

MINUTES OF A REGULAR MONTHLY MEETING  
OF THE PUBLIC SERVICE BOARD OF THE  
MINERAL WELLS PUBLIC SERVICE DISTRICT  
HELD ON THURSDAY, JUNE 15, 2000, IN THE  
DISTRICT'S OFFICE LOCATED AT MINERAL  
WELLS, WEST VIRGINIA

Mr. Charles Stewart, Chairman, called the meeting to order at 5:17 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; Jerald D. Spears, Operations Manager; Nellie Radcliff, Office Technician; William Byers, Operations Technician; Jim Mayles, Assistant Engineer, Cerrone Associates, Inc.; Robert Dent, Ron Buchanan, Jr., Ron Buchanan, and Ronald L. Clark, residents of Browns Run, were in attendance.

Ronald Clark, Ron Buchanan, Robert Dent, and Ron Buchanan, Jr. were in attendance to address the Board concerning the water line that is being installed partially up Brown's Run. They wanted the District to extend the line an additional 1500 feet. The Board informed them that they would have their Engineer take a look at the hydraulics and if they were willing to use the "Self-Help" rule, the District would do what they could to help them get water to their property. Mr. Buchanan said he would go see if Robert Tebay, Wood County Commissioner, could help finance the cost. Mr. Buchanan said that he would report back to the Board. The residents of Browns Run excused themselves from the remainder of the meeting.

Jim Mayles, Cerrone Associates, Inc., reported that installation should be completed by the end of June, 2000, on Contract # 2. He submitted Change Order # 3 on Contract # 1. Mr. Radabaugh made a motion that Change Order #3 be approved as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed Change Order # 3. Mr. Mayles presented Change Order #3 on Contract # 2. Mr. Radabaugh made a motion that Change Order # 3 be approved as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed Change Order # 3.

Mr. Mayles submitted Change Order # 1 on the Maintenance Building contract in the amount of \$1,840.00. The building had to be moved back 28 feet because of the Matheny right-of-way. Mr. Radabaugh made a motion to accept Change Order # 1 as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed Change Order # 1.

Mr. Mayles reported that Bosley Construction had been granted a total of 60 days extension. Completion is expected at the end of July, 2000. He also said that Mr. Bosley was planning on asking for a price increase on the 1200 feet of 6" pipe that is to be used on the Dale Drive extension and Dent Hollow. The water taps have been installed on Sugar Camp Road but the tank on Price Road did not pass the Bac-T test. This concluded Mr. Mayles' report and he excused himself from the rest of the meeting.

Mr. Spears reported that he had not been successful in obtaining an easement for the Deem property. He had made several phone calls, but none had been returned. He contacted the Districts lawyer and asked him to start condemnation proceedings. Dianne Wolfe, Legal Assistant, is to let the District

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know about the condemnation. This concluded Mr. Spears' report and he asked to be excused from the rest of the meeting.

Mr. Radabaugh made a motion that Requisition No. 9 for the Rockport Waterline Extension project be approved as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed the requisition.

Mr. Radabaugh made a motion that Requisition No. 9 for the Water System Improvements project be approved as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed the requisition.

Mr. Lett made a motion that the Minutes of the May 18, 2000, Regular Board Meeting, the Minutes of the Special Meeting, June 5, 2000, and the Minutes of the Public Meeting, June 6, 2000, be approved as presented. Mr. Radabaugh seconded the motion. The motion carried. Mr. Lett signed the Minutes.

After reviewing the Financial Statements as presented, Mr. Radabaugh made a motion to approve the following items as presented:

1. Financial Statement dated May 31, 2000 for All Finances of the District (copy attached)
2. Financial Statement dated May 31, 2000 for the Water Revenue Fund Checking Account (copy attached)
3. Financial Statement dated May 31, 2000 for the Sewer Revenue Fund Checking Account (copy attached)
4. Financial Statement dated May 31, 2000 for the Rockport Construction Checking Account (copy attached)
5. Financial Statement dated May 31, 2000 for the Water Improvement Construction Checking Account (copy attached)
6. Check No. 25134 thru 25161 written since the May 18, 2000, Board Meeting on the Water Revenue Fund Checking Account (copy attached)
7. Check No. 25162 thru 25181 written June 15, 2000, on the Water Revenue Fund Checking Account (copy attached)

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8. Check No. 27100 thru 27134 written since the May 18, 2000, Board Meeting on the Sewer Revenue Fund Checking Account ( copy attached )
9. Check No. 27135 thru 27150 written June 15, 2000, on the Sewer Revenue Fund Checking Account ( copy attached )
10. Payroll Checks No 00443 thru 00458 written since the May 18, 2000, Board Meeting on the Sewer Revenue Fund Checking Account ( copy attached )

Mr. Lett seconded the motion. The motion carried.

Mrs. Batten reviewed the following letters:

Letter 41 - Dated May 22, 2000, to Charles Stewart from D. Wayne Trimble, President, CKC Consulting, LLC, relative to the arbitrage rebate calculations for the District's Series 1997 Revenue Bonds for the period May 28, 1997 - May 28, 2000. Mr. Trimble reported that there was no taxes due on the 97 Series Bonds.

Letter 42 - Dated May 23, 2000, to Jerry Spears from James R. Lewis, ACT Representative, Affiliated Construction Trades Foundation, requesting certified payrolls for J. C. Bosley Construction, Inc. for the months of March, April and May 2000.

Letter 107 - Dated June 1, 2000, to Margaret Batten from Randall Lewis, Executive Director, West Virginia Rural Water Association, inviting all members to attend the Association's "15<sup>th</sup> Annual Technical Conference" to be held at Canaan Valley State Park from September 10<sup>th</sup> through the 13<sup>th</sup> and enclosing the required registration forms. No one was interested in going to the meeting.

Letter 110 - Dated June 5, 2000, to Jerry Spears from Ashok M. Sanghavi, P.E., DEE, President, New Era Hospitality, Inc., requesting that old rights-of-ways for water and sewer lines through the property now occupied by Hampton Inn be released.

Letter 119 - Dated June 6, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, stating that Rural Utilities Service is not required to obtain certified payrolls for the Rockport Water Extension Project and the Water System Improvements Project in response to the request for copies of same by James R. Lewis of the Affiliated Construction Trades Foundation.

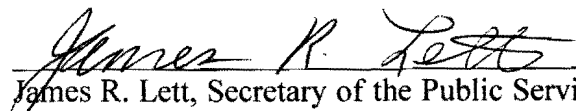
All business having been completed, Mr. Stewart made a motion the meeting be adjourned. Mr. Radabaugh seconded the motion. The motion carried. Mr. Stewart adjourned the meeting at 7:50 p.m.

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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 20<sup>th</sup> day of July, 2000.

