

MINUTES OF AN EMERGENCY MEETING OF
THE MINERAL WELLS PUBLIC SERVICE
DISTRICT HELD WEDNESDAY, SEPTEMBER 6,
2000, IN THE DISTRICT'S OFFICE AT MINERAL
WELLS, WEST VIRGINIA

Mr. Charles Stewart, Chairman, called the meeting to order at 2:15 p.m. He asked everyone present to sign the attendance roster. Charles Stewart; Roy L. Radabaugh, Treasurer; James R. Lett, Secretary; Manning Frymier, P. E., Cerrone Associates, Inc.; Jerald D. Spears, Operations Manager; William Byers, Operations Technician; and Richard S. Brabham, Operations Technician, were present.

This meeting was called in order that Mr. Frymier, P. E., Cerrone Associates, Inc., could inform the District about the details of Smoke-Testing. He went over the details of what to look for, methods to be used and he, also, discussed the possibility of installing a rain gauge. This concluded the business of Smoke-Testing.

Other matters discussed was a Change Order request for the Contractor and a price by Lou Morgan to provide additional windows and signage at the front of the office building and eliminate the monument sign in front of the facility. This change order was initiated to provide additional lighting for the office space and provide a place to monitor people entering and exiting the building.

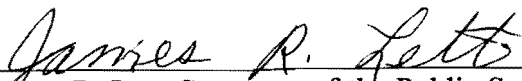
Cerrone Associates, Inc. recommends that the District approve this change order work for the sum of \$2,900.00. They feel this is reasonable considering the scope of modifications which needs to be performed to accomplish this work. Mr. Radabaugh made a motion to approve this change order request. Mr. Lett seconded the motion. The motion carried.

All business having been completed, Mr. Lett made a motion that the meeting be adjourned. Mr. Radabaugh seconded the motion. The motion carried. Mr. Stewart adjourned the meeting.

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 21st day of September, 2000.


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

MINUTES OF A REGULAR MONTHLY MEETING
OF THE PUBLIC SERVICE BOARD OF THE
MINERAL WELLS PUBLIC SERVICE DISTRICT
HELD THURSDAY AUGUST 17, 2000, IN THE
DISTRICT'S OFFICE LOCATED AT MINERAL
WELLS, WEST VIRGINIA

Mr. Charles Stewart, Chairman, called the meeting to order at 5:00 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; James Mayles, Assistant Engineer, Cerrone Associates, Inc.; Blaine Tennant, Resident of Rockport; Darin C. Affolter, Resident of Buck Run and Ronald E. Amos were in attendance.

Blaine Tennant was in attendance to address the Board concerning a petition for water service on Central Ridge. He had collected several area resident's signatures that indicate they want water. The Board informed Mr. Tennant that he would not be forgotten if and when the next waterline extension project got underway.

Darin Affolter of the Left Fork of Buck Run Road was interested in getting a waterline to his residence. He also reported that two of the fire hydrants on Buck Run road should have some type of protection installed around them to keep autos from sliding into them in the wintertime. The Board thanked him for the information and Mr. Mayles of Cerrone Associates, Inc. made note of it. They also said that when and if it was feasible they would do all they could to try and get water to his property.

Mr. Mayles gave a progress report. He presented the Board with a Certificate of Substantial Completion on Contract # 1. Mr. Radabaugh made a motion that the Certificate be accepted as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed the Certificate.

Mr. Mayles presented the Board with Change Order # 4 on Contract # 2. Mr. Radabaugh made a motion that Change Order #4 be approved as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed the Change Order.

Change Orders # 2 and 3 were presented to the Board for approval on Contract # 4. Mr. Radabaugh made a motion that Change Order #2 be approved as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed Change Order #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 stated that it was the consensus of Cerrone Associates, Inc. that Contract # 2 should be completed by August 31, 2000 and that the new Office Building should be completed by October 31, 2000. Mr. Radabaugh made a motion that Mr. Stewart be authorized to sign the Certificate of Substantial Completion on Contract # 2. Mr. Lett seconded the motion. The motion carried.

