA

Mr. Mark Stewart, Chairman called the meeting to order at 5:00 PM. He asked everyone present to sign the attendance roster. Mark Stewart, Chairman; Todd Shingleton, Treasurer; Kyle McCauley, Assistant Manager; Megan Seagraves, Office Staff; Jessica Baker; Office Staff; Timm Utt, Burgess & Niple; Zack Dobbins, JD Utilities and Roger Rawson, Public.

Mr. Stewart made a motion to approve the Minutes of the April 24, 2025 Regular Board Meeting. Mr. Shingleton seconded the motion. The motion passed unanimously. Mr. Stewart signed the Minutes.

Mr. Stewart noted that Todd Anderson, General Manager, would be working from home the next few days.

Timm Utt explained the sewer is adequate for the apartments that are going to be built on Joy St. He also discussed Contract 17-2 Change Order No. 3, Deduct of $9,555.93. USDA has approved this change order, need approval by Board. Work complete on this project.

Mr. Stewart made a motion to approve Change Order No. 3 for Contract 17-2. Mr. Shingleton seconded the motion and it passed unanimously.

Timm Utt further discussed Contract 17-3. The Contractor should be complete with bid item work next week. Change Order No. 2 (Draft) balancing & additional work at Pettyville Booster Station is a deduct of $59,705.88

Mr. Shingleton made a motion to approve Change Order Directive. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Utt reported that the Contractor has completed the main line and service work for the Pond Creek Water Main Extension Project. They still need to complete the auto flush hydrant. Change Order No. 1 work for extension past Volunteer Fire Department, estimate cost-$125,000 +/-. Balance of Bid Items estimated to be $2,500. Estimated Contingency (Construction & Project) - $205,000. 4" Extension on Jerry's Run Rd, USACE $3,000 added fee for their evaluation and approval. No additional meetings proposed at this time. Tim also discussed the Sewer Projects. Contract 19-2A OH-WV CO #1 cost of &1,830,670.00. Contract 19-2B Bear Contracting CO #1 cost of $1,554,974.25. Contract 19-2C cost of $2,044,475.00. Additional grinder work, Bear Contracting does not want to complete work. We have asked OH-WV to provide pricing. Estimated Contingency (less B&N Amendments) $262,457.00.

Mr. Dobbins discussed Draw #13 for the Pond Creek Project (Wood County ARPA) in the amount of $950.00.

Mr. Shingleton made a motion to approve Draw #13 for the Pond Creek Project. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins discussed Draw #14 for the Sewer Project in the amount of $294,086.84.

Mr. Shingleton made a motion to approve Draw #14 for the Water Project. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins discussed Draw #4 for the Pond Creek Water Project (USACE) in the amount of $234,673.09.

Mr. Shingleton made a motion to approve Draw #4 for the Water Project. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins discussed Draw #15 for the Water Project in the amount of $74,211.78.

Mr. Shingleton made a motion to approve Draw #15 for the Water Project. Mr. Stewart seconded the motion and it passed unanimously.

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

Kyle M. asked about use of project funds for a new carport at the Waste Water Treatment Plant for grinders and bypass pump. He also wondered if we could use the extra generator at a lift station. Kyle also discussed needing safety lights and lettering added to the trucks.

Mr. Stewart called adjournment at 5:35pm.

CERTIFICATION

I, Mark Stewart 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.

Mark D. Stewart

Mark Stewart, Chairman of the Public Service Board of the Mineral Wells Public Service District, Mineral Wells, West Virginia