

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, AUGUST 21, 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; Jordan Shaffer, Burgess & Niple; Mike Davis, Burgess & Niple; and Steve White, Steve's Plumbing.

Mr. Stewart made a motion to approve the Minutes of the July 23, 2025 Regular Board Meeting. Mr. Shingleton seconded the motion. The motion passed unanimously. Mr. Stewart signed the Minutes.

Mr. McCauley advised OH/WV doesn't want to do Bill Marshall's grinder. We will need to contact 3 other contractors for bidding. Kyle would like Bosley to move the grinder. If the total price is under \$25,000 there would be no need for a bid.

Mr. Shaffer presented the 5 Mile Extension. We have funding in the Water Project to pay for this. Tribute may do the Project but we would need a cost and paperwork saying they would do the work. Mike Davis will talk with Zack Dobbins about starting Phase 2 for Pond Creek.

Mr. McCauley discussed a customer on Buck Run who wants to get water but he is too far from our line. 811 needs our updated mapping so we can start receiving tickets for the Pond Creek area. Another customer who lives beside the 77 Rest Stop wants sewer. He will need a grinder and we will need a price from B & N.

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

Steve White talked about renewing the contract we have with Steve's Plumbing. Steve asked if we would have a contract with him or if Mineral Wells PSD would be doing their own digging? Mr. Stewart wants to discuss the Agreement we have with our lawyer before we sign a contract. Kyle would like to have the PSD dig on our own when we can and use Steve's Plumbing for jobs as needed. If no current agreement Steve's Plumbing wouldn't be on call 24 hrs per day. This will be discussed further in Executive Session. Steve also brought a quote to get his truck fixed that was damaged by the PSD on a job.

Justin Conley fills a large water truck about once a week. He asked if he could hook up to a fire hydrant to fill his truck. He didn't want to hold up the water buffalo for normal customers due to it taking about an hour to fill his tank. The Board said they would discuss the fire hydrant option.

Mr. Shingleton made a motion to move to Executive Session at 5:30pm. Mr. Stewart seconded the motion and it passed unanimously.

Meeting was called back into regular session at 5:43pm.

Mr. Stewart asked that Sam Hatfield have a pay increase to \$21.25 per hour due to his increase in job duties. He also asked that Kyle McCauley have a pay increase to \$30.00 per hour due to taking on the Assistant Manager position.

Mr. Shingleton made a motion to approve the pay increase for Sam Hatfield and Kyle McCauley. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Stewart discussed the Auction to sell the PSD's older trucks would be held at the next meeting on Thursday September 18th at 5:30pm. The trucks will need to be advertised in the paper. The ad should say the vehicles are sold as is with no express or implied warranty.

Mr. Stewart called adjournment at 5:50pm.

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 Stewart

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