

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 5:03 PM. He asked everyone present to sign the attendance roster. Mark Stewart, Chairman; Todd Shingleton, Treasurer; Todd Anderson, General Manager; Kyle McCauley, Assistant Manager; Megan Seagraves, Office Staff; Jessica Baker, Office Staff; Jordan Shaffer, Burgess & Niple; Mike Davis, Burgess & Niple; Zack Dobbins, JD Utilities; Mike & Becky Hurley, WV Motor Speedway-Public; Brandon & Pamela Parker, Sycamore Run Water Line-Public; Calvin Cox, 5 Mile Road-Public; and Elmer Parker, Sycamore Run Water Line-Public.

Mike Hurley, new owner of WVMS, discussed septic issues at the Race Track and would like to hook up to our sewer system. The Race Track may have to put in a lift station of their own. Mike Davis with Burgess & Niple said he would talk to Lindsey Piersol about the potential cost.

Delbert Parker asked questions about getting water to his home on Sycamore Run Rd. Todd Anderson said a booster system would need to be installed and possibly a tank and then a pump to get the water to his home. Burgess & Niple will need to look into this and see if it would work.

Calvin Cox asked if 5 Mile Rd could get water on Phase 1 of the project. Burgess & Niple will have to look into Timm Utt's notes and verify if there are enough funds to cover the cost.

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

Mr. Davis discussed the updates on our ongoing Projects. Pactiv Evergreen put in a request for sewer service. They want to put their groundwater in the Sewer System. They can't do this because it will affect I & I. Contract 17-2 is complete and Contract 17-3 is preparing for project closeout. There is a little over \$300,000 left over on overall WA Project. Contract 19-2A for the Sewer Project has remaining work at the treatment plant and electrical service for Maple Shades. Contract 19-2B is complete. Contract 19-2C has received an estimate from Bear Contracting on 4 of 5 remaining grinder stations. OH/WV will be doing Bill Marshall's grinder not Bear Contracting. Will complete in September 2025. The Pond Creek water project Contract 23-1 is complete and preparing for project closeout. Upcoming projects include Pond Creek Water Main Extension, Phase 2 and WWTP Improvements.

Mr. Dobbins discussed Draw #16 for the Water Project (USDA & IJDC) in the amount of \$385,601.07.

Mr. Shingleton made a motion to approve Draw #16 for the Water Project. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins discussed Draw #15 for the Sewer Project in the amount of \$409,525.97.

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

Mr. Dobbins discussed Draw #14 for the Pond Creek Water Project (ARPA) in the amount of \$2,490.00.

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

Mr. Dobbins discussed Draw #5 for the Water Project (Army Corp) in the amount of \$364,146.32.

Mr. Shingleton made a motion to approve Draw #5 for the Water Project (Army Corp). Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins discussed Change Order #1 19-2B for a decrease of \$68,345.75.

Mr. Shingleton made a motion to approve Change Order #1 19-2B. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins discussed Change Order #2 19-2C for an increase of \$41,189.25.

Mr. Shingleton made a motion to approve Change Order #2 19-2C. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins asked to move the meeting to Wednesday July 23<sup>rd</sup>, 2025.

Mr. Shingleton made a motion to move the next Board Meeting to Wednesday July 23<sup>rd</sup>, 2025. Mark Stewart seconded the motion and it passed unanimously.

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

Mr. Shingleton made a motion to move to Executive Session at 6:00pm. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Stewart called the meeting back into session at 6:16pm.

Mr. Anderson discussed the Board giving us a \$1.00/hr raise across the board for everyone.

Mr. Stewart made a motion to approve the \$1.00/hr pay raise. Mr. Shingleton seconded the motion and it passed unanimously.

Mr. Anderson discussed Tyler McCauley receiving a \$3.50/hr raise for taking over the Treatment Plant.

Mr. Shingleton made a motion to approve Tyler McCauley's raise. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Stewart called adjournment at 6:20pm.

### **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.

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