MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, APRIL 16, 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; Jessica Baker, Office Staff; Jordan Shaffer, Burgess & Niple; Zack Dobbins, JD Utility Services; Andy Hartleben, Mid Ohio Valley Regional Council; James Bradley, Public; Mary Carson, Public and Danny Fordyce, Public.

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

Mr. Cothern made a motion to approve the Minutes of the March 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. Contract 19-2A has remaining work at the treatment plant and Maple Shades for Kevin Smith. Contract 19-2B and Contract 19-2C are complete. Contract 23-1 for Pond Creek is complete and preparing for project closeout. An archaeological survey will need done for the area outside of ROW. Survey will cost about $6,500. Pond Creek Water Extension Phase 2 preliminary engineering report is in progress; IJDC #:2026W-2784. Preliminary Engineering Report is in project for the WWTP Project, IJDC #:2026S-2749. We are working with Regional Council to submit these project PER'S to IJDC on May 10th.

Mr. Hartleben with Mid Ohio Valley Regional Council asked for the amount of new customers on the Pond Creek Project. Jordan Shaffer said he will get him the information.

Mr. Shaffer discussed Change Order #4 on Contract 17-3. There was a decrease in the amount of $128,882.41.

Mr. Shingleton made a motion to approve Change Order #4 on Contact 17-3 in the amount of $128,882.41. Mr. Cothern seconded the motion and it passed unanimously.

Mr. Dobbins discussed Draw #20 on the Water Project (USDA) in the amount of $67,546.67.

Mr. Shingleton made a motion to approve Draw #20 on the Water Project. Mr. Cothern seconded the motion and it passed unanimously.

Mr. Dobbins discussed Draw #21 on the Sewer Project (CWSRF) in the amount of $14,050.00.

Mr. Shingleton made a motion to approve Draw #21 on the Sewer Project. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins discussed our Water/Sewer Budgets for Fiscal Year 2027.

Mr. Cothern made a motion to approve Fiscal Year 2027 Budget. Mr. Shingleton seconded the motion and it passed unanimously.

Mr. Dobbins recommended the District apply for a 19-A water and sewer rate increase with the PSC due to increased bonds and Claywood's water rates have increased.

Mr. Shingleton made a motion to approve applying for the 19-A rate increase. Mr. Cothern seconded the motion and it passed unanimously.

Mary Carson asked about an update on the Phase 2 portion of the Pond Creek Project. Mr. Hartelben said they are planning to copy Phase 1 and are getting funding underway to move forward.

Danny Fordyce asked about moving a fire hydrant on his property. Mr. McCauley had asked the PSC and they recommend the customer pay to move a fire hydrant if it is being moved out of convenience and not necessity. Kyle said there is a chance the hydrant could break while being moved and at that point would need completely replaced. Kyle's quote was approximately $8,000.00 and doesn't include the price for the contractor. Danny said he would get a quote from somewhere and get back with Kyle.

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 5:32pm. Mr. Cothern seconded the motion and it passed unanimously.

Meeting moved back to Regular Session at 5:36pm.

Mr. Shingleton made a motion to approve a pay adjustment for Kyle McCauley in the amount of $3.00 more per hour. Mr. Cothern seconded the motion and it passed unanimously.

Mr. Stewart called adjournment at 5:37pm.

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.

Bernard Cothern

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