MINERAL WELLS PUBLIC SERVICE DISTRICT
MINUTES - AUGUST 17, 2000
PAGE 2

Mr. Mayles stated that he would contact Mid-Atlantic Tank about planting some pine trees around the tank on the Starcher property.

Mr. Radabaugh made a motion that Addendum # 1 to the agreement for engineering services with Cerrone Associate, Inc., for the Slate Creek Bridge project be approved and presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed the Addendum # 1.

Mrs. Batten presented a letter to the Board from Judy Barnett, a customer of the District's water and sewer service, requesting that she be permitted to set a trailer on her property and tap into her existing water and sewer line, so that her daughter can live in it while going to college. Ms. Barnett is willing to pay the basic monthly rate for two (2) services for water and sewer. She also agrees that if this situation exist for a period of more than 18 months, she will be willing to pay for a tap. The Board agreed that this would be agreeable. Mr. Radabaugh made a motion that the District approve Ms. Barnett's request. Mr. Lett seconded the motion. The motion carried.

After careful consideration and several telephone calls, it was agreed that Cerrone Associates, Inc. would be hired as the engineer for the Waste Water Treatment Plant Project. Mr. Radabaugh made a motion that Cerrone Associates, Inc. be approved as the engineering firm. Mr. Lett seconded the motion. The motion carried.

Requisition No. 11 on the Water System Improvements Project was presented for approval. Mr. Radabaugh made a motion that Requisition No. 11 be approved as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed Requisition No. 11.

Requisition No. 11 on the Rockport Waterline Extension Project was presented for approval. Mr. Radabaugh made a motion that Requisition No. 11 be approved as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed Requisition No. 11.

After reading the Minutes of the July 20, 2000, Board Meeting, Mr. Lett made a motion to approve the Minutes as presented. Mr. Radabaugh seconded the motion. The motion carried. Mr. Lett sign the Minutes.

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

1. Financial Statement dated July 31, 2000, for All Finances of the District (copy attached)
2. Financial Statement dated July 31, 2000, for Water Revenue Fund Checking Account (copy attached)

MINERAL WELLS PUBLIC SERVICE DISTRICT
MINUTES - AUGUST 17, 2000
PAGE 3

3. Financial Statement dated July 31, 2000, for Sewer Revenue Fund Checking Account (copy attached)
4. Financial Statement dated July 31, 2000, for Water Improvement Checking Account (copy attached)
5. Financial Statement dated July 31, 2000, for Rockport Construction Checking Account (copy attached)
6. Check No. 25250 thru 25300 written since July 20, 2000 on the Water Revenue Fund Checking Account (copy attached)
7. Check No. 25301 thru 25312 written August 17, 2000 on the Water Revenue Fund Checking Account (copy attached)
8. Check No. 27215 thru 27260 written since July 20, 2000 on the Sewer Revenue Fund Checking Account (copy attached)
9. Check No. 27261 thru 27273 written August 17, 2000 on the Sewer Revenue Fund Checking Account (copy attached)
10. Payroll Checks No. 475 thru 490 written since July 20, 2000 (copy attached)

Mr. Lett seconded the motion. The motion carried.

The following letters were reviewed from the list of correspondence.

Letter 71 - Dated August 2, 2000, to the Mineral Wells Public Service District from Judy Barnett requesting that she be allowed to connect a trailer to her water and sewer lines for her daughter for a period of eighteen months while she attends school full time to obtain her R. N. Degree.

Letter 77 - Dated August 3, 2000, to Jerry Spears from Ashok M. Sanghavi. requesting that the rights-of-way easements through the Hampton Inn property for grinder pumps and forcemains be released.

Letter 97 - Dated August 10, 2000, to the Mineral Wells Public Service District from Sean Irland Utility Analyst II, Public Service Commission of West Virginia, stating that he will begin auditing the District's records on August 21, 2000, for a sewer rate increase.

