MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, AUGUST 20, 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; Kyle McCauley, General Manager; Jessica Baker, Office Staff; Megan Seagraves, Office Staff; Jordan Shaffer, Burgess & Niple; Zack Dobbins, JD Utility Services; Andy Hartleben, Mid Ohio Valley Regional Council; Jack Stewart, Public; Stacy Asbury, Public; and Todd Swanson, Steptoe & Johnson.

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

Mr. Stewart made a motion to approve the Minutes of the July 16, 2026 Regular Board Meeting. Mr. Shingleton seconded the motion. The motion passed unanimously. Mr. Stewart signed the Minutes.

Mr. Dobbins discussed Draw 22 on the Sewer Project in the amount of $172,197.43.

Mr. Shingleton made a motion to approve Draw 22 for the Sewer Project in the amount of $172,197.43 Mr. Stewart seconded the motion and it passed unanimously.

Mr. Dobbins discussed Draw 21 on the Water Project in the amount of $2,800.00.

Mr. Shingleton made a motion to approve Draw 21 for the Water Project in the amount of $2,800.00. Mr. Stewart seconded the motion.

Mr. Shaffer discussed Contract 17-3 and the scales for Windy Tank still need to be installed. Funding for Pond Creek Phase 2 will be submitted on September 10th, 2026. Jordan discussed Pay Application #12 on Contract 17-3 in the amount of $231,823.84.

Mr. Shingleton made a motion to approve Pay Application #12 on Contract 17-3 in the amount of $231,823.84. Mr. 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.

Jack Stewart discussed getting on our sewer system for his trailer park. The sewer line from the manhole to the park is aged and Jack will take responsibility and get it replaced. The DEP is pushing Jack to get rid of the Pond and connect to the District sewer system. There are currently 18 trailers and a small house in the park but there is room for 23 trailers. Mr. Stewart agreed he would sign an agreement saying he is responsible for the line. Mr. McCauley said they could camera the line and have B & N look at it as well to see if it needs replaced. Mr. McCauley, Mr. Stewart and Mr. Shingleton were in agreement to let Jack Stewart hook into our sewer system.

Stacy Asbury spoke to the Board about wanting to move a water line.

Mr. Shingleton made a motion to move to Executive Session at 5:17pm. Mr. Stewart seconded the motion and it passed unanimously.

Mr. Shingleton made a motion to resume Regular session at 5:55pm. Mr. Stewart seconded the motion and it passed unanimously.

Casey Layton will receive a $1.50 per hour raise. It will go into effect on the next pay period.

Mr. Stewart called adjournment at 5:59pm.

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 D. Stewart

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