

MINUTES OF A REGULAR MONTHLY MEETING  
OF THE PUBLIC SERVICE BOARD OF THE  
MINERAL WELLS PUBLIC SERVICE DISTRICT  
HELD ON THURSDAY, MAY 18, 2000, IN THE  
DISTRICT'S OFFICE LOCATED AT MINERAL  
WELLS, WEST VIRGINIA

Mr. Charles Stewart, Chairman, called the meeting to order at 5:05 p.m. He asked everyone present to sign the attendance roster. Charles Stewart; Roy L. Radabaugh, Treasurer; James R. Lett, Secretary; Margaret Batten, Office Manager; Nellie Radcliff, Office Technician; Jerald D. Spears, Operations Manager; William Byers, Operations Technician; Denise Wepler, President of BDL Construction, Inc.; Dominick P. Cerrone, Assistant Engineer, Cerrone Associates, Inc.; Jim Mayles, Project Engineer, Cerrone Associates, Inc.; and Terry Bartley and Earl Roach, Residents; were in attendance.

Denise Wepler was in attendance to address the Board concerning the Board's motion made at the Special Meeting, May 17, 2000. Mr. Radabaugh explained that regrettably he could not make a motion to recind the motion that requested the Bid Bond be paid to the District. Mr. Lett agreed with Mr. Radabaugh. No motion was made on this request.

Terry Bartley was in attendance to ask the District to provide an additional 1,000 feet of pipe to extend the water line up to the top of the hill to Half-Acre. He stated that the District would pick up 4 more customers. Mr. Radabaugh made a motion to provide the pipe that Mr. Bartley requested, and that payment for such pipe should come out of the Sams Creek/ Chesterville Tap Fees funds. Mr. Stewart seconded the motion. The motion carried. Mr. Lett abstained from voting. Mr. Bartley excused himself from the rest of the meeting.

Mr. Mayles presented two Change Orders, one on Contract # 1 and one for Contract #2. As the Board and Mr. Mayles were discussing the orders an error was discovered in both orders. Mr. Mayles took the Change Orders back to his office to make the necessary corrections. Mr. Radabaugh made a motion that Mr. Stewart be authorized to sign the Change Orders once the corrections were made. Mr. Lett seconded the motion. The motion carried.

Mr. Mayles reported that Contract # 1 should be completed on or by June 1, 2000. Contract #2 will not be completed by June 1, 2000. The contractor still has about 2 ½ miles to complete Contract #2.

Mr. Mayles presented Requisition No. 8 for Mineral Wells Public Service District Water System Improvements on Contract # 1 in the amount of \$48,053.39. Mr. Radabaugh made a motion that Requisition No. 8 be approved and signed by Mr. Stewart as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed the requisition.

Requisition No. 8 for the Mineral Wells Public Service District Rockport Waterline Extension project was presented by Mr. Mayles in the amount of \$59,484.28. Mr. Radabaugh made a motion

MINERAL WELLS PUBLIC SERVICE DISTRICT  
MINUTES - MAY 18, 2000  
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that Requisition No. 8 be approved and signed as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed the requisition.

Dominick Cerrone, Assistant Engineer, presented the Board of Commissioners with a letter from Cerrone Associates, Inc. recommending Lou Morgan, the second low bidder, perform the work on the construction of the office/maintenance buildings. Lou Morgan Builders contract was in an amount of \$378,700.00. BDL Construction, Inc. had been awarded the bid on May 3, 2000, but they were unable to provide Performance and Payment Bonds.

Mr. Cerrone recommended to the Board that they give Notice of Award of the Bid for the Construction of the Office and Maintenance Buildings contingent upon:

1. Receiving confirmation from Lou Morgan Builders that it extends its Bid to cover the time needed by the District to give Notice of Award.
2. Concurrence from Gary Wilson from RUS of District's recommendation.

Mr. Radabaugh made a motion that Mr. Stewart be authorized to sign the Notice of Award once the final approval from Gary Wilson, Rural Utilities Service, is issued. Mr. Lett seconded the motion. The motion carried.

Mr. Lett made a motion the minutes of the April 20, 2000 Regular Board Meeting, May 8, 2000 Emergency Board Meeting, and May 17, 2000 Special Board Meeting be approved as written. Mr. Radabaugh seconded the motion. The motion carried.

Mr. Earl Roach addressed the Board. He reported that his property had been encroached upon again by the construction crew, but they had repaired his property to his satisfaction, except for one low spot at the upper end of his property. He said they had done a good job.

After reviewing the Financial Statements as presented, Mr. Radabaugh made a motion that the following items be approved.

1. Financial Statement dated April 30, 2000, for All Finances of the District (copy attached)

MINERAL WELLS PUBLIC SERVICE DISTRICT  
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2. Financial Statement dated April 30, 2000 for the Water Revenue Fund Checking Account (copy attached)
3. Financial Statement dated April 30, 2000 for the Sewer Revenue Fund Checking Account (copy attached)
4. Financial Statement dated April 30, 2000 for the Rockport Construction Checking Account (copy attached)
5. Financial Statement dated April 30, 2000 for the Water Improvement Construction Account (copy attached)
6. Check No. 25079 thru 25125 written since the April 20, 2000, Board Meeting on the Water Revenue Fund Checking Account (copy attached)
7. Check No. 25126 thru 25133 written May 18, 2000, on the Water Revenue Fund Checking Account (copy attached)
8. Check No. 27042 thru 27090 written since the April 20, 2000, Board Meeting on the Sewer Revenue Fund Checking Account (copy attached)
9. Check No. 27091 thru 27099 written May 18, 2000 on the Sewer Revenue Fund Checking Account (copy attached)
10. Payroll Checks No. 417 thru 442 written since the April 20, 2000, Board Meeting on the Sewer Revenue Fund (copy attached)

Mr. Lett seconded the motion. The motion carried

Mrs. Batten presented a proposal from Harman, Thompson, Mallory and Ice AP CPA in the amount of \$6,400.00 for the Annual Audit for the District. Mr. Radabaugh made a motion to accept the proposal as presented. Mr. Lett seconded the motion. The motion carried.

Mrs. Batten presented the new budget for the new year for water and sewer. Mr. Radabaugh made a motion to accept the budget for the Water Revenue Fund as presented. Mr. Lett seconded the motion. The motion carried. Mr. Radabaugh made a motion to accept the budget for the Sewer Revenue Fund as presented. Mr. Lett seconded the motion. The motion carried.

Mr. Spears reported that he had a phone call from Gary Scott, Department of Highways, informing him that the District had lost the Federal Funding for the relocation of the lines at the Intersection State Rt. # 14 and I-77. He asked Jim Mayles to relay the message to Manning Frymier, Cerrone Associates, Inc. There was a brief discussion about how the District would replace the funds to relocate the lines, if the Federal Funds were indeed not available to the District.

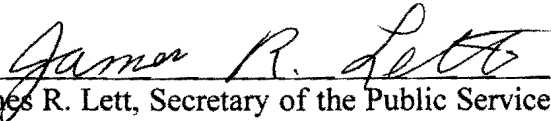
Mr. Spears asked Mr. Mayles to inform Mr. James Ruckman, Professional Surveyor, for Cerrone Associates, Inc. that he needs to shoot the grade for the sewer in the Pettyville area. He reported that there is to be more growth in that area and that the sewer will need to expand. He would like for this to be completed as soon as possible.

All business having been completed, Mr. Radabaugh made a motion the meeting be adjourned. Mr. Lett seconded the motion. The motion carried. Mr. Stewart adjourned the meeting at 6:35 p.m.

#### CERTIFICATION

I, James R. Lett, Secretary of the Public Service Board of the Mineral Wells 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.

IN WITNESS WHEREOF, I have hereto set my hand and seal of the District on the 15<sup>th</sup> day of June, 2000.

  
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James R. Lett, Secretary of the Public Service Board of the  
Mineral Wells Public Service District, Mineral Wells, West  
Virginia

Mineral Wells PSD  
 B U D G E T P R E P A R A T I O N  
 WATER INCOME STATEMENT

		NEXT YEAR'S BUDGET	CURRENT YEAR'S BUDGET	CURRENT YEAR'S ACTUAL	PRIOR YEAR'S BUDGET	PRIOR YEAR'S ACTUAL
STARTING REVENUE ACCOUNTS						
METERED SALES						
METERED SALES-RESIDENTIAL	1 461 100 00	528,000.00-	350,950.00-	310,842.10-	.00	330,508.64-
METERED SALES-COMMERCIAL	1 461 200 00	116,950.00-	88,600.00-	72,833.12-	.00	81,530.89-
METERED SALES-INDUSTRIAL	1 461 300 00	.00	.00	.00	.00	.00
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	.00	.00	.00	.00	.00
TOTAL METERED SALES		644,950.00-	439,550.00-	383,675.22-	.00	412,039.53-
OTHER REVENUES						
FORFEITED DISCOUNTS	1 470 000 00	12,950.00-	8,150.00-	7,636.35-	.00	7,993.12-
SCCELLANEOUS SERVICE REVENUE	1 471 000 00	500.00-	500.00-	5,882.60-	.00	514.91-
INTERDEPARTMENT RENTS	1 473 000 00	3,028.61-	3,028.61-	.00	.00	3,028.61-
OTHER WATER REVENUES	1 474 000 00	.00	.00	.00	.00	.00
TOTAL OTHER REVENUES		661,428.61-	451,228.61-	397,194.17-	.00	423,576.17-
TOTAL REVENUES		661,428.61-	451,228.61-	397,194.17-	.00	423,576.17-