MINERAL WELLS PUBLIC SERVICE DISTRICT
MINUTES - AUGUST 17, 2000
PAGE 4

Letter 107 - Dated August 14, 2000, to Jerald D. Spears from Manning Frymier, P. E., Cerrone Associates, Inc., regarding the release of the grinder pump and forcemain sewer right-of-ways as requested by Ashok Sanghavi, owner of Hampton Inn.

Mr. Radabaugh made a motion that the release of the grinder pump and force-main sewer rights-of-way be released as requested by Ashok Sanghavi. Mr. Lett seconded the motion. The motion carried.

Letter 110 - Dated August 14, 2000, to Charles Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing for review and approval six copies each of Change Order No. 2 and Change Order No. 3 to Contract No. 4.

Letter 120 - Dated August 15, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, advising the District that beginning October 23, 2000, the District must begin to make monthly interest payments of \$3,000.00 on the Rockport Water Extension Project Loan.

Letter 121 - Dated August 15, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, advising the District that beginning October 23, 2000, the District must begin to make monthly interest payments of \$9,000.00 on the Water System Improvements Project.

Letter 122 - Dated August 15, 2000, to Charles Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing for review and approval four copies each of Requisition No. 11 for the District's Water System Improvements Project and the Rockport Water Line Extension.

Mrs. Batten presented the Board with a list of Charge- Offs that needed to be charged off as of June 30, 2000. There was \$138.52 for water customers and \$356.72 for sewer customers. Mr. Radabaugh made a motion the Charge-Offs be approved as presented (list attached). Mr. Lett seconded the motion. The motion carried.

Mr. Spears requested that Gene Amos be employed as a part-time employee meter reader during the period of time that the District is conducting Smoke Testing. Mr. Radabaugh made a motion that Mr. Amos be employed on a part-time basis at \$7.00 per hour as needed. Mr. Lett seconded the motion. The motion carried.


Mr. Radabaugh made a motion that Smoke Testing be conducted through-out the District. Mr. Lett seconded the motion. The motion carried.

All business having been completed, Mr. Lett made a motion that the meeting be adjourned. Mr. Radabaugh seconded the motion. The motion carried. Mr. Stewart adjourned the meeting at 6:30 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 21st day of September, 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

ACCOUNTS TO BE CHARGED OFF

JUNE 30, 2000

	<i>Water</i>	<i>Sewer</i>	<i>Total</i>
Brian F. Goff 24 Dickens Drive Mineral Wells, WV 26150 Last known address: 1251 Pike Street Parkersburg, WV 26101 House was repossessed. (Lien has been placed on property)	\$ 35.52	\$ 44.48	\$ 80.00
Betty Life 169 Mineral Park Estates Mineral Wells, WV 26150 Last known address: 124 High Hill Road Jacksonville, NC 28450 (Lien has been placed on property)	\$ 45.29	\$ 43.82	\$ 89.11
Richard Farley 106 Mineral Park Estates Mineral Wells, WV 26150 Moved – left no forwarding address (Lien has been placed on property)	\$ 26.47	\$ 36.57	\$ 63.04
William & Tammy Comuzie RR 1 Box 198 AB Mineral Wells, WV 26150 Moved – left no forwarding address (Line has been placed on property)	\$ 31.24		\$ 31.24
Vincent Bell Route 1 Box 13 Mineral Wells, WV 26150 Last known address: 2401 ½ Beverly Street Parkersburg, WV 26101		\$ 46.74	\$ 46.74

