

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, NOVEMBER 20TH, 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, General Manager; Megan Seagraves, Office Staff; Jessica Baker, Office Staff; Zack Dobbins, JD Utility; Timm Utt, EL Robinson; Dana Tackett, Josh Carr and Andy Harleben, Mid Ohio Valley Regional Council; Robert Smith, WVMS; Mark Lewis; Bob Fehrenbacher, WV House of Delegates; Scot Heckert, WV House of Delegates; Jordan Shaffer, Burgess & Niple; Mike Davis, Burgess & Niple and Roger Rawson, Public.

Mr. Stewart made a motion to approve the Minutes of the September 18th, 2025 Regular Board Meeting. Mr. Shingleton seconded the motion. The motion passed unanimously. Mr. Stewart signed the Minutes.

Jordan Shaffer with Burgess & Niple discussed the Pettyville Booster and there will be a site visit with Cam. Water Project Contract 17-2 has been completed. Mr. Shaffer reported Contract 17-3 on the Water Project has had the tax release approved. The Change Order needs submitted to USDA. A cost is needed for the official approval.

Mr. Davis with Burgess & Niple discussed the Repair & Replacement Amendment totaling \$45,000.00.

Mr. Shingleton made a motion to approve the Repair & Replacement Amendment in the amount of \$45,000.00. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Shaffer said we are waiting on a quote from OH/WV for a total on the paving at Maple Shades on the Sewer Project. He has a quote from Evans for \$23,500 but that is subject to change. Mr. Dobbins said we should have project money to pay for this paving. Contract 19-2B on the Sewer Project is complete. Contract 19-2C on the Sewer Project is also complete. There is a Change Order decrease on Contract 19-2C totaling \$209,747.00. He is speaking with Zack Dobbins on remaining money for Bill Marshall's grinder. Contract 23-1 on the Pond Creek Project is complete and preparing for closeout. We are extending Jerry's Run with remaining money pending approval from Klancey (Corp of Engineers).

Mr. Shingleton made a motion to approve Change Order #4 on Contract 19-2C decreasing it by \$209,747.00. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Shaffer said they would be adding 4 homes to Jerry's Run on Phase 2 for Pond Creek with an estimate of \$6.128 million. This work will start once we get a price from the Contractor.

Mr. Shingleton made a motion to approve Amendment #3 for Engineering on the Extension to Jerry's Run on Pond Creek in the amount of \$10,000.00. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins discussed Draw #18 on the Sewer Contract 19-2C in the amount of \$164,581.80.

Mr. Shingleton made a motion to approve Draw #18 on the Sewer Contract 19-2C in the amount of \$164,581.80. 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.

Dana Tackett and Mike Fleak with Mid Ohio Valley Regional Council were here to assist with getting Sewer at West Virginia Motor Speedway. Mr. Fleak said they were able to help with high risk loans.

Scot Heckert with the WV House of Delegates said each race could possibly bring \$4-5 million dollars.

Bob Smith with West Virginia Motor Speedway said they need help getting grant money to help fund getting Sewer at the Race Track. He said the owners could also put up some of their own money towards the sewer.

Mr. McCauley said he would ask the DEP if the Racetrack could possibly dump the pump trucks at the Rt. 21 Lift Station for the race in March. This agreement would only be for the first race.

Mr. Shingleton made a motion to move to Executive Session at 5:42pm. Mr. Stewart seconded the motion and it passed unanimously.

Regular meeting resumed at 5:49pm.

Mr. Shingleton made a motion to approve a Christmas Bonus in the amount of \$700.00 to each employee. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Shingleton made a motion to approve a \$.75 cent hourly pay increase to each employee. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Stewart stated that as of December 1st 2025, Kyle McCauley would be the General Manager of Mineral Wells Public Service District.

Mr. Stewart said the District would be Closed on December 23rd, 24th and 25th in observance of Christmas.

Mr. Stewart called adjournment at 5:55pm.

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