Mineral Wells PSD  
 BUDGET PREPARATION  
 WATER INCOME STATEMENT

		NEXT YEAR'S BUDGET	CURRENT YEAR'S BUDGET	CURRENT YEAR'S ACTUAL	PRIOR YEAR'S BUDGET	PRIOR YEAR'S ACTUAL
<b>OPERATION/MAINTENANCE EXPENSE</b>						
<b>SOURCE OF SUPPLY</b>						
BOUGHT WATER	1 602 000 00	141,600.00	138,000.00	106,508.23	.00	125,097.36
<b>TOTAL SOURCE OF SUPPLY</b>		<u>141,600.00</u>	<u>138,000.00</u>	<u>106,508.23</u>	<u>.00</u>	<u>125,097.36</u>
<b>OPERATION</b>						
OPERATION SUPERVISION PUMPING	1 620 000 00	100.00	.00	60.50	.00	.00
POWER PURCHASED PUMPING	1 623 000 00	10,200.00	4,100.00	2,825.25	.00	3,729.52
PUMPING LABOR	1 624 000 00	7,000.00	5,200.00	5,458.99	.00	4,309.70
PUMPING EXPENSES	1 624 001 00	1,200.00	.00	675.84	.00	.00
MISCELLANEOUS EXPENSE	1 626 000 00	200.00	150.00	128.00	.00	150.48
<b>TOTAL OPERATION</b>		<u>18,700.00</u>	<u>9,450.00</u>	<u>9,148.58</u>	<u>.00</u>	<u>8,189.70</u>
<b>MAINTENANCE</b>						
OPERATION SUPERVISION TRANS & DIST	1 630 000 00	100.00	.00	27.00	.00	.00
TRANSFORMER STRUCTURES & IMPROVEMENT	1 631 000 00	575.00	575.00	124.73	.00	509.13
TRANSFORMER PUMPING EQUIPMENT	1 633 000 00	2,500.00	650.00	2,231.36	.00	480.56
<b>TOTAL MAINTENANCE</b>		<u>3,175.00</u>	<u>1,225.00</u>	<u>2,383.09</u>	<u>.00</u>	<u>989.69</u>
<b>TOTAL PUMPING</b>		<u>21,875.00</u>	<u>10,675.00</u>	<u>11,531.67</u>	<u>.00</u>	<u>9,179.39</u>
<b>MISSION &amp; DISTRIBUTION</b>						
<b>OPERATION</b>						
OPERATION SUPERVISION & ENGINEERING	1 660 000 00	200.00	50.00	108.00	.00	36.13
TRANSFORMER & DIST LINE EXPENSE	1 662 000 00	18,000.00	16,900.00	12,888.74	.00	17,025.33
OPERATION EXPENSE	1 663 000 00	7,400.00	7,400.00	4,548.58	.00	6,431.25
MISCELLANEOUS EXPENSES	1 665 000 00	.00	.00	.00	.00	.00
<b>TOTAL OPERATION</b>		<u>25,600.00</u>	<u>24,350.00</u>	<u>17,545.32</u>	<u>.00</u>	<u>23,492.71</u>
<b>MAINTENANCE</b>						
OPERATION SUPERVISION & ENGINEER	1 670 000 00	100.00	25.00	47.45	.00	13.00
TRANSFORMER STRUCTURES & IMPROVEMENT	1 671 000 00	500.00	425.00	205.96	.00	312.75
REPAIRS & MAINTENANCE OF MAINS T & D	1 673 000 00	24,000.00	32,550.00	15,153.57	.00	19,247.63
REPAIRS & MAINTENANCE OF SERVICES T & D	1 675 000 00	15,000.00	28,150.00	10,686.41	.00	23,062.64
REPAIRS & MAINTENANCE OF METERS T & D	1 676 000 00	2,000.00	800.00	1,433.71	.00	892.79
REPAIRS & MAINTENANCE OF HYDRANT T & D	1 677 000 00	2,500.00	1,100.00	1,849.31	.00	933.74
<b>TOTAL MAINTENANCE</b>		<u>44,100.00</u>	<u>63,050.00</u>	<u>29,376.41</u>	<u>.00</u>	<u>44,462.55</u>
<b>TOTAL TRANS. &amp; DISTRIBUTION</b>		<u>69,700.00</u>	<u>87,400.00</u>	<u>46,921.73</u>	<u>.00</u>	<u>67,955.26</u>

Mineral Wells PSD  
BUDGET PREPARATION  
WATER INCOME STATEMENT

		NEXT YEAR'S BUDGET	CURRENT YEAR'S BUDGET	ACTUAL	PRIOR YEAR'S BUDGET	ACTUAL
DEPRECIATION EXPENSE	1 403 000 00	78,324.00	51,612.00	65,270.00	.00	60,880.06
EMPLOYER SOCIAL SECURITY EXPENSE	1 408 201 00	.00	.00	.00	.00	.00
EMPLOYER MEDICARE EXPENSE	1 408 202 00	.00	.00	.00	.00	.00
TOTAL OPERATING EXPENSES		450,799.00	416,487.00	334,305.63	.00	390,777.24
INCOME & DEDUCTIONS						
INTEREST & DIVIDEND INCOME	1 419 000 00	2,000.00-	2,080.00-	4,587.71-	.00	6,016.87-
INTEREST ON LONGTERM DEBT	1 427 000 00	55,440.00	62,520.00	24,400.00	.00	55,383.61
PROPERTY TAX INTEREST EXPENSE	1 431 000 00	210.00	200.00-	167.40	.00	440.57
TOTAL OTHER INCOME & DEDUCTION		53,650.00	60,240.00	19,979.69	.00	49,807.31
TOTAL INCOME		156,979.61-	25,498.39	42,908.85-	.00	17,008.38

**PROJECT CASH FLOW  
WATER  
FISCAL YEAR 2001**

Total Receipts	\$ 661,429.00
Total Operating Expenses	372,475.00
Total Bond, Reserve & Interest Payments	245,549.00
Cash Available for Capital Expenditures	43,405.00
Total	\$ .00



Mineral Wells PSD  
 B U D G E T P R E P A R A T I O N  
 SEWER INCOME STATEMENT

		NEXT YEAR'S BUDGET	CURRENT YEAR'S BUDGET	CURRENT YEAR'S ACTUAL	PRIOR YEAR'S BUDGET	PRIOR YEAR'S ACTUAL
<b>ATING REVENUE ACCOUNTS</b>						
RESIDENTIAL SERVICE-RESIDENTIAL	2 601 000 00	404,000.00-	376,545.00-	313,125.85-	.00	359,004.14-
RESIDENTIAL SERVICE-COMMERCIAL	2 602 000 00	121,000.00-	116,856.00-	100,266.00-	.00	108,621.99-
RESIDENTIAL SERVICE-PUBLIC AUTHOR	2 603 000 00	.00	.00	.00	.00	.00
RESIDENTIAL SALES-INDUSTRIAL	2 604 000 00	.00	.00	.00	.00	.00
<b>TOTAL SALES OF SEWER SERVICE</b>		<b>525,000.00-</b>	<b>493,401.00-</b>	<b>413,391.85-</b>	<b>.00</b>	<b>467,626.13-</b>
<b>OTHER SEWER REVENUES</b>						
DEFERRED DISCOUNTS & PENALTY	2 612 000 00	11,700.00-	10,025.00-	9,416.92-	.00	9,741.87-
SEWERAGE REVENUES	2 615 000 00	1,000.00-	800.00	870.86-	.00	1,259.72-
<b>TOTAL OTHER SEWER REVENUES</b>		<b>12,700.00-</b>	<b>9,225.00-</b>	<b>10,287.78-</b>	<b>.00</b>	<b>11,001.59-</b>
<b>TOTAL REVENUES</b>		<b>537,700.00-</b>	<b>502,626.00-</b>	<b>423,679.63-</b>	<b>.00</b>	<b>478,627.72-</b>
<b>OPERATION/MAINTENANCE EXPENSE</b>						
<b>COLLECTING EXPENSES</b>						
OPERATION LABOR GENERAL SEWER	2 700 000 00	.00	.00	.00	.00	.00
OPERATION SUPERVISION/ENGINEERING	2 701 000 00	75.00	75.00	47.00	.00	66.50
OPERATION LABOR-COLLECTING	2 702 000 00	75.00	75.00	.00	.00	51.75
OPERATION SUPPLIES AND EXPENSES	2 703 000 00	.00	.00	.00	.00	.00
OPERATION SUPERVISION/ENGINEERING	2 704 000 00	150.00	125.00	82.20	.00	107.00
OPERATION SERVICE CONN & TRAP	2 705 100 00	2,325.00	2,325.00	1,922.73	.00	3,153.33
OPERATION TRAP & TRANS MAINS	2 705 200 00	10,100.00	10,100.00	5,389.36	.00	6,729.39
<b>TOTAL COLLECTING EXPENSES</b>		<b>12,725.00</b>	<b>12,700.00</b>	<b>7,441.29</b>	<b>.00</b>	<b>10,107.97</b>
<b>PUMPING EXPENSES</b>						
OPERATION SUPERVISION & ENGINEERING	2 721 000 00	375.00	375.00	301.70	.00	378.13
OPERATION LABOR-PUMPING	2 722 000 00	12,000.00	11,000.00	10,170.40	.00	10,339.23
OPERATION LIFT STATIONS	2 723 100 00	13,000.00	12,500.00	10,223.62	.00	12,753.04
OPERATION GRINDER PUMPS	2 723 200 00	5,500.00	5,100.00	4,790.06	.00	5,249.23
OPERATION PUMPS-EXP LIFT STA GRINDERS	2 724 000 00	35,000.00	7,500.00	24,160.63	.00	12,193.87
OPERATION SUPERVISION & ENGIN	2 725 000 00	300.00	125.00	206.70	.00	80.00
OPERATION STRUCTURES & IMPROV	2 726 000 00	1,100.00	1,000.00	817.06	.00	1,133.27
OPERATION PUMPING-LIFT STATIONS	2 727 100 00	9,700.00	9,050.00	7,841.23	.00	9,279.69
OPERATION OTHER PUMPING EQUIPMENT	2 727 200 00	18,200.00	15,300.00	14,899.83	.00	11,453.76
<b>TOTAL PUMPING EXPENSES</b>		<b>95,175.00</b>	<b>61,950.00</b>	<b>73,411.23</b>	<b>.00</b>	<b>62,860.22</b>