ACCOUNT TO BE CHARGED OFF
FISCAL YEAR 2000
PAGE 2

	<i>WA</i>	<i>SW</i>	<i>TOTAL</i>
Daniel B. Ritchie #20 Deerfield Mobile Home Park Mineral Wells, WV 26150 Last known address: 4837 15 th Avenue Parkersburg, WV 26101 (Lien placed on property)		\$ 49.29	\$ 49.29
Donald Wright Route 5 Box 430 Parkersburg, WV 26101 Last known address: P.O. Box 3187 Parkersburg, WV 26101 (Property has been sold)		\$ 80.70	\$ 80.70
Nancy Wright Route 5 Box 444A-1 Parkersburg, WV 26101 Moved – Left no forwarding address (Property has been sold)		\$ 55.12	\$ 55.12
Totals:	\$ 138.52	\$ 356.72	\$ 495.24

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

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

\$ 221.98

RECEIPTS:

Water Sales	\$31,309.89
Reconnection Fees	10.00
Tap Fees	200.00
Void Check #25183	1,000.00
Void Check #25184	30.00
Void Check #25216	185.00
Jimmie Eaton Extension	1,593.00
Security Deposit Refunds	<u>977.08</u>

TOTAL RECEIPTS:

\$35,304.97

TOTAL CASH AVAILABLE:

\$35,526.95

EXPENDITURES:

Municipal Bond Commission	\$ 1,592.00
Rural Economic & Development	3,140.00
WesBanco Bank-Parkersburg	110.00
WesBanco Bank-Parkersburg	314.00
Allegheny Power Company	396.77
WesBanco Bank-Parkersburg	4,007.03
Salaries	7,143.72
Commissioners' Salaries	412.50
WV Public Employees Retirement System	1,689.63
WV State Tax Department	756.83
United States Postal Service	128.49
WV Public Employees Insurance Agency	942.94
Claywood Park Public Service District	11,040.84
WV Workers Compensation Division	1,260.14
WVDHHR-Office of Lab Services	30.00
Water Environmental Testing	165.00
Ronald and Betty Deem	1,300.00
Miller Communications	15.00

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

Alan D. and Marilyn Carmichael	\$ 51.78
Carroll Bonnett	51.85
Harry G. & Sharon Carpenter	50.97
David A. Dunn	53.12
Burton N. Derrick	51.77
Pebble A. Freeland	51.52
Hardman Supply Company	50.98
WesBanco Bank (Safe Deposit Charge)	43.46
Mineral Wells Public Service District	124.58
Michael Lee Moore	51.04
Mountain River Physical Therapy	50.99
Howard Mc Cauley	52.75
Ronald W. Marks	51.24
National Gulf Development, Inc.	27.06
Rockport Church of Christ	51.84
Jeff Sampson	51.02
Michael & Shelley Thompson	51.01
Corley H. Vanhorn	51.78
Donald R. Wigal	<u>51.78</u>

TOTAL EXPENDITURES:

\$35,465.43

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

\$ 61.52

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

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, JUNE 30, 2000**

\$3,956.18

RECEIPTS:

Sewer Sales	\$34,655.89
Tap Fees	250.00
Reconnection Fees	20.00
WV DOH-Rest Area Reimbursement	3,260.25
Gene's Septic Tank Cleaning Service	420.00
Security Deposit Refunds	<u>615.17</u>

TOTAL RECEIPTS:

\$39,221.31

TOTAL CASH AVAILABLE:

\$43,177.49

EXPENDITURES:

Municipal Bond Commission	\$16,852.52
WesBanco Bank-Parkersburg	967.84
Allegheny Power Company	3,641.83
WesBanco Bank-Parkersburg	2,660.01
Salaries	5,152.22
Commissioners' Salaries	187.50
WV Public Employees Retirement System	1,156.86
WV State Tax Department	522.88
United States Postal Service	128.49
WV Public Employees Insurance Agency	581.58
Water Environment Testing	195.00
Air Products & Chemicals, Inc.	378.03
Danny's Lawn Service	270.00
Cerrone Associates, Inc.	3,382.75
Mineral Wells Public Service District	241.06
Workers' Compensation Division	655.36
Thomas Lawnmower Service Inc.	35.17
D. R. Cummings, Inc.	346.62
Trombold Equipment Co., Inc.	2,927.00
Tesa Company	147.20
Miller Communications	15.00
Roto Rooter Service Company	250.00
Pebble A. Freeland	51.52
Sharon Layton	52.74
Michael Lee Moore	51.04