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

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**FINANCIAL STATEMENT**  
**MAY 31, 2000**

**CHECKING ACCOUNT**

Water Revenue Fund Checking Account		
WesBanco Bank	\$ 4,295.66	
Sewer Revenue Fund Checking Account		
WesBanco Bank	3,335.02	
Rockport Construction Account		
WesBanco Bank	577.77	
Water Improvement Construction Account		
WesBanco Bank	<u>13,067.40</u>	
<b>TOTAL IN CHECKING ACCOUNTS:</b>		<b>\$ 21,275.85</b>

**WATER ACCOUNTS**

Depreciation Reserve Account		
WesBanco Bank	\$ 7,245.57	
Revenue Reserve Account		
WesBanco Bank	27,859.97	
Revenue Reserve Account-Sams Creek/Chesterville		
WesBanco Bank	3,154.33	
Security Deposit Account		
WesBanco Bank	13,733.84	
Sams Creek/Chesterville Water Extension		
Tap Fees-WesBanco Bank	4,848.69	
Office Building Account		
WesBanco Bank	147,822.93	
Rockport/Route 21 Water Extension		
Tap Fees-Traders Bank	13,098.43	
Rockport/Route 21 Water Extension		
Security Deposits-Traders Bank	<u>6,176.95</u>	
<b>TOTAL IN WATER ACCOUNTS:</b>		<b>\$223,940.71</b>

**SEWER ACCOUNTS**

Repair and Replacement Account		
WesBanco Bank	\$ 96,718.15	
Reserve for Grinder Pump Maintenance		
Prime Rate Money Market-WesBanco Bank	30,548.31	
Security Deposit Account		
WesBanco Bank	<u>13,029.86</u>	
<b>TOTAL IN SEWER ACCOUNTS:</b>		<b><u>\$140,296.32</u></b>
<b>TOTAL ALL FINANCES, MAY 31, 2000</b>		<b>\$385,512.88</b>

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
WATER REVENUE FUND CHECKING ACCOUNT  
MAY 31, 2000**

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

**\$6,567.25**

**RECEIPTS:**

Water Sales	\$31,010.68
Transfer from Sams Creek/Chesterville Tap Fees	5,755.60
Reconnection Fees	40.00
Reimbursement-System Improvement Project	3,300.00
Tap Fees	1,400.00
Security Deposit Refunds	<u>358.28</u>

**TOTAL RECEIPTS:**

**\$41,864.56**

**TOTAL CASH AVAILABLE:**

**\$48,431.81**

**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	389.42
WesBanco Bank-Parkersburg	4,312.49
Salaries	7,979.45
Commissioners' Salaries	412.50
WV Public Employees Retirement System	1,825.31
WV State Tax Department	812.53
United States Postal Service	128.10
WV Public Employees Insurance Agency	672.43
Miss Utility of West Virginia	9.80
Office of Lab Services	30.00
Bell Atlantic-WV	187.50
Daugherty Supply	3.99
Parkersburg Office Supply	32.43
Industrial Supply Products	13.66
New Parkersburg Truck Stop	257.67
Easton Printing company	326.50
Hardman Supply Company	173.31
Fasteners & Supply, Inc.	70.65

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT-WATER-MAY, 2000  
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Mineral Wells Public Service District	\$ 150.74
AT&T	30.35
Miller Communications	15.00
Rena's Janitorial Contractors	133.50
Hope Gas Company	47.39
Bill Bailey Insurance	25.00
C. I. Thornburg Company	557.47
Sanitary Linen Service	233.38
Tesa Company	5.16
Taylor's Trash Service	14.00
Westco Internet	9.98
Claywood Park Public Service District	10,621.42
Scots Landscape Nursery	22.00
James Colombo	50.98
Paul E. Calvert	50.98
Beth & Randy Harris	30.55
Richard Marshall	51.58
Ohio Valley Muffler & Brake	22.45
Pifer's Service Center	386.55
Marty & Tonja Prine	36.56
R. L. Roush Excavating	822.25
WV Water & Waste Supply Company	5,755.60
Sheri Waggoner	50.98
AT & T Wireless Service	<u>106.54</u>

**TOTAL EXPENDITURES:**

**\$44,136.15**

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

**\$ 4,295.66**

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
SEWER REVENUE FUND CHECKING ACCOUNT  
MAY 31, 2000**

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

**RECEIPTS:**

Sewer Sales	\$38,375.72
Transfer from Repair/Replacement Savings	4,500.00
Tap Fees	250.00
Security Deposit Refunds	<u>358.43</u>

**TOTAL RECEIPTS:** **\$43,484.15**

**TOTAL CASH AVAILABLE:** **\$44,801.95**

**EXPENDITURES:**

Municipal Bond Commission	\$16,852.52
WesBanco Bank-Parkersburg	726.20
Allegheny Power Company	5,334.50
WesBanco Bank-Parkersburg	2,492.34
Salaries	4,976.88
Commissioners' Salaries	412.50
WV Public Employees Retirement System	1,100.59
WV State Tax Department	481.00
United States Postal Service	128.10
WV Public Employees Insurance Agency	528.33
Miss Utility of West Virginia	9.80
Water Environment Testing	195.00
AT&T	30.35
New Parkersburg Truck Stop	257.68
Air Products & Chemicals, Inc.	587.38
Bell Atlantic - WV	881.60
CKC Consulting	1,725.00
Ohio Valley Muffler & Brakes	22.45
Gene's Septic Tank Cleaning Service	380.00
Danny's Lawn Service	540.00
Daugherty Supply	3.99
Easton Printing Company	48.50
Parkersburg Sentinel Co.	183.28
Pifer's Service Center	386.56



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

Mineral Wells Public Service District	\$ 405.93
Parkersburg Office Supply	32.44
City of Parkersburg	20.00
Sanitary Linen Service	233.36
Tesa Company	5.16
Taylor's Disposal Inc.	14.00
Westco Internet	9.97
Auto Fleet & Industrial Supply	6.34
Bill Bailey Insurance Agency	25.00
Chemtek Corporation	263.41
Arrow Concrete	242.00
Kacie Barker	32.89
Beth & Randy Harris	21.60
Richard Marshall	51.58
Marlin W. Mayo	34.84
Miller Communications	15.00
AT&T Wireless	106.54
Rena's Janitorial Contractors	371.50
Diann Exline	23.67
Marty & Tonja Prine	33.74
Trombold Equipment Company	930.01
Fasteners & Supply, Inc.	70.65
Hope Gas Inc.	47.39
Hardman's Supply Company	171.23
Industrial Rubber Products	13.66
Deposit Error	<u>.47</u>

**TOTAL EXPENDITURES:**

**\$41,466.93**

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
WESBANCO BANK, MAY 31, 2000**

**\$ 3,335.02**

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
ROCKPORT CONSTRUCTION ACCOUNT  
MAY 31, 2000**

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

**RECEIPTS:**

Rural Utilities Service \$58,500.00

**TOTAL RECEIPTS:** **\$ 58,500.00**

**TOTAL CASH AVAILABLE:** **\$ 60,062.05**

**EXPENDITURES:**

Cerrone Associates, Inc. \$ 7,056.63

J. C. Bosley Construction Company 52,427.65

**TOTAL EXPENDITURES:** **\$ 59,484.28**

**BALANCE IN ROCKPORT CONSTRUCTION ACCOUNT  
WESBANCO BANK, MAY 31, 2000** **\$ 577.77**

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
WATER IMPROVEMENT CONSTRUCTION ACCOUNT  
MAY 31, 2000**

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION  
ACCOUNT, WESBANCO BANK, APRIL 30, 2000**

**\$11,120.79**

**RECEIPTS:**

Rural Utilities Service	<u>\$50,000.00</u>
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**TOTAL RECEIPTS:**

**\$50,000.00**

**TOTAL CASH AVAILABLE:**

**\$61,120.79**

**EXPENDITURES:**

J. C. Bosley Construction Company	\$35,544.72
Mineral Wells Public Service District	3,300.00
Cerrone Associates, Inc.	<u>9,208.67</u>