Mineral Wells PSD  
 B U D G E T P R E P A R A T I O N  
 SEWER INCOME STATEMENT

		NEXT YEAR'S BUDGET	CURRENT YEAR'S BUDGET	CURRENT YEAR'S ACTUAL	PRIOR YEAR'S BUDGET	PRIOR YEAR'S ACTUAL
<b>TREATMENT &amp; DISPOSAL EXPENSES</b>						
OPER SUPERVISION & ENGINEERING	2 741 000 00	300.00	200.00	201.85	.00	185.00
OPERATION LABOR-TREATMENT	2 742 000 00	9,700.00	9,700.00	7,129.77	.00	9,061.07
SUPPLIES AND EXPENSES-PLANT	2 743 100 00	16,000.00	10,500.00	12,129.84	.00	10,234.21
CHEMICAL TREATMENT EXP-PLANT	2 743 200 00	6,500.00	2,700.00	4,885.17	.00	2,996.08
SEWER EXPENSE-PLANT	2 743 300 00	27,000.00	26,000.00	19,717.91	.00	25,454.58
OPER SUPERVISION & ENG	2 744 000 00	75.00	75.00	52.15	.00	40.00
REPAIR OF STRUCTURE & IMPROVEMENT	2 745 000 00	3,100.00	2,800.00	2,414.64	.00	2,811.13
REPAIR OF T & D SYS EQUIPMENT	2 746 000 00	2,500.00	3,300.00	1,676.25	.00	4,285.50
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TOTAL TREATMENT & DISPOSAL		65,175.00	55,275.00	48,207.58	.00	55,067.57
<b>BILLING &amp; COLLECTING EXPENSES</b>						
OPER READING LABOR	2 782 000 00	5,800.00	6,250.00	4,641.71	.00	6,606.92
BILLING & COLLECTING LABOR	2 783 100 00	20,800.00	20,800.00	15,843.91	.00	19,061.25
BILLING & COLLECTING EXPENSE	2 783 200 00	4,000.00	5,000.00	2,066.20	.00	3,407.70
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TOTAL BILLING & COLLECTING		30,600.00	32,050.00	22,551.82	.00	29,075.87
<b>ADMINISTRATIVE/GENERAL EXPENSE</b>						
PERSONNEL & GENERAL SALARIES	2 790 000 00	28,400.00	25,100.00	23,365.01	.00	20,756.75
GENERAL SALARIES-OPERATIONS	2 790 100 00	.00	.00	.00	.00	.00
EXPENSES-GENERAL OFFICERS	2 792 100 00	.00	.00	.00	.00	.00
EXPENSES-GENERAL EMPLOYEES	2 792 200 00	450.00	450.00	210.01	.00	301.65
OFFICE SUPPLIES & EXPENSES	2 793 000 00	13,000.00	11,000.00	7,556.42	.00	8,988.10
FINANCIAL SERVICES	2 795 000 00	4,400.00	4,400.00	5,967.35	.00	5,273.75
FINANCIAL LEGAL SERVICES	2 796 000 00	500.00	500.00	92.50	.00	92.50
REGULATORY COMMISSION	2 797 000 00	1,600.00	1,500.00	.00	.00	1,505.27
GRANTS	2 798 000 00	9,600.00	9,100.00	8,545.20	.00	8,043.02
INSURANCE/CLAIMS/DAMAGES	2 799 000 00	.00	.00	.00	.00	3,174.17
EMPLOYEE WELFARE EXPENSES	2 800 100 00	.00	.00	1,260.50	.00	957.00
EMPLOYEE PENSION & BENEFITS	2 800 200 00	24,500.00	22,000.00	18,259.83	.00	25,975.96
EMPLOYEE VACATION PAY	2 800 300 00	4,800.00	4,300.00	3,315.13	.00	5,026.91
EMPLOYEE HOLIDAY PAY	2 800 400 00	4,700.00	4,300.00	3,898.40	.00	3,894.40
EMPLOYEE SICK PAY	2 800 500 00	2,700.00	2,400.00	2,392.02	.00	3,794.90
VARIOUS GENERAL EXPENSE	2 801 000 00	3,400.00	6,100.00	1,980.00	.00	2,951.76
GENERAL PROPERTY	2 802 000 00	500.00	725.00	185.00	.00	625.14
TRANSPORTATION EXPENSE	2 803 000 00	3,500.00	3,100.00	.00	.00	3,028.61
RECEIVABLE ACCOUNTS	2 903 000 00	4,400.00	4,400.00	4,620.33	.00	4,404.73
DEFERRED ACCOUNTS	2 904 100 00	.00	.00	.00	.00	406.47
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TOTAL ADMINISTRATIVE & GEN EXP		106,450.00	99,375.00	81,647.70	.00	99,201.09

Mineral Wells PSD  
 B U D G E T P R E P A R A T I O N  
 SEWER INCOME STATEMENT

		NEXT YEAR'S BUDGET	CURRENT YEAR'S BUDGET	CURRENT YEAR'S ACTUAL	PRIOR YEAR'S BUDGET	PRIOR YEAR'S ACTUAL
TOTAL OPERATING EXPENSES		310,125.00	261,350.00	233,259.62	.00	256,312.72
DEPRECIATION	2 503 000 00	297,012.97	296,304.00	247,780.00	.00	297,012.97
INTEREST/DIVIDEND EARNED	2 524 000 00	5,156.28-	4,560.00-	4,296.94-	.00	100,721.97-
INTEREST ON LONG TERM DEBT	2 530 000 00	113,544.00	113,544.00	94,620.00	.00	223,406.61
COST OF DEBT DISC & EXP	2 531 000 00	2,558.49	.00	.00	.00	2,558.49
SEWER INTEREST EXPENSE	2 535 000 00	191.15	213.00	149.20	.00	191.15
		=====	=====	=====	=====	=====
TOTAL EXPENSES & OTHER INCOME		180,575.33	164,225.00	147,832.25	.00	200,132.25
		=====	=====	=====	=====	=====
BALANCE TO SURPLUS		180,575.33	164,225.00	147,832.25	.00	200,132.25

***PROJECT CASH FLOW  
SEWER  
FISCAL YEAR 2001***

Total Receipts	\$ 537,700.00
Total Operating Expenses	310,125.00
Total Bond & Reserve & Interest Payments	215,673.00
Cash Available for Capital Expenditures	11,902.00
Total	\$ .00

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
APRIL 30, 2000**

**CHECKING ACCOUNT**

Water Revenue Fund Checking Account		
WesBanco Bank	\$ 6,567.25	
Sewer Revenue Fund Checking Account		
WesBanco Bank	1,317.80	
Rockport Construction Account		
WesBanco Bank	1,562.05	
Water Improvement Construction Account		
WesBanco Bank	<u>11,120.79</u>	
<b>TOTAL IN CHECKING ACCOUNTS:</b>		<b>\$ 20,567.89</b>

**WATER ACCOUNTS**

Depreciation Reserve Account		
WesBanco Bank	\$ 7,135.57	
Revenue Reserve Account		
WesBanco Bank	27,859.97	
Revenue Reserve Account-Sams Creek/Chesterville		
WesBanco Bank	2,840.33	
Security Deposit Account		
WesBanco Bank	13,168.43	
Sams Creek/Chesterville Water Extension		
Tap Fees-WesBanco Bank	10,604.29	
Office Building Account		
WesBanco Bank	147,218.85	
Rockport/Route 21 Water Extension		
Tap Fees-Traders Bank	12,948.52	
Rockport/Route 21 Water Extension		
Security Deposits-Traders Bank	<u>6,176.95</u>	
<b>TOTAL IN WATER ACCOUNTS:</b>		<b>\$227,952.91</b>

**SEWER ACCOUNTS**

Repair and Replacement Account		
WesBanco Bank	\$100,085.17	
Reserve for Grinder Pump Maintenance		
Prime Rate Money Market-WesBanco Bank	30,418.87	
Security Deposit Account		
WesBanco Bank	<u>12,616.53</u>	
<b>TOTAL IN SEWER ACCOUNTS:</b>		<b><u>\$143,119.73</u></b>

<b>TOTAL ALL FINANCES, APRIL 30, 2000</b>		<b>\$391,640.53</b>
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**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
WATER REVENUE FUND CHECKING ACCOUNT  
APRIL 30, 2000**

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT  
WESBANCO BANK, MARCH 31, 2000**

**\$ 1,263.17**

**RECEIPTS:**

Water Sales	\$30,240.64
Transfer from Sams Creek/Chesterville Tap Fees	2,500.00
Reconnection Fees	60.00
Reimbursement-System Improvement Project	360.80
Security Deposit Refunds	<u>458.24</u>

**TOTAL RECEIPTS:**

**\$33,619.68**

**TOTAL CASH AVAILABLE:**

**\$34,882.85**

**EXPENDITURES:**

Municipal Bond Commission	\$ 1,592.00
Rural Economic & Development	5,252.00
WesBanco Bank-Parkersburg	110.00
WesBanco Bank-Parkersburg	314.00
Allegheny Power Company	253.52
WesBanco Bank-Parkersburg	3,588.02
Salaries	6,597.55
Commissioners' Salaries	300.00
WV Public Employees Retirement System	1,524.53
WV State Tax Department	715.36
United States Postal Service	666.86
WV Public Employees Insurance Agency	660.42
Miss Utility of West Virginia	20.15
Office of Lab Services	280.00
Apex Feed	36.87
R. D. Wilson Sons & Company	26.00
Westfield Insurance Companies	1,022.61
WV Workers Compensation Fund	1,168.87
New Parkersburg Truck Stop	284.30
Earl & Twila Roach	2,500.00
Professional Residential Commercial Appraisers	800.00
Christopher Cayton	15.96
Bobbie Jackson	6.82

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT-WATER-APRIL, 2000  
PAGE 2**

Mineral Wells Public Service District	\$ 144.80
AT&T	15.66
Miller Communications	15.00
Rena's Janitorial Contractors	62.50
Michael and Linda Nugent	51.04
Pauli Pickens	51.44
David Redmon	50.99
Juanita B. Snyder	50.97
Nicole Sutton	50.90
Ralph B. Snider	50.98
AT&T Wireless Service	<u>35.48</u>

**TOTAL EXPENDITURES:**

**\$28,315.60**

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT  
WESBANCO BANK, APRIL 30, 2000**

**\$ 6,567.25**

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
SEWER REVENUE FUND CHECKING ACCOUNT  
APRIL 30, 2000**

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
WESBANCO BANK, MARCH 31, 2000** **\$ 536.40**

**RECEIPTS:**

Sewer Sales	\$33,626.24
Gene'S Septic Tank Cleaning	140.00
Transfer from Grinder Pump Repair Savings	2,933.63
Reconnection Fees	20.00
Void Check 26617 Dianne Exline	23.67
Security Deposit Refunds	<u>464.41</u>

**TOTAL RECEIPTS:** **\$37,207.95**

**TOTAL CASH AVAILABLE:** **\$37,744.35**

**EXPENDITURES:**

Municipal Bond Commission	\$16,852.52
WesBanco Bank-Parkersburg	1,025.33
Allegheny Power Company	1,938.00
WesBanco Bank-Parkersburg	2,350.65
Salaries	4,892.70
Commissioners' Salaries	300.00
WV Public Employees Retirement System	1,068.69
WV State Tax Department	469.48
United States Postal Service	105.86
WV Public Employees Insurance Agency	540.34
Miss Utility of West Virginia	20.15
Water Environment Testing	195.00
AT&T	15.66
New Parkersburg Truck Stop	284.30
Westfield Insurance Companies	1,846.83
Apex Feed	35.84
R. D. Wilson Sons and Company	26.00
WV Workers Compensation Division	741.28
Gene's Septic Tank Cleaning Service	140.00
Keith D. French	52.08
Michael and Linda Nugent	51.04
David Redmon	50.99



**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT-SEWER, APRIL, 2000  
PAGE 2**

Eastern State's Pump Equipment	\$ 2,933.63
Mineral Wells Public Service District	83.11
Miller Communications	15.00
AT&T Wireless	35.49
Rena's Janitorial Contractors	132.50
Pauli Pickens	51.44
Lydia E. Posey	54.80
Brooke N. Rice	15.89
Juanita B. Snyder	50.97
Ralph R. Snider	<u>50.98</u>

**TOTAL EXPENDITURES:** **\$36,426.55**

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT**  
**WESBANCO BANK, APRIL 30, 2000** **\$ 1,317.80**

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
WATER IMPROVEMENT CONSTRUCTION ACCOUNT  
APRIL 30, 2000**

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION  
ACCOUNT, WESBANCO BANK, MARCH 31, 2000** **\$ 1,146.16**

**RECEIPTS:**

Matt Warner	\$11,000.00
Rural Utilities Service	<u>78,000.00</u>

**TOTAL RECEIPTS:** **\$89,000.00**

**TOTAL CASH AVAILABLE:** **\$90,146.16**

**EXPENDITURES:**

J. C. Bosley Construction Company	\$54,277.92
Mineral Wells Public Service District	360.80
Cerrone Associates, Inc.	<u>24,386.65</u>

**TOTAL EXPENDITURES:** **\$79,025.37**

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION ACCOUNT  
WESBANCO BANK, APRIL 30, 2000** **\$11,120.79**

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
ROCKPORT CONSTRUCTION ACCOUNT  
APRIL 30, 2000**

**BALANCE IN ROCKPORT CONSTRUCTION  
ACCOUNT, WESBANCO BANK, MARCH 31, 2000** **\$ 447.58**

**RECEIPTS:**

Rural Utilities Service \$ 69,000.00

**TOTAL RECEIPTS:** **\$ 69,000.00**

**TOTAL CASH AVAILABLE:** **\$ 69,447.58**

**EXPENDITURES:**

Cerrone Associates, Inc. \$ 6,251.69  
J. C. Bosley Construction Company 61,633.84

**TOTAL EXPENDITURES:** **\$ 67,885.53**

**BALANCE IN ROCKPORT CONSTRUCTION ACCOUNT  
WESBANCO BANK, APRIL 30, 2000** **\$ 1,562.05**

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
WATER REVENUE FUND CHECKING ACCOUNT**

**CHECKS WRITTEN SINCE THE APRIL 20, 2000, BOARD MEETING**

<b>CHECK NO.</b> 25079	U. S. Postal Service	\$ 561.00
25080	Municipal Bond Commission	1,592.00
25081	Earl G. & Twila M. Roach	2,500.00
25082	Mineral Wells PSD	3,461.53
25083	WesBanco Bank-Parkersburg	1,705.00
25084	WV Dept. of Tax & Revenue	715.36
25085	WV Public Employees Retirement	1,524.53
25086	Apex Feed	36.87
25087	Christopher Cayton	15.96
25088	Bobbie Jackson	6.82
25089	Mineral Wells PSD	92.27
25090	Michael & Linda Nugent	51.04
25091	WVDHHR - Office Lab Services	30.00
25092	Pauli Pickens	51.44
25093	Professional Residential Appraisors	800.00
25094	Rural Development Admn.	2,112.00
25095	David Redmon	50.99
25096	Juanita B. Snyder	50.97
25097	Nicole Sutton	50.90
25098	Ralph R. Snider	50.98
25099	USDA-Rural Development	3,140.00
25100	WesBanco-Water Res-Sams-CV	314.00
25101	Void	
25102	Allegheny Power	253.52
25103	Westfield Insurance Companies	1,022.61
25104	AT&T	5.52
25105	Bell Atlantic-WV	97.28
25106	AT&T Wireless Services	106.54
25107	Daugherty Supply Co. Inc.	3.99
25108	Easton Printing Co.	326.50
25109	Fasteners & Supply Inc.	70.65
25110	Hope Gas Inc.	26.73
25111	Hardman's Supply Company	21.87
25112	Industrial Rubber Products	13.66
25113	New Parkersburg Truck Stop	257.67
25114	Parkersburg Office Supply	32.43
25115	Rena's Janitorial Contractors	133.50
25116	Sanitary Linen Service	103.77
25117	Tesa Company Inc.	5.16
25118	Taylor's Disposal Inc.	14.00

**Mineral Wells PSD**

**List of Water Checks - May 18, 2000**

**Page 2**

<b>CHECK NO.</b> 25119	C. I. Thornburg	\$ 557.47
25120	Westco Internet	9.98
25121	Claywood Park PSD	10,621.42
25122	Miller Communications	15.00
25123	Mineral Wells PSD	3,689.16
25124	WesBanco Bank Parkersburg	1,987.05
25125	U. S. Postal Service	128.10

**CHECKS WRITTEN TODAY AND NEED AUTHORIZED**

<b>CHECK NO.</b> 25126	AT&T	\$ 13.73
25127	Bill Bailey Insurance Agency	25.00
25128	Miss Utility of WV Inc.	9.80
25129	Municipal Bond Commission	1,592.00
25130	WVDHHR - Office Lab Services	30.00
25131	Scots Landscape Nursery	22.00
25132	WesBanco Bank-Parkersburg	110.00

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
SEWER REVENUE FUND CHECKING ACCOUNT**

**CHECKS WRITTEN SINCE THE APRIL 20, 2000, BOARD MEETING**

<b>CHECK NO.</b> 27042	Municipal Bond Commission	\$ 16,852.52
27043	James R. Lett	200.00
27044	Roy L. Radabaugh	200.00
27045	Charles M. Stewart	200.00
27046	WesBanco Bank-Parkersburg	1,130.68
27047	WV Dept. of Tax & Revenue	469.48
27048	WV Public Employees Retirement	1,068.69
27049	Apex Feed	35.84
27050	Eastern State's Pump/Equipment	2,993.63
27051	Keith D. French	52.08
27052	Mineral Wells PSD	50.38
27053	Michael & Linda Nugent	51.04
27054	Pauli Pickens	51.44
27055	Lydia E. Posey	54.80
27056	David Redmon	50.99
27057	Brooke N. Rice	15.89
27058	Juanita B. Snyder	50.97
27059	Ralph R. Snider	50.98
27060	Allegheny Power	1,938.00
27061	Westfield Insurance Company	1,846.83
27062	Allegheny Power	1,729.26
27063	Air Products and Chemicals Inc.	215.95
27064	AT&T	5.52
27065	Bell Atlantic-WV	444.33
27066	AT&T Wireless Services	106.54
27067	CKC Consulting	375.00
27068	Danny's Lawn Service	270.00
27069	Daugherty Supply Co. Inc.	3.99
27070	Easton Printing Co.	48.50
27071	Diann Exline	23.67
27072	Fasteners & Supply Inc.	70.65
27073	Gene's Septic Tank Cleaning	70.00
27074	Hope Gas Inc.	26.73
27075	Hardman's Supply Company	73.24
27076	Industrial Rubber Products	13.66
27077	Mineral Wells PSD	186.75
27078	New Parkersburg Truck Stop	257.68
27079	Parkersburg Sentinel Co.	79.20
27080	Parkersburg Office Supply	32.44
27081	City of Parkersburg	20.00

**MINERAL WELLS PSD**  
**LIST OF CHECKS - MAY 18, 2000**  
**PAGE 2**

<b>CHECK NO.</b> 27082	Void	
27083	Rena' Janitorial Contractors	\$ 371.50
27084	Sanitary Linen Service	103.77
27085	Tesa Company Inc.	5.16
27086	Taylor's Disposal Inc.	14.00
27087	Westco Internet	9.97
27088	Miller Communications	15.00
27089	WesBanco Bank Parkersburg	1,132.91
27090	U. S. Postal Service	128.10

**PAYROLL CHECKS WRITTEN SINCE THE APRIL 20, 2000, BOARD MEETING**

<b>CHECK NO.</b> 00427	Margaret J. Batten	\$ 779.69
00428	Richard Shayne Brabham	594.48
00429	William H. Byers, Jr.	1,017.32
00430	Linda K. Church	668.20
00431	Russell P. Hanna	578.65
00432	Mark K. Murphy	580.44
00433	Nellie B. Radcliff	628.76
00434	Jerald D. Spears	699.73
00435	Margaret J. Batten	824.52
00436	Richard Shayne Brabham	653.35
00437	William H. Byers, Jr.	1,112.58
00438	Linda K. Church	732.89
00439	Russell P. Hanna	652.93
00440	Mark K. Murphy	674.62
00441	Nellie B. Radcliff	649.23
00442	Jerald D. Spears	759.46

**CHECKS WRITTEN TODAY AND NEED AUTHORIZED**

<b>CHECK NO.</b> 27091	Allegheny Power	\$ 43.22
27092	AT&T	13.73
27093	Auto Fleet & Industrial Supply	6.34
27094	Bill Bailey Insurance Agency	25.00
27095	Chemtek Corporation	263.41
27096	Miss Utility of WV Inc.	9.80
27097	Municipal Bond Commission	16,852.52
27098	WesBanco Bank - Parkersburg	726.20

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE**  
**RECEIVED OR MAILED SINCE THE APRIL 20, 2000, BOARD MEETING**

1. Letter from Terry W. Thomas, Chief, PMBS Volunteer Fire Department, listing for April the number of gallons of water used for fire fighting and the number of gallons of water used for training purposes.
2. Training Announcement from the West Virginia Rural Water Association about a Combined Sewer Overflow and Storm Sewer Overflow Workshop to be held on June 15, 2000, in Vienna, West Virginia.
3. **West Virginia Rural Water Association Infrastructure Council Report NEWSLETTER**, a publication of the West Virginia Rural Water Association dated May 5, 2000, Volume 5, Issue 5.
4. A Progressive Water Systems Training Announcement from the West Virginia Rural Water Association about a training session entitled "Simplified Water Quality Analysis" to be held on May 18, 2000, at Cedar Lakes in Ripley, West Virginia.
5. **THE PIPELINE, News & Views From the Water & Wastewater Division**, a publication of the Water & Wastewater Division of the Public Service Commission of West Virginia, dated April 2000.
6. Letter dated April 18, 2000, to Charles Stewart from D. Wayne Trimble, President, CKC Consulting, containing the fifth year arbitrage rebate calculations for the 1995 Series Sewer Bonds from the West Virginia Water Development Authority.
7. Letter dated April 18, 2000, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., containing six copies of the Notice of Award to BDL Construction for the construction of the District's new office building. The notices needed to be signed by Mr. Stewart.
8. Letter dated April 19, 2000, to Jerald D. Spears from Guy W. Mick, Chief, Railroads and Utilities Unit, Engineering Division, West Virginia Division of Highways, containing one copy of the approved engineering agreement for the upgrade of the I-77 Rest Area.
9. Letter dated April 19, 2000, to Jerald D. Spears from Guy W. Mick, Chief, Railroads and Utilities Unit, Engineering Division, West Virginia Division of Highways, containing one copy of the approved engineering agreement for the Slate Bridge Project.
10. Letter dated April 19, 2000, to Charles M. Stewart from H. T. White, P.E., Director of Engineering, HNTB Architects Engineers Planner, containing a revised, full size plan and profile sheets and half size cross sections for the new connector road (Park Road) for the relocation of WV 14 through North Mineral Wells near the Industrial Park.



**MINERAL WELLS PSD**  
**LIST OF CORRESPONDENCE - MAY 2000**  
**PAGE 2**

11. Copy of a letter dated April 20, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing four copies of Requisition No. 7 for the District's Rockport Waterline Extension Project for his review and approval.
12. Copy of a letter dated April 20, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing four copies of Requisition No. 7 for the District's Water System Improvements Project for his review and approval.
13. Copy of a letter dated April 20, 2000, to Gary Wilson, Rural Utilities Service, from Charles Stewart stating that the District agrees with Dominick Cerrone's recommendation that the District award the bid for the office and maintenance building to BDL in the amount of \$308,240.00.
14. Copy of a letter dated April 20, 2000, to Douglas E. Pauley, Harbinger Developments, from James M. Ruckman, P.S., Cerrone Associates, Inc., enclosing a plat showing the location of proposed storm sewer at the Post Mill Limited Partnership property.
15. Copy of a letter dated April 20, 2000, to Dianne Wolfe, Bowles Rice McDavid Graff & Love, from James M. Ruckman, P.S., Cerrone Associates, Inc., requesting that an easement for a storm sewer be prepared for a proposed storm sewer crossing the Post Mill Limited Partnership Property.
16. Letter dated April 20, 2000, to Charles Stewart from Rosalie Brodersen, Branch Leader, Construction Assistance, West Virginia Division of Environmental Protection, stating that her April 14, 2000, letter regarding the District's audit reports for FY98 and FY99 was incorrect.
17. Copy of a letter dated April 20, 2000, to Mary Rader, Wood County Commission, from Margaret Batten enclosing a copy of the approved Minutes of the Regular Board Meeting held on Thursday, March 26, 2000, and a copy of the approved Minutes of the Special Board Meeting held on Tuesday, April 4, 2000.
18. Copy of a letter dated April 21, 2000, to Janelle Dotson, Grants Coordinator, Mid-Ohio Valley Regional Council, from Manning Frymier, P.E. Cerrone Associates, Inc., containing seven copies of the Preliminary Engineering Report for the Sycamore Run, Stephen's Fork, Limestone Ridge Water System Extensions.
19. Letter dated April 21, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, stating that project funds in the amount of \$69,000.00 were ordered on April 21, 2000, and should be deposited into the Rockport Construction Account at WesBanco Bank on April 25, 2000.

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE - MAY 2000**  
**PAGE 3**

20. Letter dated April 21, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, stating that project funds in the amount of \$78,000.00 were order on April 21, 2000, and should be deposited into the Water Improvement Construction Account at WesBanco Bank on April 25, 2000.
21. Fax dated April 24, 2000, to Stacy, Legal Advertising, **PARKERSBURG NEWS & SENTINEL**, from Margaret Batten containing a legal notice to published in both newspapers on April 27, 2000, and May 4, 2000, relative to a rate increase for sewer service.
22. Fax dated April 24, 2000, to Janelle Dotson, Mid-Ohio Valley Regional Council, from Manning Frymier, Cerrone Associates, Inc., containing the cost breakdown for the HUD eligible areas of the proposed Mineral Wells PSD-Stephens Fork/Limestone Hill Water Project.
23. Copy of a letter dated April 24, 2000, to the New Parkersburg Truck Stop, c/o Tina Crain, from Linda Church relative to the District's account for gasoline purchases.
24. Copy of a letter dated April 24, 2000, to George E. Blum, Director, Finance & Administration, Cerrone Associates, Inc., from Margaret Batten enclosing two signed copies of the "Application to Changes Rates" for the District's Sewer System.
25. Copy of Correspondence Instructions dated April 24, 2000, to Manning Frymier, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the approved Minutes of the March 16, 2000, Board meeting.
26. Copy of a letter dated April 25, 2000, to the WV Municipal Bond Commission from Margaret Batten enclosing Check No. 27042 in the amount of \$16,852.52 for sewer bond payments and Check No. 25080 in the amount of \$1,592.00 for a water bond payment.
27. Copy of a letter dated April 25, 2000, to the West Virginia Water Development Authority from Margaret Batten certifying that a deposit in the amount of \$5,688.40 (Revenue) and a deposit in the amount of \$568.82 (Reserve) were made to the West Virginia Municipal Bond Commission on April 25, 2000, for the 1995 Sewage System Revenues Bonds.
28. Fax dated April 26, 2000, to Ahern & Associates from Linda Church enclosing a copy of their March, 2000, water and sewer bill.
29. Copy of a letter dated April 26, 2000, to John C. Bosley, J. C. Bosley Construction Inc., from Margaret Batten enclosing check number 1018 in the amount of \$61,633.84 as payment of Contractor's Estimate No. 6 for the Rockport Waterline Extension and check number 1020 in the amount of \$54,277.92 as payment of Contractor's Estimate #6 for the Water System

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE - MAY 2000**  
**PAGE 4**

Improvement Project.

30. Fax dated April 26, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing the Electric Funds Transfer and Confirmation Documents from WesBanco Bank for the Rockport Waterline Extension Project and the Water System Improvement Project.
31. Note dated April 25, 2000, to the District from Gary Wilson, Rural Utilities Service, enclosing a copy of a letter dated March 31, 2000, to Charles Stewart from Gary Wilson, listing the items needed to complete the application for assistance from the Rural Utilities Service for the proposed Stephens Fork/Sycamore Run, Limestone Ridge Water Project. Items 2, 4, 5, and 6 were highlighted and are still needed.
32. Letter dated April 25, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, stating that the invoices in the amount of \$79,025.37 for the Water Systems Improvement Project were approved for payment.
33. Letter dated April 25, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, stating that invoices in the amount of \$67,885.53 for the Rockport Water Extension Project were approved for payment.
34. Letter dated April 26, 2000, to Charles M. Stewart from Guy W. Mick, Railroads and Utilities Unit, Engineering Division, West Virginia Division of Highways, enclosing a fully executed agreement dated April 10, 2000, between the District and the West Virginia Department of Transportation for the Mineral Wells Rest Area.
35. Fax dated April 26, 2000, to Jerry Spears from Dianne Wolfe, Bowles Rice McDavid Graff & Love, enclosing a copy of an agreement between the District and Mr. and Mrs. Roach.
36. Fax dated April 26, 2000, to Jerry Spears from Jim Ruckman, Cerrone Associates, Inc., enclosing a memo from Dirar Amhad, design engineer on the Slate Bridge DOH Relocation Project.
37. Fax dated April 26, 2000, to George Blum, Cerrone Associates, Inc., from Margaret Batten relative to items 4, 5, and 6 listed in the Rural Utilities Letter dated March 1, 2000 and still needed by Rural Utilities Service to complete the application for assistance for the proposed Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
38. Fax dated April 26, 2000, to Margaret Batten from Cathy Kingston, WesBanco Bank Parkersburg, enclosing histories of the Water Improvement Construction Account and the Rockport Water Extension Project Account.

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE - MAY 2000**  
**PAGE 5**

39. Copy of a letter dated April 26, 2000, to Jim Ruckman, Cerrone Associates, Inc., from Guy W. Mick, Chief, Railroads and Utilities Unit, West Virginia Department of Transportation, relative to the CADD files for the Slate Bridge Relocation Project.
40. Copy of a letter signed April 27, 2000, to Gary Wilson, Rural Utilities Service, from Randall M. Cole, Cerrone Associates, Inc., enclosing items 4, 5, and 6 and requested in Rural Utilities Service letter dated March 1, 2000, containing items needed to complete the application for assistance from Rural Utilities Service for the proposed Stephens Fork/Sycamore Run/Limestone Ridge water project.
41. Fax dated April 27, 2000, to Margaret Batten from George Blum, enclosing a draft letter to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, to be retyped on District letterhead and signed by Charles Stewart and mailed with the District's application to change sewer rates.
42. Copy of letter dated April 27, 2000, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, from Charles Stewart enclosing an original and two copies of an Application to Change Rates for the District's Wastewater Collection and Treatment System.
43. Copy of a letter dated April 27, 2000, to Manning Frymier, Cerrone Associates, Inc., from Margaret Batten enclosing check number 1022 in the amount of \$24,386.65 as payment of Construction Administration and Resident Inspection as shown on Requisition No. 7 for the System Enhancement Project and check number 1017 in the amount of \$6,251.69 as payment for Construction Administration and Resident Inspection as shown on Requisition No. 7 for the Rockport Water Extension Project.
44. Copy of a letter dated April 28, 2000, to George Blum, Cerrone Associates, Inc., from Margaret Batten enclosing an original and a copy of a letter from the District to the Public Service Commission of West Virginia enclosing an application for a sewer rate increase.
45. Copy of a letter dated April 28, 2000, to Steve Hardman, Esquire, Bowles, Rice McDavid Graff & Love, from Margaret Batten enclosing a copy of the letter from the District to the Public Service Commission of West Virginia enclosing an application for a sewer rate increase.
46. Copy of Correspondence Instructions dated April 28, 2000, to Kelley, Parkersburg Housing Authority, from Nellie Radcliff returning check no. 9338 and requesting a second check be issued in the amount of \$10.14.
47. Copy of a letter dated May 1, 2000, to Gary D. Wilson, Rural Development Specialist, from

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE - MAY 2000**  
**PAGE 6**

Bobby Lewis, State Director, Rural Utilities Service, stating that RUS concurs with the District in the award of the Contract for the District's new office building to BDL Construction, Inc., for \$308,240.00.

48. Copy of Correspondence Instructions dated May 1, 2000, to Mike, Manager, Hardman's Supply, from Linda Church enclosing three invoices that were on the District's April statement but were not purchased by District personnel.
49. Copy of a letter dated May 1, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing a copy of the Legal Service Agreement by and between the Mineral Wells Public Service District and the firm of Bowles Rice McDavid Graff & Love for the proposed Stephens Fork, Sycamore Run, Limestone Ridge Water Extension Project.
50. Copy of a letter dated May 1, 2000, to Dianne Wolfe, Bowles Rice McDavid Graff & Love, from Margaret Batten containing an original copy of the Legal Service Agreement between the District and the law firm for the Stephens Fork, Sycamore Run, Limestone Ridge Water Extension Project.
51. Letter dated May 2, 2000, to Mineral Wells PSD from Lacey Parsons, West Virginia Soil Conservation Agency, enclosing the original and one copy of the approved Construction Sediment Control Plan for the District's new office and maintenance buildings to be built on Route 21. Mailed extra copy of the Plan to Cerrone Associates, Inc.
52. Fax dated April 14, 2000, and sent on May 2, 2000, to All West Virginia Fax and Locator Members from Diana Geary, One Call Systems Inc., West Virginia Liason, containing a new improved fax and locate form which will be the only one accepted after May 15, 2000.
53. Copy of a letter dated May 2, 2000, to James Mayles, P.E., Cerrone Associates, Inc., from Linda Church enclosing a copy of Map No. 2-24 of the Contract Drawings for the Rockport Waterline Construction Project with the location of a new tap for Mrs. Geneva Ott highlighted in yellow.
54. Letter dated May 3, 2000, to Charles Stewart from Gary Wilson, Rural Utilities Service, approving the enclosed Engineering Agreement by and between the District and Cerrone Associates, Inc. dated March 16, 2000, for the proposed Stephens Fork, Sycamore Run, Limestone Ridge Water Extension Project.
55. Fax dated May 3, 2000, to Virginia McDonald, Rural Utilities Service, from Margaret Batten enclosing a copy of the District's Rate Schedule II for residents living on Chesterville Road and Sams Creek Road and a copy of the Rate Schedule I for the remaining customers living within the District.

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56. Fax dated May 3, 2000, to Virginia McDonald, Rural Utilities Service, from Margaret Batten enclosing a copy of the rate schedule to become effective at the conclusion of the current water project. Also enclosed was a copy of the deposit ticket for \$11,000.00 for the money Matt Warner paid the District for his share of the new office roadway.
57. Copy of a letter dated May 3, 2000, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the Notice of Award to BDL Construction for the construction of the Office and Maintenance Building and six copies of the District's letter to BDL Construction with six copies of the notice to be signed and returned.  
  
Copy of a letter dated May 3, 2000, to BDL Construction from Margaret Batten enclosing six copies of the Notice of Award to BDL Construction for the construction of the office building.
59. Letter dated May 4, 2000, to Charles M. Stewart from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, assigning Case No. 00-0673-PSD-42A to the District's letter requesting a sewer rate increase.
60. Fax dated Mar 4, 2000, to James Mayles, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the right-of-way easement, agreement and memo relative to the Earl Roach property.
61. Copy of Correspondence Instructions dated May 4, 2000, to the Wood County Clerk from Margaret Batten enclosing a right-of-way easement signed by Earl and Twila Roach to be recorded.
62. Letter dated May 3, 2000, to Financial Officers of All Non-State Agencies, Participating in the PEIA Plan from Robert L. Ayers, ARM, Executive Director, Public Employees Insurance Agency, relative to proposed rate changes for health insurance coverage.
63. Memo dated May 3, 2000, to Mr. & Mrs. Earl Roach from Roy L. Kadabaugh, Commissioner, Mineral Wells Public Service District, stating that the District will make every effort to have the restoration and planting of the easement completed on or before June 1, 2000.
64. Copy of a letter dated May 4, 2000, to Wilma Hodge, West Virginia Bureau of Public Health, Environmental Engineering Division, from Margaret Batten enclosing the Monthly Operation Report for the Mineral Wells Public Service District for the month of April, 2000 and a copy of the Daily Water Purchase Tally for the same period.
65. Copy of a letter dated May 4, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from

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Margaret Batten enclosing a copy of the letter dated May 2, 2000, from Lacey Parsons, Environmental Specialist, West Virginia Soil Conservation Agency, containing the approved construction sediment control plan for the District's new office and maintenance buildings.

66. Copy of a letter dated May 4, 2000, to Janelle Dotson, Mid-Ohio Valley Regional Council, from Jerald D. Spears stating that the District does not have flood insurance to cover water main lines to be installed under the Stephens Fork, Sycamore Run, Limestone Ridge Water Project.
67. Copy of Correspondence Instructions dated May 4, 2000, to Manning Frymier, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the letter dated May 4, 2000, to Janelle Dotson, Mid-Ohio Valley Regional Council, stating that the District does not have flood insurance to cover water main lines to be installed under the Stephens Fork, Sycamore Run, Limestone Ridge Water Project.
68. Copy of a letter dated May 4, 2000, to Wilma Hodge, West Virginia Bureau of Public Health, Environmental Engineering Division, enclosing a copy of the Monthly Operation Report and a copy of the Daily Water Purchase Tally for the District for the month of April, 2000.
69. Letter dated May 5, 2000, to Charles M. Stewart from Gary D. Wilson, Rural Utilities Service, relative to the required public meeting for the proposed Stephens Fork, Sycamore Run, Limestone Ridge water extension project.
70. Copy of a letter dated May 5, 2000, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, from George E. Blum, Cerrone Associates, Inc., enclosing thirteen copies of Page 3 of the proposed Agreement for Engineering Services for the Stephens Fork, Sycamore Run, Limestone Ridge Water Extension Project.
71. Copy of a letter dated May 5, 2000, to Manning Frymier, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of a letter and the executed Utility Agreement dated April 10, 2000, between the District and the West Virginia Department of Transportation for the I-77 Rest Area upgrade.
72. Notice dated May 5, 2000, to all District customers along Society Hill Road starting at Box 123D going east on Society Hill Road to the junction of Society Hill Road and Route 14 from the District stating that water service will be turned off at 8:30 a.m. on Wednesday, May 10, 2000, and will be turned back on about 5:00 p.m.
73. Copy of a letter dated May 5, 2000, to the West Virginia Bureau For Public Health, Office of Environmental Health Services/EED, from Linda Church enclosing a copy of the WV National Pollutant Discharge Elimination System Discharge Monitoring Report and a copy

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of the WV Summary of Waste Water Treatment Plant Operators for the month of April, 75. 2000, for the District's Treatment Plant.

74. Copy of a letter dated May 5, 2000, to the Office of Water Resources (DNR), Attention: Municipal Branch, from Linda Church enclosing a copy of the WV National Pollutant Discharge Elimination System Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operators for the month of April, 2000, for the District's Treatment Plant.
75. Copy of a letter dated May 5, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Linda Church enclosing a copy of the WV National Pollutant Discharge Elimination System Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operators for the month of April, 2000, for the District's Treatment Plant.
76. Copy of a letter dated May 5, 2000, to Cindy Musser, Department of Natural Resources, from Linda Church enclosing a copy of the WV National Pollutant Discharge Elimination System Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operators for the month of April, 2000, for the District's Treatment Plant.
77. Letter dated May 8, 2000, to the Mineral Wells Public Service District from Lyle B. Bennett, NPS Program Manager, West Virginia Division of Environmental Protection, approving the Sediment Control Plan for the construction sit of the District's new office and maintenance buildings.
78. Copy of a letter dated May 8, 2000, to Gary Wilson, Rural Utilities Service, from Randall Cole, Cerrone Associates, Inc., enclosing a copy a letter received from Crew & Associates, Inc., concerning the availability of conventional financing for the proposed Sycamore Run, Stephens Fork, Limestone Ridge Water Project.
79. Letter dated May 8, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Services, stating the closing and preconstruction meeting for the District's office/maintenance building project has been established as May 17, 2000. The meeting will begin at 10 a.m. at the offices of Bowles Rice McDavid Graff & Love.
80. Copy of Correspondence Instructions dated May 8, 2000, to Apex Feed, Accounts Payable, from Nellie Radcliff enclosing a check for a bill that had been paid on April 28, 2000.
81. Copy of a letter dated May 8, 2000, to Gary D. Wilson, Rural Utilities Service from Margaret Batten enclosing a copy of a Road Maintenance Agreement by and between the District and Cutlip-Warner Partnership and a copy of the \$11,000.00 deposit ticket for money received from Cutlip-Warner Partnership for their share of the roadway construction.



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82. Fax dated May 8, 2000, to Jerry Spears from Steve Hardman, Bowles Rice McDavid Graff & Love, enclosing a copy of a Resolution that the District's Board of Commissioners need to approve relative to convenience meters.
83. Copy of a letter dated May 8, 2000, to Manning Frymier, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the letter dated May 8, 2000, to Gary D. Wilson, Rural Utilities Services from Margaret Batten relative to the Road Maintenance Agreement by and between the District and Cutlip-Warner Partnership for the roadway to the office and maintenance building site.
84. Copy of a letter dated May 9, 2000, to Dianne Wolfe, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing a copy of the recorded right-of-way easement for the Earl and Twila Roach property and a copy of the fully executed Road Maintenance Agreement by and between the District and Cutlip-Warner Partnership.
85. Copy of a letter dated May 9, 2000, to Mr. and Mrs. Earl Roach from Margaret Batten enclosing a copy of the recorded Right-of-Way Easement by and between them and the District.
86. Copy of a letter dated May 9, 2000, to George Blum, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the letter dated May 4, 2000, from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, relative to case number for the Rule 42A to increase sewer rates and charges.
87. Copy of a letter dated May 9, 2000, to Parkersburg Utility Board, Water and Sewer Collections, from Linda Church enclosing check no. 27081 in the amount of twenty dollars for the reconnection fee for Dottie Whited, 22 Alpine Street, Mineral Wells, WV.
88. Copy of a letter dated May 9, 2000, to Matt Warner, Cutlip-Warner Partnership, from Margaret Batten enclosing a copy of the right-of-way easement for the waterline and Road Maintenance Agreement by and between Cutlip-Warner Partnership and the District.
89. Fax dated May 9, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Roy Radabaugh enclosing a memo relative to the Dent Family Booster Station Site.
90. Letter dated May 10, 2000, to Utilities Board Commission of the Mineral Wells Public Service District from Ralph W. Bassett, Jr. relative to providing accounting services to the District.
91. Fax dated May 10, 2000, to the Editor, **PARKERSBURG NEWS/SENTINEL**, from

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Margaret Batten enclosing a copy of a notice about a special board meeting to be held on May 17, 2000, to be published in both newspapers on Monday 15, 2000.

92. Fax dated May 10, 2000, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a letter and Invoice No. 1 dated May 10, 2000, listing items to be included on Requisition No. 8.
93. Copy of a letter dated May 10, 2000, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing Invoice No. 1 from the District for Requisition No. 8.
94. Fax dated May 10, 2000, to Bill Byers from Jim Mayles, P.E., Cerrone Associates, Inc., enclosing a copy of a map showing fire hydrant information in the Price Road/Butcher Bend area of the District.
95. Fax dated May 11, 2000, to Jerry Spears from William M. Fugate, P.E., Cerrone Associates, Inc., enclosing a copy of a letter addressed to Mr. Fugate from Allegheny Power relative to the installation of a digital telemetry antenna on an electric service pole.
96. Fax dated May 11, 2000, to Jerry Spears from Manning Frymier, Cerrone Associates, Inc., enclosing a proposal from Miller Communications to complete the telemetry control work for the Water System Improvement Project and the Rockport Waterline Extension Project.
97. Fax dated May 11, 2000, to the Editor, *PARKERSBURG NEWS/SENTINEL*, from Margaret Batten enclosing a notice to be published in both newspaper on Monday, May 15, 2000, about the District's regularly scheduled Board meeting to be held on Thursday, May 18, 2000, at 5 p.m.
98. Fax dated May 11, 2000, to Joelle, *PARKERSBURG NEWS/SENTINEL*, from Margaret Batten enclosing an ad to be published in both newspapers as a one by seven block ad to appear in both papers on May 15, 16, and 17, 2000 announcing a public meeting to be held on Tuesday, June 6, 2000, at the Mineral Wells Elementary School.
99. Letter dated May 10, 2000, to Jerry Spears from Guy W. Mick, Railroads and Utilities Unit, West Virginia Department of Transportation, enclosing one set of half-size constructions plans for the DOH Project to relocate WV 14 and extending an invitation to the final office review of the project.
100. Letter dated May 11, 2000, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for review and approval four copies each of Requisition NO. 8 for the District's Water System Improvement Project and the Rockport Water Extension Project.

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101. Fax dated May 12, 2000, to Margaret Batten from Jeff Booth, Regional Vice-President, Century Business Services, Inc., stating that BDL Construction is not authorized by Century Surety to submit Performance Bond C-319304 for the construction of the District's new office and maintenance building.
102. Fax dated May 12, 2000, to Manning Frymier, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the fax dated May 12, 2000, from Jeff Booth, Century Business Services, Inc., relative to the performance bond for the construction of the District's new office and maintenance building.
103. Copy of a letter dated May 12, 2000, to Donald Stephens, Jackson County Commission, from Margaret Batten extending an invitation to attend a Public Meeting to be held on Tuesday, June 6, 2000, at 7 p.m. at the Mineral Wells Elementary School to discuss the proposed Stephens Fork, Sycamore Run, Limestone Ridge Water Extension Project.
104. Copy of a letter dated May 12, 2000, to Charles Murray, Wirt County Commission, from Margaret Batten extending an invitation to attend a Public Meeting to be held on Tuesday, June 6, 2000, at 7 p.m. at the Mineral Wells Elementary School to discuss the proposed Stephens Fork, Sycamore Run, Limestone Ridge Water Extension Project.
105. Copy of a letter dated May 12, 2000, to Frank Murrey, Silverton Public Service District, from Margaret Batten extending an invitation to attend a Public Meeting to be held on Tuesday, June 6, 2000, at 7 p.m. at the Mineral Wells Elementary School to discuss the proposed Stephens Fork, Sycamore Run, Limestone Ridge Water Extension Project.
106. Copy of a letter dated May 12, 2000, to Stan Hickman from Margaret Batten extending an invitation to attend a Public Meeting to be held on Tuesday, June 6, 2000, at 7 p.m. at the Mineral Wells Elementary School to discuss the proposed Stephens Fork, Sycamore Run, Limestone Ridge Water Extension Project.
107. Copy of a letter dated May 12, 2000, to John Quick from Margaret Batten extending an invitation to attend a Public Meeting to be held on Tuesday, June 6, 2000, at 7 p.m. at the Mineral Wells Elementary School to discuss the proposed Stephens Fork, Sycamore Run, Limestone Ridge Water Extension Project.
108. Copy of a letter dated May 12, 2000, to Gary D. Wilson, Rural Utilities Service, from Margaret Batten enclosing a copy of the notice to be published in the **PARKERSBURG NEW/SENTINEL**, **JACKSON STAR NEWS**, and **WIRT COUNTY JOURNAL** about the Public Meeting for the proposed Stephens Fork, Sycamore Run, and Limestone Ridge Water Extension Project.

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109. Copy of a letter dated May 12, 2000, to Manning Frymier, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the letter dated May 12, 2000, to Gary Wilson, Rural Utilities Service, containing a copy of the notice to be published in the **PARKERSBURG NEWS/SENTINEL**, **JACKSON STAR NEWS**, and **WIRT COUNTY JOURNAL** about the Public Meeting for the proposed Stephens Fork, Sycamore Run, and Limestone Ridge Water Extension Project.
110. Fax dated May 12, 2000, to Joyce, **WIRT COUNTY JOURNAL**, from Margaret Batten enclosing a copy of the notice about the June 6, 2000, Public Meeting for the proposed Stephens Fork, Sycamore Run and Limestone Ridge Water Extension Project to be published in the **WIRT COUNTY JOURNAL** on May 17 and May 24, 2000.
111. Fax dated May 12, 2000, to Darlene, **JACKSON STAR NEWS**, from Margaret Batten enclosing a copy of the notice about the June 6, 2000, Public Meeting for the proposed Stephens Fork, Sycamore Run and Limestone Ridge Water Extension Project to be published in the **JACKSON STAR NEWS** on May 17 and May 24, 2000.
112. Copy of a letter dated May 12, 2000, to Easton Printing Company from Linda Church enclosing a blanket West Virginia Consumer Sales and Service Tax and Use Tax Exemption Certificate.
113. Copy of a letter dated May 15, 2000, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, from Margaret Batten enclosing thirteen copies of the affidavit of publication from the **PARKERSBURG NEWS/SENTINEL** for the Public Notice Change in Rates for the District's wastewater collection and treatment system.
114. Copy of letter dated May 15, 2000, to George Blum, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the letter dated May 15, 2000, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia from Margaret Batten which contained thirteen copies of the affidavit of publication from the **PARKERSBURG NEWS/SENTINEL** for the Public Notice of Change in Rates for the District's wastewater collection and treatment system.
115. Copy of a letter dated May 15, 2000, to Steven Hardman, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing a copy of the letter dated May 15, 2000, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia from Margaret Batten which contained thirteen copies of the affidavit of publication from the **PARKERSBURG NEWS/SENTINEL** for the Public Notice of Change In Rates for the District's wastewater collection and treatment system.
116. Copy of a letter dated May 15, 2000, to Manning Frymier, Cerrone Associates, Inc., from

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Margaret Batten enclosing a copy of the letter dated May 8, 2000, to the District from Lyle B. Bennett, NPS Program Manager, West Virginia Division of Environmental Protection, relative to the approval of the Sediment Control Plan for the construction site of the office and maintenance building.

117. Fax dated May 15, 2000, to Virginia McDonald, Rural Utilities Service, from Margaret Batten enclosing a copy of the fax dated May 12, 2000, from Jeff Booth, Century Surety Underwriters, stating that BDL Construction is not authorized to submit a Performance Bond for the District's new office and maintenance building project.
118. Letter dated May 15, 2000, to the Mineral Wells Public Service District from Daniel A. Parker, Environmental Resources Specialist, Environmental Engineering Division, West Virginia Department of Health and Human Resources, relative to the completion of the Consumer Confidence Report by July 1, 2000.
119. Fax dated May 16, 2000, to Belinda Beller, Permits Support Team, West Virginia Division of Environmental Protection, from Margaret Batten enclosing a copy of a letter dated April 20, 2000, to Ms. Beller from Mrs. Batten enclosing a copy of the affidavit of publication of the public notice for "Application for A West Virginia Pollution Control Permit".
120. Fax dated May 16, 2000, to Jim Mayles, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the letter that the District mailed to new customers on the Sams Creek/Chesterville Water Extension Project.
121. Fax dated May 16, 2000, to Steven Hardman, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing a copy of the bid tabulations for the District's office and maintenance building construction project and a copy of the fax from Century Business Services relative to BDL's performance bond.
122. Copy of a letter dated May 16, 2000, to Wayne Trimble, CKC Consulting, from Margaret Batten enclosing a copy of the financial statements for the Sewer 97 Revenue and Reserve Accounts with the Municipal Bond Commission for the period of time from April 1, 1997, to March 31, 2000.
123. Copy of a letter dated May 16, 2000, to Holmes Shaver, President Wood County Commission, from Margaret Batten enclosing a copy of the notice of the Public Meeting to be held on June 6, 2000, at the Mineral Wells Elementary School for the proposed Stephens Fork, Sycamore Run, Limestone Ridge Water Extension Project.
124. Letter dated May 16, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, stating that project funds in the amount of \$50,000.00 will be deposited in the District's

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WesBanco Water System Improvement Account on May 18, 2000, to be used to pay Requisition No. 8.

125. Letter dated May 16, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, stating that project funds in the amount of 58,500.00 will be deposited into the District's WesBanco Rockport Water Extension Account on May 18, 2000, to be used to pay Requisition No. 8.
126. Copy of Correspondence Instructions dated May 17, 2000, to the Wood County Clerk from Margaret Batten enclosing four liens for delinquent water and/or sewer service and one release of a lien for delinquent water and sewer charges to be recorded.
127. Copy of Correspondence Instructions dated May 17, 2000, to the Wood County Clerk from Margaret Batten enclosing four releases of liens for delinquent sewer service for Robert Windland to be recorded.
- 128.\* Copy of a letter dated May 17, 2000, to Jeff Booth, Regional Vice-President, Century Business Services, Inc., from Steven R. Hardman, Esquire, Bowles Rice McDavid Graff & Love, requesting that a check in the amount of \$16,000.00 be forwarded to the Mineral Wells Public Service District as payment of the Bid Bond posted by BDL Construction who have decided not to fulfill their contract with the District to build its new office and maintenance buildings.
129. Fax dated May 18, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing a copy of the letter dated May 17, 2000, to Jeff Booth, Century Business Services, Inc. from Steven Hardman, Bowles Rice McDavid Graff & Love, relative to the forfeiture of the Bid Bond by BDL Construction, Inc.
130. Fax dated May 18, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the letter dated May 17, 2000, to Jeff Booth, Century Business Services, Inc., from Steven Hardman, Bowles Rice McDavid Graff & Love, relative to the forfeiture of the Bid Bond by BDL Construction, Inc.