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

Mountain River Physical Therapy	\$	50.99
National Gulf Development Inc.		15.63
Randall G. Nichols		50.19
Jeff Sampson		51.02
Hardman's Supply Company		<u>50.98</u>

TOTAL EXPENDITURES: **\$41,069.03**

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, JULY 31, 2000 **\$ 2,108.46**

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

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION
ACCOUNT, WESBANCO BANK, JUNE 30, 2000** **\$ 2,012.82**

RECEIPTS:

Office Building Account Transfer	\$30,300.00
Rural Utilities Service	<u>46,000.00</u>

TOTAL RECEIPTS: **\$76,300.00**

TOTAL CASH AVAILABLE: **\$78,312.82**

EXPENDITURES:

J. C. Bosley Construction Company	\$34,131.63
Lou Morgan Builders	29,925.00
Division of Environmental Protection	1,050.00
Goyle Engineering, Inc.	336.00
Cerrone Associates, Inc.	<u>12,361.29</u>

TOTAL EXPENDITURES: **\$77,803.92**

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION ACCOUNT
WESBANCO BANK, JULY 31, 2000** **\$ 508.90**

**MINERAL WELLS PUBLIC SERVICE DISTRICT
WATER REVENUE FUND CHECKING ACCOUNT
AUGUST 17, 2000**

CHECKS WRITTEN BETWEEN JULY 21, 2000, AND AUGUST 16, 2000

CHECK NO. 25250	Mineral Wells PSD	\$ 4,321.94
25251	WesBanco Bank-Parkersburg	2,252.63
25252	WV Dept of Tax & Revenue	756.83
25253	WesBanco-Water Res-Sams-CV	314.00
25254	Allegheny Power	396.77
25255	Carroll Bonnett	51.85
25256	Harry G. & Sharon Carpenter	50.97
25257	Alan D. & Marilyn Carmichael	51.78
25258	David A. Dunn	53.12
25259	Burton N. Derick	51.77
25260	Pebble A. Freeland	51.52
25261	Hardman Supply Company	50.98
25262	Mineral Wells PSD	124.58
25263	Michael Lee Moore	51.04
25264	Min River Physical Therapy	50.99
25265	Howard McCauley	52.75
25266	Ronald W. Marks	51.24
25267	National Gulf Development Inc	27.06
25268	Rockport Church of Christ	51.84
25269	Jeff Sampson	51.02
25270	Michael & Shelley Thompson	51.01
25271	USDA-Rural Development	3,140.00
25272	Corley H. VanHorn	51.78
25273	WV Public Employees Retirement	1,689.63
25274	Donald R. Wigal	51.78
25275	Appalachian Software, Inc.	132.85
25276	AT&T	10.48
25277	AT&T - State Calling Service	9.37
25278	Bell Atlantic - WV	97.90
25279	AT&T Wireless Services	196.33
25280	Daugherty Supply Co Inc	5.68
25281	Fasteners & Supply Inc	32.25
25282	Hope Gas Inc	14.25
25283	Hardman's Supply Company	56.84
25284	Miss Utility of WV Inc	24.90
25285	Miller Communications	79.00
25286	Ohio Valley Muffler & Brake	13.50
25287	Parkersburg Office Supply	93.52

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF WATER CHECKS - AUGUST 2000
PAGE 2

CHECK NO. 25288	Rena's Janitorial Contractors	114.00
25289	R L Roush Excavating	3,429.75
25290	Rural Development Admn	2,112.00
25291	Sanitary Linen Service	\$ 123.77
25292	State Electric Supply Co Inc	22.01
25293	Taylor's Disposal Inc	14.00
25294	C I Thornburg	2,374.41
25295	WV Public Employees Ins Agency	710.67
25296	Westfield Insurance Companies	1,037.26
25297	Westco Internet	9.97
25298	Mineral Wells PSD	4,040.61
25299	U S Postal Service	109.00
25300	WesBanco Bank-Parkersburg	2,167.21

CHECKS WRITTEN TODAY AND NEED AUTHORIZATION

CHECK NO. 25301	AT&T - State Calling Service	\$ 10.75
25302	Business Software, Inc.	575.02
25303	Robert Bagley	353.24
25304	Claywood Park PSD	11,219.48
25305	Camp 77 Water Extension	710.64
25306	Miss Utility of WV Inc	16.20
25307	Miller Communications	15.00
25308	Municipal Bond Commission	1,592.00
25309	Ohio Valley Muffler & Brake	318.49
25310	WVDHHR - Office Lab Services	30.00
25311	U S Postal Service	63.24
25312	WesBanco Bank-Parkersburg	110.00

**MINERAL WELLS PUBLIC SERVICE DISTRICT
SEWER REVENUE FUND CHECKING ACCOUNT
AUGUST 17, 2000**

CHECKS WRITTEN BETWEEN JULY 21, 2000 AND AUGUST 16, 2000

CHECK NO. 27215	James R. Lett	\$ 125.00
27216	Roy L. Radabaugh	125.00
27217	Charles M. Stewart	125.00
27218	WesBanco Bank-Parkersburg	1,204.03
27219	WV Dept of Tax & Revenue	522.88
27220	Allegheny Power	3,641.83
27221	Air Products and Chemicals Inc	378.03
27222	D R Cummings, Inc	346.62
27223	Danny's Lawn Service	270.00
27224	Pebble A. Freeland	51.52
27225	Hardman Supply Company	50.98
27226	Sharon Layton	52.74
27227	Mineral Wells PSD	241.06
27228	Michael Lee Moore	51.04
27229	Min River Physical Therapy	50.99
27230	National Gulf Development Inc	15.63
27231	Randall G Nichols	50.19
27232	Jeff Sampson	51.02
27233	Tesa Company Inc	147.20
27234	Trombold Equipment Co Inc	2,927.00
27235	WV Public Employees Retirement	1,156.86
27236	Appalachian Software Inc	132.85
27237	AT&T	10.48
27238	AT&T - State Calling Service	9.36
27239	Bell Atlantic - WV	449.06
27240	Chemtek Corporation	228.00
27241	AT&T Wireless Services	196.34
27242	Daugherty Supply Co Inc	148.81
27243	Eastern State's Pump/Equipment	6,459.65
27244	Fasteners & Supply Inc	32.25
27245	Hope Gas Inc	14.25
27246	Hardman's Supply Company	51.59
27247	Miss Utility of WV Inc	24.90
27248	Miller Communications	79.00
27249	Ohio Valley Muffler & Brake	13.50
27250	Parkersburg Office Supply	93.55
27251	Rena's Janitorial Contractors	296.00
27252	R L Roush Excavating	2,085.50
27253	Sanitary Linen Service	123.78

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF SEWER CHECKS - AUGUST 2000
PAGE 2**

CHECK NO. 27254	Taylor's Disposal Inc.	\$ 14.00
27255	C I Thornburg	700.14
27256	WV Public Employees Ins Agency	493.85
27257	Westfield Insurance Companies	1,861.23
27258	Westco Internet	9.98
27259	U S Postal Service	109.00
27260	WesBanco Bank-Parkersburg	1,360.54

PAYROLL CHECKS WRITTEN SINCE THE JULY 20, 2000, BOARD MEETING

CHECK NO. 00475	Margaret Batten	\$ 852.54
00476	Richard Shayne Brabham	634.95
00477	William H. Byers, Jr.	1,474.32
00478	Linda K. Church	741.51
00479	Russell P. Hanna	613.50
00480	Mark K. Murphy	572.13
00481	Nellie B. Radcliff	673.68
00482	Jerald D. Spears	882.66
00483	Margaret Batten	946.34
00848	Richard Shayne Brabham	719.45
00849	William H. Byers, Jr.	1,288.90
00850	Linda K. Church	773.57
00851	Russell P. Hanna	709.32
00852	Mark K. Murphy	750.68
00853	Nellie B. Radcliff	668.77
00854	Jerald D. Spears	838.61

CHECKS WRITTEN AUGUST 17, 2000, AND NEED AUTHORIZATION

CHECK NO. 27261	Air Products and Chemicals Inc	\$ 215.95
27262	AT&T - State Calling Service	10.74
27263	Benson Truck Bodies, Inc	169.60
27264	Business Software, Inc	375.03
27265	Gene's Septic Tank Cleaning & Maintenance Service	70.00
27266	Miss Utility of WV Inc	16.20
27267	Miller Communications	15.00
27268	Municipal Bond Commission	16,852.52
27269	Ohio Valley Muffler & Brake	318.49
27270	Trombold Equipment Co Inc	2,927.00
27271	U S Postal Service	63.23

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF SEWER CHECKS - AUGUST 2000
PAGE 3**

CHECK NO. 27272	Water Environmental Testing	\$ 135.00
27273	WesBanco Bank-Parkersburg	989.54

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

1. Letter to the Mineral Wells Public Service District from Terry W. Thomas, Chief, PMBS Volunteer Fire Department, stating the number of gallons of water used for fire fighting and the number of gallons of water used for training purposes for the month of July 2000.
2. Letter dated July 2000 from the Pontiac-GMC Division, General Motors Corporation, relative to a possible problem with the anti-lock brakes on some GMC 1994-1995 Sonoma pickup trucks, 1993-1995 Jimmys, and 1993-1996 Vandura and Rally vans.
3. ***The PIPELINE, News & Views from the Water & Wastewater Division***, a publication from the Water & Wastewater Division of the Public Service Commission of West Virginia dated July, 2000.
4. ***etc Newslite***, a publication of the West Virginia Environmental Training Center, Cedar Lakes, Ripley, West Virginia, dated July 2000.
5. Training Announcement from the West Virginia Rural Water Association about a session entitled ***Part III Confined Space*** to be held on September 26, 2000 in the City Building in Vienna, West Virginia.
6. ***West Virginia Rural Water Association Infrastructure Council Report NEWSLETTER***, a publication of the West Virginia Rural Water Association, dated August 4, 2000, Vol. 4, Issue 8.
7. Letter from the West Virginia Bureau of Employment Programs, Workers Compensation, stating that beginning September 1, 2000, the District will have the option of filing its quarterly report via the Internet (postmarked August 3, 2000).
8. A flyer from The Environmental Performance Institute announcing the 2000 National Environmental Performance Summit to be held on October 24-26, 2000, at the Doubletree Hotel in Denver, Colorado.
9. Inspection Report, Form FmHA 1924-12, dated July 6, 2000, and signed by Russell L. Henderson, Contract Specialist, Rural Utilities Services, for the Rockport Water Extension Project.
10. Letter dated July 17, 2000, from Peggy J. Kozak, Secretary, Construction Assistance, West Virginia Division of Environmental Protection, enclosing a change of address effective August 15, 2000.
11. Copy of the minutes of the Progress Meeting for Contract No. 4 held on July 17, 2000, at the construction site.

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

12. Memorandum dated July 19, 2000, to the Depositors with the Municipal Bond Commission from R. Witter Hallan enclosing the annual and fourth quarter statements for the District's accounts.
13. Letter dated July 20, 2000, to Charles Stewart from George E. Blum, Director, Finance & Administration, Cerrone Associates, Inc., stating that the District may proceed under Section 5-G-1-4, to procure engineering services for the construction of the required de-chlorination facilities at its wastewater treatment plant.
14. Copy of a letter dated July 20, 2000, to Ron Deem from Margaret Batten enclosing an Agreement for the Mineral Wells Public Service District to lay and maintain a waterline through his property located along Route 21 near Rockport.
15. Fax dated July 20, 2000, to Ron Deem from Margaret Batten enclosing a copy of the above letter along with a copy of the agreement for the District to lay and maintain a waterline through his property located along Route 21 near Rockport.
16. Copy of a letter of transmittal to Lou Morgan Builders from Cerrone Associates Inc. containing a copy of the Door, Frame & Hardware Schedule, a copy of the Submittals for Trusses, and a copy of the Submittals for Steel Lintels the Mineral Wells Public Service District's new office and maintenance buildings.
17. Copy of a letter dated July 21, 2000, to the Municipal Bond Commission from Roy L. Radabaugh, asking that any information about the District's 1997 Sewage System Refunding Revenue Bonds requested by the accounting firm of Harman, Thompson, Mallory & Ice, A.C. be supplied to them so they may conduct the annual examinations of the District's records.
18. Copy of a letter dated July 21, 2000, to the Municipal Bond Commission from Roy L. Radabaugh asking that any information about the District's 1985 Sewage System Revenue Bonds requested by the accounting firm of Harman, Thompson, Mallory & Ice, A.C. be supplied to them so they may conduct the annual examinations of the District's records.
19. Copy of a letter dated July 21, 2000, to the Municipal Bond Commission from Roy L. Radabaugh asking that any information about the District's 1985 Series B Sewage System Revenue Bonds requested by the accounting firm of Harman, Thompson, Mallory & Ice, A.C. be supplied to them so they may conduct the annual examinations of the District's records.
20. Copy of a letter dated July 21, 2000, to the Municipal Bond Commission from Roy L. Radabaugh asking that any information about the District's 1985A Sewage System Revenue

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

Bonds requested by the accounting firm of Harman, Thompson, Mallory & Ice, A.C. be supplied to them so they may conduct the annual examinations of the District's records.

21. Copy of a letter dated July 21, 2000, to the Municipal Bond Commission from Roy D. Radabaugh asking that any information about the District's 1969 Series 5% Revenue Bonds requested by the accounting firm of Harman, Thompson, Mallory & Ice, A.C. be supplied to them so they may conduct the annual examination of the District's records.
22. Copy of a letter dated July 21, 2000, to Ms. Virginia McDonald, Rural Utilities Service, from Roy Radabaugh asking that any information about the District's outstanding loans be supplied to them so they may conduct the annual examination of the District's records.
23. Copy of a letter dated July 21, 2000, to Ms. Virginia McDonald, Rural Utilities Service, from Roy Radabaugh asking that any information about the District's outstanding loans be supplied to them so they may conduct the annual examination of the District's records.
24. Copy of a letter dated July 21, 2000, to Mr. Joseph B. Russell, ADA, L.L.P. (Alameda Enterprises); from Jerald D. Spears enclosing an agreement and the necessary related documents for a pressure sewer main extension with a grinder pump on Lost Pavement Road at the site of the new Alameda Enterprises building.
25. Copy of a letter dated July 21, 2000, to Mr. Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing four copies of Requisition No. 10 for the District's Rockport Waterline Extension Project for review and approval.
26. Copy of a letter dated July 21, 2000, to Mr. Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing four copies of Requisition No. 10 for the District's Water System Improvements Project for review and approval.
27. Facsimile Transmittal Sheet to Margaret from Cathy at WesBanco containing information about the electronic transfer of funds from Rural Utilities Service to the construction checking accounts for the Rockport Waterline Extension Project and the District's System Improvements Project for Requisition No. 10.
28. Fax dated July 21, 2000, to Jerry Spears from Jim Mayles, Cerrone Associates, Inc., listing the recommended flow rates for various meter sizes for the District's Water System Improvement Project.
29. