

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, MARCH 19, 2026 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; Bernard Cothern, Secretary; Kyle McCauley, General Manager; Megan Seagraves, Office Staff; Jessica Baker, Office Staff; Jordan Shaffer, Burgess & Niple and Andy Hartleben, Mid Ohio Valley Regional Council.

Mr. Stewart called the meeting to order at 5:00pm.

Mr. Cothern made a motion to approve the Minutes of the February 19, 2026 Regular Board Meeting. Mr. Shingleton seconded the motion. The motion passed unanimously. Mr. Cothern signed the Minutes.

Mr. Shaffer discussed Contract 17-3 on the Water Project. Tribute will be doing additional work. He also presented a quote from Parkersburg Plumbing Supplies for a Rigid Sewer Camera in the amount of \$25,509.09. He also discussed Contract 19-2A on the Sewer Contract. We are still waiting on a response from Kevin Smith. Mr. Smith said he wanted sewer service and the lowest quote is around \$28,000. Mr. Shaffer said they are waiting on a quote for Pond Creek to add 6 more customers.

Mr. Hartleben with Mid Ohio Valley Regional Council presented an agreement to be signed by the Board to be the administrator on Pond Creek Phase 2. Mr. Hartleben said May 10<sup>th</sup> will be the submission date for Phase 2.

Mr. McCauley discussed Draw #20 on the Sewer Project in the amount of \$35,563.45.

Mr. Shingleton made a motion to approve Draw #20 in the amount of \$35,563.45. Mr. Cothern seconded the motion and it passed unanimously.

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

Mr. Shingleton made a motion to move to Executive Session at 5:14pm. Mr. Cothern seconded the motion and it passed unanimously.

Meeting moved back to Regular Session at 5:32pm.

Mr. Shingleton made a motion to approve a pay adjustment for Dameson Jenkins in the amount of \$2.00 more per hour. Mr. Cothern seconded the motion and it passed unanimously.

Mr. Stewart called adjournment at 5:35pm.

#### CERTIFICATION

I, Bernard Cothern 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.

 4-16-26

Bernard Cothern, Secretary of the Public Service Board of the Mineral Wells Public Service District, Mineral Wells, West Virginia