**TOTAL EXPENDITURES:**

**\$48,053.39**

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION ACCOUNT  
WESBANCO BANK, MAY 31, 2000**

**\$13,067.40**

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

**CHECKS WRITTEN SINCE THE MAY 19, 2000, BOARD MEETING**

<b>CHECK NO.</b> 25134	Mineral Wells PSD	\$ 64.09
25135	Mineral Wells PSD	4,702.79
25136	WesBanco Bank-Parkersburg	2,325.44
25137	WV Dept of Tax & Revenue	812.53
25138	WV Public Employees Retirement	1,825.31
25139	Allegheny Power	389.42
25140	AT&T	11.10
25141	Bell Atlantic - WV	90.22
25142	James Colombo	50.98
25143	Paul E. Calvert	50.98
25144	Hope Gas Inc.	20.66
25145	Hardman's Supply Company	151.44
25146	Beth & Randy Harris	30.55
25147	Mineral Wells PSD	86.65
25148	Richard Marshall	51.58
25149	Ohio Valley Muffler & Brake	22.45
25150	Pifer's Service Center	386.55
25151	Marty & Tonja Prine	35.56
25152	R L Roush Excavating	822.25
25153	Rural Development Admn.	2,112.00
25154	Sanitary Linen Service	129.61
25155	USDA-Rural Development	3,140.00
25156	WV Water & Waste Supply	5,755.60
25157	WesBanco-Water Res-Sams-CV	314.00
25158	Sheri Waggoner	50.98
25159	Parkersburg Office Supply	26.66
25160	Taylor's Disposal Inc.	14.00
25161	Westco Internet	9.97

**CHECKS WRITTEN TODAY AND NEED AUTHORIZED**

<b>CHECK NO.</b> 25162	Bowles Rice Mc David Graff & Love	228.50
25163	Claywood Park PSD	10,925.63
25164	AT&T Wireless Service	154.94
25165	Daugherty Supply Co. Inc.	29.36
25166	Jackson Star News	70.00
25167	Miss Utility of WV Inc.	16.85
25168	Miller Communications	15.00
25169	Municipal Bond Commission	1,592.00

**MINERAL WELLS PSD**  
**LIST OF WATER CHECKS - JUNE 15, 2000**  
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<b>CHECK NO.</b> 25170	Parkersburg Sentinel Co.	\$ 315.00
25171	Poynter's Best Products	75.21
25172	Public Service Commission - WV	1,485.00
25173	Rena's Janitorial Contractors	126.50
25174	Tesa Company Inc.	23.03
25175	U S Postal Service	42.40
25176	WV Public Employees Ins. Agency	744.47
25177	WesBanco Bank-Parkersburg	110.00
25178	Wirt County Journal	43.40
25179	Mineral Wells PSD	38.41
25180	Mineral Wells PSD	3,632.11
25181	WesBanco Bank-Parkersburg	1,977.34

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

**CHECKS WRITTEN SINCE THE MAY 19, 2000, BOARD MEETING**

<b>CHECK NO.</b>	27100 Mineral Wells PSD	\$ 35.40
	27101 James R. Lett	275.00
	27102 Roy L. Radabaugh	275.00
	27103 Charles M. Stewart	275.00
	27104 WesBanco Bank-Parkersburg	1,359.43
	27105 WV Dept of Tax & Revenue	481.00
	27106 WV Public Employees Retirement	1,100.59
	27107 Arrow Concrete	242.00
	27108 Allegheny Power	3,562.02
	27109 Air Products and Chemicals Inc.	371.43
	27110 AT&T	11.10
	27111 Bell Atlantic - WV	437.27
	27112 Kacie S. Barker	32.89
	27113 CKC Consulting	1,350.00
	27114 Danny's Lawn Service	270.00
	27115 Gene's Septic Tank Cleaning	310.00
	27116 Hope Gas Inc.	20.66
	27117 Hardman's Supply Company	97.99
	27118 Beth & Randy Harris	21.60
	27119 Mineral Wells PSD	183.78
	27120 Richard Marshall	51.58
	27121 Marlin W. Mayo	34.84
	27122 Ohio Valley Muffler & Brake	22.45
	27123 Parkersburg Sentinel Co.	104.08
	27124 Pifer's Service Center	386.56
	27125 Marty & Tonja Prine	33.74
	27126 Void	
	27127 Sanitary Linen Service	129.59
	27128 Trombold Equipment Co., Inc.	930.01
	27129 Water Environmental Testing	195.00
	27130 Arrow Concrete	242.00
	24131 Parkersburg Office Supply	26.68
	24132 R. L. Roush Excavating	4,778.50
	24133 Taylor's Disposal Inc.	14.00
	24135 Westco Internet	9.98

**MINERAL WELLS PSD**  
**LIST OF SEWER CHECKS - JUNE 15, 2000**  
**PAGE 2**

**CHECKS WRITTEN TODAY AND NEED AUTHORIZED**

<b>CHECK NO.</b> 27135	Arrow Concrete	\$181.50
27136	Claremont Chemicals	61.75
27137	AT&T Wireless	154.94
27138	Daugherty Supply Co. Inc.	33.89
27139	Miss Utility of WV Inc.	16.85
27140	Miller Communications	15.00
27141	Poynter's Best Products	75.20
27142	Public Service Commission-WV	1,685.39
27143	Roto-Rooter Sewer Co.	500.00
27144	Rena's Janitorial Contractors	483.50
27145	U S Postal Service	42.40
27146	Water Environmental Testing	195.00
27147	WV Public Employees Ins Agency	456.29
27148	WesBanco Bank-Parkersburg	1,073.85
27149	Mineral Wells PSD	7.98
27150	WesBanco Bank-Parkersburg	1,273.63

**PAYROLL CHECKS WRITTEN SINCE THE MAY 19, 2000, BOARD MEETING**

<b>CHECK NO.</b> 00443	Margaret J. Batten	\$ 931.85
00444	Richard Shayne Brabham	782.11
00445	William H. Byers, Jr.	1,421.60
00446	Linda K. Church	803.82
00447	Russell P. Hanna	685.68
00448	Mark K. Murphy	670.51
00449	Nellie B. Radcliff	726.23
00450	Jerald D. Spears	874.95
00451	Margaret J. Batten	836.91
00452	Richard Shayne Brabham	677.38
00453	Williams H. Byers, Jr.	1,264.99
00454	Linda K. Church	740.54
00455	Russell P. Hanna	623.32
00456	Mark K. Murphy	618.01
00457	Nellie B. Radcliff	654.02
00458	Jerald D. Spears	791.62

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE**  
**RECEIVED OR MAILED SINCE THE MAY 18, 2000, BOARD MEETING**

1. Letter to the District from Terry W. Thomas, Chief, PMBS Volunteer Fire Department, stating the number of gallons of water used for fire fighting purposes and the number of gallons of water used for training purposes.
2. *ect Newsline*, a publication of the West Virginia Environmental Training Center, Cedar Lakes, Ripley, West Virginia, dated May 2000.
3. Training announcement from the WV Environmental Training Center about training seminar entitled "Hazardous Materials in Wastewater and Water Operations" scheduled for July 10-11, 2000, at the Environmental Training Center at Cedar Lakes, Ripley, West Virginia.
4. Notice from the West Virginia Rural Water Association entitled *Enhancing Training Opportunities* enclosing calendars for the months of June, July, and August along with registration forms for all classes being offered to further one's education in the fields of water and wastewater management.
5. A notice dated May 31, 2000, from Miss Utility of West Virginia addressed to all members about the scheduled annual and second quarter meeting to be held on July 19, 2000, at Canaan Valley Resort.
6. *The PIPELINE, News & Views From The Water & Wastewater Division*, a publication from the Public Service Commission of West Virginia dated May 2000.
7. A training announcement from the West Virginia Rural Water Association enclosing registration forms for the following training sessions: 1) "Introduction to Confined Spaces", July 25, 2000, City Hall, Vienna, WV; 2) "Manhole Rehabilitation", July 13, 2000, City Building, Belmont, West Virginia; 3) "Wastewater Plant Process Control" and "What Does Your NPDES Permit Say", July 27, 2000, Marina Building, St. Marys, WV.
8. A training announcement from the West Virginia Rural Water Association enclosing registration form for a training session entitled "Cross Connection, Backflow and Leak Detection" to be held on July 5, 2000, in City Hall, Vienna, WV.
9. Letter dated May 17, 2000, to All Regulated Utilities from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing a copy of General Order 182.4, "In the Matter of a Proposed Rulemaking to Amend the *Rules of Practice and Procedure*."
10. Copy of a letter dated May 18, 2000, to Gary Scott, West Virginia Division of Highways, from Manning Frymier, P.E., Cerrone Associates, Inc., requesting that the water line relocation plans for the I-77-Rt. 14 Interchange Water & Sewer Relocation Project (#DOH



**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE - JUNE 2000**  
**PAGE 2**

U354-14-9.00 00) be drafted onto highway construction plan sheets in CAD and be electronically submitted to his office by Auto CAD or Micro Station.

11. Copy of a letter dated May 18, 2000, to Gary Scott, West Virginia Division of Highways, from Manning Frymier, P.E., Cerrone Associates, Inc., requesting that the water line relocation plans for the Slate Bridge Project (#DOH S354-14-0.640) be drafted onto highway construction plan sheets in CAD and be electronically submitted to his office by Auto CAD or Micro Station.
12. Letter dated May 18, 2000, to Charles Stewart from Dominick P. Cerrone, Assistant Engineer, Cerrone Associates, Inc., containing an updated report on bids received April 4, 2000, for the District's Office and Maintenance Buildings Project and six copies of the Notice of Award to Lou Morgan Builders for the construction of the office and maintenance building.
13. Letter dated May 18, 2000, to Charles Stewart from Jim Mayles, P.E., Cerrone Associates, Inc., enclosing five copies each of Change Order No. 3 to Contract 1 and Contract 2 for review and approval.
14. Letter dated May 18, 2000, to Charles Stewart from Pravin G. Sangani, P.E., Branch Leader, Permits, West Virginia Division of Environmental Protection, enclosing the District's WV/NPDES Water Pollution Control Permit No. WV0081141, dated May 18, 2000, which will remain in effect for a period of four years.
15. Copy of a letter dated May 19, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing four Board approved copies of Requisition No. 8 for the District's Water System Improvement Project for his review and approval.
16. Copy of a letter dated May 19, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing four Board approved copies of Requisition No. 8 for the District's Rockport Waterline Extension Project for his review and approval.
17. Fax dated May 19, 2000, to Margaret from Steve Hardman, Bowles Rice McDavid Graff & Love, containing a copy of a fax dated May 18, 2000, from Bryon Rosenthal, P.E., Claims Adjuster, COP, INC., a Century Business Service Company, stating that a check in the amount of \$16,000.00 has been requested for the District as a result of BDL Construction defaulting on their bid to construct the District's new office and maintenance buildings.
18. Copy of a letter dated May 19, 2000, to Jim Mayles, P.E., Cerrone Associates, Inc., from Margaret Batten relative to the replacement of the two inch water main on Dale Drive off Route 14 with a six inch water main.

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

19. Copy of a letter dated May 19, 2000, to Ms. Cindy Friese and Mr. Stephen Ward from Margaret Batten returning their check for two hundred fifty dollars which they deposited with the District for a water tap on Five Mile Run Road. The tap fee and security deposit was returned because the District does not have enough contingency money left in the Rockport Water Extension Project to extend the main up Five Mile Run Road.
20. Copy of a letter dated May 19, 2000, to Mr. and Mrs. Calvin Cox from Margaret Batten enclosing their check for two hundred fifty dollars which they deposited with the District for a water tap on Five Mile Run Road. The tap fee and security deposit was returned because the District does not have enough contingency money left in the Rockport Water Extension Project to extend the main along Five Mile Run Road.
21. Copy of a letter dated May 19, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing a copy of a letter dated May 18, 2000, to the District from Dominick Cerrone, Assistant Engineer, Cerrone Associates, in which he recommends that the District award the bid for the office and maintenance building to Lou Morgan Builders of Sandyville, West Virginia. Also enclosed was a copy of a fax that the District received on May 19, 2000, from Randall Cole, Cerrone Associates, Inc., containing a letter from Lou Morgan extending his bid for two weeks.
22. Fax dated May 19, 2000, to Gary Wilson, Rural Utilities Service, containing a copy of the above letter dated May 19, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten relative to awarding the bid for the District's new office and maintenance building to Lou Morgan Builders of Sandyville, West Virginia.
23. Copy of a letter dated May 19, 2000, to Dominick Cerrone, Assistant Engineer, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the letter with enclosures dated May 19, 2000, to Gary Wilson, Rural Utilities Service, relative to awarding the bid for the District's new office and maintenance building to Lou Morgan Builders of Sandyville, West Virginia.
24. Fax dated May 19, 2000, to Jerry Spears from Manning Frymier, Cerrone Associates, Inc., suggesting that Mr. Spears write a letter to Gary Scott, West Virginia Department of Transportation, requesting a schedule for completing the various items required for the water and sewer relocations on the Slate Bridge and I-77 North Interchange Projects.
25. Fax dated May 19, 2000, to Jerry Spears from Manning Frymier, Cerrone Associates, Inc., stating that Mr. Spears needs to write a letter to Gary Wilson, Rural Utilities Service, requesting approval of the Miller Communication's price for the telemetering at Slate Booster and Saulsbury Booster Stations and the Wolfe Run Water Storage Tank.

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**LIST OF CORRESPONDENCE - JUNE 2000**  
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26. Letter postmarked May 20, 2000, to the District from West Virginia Bureau of Employment Programs containing the Fiscal Year 2001 Rate Detail Report.
27. Copy of a letter dated May 22, 2000, to the WV Municipal Bond Commission from Margaret Batten enclosing check no. 27097 in the amount of \$16,852.52 as payments on four sewer revenue bonds and check no. 25129 in the amount of \$1,592.00 as payment on the 69 Water Revenue Bonds.
28. Copy of a letter dated May 22, 2000, to the West Virginia Water Development Authority from Margaret Batten stating that deposits were made to the 1995 Sewer Revenue Fund and the 1995 Sewer Reserve Fund on May 22, 2000.
29. Copy of a letter dated May 22, 2000, to Daniel Yonkosky, Water Development Authority, from Margaret Batten, Office Manager, enclosing a copy of the District's annual operation budget for the operation of its sewage facilities for fiscal year 2000.
30. Copy of a letter dated May 22, 2000, to Mrs. Carrie L. Grimm, WV Division of Environmental Protection, from Margaret Batten enclosing a copy of the District's annual budget for the operation of its sewage facilities during fiscal year 2001.
31. Copy of a letter dated May 22, 2000, to James Ice, CPA, Harman Thompson Mallory & Ice, from Margaret Batten enclosing a signed copy of their proposal to perform the District's audit for the fiscal year ending June 30, 2000.
32. Copy of a letter dated May 22, 2000, to Mary Rader, Wood County Commission, from Margaret Batten enclosing one copy each of the approved Minutes of the following Board Meetings: Regular Board Meeting held on Thursday, April 20, Special Board Meeting held on Monday, May 8, 2000, and a Special Board Meeting held on Wednesday, May 17, 2000.
33. Copy of a letter dated May 22, 2000, to Manning Frymier, P.E., Cerrone Associates, from Margaret Batten enclosing one copy each of the approved Minutes of the following Board Meetings: Regular Board Meeting held on Thursday, April 20, 2000, Special Board Meeting held on Monday, May 8, 2000, and a Special Board Meeting held on Wednesday, May 17, 2000.
34. Copy of a fax dated May 22, 2000, to Wayne Trimble, CKC Consulting, from Margaret Batten enclosing Form 8038-G for the Sewerage System Refunding Revenue Bonds, Series 1997.
35. Invoice dated May 22, 2000, to the District from CKC Consulting, LLC for arbitrage rebate calculations for the Districts Series 1997 Sewer Revenue Bonds for the period of time from

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**LIST OF CORRESPONDENCE - JUNE 2000**  
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May 28, 1997, through May 28, 2000.

36. Fax dated May 22, 2000, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing a proposal from Miller Communications for the Price Road Tank Telemetry System and the Slate Booster Pump Station.
37. Fax dated May 22, 2000, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing a proposal from Miller Communications for the Wolfe Run Water Storage Tank and the Saulsbury Booster Pump Station.
38. Fax dated May 22, 2000, to Jerry Spears from Manning Frymier, P.E. Cerrone Associates, Inc., enclosing proposals from Miller Communications for the Wolfe Run Water Storage Tank and the Saulsbury Booster Pump Station and for Price Road Water Storage Tank and Slate Booster Pump Station.
39. Copy of a letter dated May 22, 2000, to Gary D. Wilson, Rural Utilities Service, from Margaret Batten enclosing two copies of the projected budget for water operations for the fiscal year beginning July 1, 2000.
40. Copy of a letter dated May 22, 2000, to Gary D. Wilson, Rural Utilities Service, from Jerald D. Spears enclosing a copy of the proposals received by the District for telemetry controls for the Slate Booster Station, the Saulsbury Booster Station, and the Wolfe Run Water Storage Tank and requesting approval of same.
- 41.\* Letter dated May 22, 2000, to Charles Stewart from D. Wayne Trimble, President, CKC Consulting, LLC, relative to the arbitrage rebate calculations for the District's Series 1997 Revenue Bonds for the period May 28, 1997 - May 28, 2000.
42. Letter dated May 23, 2000, to Jerry Spears from James R. Lewis, ACT Representative, Affiliated Construction Trades Foundation, requesting certified payrolls for J. C. Bosley Construction, Inc. for the months of March, April, and May 2000.
43. Letter dated May 2000 from the WV Bureau for Public Health, Office of Environmental Health Services, stating that the monthly operations reports are required by law to be reported the State within the first ten days following the end of the monitoring period. Should the District fail to get the reports out within the first ten days, a monitoring citation will be issued and public notification will be required.
44. Copy of a letter dated May 23, 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, enclosing thirteen

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE - JUNE 2000  
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copies of the affidavit of publication for the Public Notice of Change in Rates for the sewer rates and charges.

45. Fax dated May 23, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing a copy of the letter dated May 22, 2000, to Gary D. Wilson from Jerald D. Spears enclosing proposals from Miller Communications for the telemetry systems for the Price Road Water Storage Tank and the Slate Booster Station and for the Wolfe Run Water Storage Tank and the Saulsbury Booster Station.
46. Copy of a letter dated May 23, 2000, to Manning Frymier, Cerrone Associates, Inc., from Margaret Batten enclosing a signed copy of the two proposals from Miller Communications for the telemetry control work for the Saulsbury and Slate Booster Stations.
47. Fax dated May 23, 2000, to Jerry Spears from Manning Frymier, P. E., Cerrone Associates, Inc., enclosing a copy of a map showing a lamp hole (J3) that needs to be uncovered and located to check grade for the proposed gravity sewer crossing on Route 14 near WalMart.
48. Copy of a letter dated May 24, 2000, to Lou Morgan Builders from Margaret Batten enclosing six copies of the Notice of Award to Lou Morgan Builders for the construction of the District's new office and maintenance buildings to be signed and forwarded onto Randall Cole, Cerrone Associates, Inc.
49. Copy of a letter dated May 24, 2000, to Mr. Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the above letter to Lou Morgan Builders from Margaret Batten containing six copies of the Notice of Award to Lou Morgan Builders for the construction of the District's new office and maintenance buildings.
50. Fax dated May 24, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing the Electric Funds Transfer Confirmation and documents from WesBanco for the RUS funds deposited in the Rockport Water Extension Account and the System Enhancement Project Account for Requisition No. 8.
51. Letter dated May 24, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, approving payments totally \$48,053.39 for the Water System Improvements Project.
52. Letter dated May 24, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, approving payments totally \$59,484.20 for the Rockport Water Extension Project.
53. Letter dated May 24, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, stating that the closing and preconstruction meeting for the District's office/maintenance building project has been rescheduled for June 5, 2000, and lists a number of items that must

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be satisfied prior to the meeting.

54. Copy of a certified letter dated May 24, 2000, to Scott Marion, ABC Towing, from Charles Stewart relative to a lien that the District holds against a piece of property located at the corner Route 14 and Joy Street.
55. Copy of a certified letter dated May 24, 2000, to Cathy Gandee from Charles Stewart relative to a delinquent water and sewer bill owed by her tenant, Lisa Hupp, for service at #16 Maple Drive.
56. Copy of a letter dated May 24, 2000, to Danny Harmon from Linda Church enclosing a copy of a delinquent sewer bill for service at Route 4, Box 8, Mineral Wells, West Virginia, that will be turned over to magistrate court if payment is not received within ten days of the date of the letter.
57. Copy of a certified letter dated May 24, 2000, to Christina A. Broadwater from Linda Church enclosing a copy of a delinquent bill for water and sewer service at 123 Mineral Park Estates, that will be turned over to magistrate court if payment is not received within ten days of the date of the letter.
58. Copy of a certified letter dated May 24, 2000, to John McCoy, West Ripley Homes, Inc., from Linda Church enclosing a copy of a delinquent bill for water and sewer service at #11 Dogwood Estates, Mineral Wells, West Virginia, that will be turned over to magistrate court if payment is not received within ten days of the date of the letter.
59. Copy of a certified letter dated May 24, 2000, to Donald Wright from Linda Church enclosing a copy of a delinquent bill for sewer service at Route 5, Box 430, Parkersburg, West Virginia, that will be turned over to magistrate court if payment is not received within ten days of the date of the letter.
60. Copy of a certified letter dated May 24, 2000, to Daniel Ritchie from Linda Church enclosing a copy of a delinquent bill for sewer service at #20 Deerfield Mobile Home Park, Mineral Wells, West Virginia, that will be turned over to magistrate court if payment is not received within ten days of the date of the letter.
61. Copy of a certified letter dated May 24, 2000, to Ron and Carol Bell from Linda Church enclosing a copy of a delinquent bill for sewer service at Route 5, Eagle Lane, Parkersburg, West Virginia, that will be turned over to magistrate court if payment is not received within ten days of the date of the letter.

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62. Copy of a certified letter dated May 24, 2000, to Oris Knopp from Linda Church enclosing a copy of a delinquent bill for water service at the barn owned by Shirley Carney located on Mineral Wells Hill that will be turned over to magistrate court if payment is not received within ten days of the date of the letter.
63. Copy of a certified letter dated May 24, 2000, to Lisa Hupp from Linda Church enclosing a copy of a delinquent bill for water and sewer service at #16 Maple Drive that will be turned over to magistrate court if payment is not received within ten days of the date of the letter.
64. Copy of a certified letter dated May 24, 2000, to Cutlip Warner Development from Charles Stewart relative to a delinquent bill owed by their tenant, Patrick Sprout, for water and sewer service at #12 Wells Pointe Apartments.
65. Copy of a certified letter dated May 24, 2000, to Mr. and Mrs. Virgil Havens from Charles Stewart relative to a delinquent bill owed by their tenants, Carol and Ron Bell, for sewer service at Route 5, Eagle Lane, Parkersburg, West Virginia.
66. Copy of a certified letter dated May 24, 2000, to Shirley Carney from Charles Stewart relative to a delinquent bill owed by her tenant, Oris Knopp, for water service at a barn located on Mineral Wells Hill.
67. Fax dated May 24, 2000, to Margaret from Cathy Kingston, WesBanco Bank Parkersburg, containing the electronic trace numbers for the deposits made to the Water Improvement Project Account and the Rockport Water Extension Project Account by Rural Utilities Service.
68. Fax dated May 24, 2000, to Jerald Spears from Joe Wright, Shearer Services, containing an article about radio telemetry updates.
69. Copy of a letter dated May 25, 2000, to Manning Frymier, Cerrone Associates, Inc., from Margaret Batten enclosing check no. 1025 written on the System Improvement Account in the amount of \$9,208.67 and check no. 1021 written on the Rockport Water Extension Account in the amount of \$7,056.63 as billed on Requisitions No. 8.
70. Certified letter dated May 25, 2000, to DELSON, Inc. containing the final notice about a delinquent bill for water and sewer service owed by their tenant, Christina Broadwater, who previously resided at 123 Mineral Park Estates.
71. Certified letter dated May 25, 2000, to DELSON, Inc., containing the final notice about a delinquent bill for water and sewer service owed by their tenant, Richard Farley, who previously resided at 106 Mineral Park Estates.

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72. Letter dated May 25, 2000, to the District from William F. Vieweg, Commissioner, West Virginia Bureau of Employment Programs, listing the District's Workers Compensation Rate for fiscal year 2001.
73. Copy of a letter dated May 25, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of a letter dated May 18, 2000, from Pravin G. Sangani, P.E., West Virginia Division of Environmental Protection, containing WV/NPDES Water Pollution Control Permit No. WV0081141 and schedule of compliance.
74. Copy of a letter dated May 25, 2000, to John C. Bosley, J.C. Bosley Construction, Inc., from Margaret Batten enclosing check no. 1020 written in the amount of \$52,427.65 on the Rockport Water Extension Account and check no. 1023 written in the amount of \$35,544.72 on the Water System Improvement Account as payment of charges listed on Requisitions No. 8.
75. Fax dated May 25, 2000, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., relative to Don Harper, Everett L. Harper & Son, giving the District a quote on the water and sewer line relocation project for the DOH Society Hill Road Intersection Project.
76. Letter dated May 26, 2000, to Charles Stewart from Gary Wilson, Rural Utilities Service, approving the District's request dated May 22, 2000, to purchase telemetry equipment from Miller Communications for the Water System Improvement Project and the Rockport Water extension Project.
77. Letter dated May 26, 2000, to Jerry Spears from David Fueg, Cerrone Associates, Inc, enclosing five copies of the engineering report investigating whether the Mineral Wells PSD can accept sewage from the I-77 rest area.
78. Letter dated May 30, 2000, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing an original and two copies of the Agreement for Engineering Services and other related documents for the WV DOH Society Hill Road-Route 14 Intersection Project.
79. Fax dated May 30, 2000, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., stating that Cerrone Associates, Inc., will complete the DOH's 8.04 Form for the Society Hill Road-Route 14 Intersection Project and will submit to Gary Scott and Jesse Sheppard as soon as all the necessary information can be gathered.
80. Fax dated May 30, 2000, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., containing a letter dated May 30, 2000, to Jerry Spears from Manning Frymier enclosing an original and two copies of the Agreement for Engineering Services for the Society Hill



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Road-Route 14 Intersection Project along with a draft letter to be typed on the District's letter head and submitted along with the executed Engineering Agreement to Gary W. Scott, WV Department of Transportation.

81. Letter dated May 30, 2000, to Gerald Spears from Guy Mick, Railroads and Utilities Unit, Engineering Division, WV Department of Transportation, confirming the verbal authorization given on May 30, 2000, by Gary Scott, WV DOH, to proceed with all work necessary to eliminate any conflicts with the Society Hill Road-Route 14 Intersection Project.
82. Fax dated May 30, 2000, to Gary Hamilton, Mid-Ohio Valley Health Department, from the Mineral Wells Public Service District, requesting a "Detriment to Health" statement regarding the water supply currently be used by residents in the area of the Stephens Fork, Sycamore Run Road, and the Limestone/Windy Ridge areas of Wood, Wirt, and Jackson Counties.
83. Copy of a letter dated May 30, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing one copy each of Requisition No. 8 for the Water System Improvement Project and the Rockport Water Extension Project.
84. Letter dated May 30, 2000, to the Mineral Wells PSD from Daniel B. Yonkosky-Director, WV Water Development Authority, requesting a rebate calculation certificate or an exception showing whether a rebate amount is due to the United States Government on the SRF 1995 Sewer Revenue Bonds.
85. Fax dated May 31, 2000 containing a letter dated May 31, 2000, to Jerald D. Spears from Gary L. Hamilton, RS, Director of Environmental Health, Mid-Ohio Valley Health Department, discussing the need for water in the area of the proposed project to serve Stephens Fork/Sycamore Run Road and Limestone/Windy Ridge Areas of Wood, Wirt and Jackson Counties.
86. Letter dated May 31, 2000, dated May 31, 2000, to Jerald D. Spears from Gary L. Hamilton, RS, Director of Environmental Health, Mid-Ohio Valley Health Department, discussing the need for water in the area of the proposed project to serve Stephens Fork/Sycamore Run Road and Limestone/Windy Ridge Areas of Wood, Wirt and Jackson Counties.
87. Letter dated May 31, 2000, to Margaret Batten from Alan B. Mollohan, United States House of Representatives, thanking her for her letter regarding her request for a Small Cities Block Grant to construct a waterline extension in Wood, Wirt and Jackson Counties.
88. Letter dated May 31, 2000, to Charles Stewart, Chairman, from Randall M. Cole, Cerrone Associates, Inc., stating that one of the inspectors previously approved for the District's

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Water System Improvements Project and the Rockport Water Extension Project will be assigned as the resident inspector for the District's Office Building/Maintenance Center Project.

89. Copy of a letter dated May 31, 2000, to Miller Communications, Inc. from Margaret Batten enclosing signed acceptance of two proposals for telemetry to the District's booster stations at Saulsbury and Slate.
90. Copy of a letter dated May 31, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the above letter dated May 31, 2000, to Miller Communications containing two signed acceptances for telemetry for the District's booster stations at Saulsbury and Slate.
91. Fax dated May 31, 2000, to the Editor, **PARKERSBURG NEWS**, from Margaret Batten enclosing a notice to be published in the first available issue of the newspaper about a Public Meeting to be held at Mineral Wells School about the proposed water extension project to serve Stephens Fork, Sycamore Run, and the Limestone/Windy Ridge Areas of Wood, Wirt, and Jackson Counties.
92. Fax dated May 31, 2000, to the Editor, **PARKERSBURG SENTINEL**, from Margaret Batten enclosing a notice to be published in the first available issue of the newspaper about a public meeting to be held at Mineral Wells School about the proposed water extension project to serve Stephens Fork, Sycamore Run, and the Limestone/Windy Ridge Areas of Wood, Wirt, and Jackson Counties.
93. Fax dated May 31, 2000, to the Editor, **PARKERSBURG NEWS**, from Margaret Batten enclosing a notice to be published in the first available issue of the newspaper about a special board meeting to be held on Monday, June 5, 2000, at 10 a.m. in the offices of Bowles Rice McDavid Graff & Love.
94. Fax dated May 31, 2000, to the Editor, **PARKERSBURG SENTINEL**, from Margaret Batten enclosing a notice to be published in the first available issue of the newspaper about a special board meeting to be held on Monday, June 5, 2000, at 10 a.m. in the offices of Bowles Rice McDavid Graff & Love.
95. Copy of a letter dated May 31, 2000, to Mr. John Bosley, Jr., J.C. Bosley Construction, Inc., from Jim Mayles, P.E., Cerrone Associates, Inc., stating that Clyde Maston of Columbia Gas had informed him that the District will be installing a water line over a 20" high pressure gas line along County Route 21 and that it will have to be encased in a 10" diameter casing.
96. Letter dated June 1, 2000, to the Mineral Wells Public Service District and other regulated

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utilities from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing a copy of a Commission Order entered on that date in General Order 188.17 and General Order 186.12.

97. Copy of letter dated June 1, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Jerald D. Spears enclosing a copy of the letter dated May 23, 2000, from the Affiliated Construction Trades Foundation requesting copies of the certified payrolls for J. C. Bosley Construction, Inc. for the District's Water System Improvement Project and the Rockport Water Extension Project.
98. Copy of a letter dated June 1, 2000, to Gary Wilson, Rural Utilities Service, from Jerald D. Spears enclosing a copy of the letter dated May 23, 2000, from Affiliated Construction Trades Foundation requesting copies of the certified payrolls for J. C. Bosley Construction, Inc. for the District's Water System Improvement Project and the Rockport Water Extension Project.
99. Copy of a letter dated June 1, 2000, to Dianne Wolfe, Bowles Rice McDavid Graff & Love, from Jerald D. Spears enclosing a copy of the letter dated May 23, 2000, from Affiliated Construction Trades Foundation requesting copies of the certified payrolls for J. C. Bosley Construction, Inc. for the District's Water System Improvement Project and the Rockport Water Extension Project.
100. Fax dated June 1, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the letter dated May 30, 2000, to Gerald Spears from Guy W. Mick, Railroads and Utilities Unit, Engineering Division, West Virginia Department of Transportation, relative to proceeding with the work on the Society Hill Road Route 14 Intersection Improvement Project.
101. Copy of correspondence instructions dated June 1, 2000, to the Wood County Clerk from Margaret Batten enclosing a Release of Lien for Delinquent Sewage Charges dated June 1, 2000, on property owned by Daniel Harmon.
102. Copy of a letter dated June 1, 2000, to James R. Lewis, ACT Representative, Affiliated Construction Trades Foundation, from Margaret Batten relative to the receipt of his letter dated May 23, 2000, requesting copies of certified payrolls for J. C. Bosley Construction for the Water System Improvement Project and the Rockport Water Project and stating that a response will be forthcoming.
103. Copy of a letter dated June 1, 2000, to Ms. Tracey Rowan, Community Development Director, Development Office, from Charles Stewart enclosing a copy of a letter dated May 31, 2000, from the Mid-Ohio Valley Department attesting to the inability of the potential

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customers along the proposed water extension for Stephens Fork, Sycamore Run, and the Limestone/Windy Ridge areas of Wood, Wirt, and Jackson Counties to obtain potable water.

104. Copy of a fax dated June 1, 2000, to Ms. Tracey Rowan, Community Development Director, Development Office, from Margaret Batten enclosing a copy of the above letter with enclosures to her dated June 1, 2000, from Charles Stewart relative to the inability of customers along the proposed water extension for Stephens Fork, Sycamore Run, and the Limestone/Windy Ridge areas of Wood, Wirt, and Jackson Counties to obtain potable water.
105. Copy of a fax dated June 1, 2000, to Janelle Dotson, Mid-Ohio Valley Regional Council, from Margaret Batten enclosing a copy of the above letter dated June 1, 2000, to Ms. Tracey Rowan, Community Development Director, Development Office, relative to the inability of potential customers along the proposed water extension for Stephens Fork, Sycamore Run, and the Limestone/Windy Ridge areas of Wood, Wirt, and Jackson Counties to obtain potable water.
106. Copy of a letter dated June 1, 2000, to Mrs. Wilma Hodge, West Virginia Bureau of Public Health, from Margaret Batten enclosing the Monthly Operation Report and a copy of the Daily Water Purchase Tally for the Mineral Wells Public Service District for the month of May 2000.
- 107.\* Letter dated June 1, 2000, to Margaret Batten from Randall Lewis, Executive Director, West Virginia Rural Water Association, inviting all members to attend the Association's "15<sup>th</sup> Annual Technical Conference" to be held at Canaan Valley State Park from September 10<sup>th</sup> through the 13<sup>th</sup> and enclosing the required registrations forms.
108. Copy of a fax dated June 2, 2000, to Walter Frazier, Appalachian Software, Inc., from Linda Church enclosing a copy of the District's time-sheet.
109. Fax dated June 2, 2000, to Gary Scott, West Virginia Department of Highways, from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing 8.01 Form and attachments for the Route 14-Society Hill Road Intersection Project.
- 110.\* Letter dated June 5, 2000, to Jerry Spears from Ashok M. Sanghavi, P.E., DEE, President, New Era Hospitality, Inc., requesting that old rights-of-ways for water and sewer lines through the property now occupied by Hampton Inn be released.
111. Copy of a letter dated June 5, 2000, to Gary Scott, West Virginia Department of Highways, from Margaret Batten enclosing an executed Agreement for Engineering Services by and between the District and Cerrone Associates, Inc., for the relocation of the District's water and sewer lines in the area of the Society Hill Road and Route 14 Interchange.

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112. Copy of a letter dated June 5, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the executed Agreement for Engineering Services by and between the District and Cerrone Associates, Inc. for the relocation of the District's water and sewer lines in the area of the Society Hill Road and Route 14 Interchange.
113. USDA Rural Development Reference Slip dated June 5, 2000, to the Mineral Wells Public Service District from Virginia McDonald enclosing a copy of the required sign to be erected on the property where the District's new office and maintenance buildings will be constructed.
114. Memorandum dated June 5, 2000, to Benefits Coordinators from Barbara Beane, Eligibility Supervisor, West Virginia Public Employees Insurance Agency, enclosing a copy of the new insurance premiums for health and/or basic life insurance effective July 1, 2000.
115. Fax dated June 6, 2000, to Jesse Sheppard, West Virginia Division of Highways from Manning Frymier, containing a revised 8.01 Form for the Society Hill Road Route 14 Intersection Improvement Project.
116. Fax dated June 6, 2000, to Dianne Wolfe, Bowles Rice McDavid Graff & Love, from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing a copy of a letter dated April 20, 2000, to her from James Ruckman, P.S., Cerrone Associates, Inc. relative to preparing an easement for a proposed sewer crossing on the Post Mill Limited Partnership property located along County Route #21 near the building site for the District's new office and maintenance building.
117. Copy of a letter dated June 6, 2000, to Terrence C. Moran, P.E., Potesta & Associates, Inc., from Margaret Batten enclosing two copies of the engineering report on the I-77 Rest Area, Wood County, Sewage Extension, State Project #354-77-165.90.
118. Letter dated June 6, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, approving the Legal Services Agreement dated May 1, 2000, between the District and Bowles Rice McDavid Graff & Love, PLLC, Attorneys at Law, for the Sycamore Run, Stephens Fork, Limestone/Windy Ridge Water Extension Project.
- 119.\* Letter dated June 6, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, stating that Rural Utilities Service is not required to obtain certified payrolls for the Rockport Water Extension Project and the Water System Improvements Project in response to the request for copies of same by James R. Lewis of the Affiliated Constructions Trades Foundation.
120. Fax dated June 6, 2000, to Betty, WesBanco Bank Parkersburg, from Margaret Batten

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enclosing copies of three deposit tickets relative to a deposit being credited improperly.

121. Letter dated June 7, 2000, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for the District's files one copy of the completed Contract Documents for Lou Morgan Builders for the Office/Maintenance Building Project.
122. Fax dated June 7, 2000, to Bill Byers from Jim Mayles, P.E., Cerrone Associates, Inc., relative to PRV vault for the Water System Improvement Project.
123. Letter dated June 7, 2000, to Charles M. Stewart from Shirley A. Carney enclosing check no. 346 in the amount of \$39.56 as payment of the delinquent water bill for her tenant, Oris Knopp. Ms. Carney also requested that the District refuse to provide service to this meter in the future as she is not going to allow anyone to rent it again.
124. Letter dated June 7, 2000, to Margaret Batten from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing a copy of the Commission Order in Case No. 00-431-PWD-PC approving the District's agreement for preliminary engineering services for the proposed water project for Stephens Fork, Sycamore Run, and the Limestone/Windy Ridge areas of Wood, Wirt, and Jackson Counties.
125. Fax dated June 8, 2000, to the **PARKERSBURG NEWS** from Margaret Batten enclosing a notice about the District's monthly Board meeting scheduled for 5 p.m. on June 15, 2000, to be published in the next available issue of the newspaper.
126. Fax dated June 8, 2000, to the **PARKERSBURG SENTINEL** from Margaret Batten enclosing a notice about the District's monthly Board meeting scheduled for 5 p.m. on June 15, 2000, to be published in the next available issue of the newspaper.
127. Copy of a letter dated June 8, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing one copy each of the advertisements to notify the public of the proposed project for the Stephens Fork, Sycamore Run, and Limestone/Windy Ridge areas of Wood, Wirt and Jackson Counties from the **PARKERSBURG NEWS, PARKERSBURG SENTINEL, AND WIRT COUNTY JOURNAL** along with Affidavits of Publication from each newspaper.
128. Letter dated June 8, 2000, to the Office Manager, Sewer Department, Mineral Wells Public Service District, from Nancy M. Tolley, Budget Manager, Public Service Commission of West Virginia, stating that the District's annual sewer assessment for the general support of the Public Service Commission for fiscal year 2000-2001 is \$1,685.39 and is payable and due in full by July 1, 2000.

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138. Fax dated June 12, 2000, to J.C. Bosley Construction, Inc., Mineral Wells PSD, Russ Henderson, Rural Utilities Service, Rick Merritt, Cerrone Associates, Inc., from Jim Mayles, P.E., Cerrone Associates, relative to a project meeting being scheduled for June 15, 2000, at 1 p.m. in the District's Office.
139. Letter dated June 12, 2000, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing five copies of the point papers and one bound set of photographs depicting conditions in the area for the Sycamore Run, Stephens Fork, Limestone Ridge Water Project.
140. Fax dated June 12, 2000, to the Mineral Wells PSD from Diane Wolfe, Bowles Rice McDavid Graff & Love, enclosing one copy each of right-of-way easements by and between Cutlip Warner Partnership and Delbert and Ruby Matheny, Cutlip-Warner Partnership and Margaret Elaine Smith, and Cutlip-Warner Partnership and Post Mill Limited Partnership.
141. Letter dated June 12, 2000, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for review and approval four copies each of Requisitions No. 9 for the District's Water System Improvements and the Rockport Water Extension Project.
142. Letter dated June 13, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, advising that project funds in the amount of \$40,000.00 were ordered on June 13, 2000 and will be electronically deposited to the District's Water System Improvement Checking Account on June 15, 2000.
143. Letter dated June 13, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, advising that project funds in the amount of \$151,000.00 were ordered on June 13, 2000, and will be electronically deposited to the District's Rockport Water Extension Project Checking Account on June 15, 2000.
144. Copy of a letter dated June 13, 2000, to Jesse Sheppard, WV Department of Transportation, from Margaret Batten enclosing an original and four copies of Invoice No. 1 covering the cost of preliminary engineering services to determine the feasibility of accepting sewage from the I-77 Rest Area in conjunction with the WV Department of Transportation's plan to upgrade the Rest Area.
145. Copy of a letter dated June 13, 2000, to Jesse Sheppard, WV Department of Transportation, from Margaret Batten enclosing an original and four copies of Invoice No. 2-Final Invoice covering the cost of preliminary engineering services to determine the feasibility of accepting sewage from the I-77 Rest Area in conjunction with the WV Department of Transportation's plan to upgrade the Rest Area.

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146. Letter dated June 14, 2000, to Charles Stewart from Carrie L. Grimm, ERSII,, Management Branch, Construction Assistance, West Virginia Division of Environmental Protection, requesting that the District forward a copy of its sewer budget for fiscal year 2001 prior to July 1, 2000.
147. Fax dated June 14, 2000, to Gary Wilson, Rural Utilities Service, from Jerald D. Spears enclosing a copy of a letter dated June 13, 2000, to Douglas E. Farley, Harbinger Developments, from Steven Hardman, Esquire, Bowles Rice McDavid Graff & Love, containing a copy of a right-of-way easement for a storm sewer by and between Post Mill Apartments and Cutlip-Warner Partnership.
148. Fax dated June 15, 2000, to Margaret Batten from Dominick Cerrone, Cerrone Associates, Inc., containing an update on the Mineral Wells PSD Office and Maintenance Building Project.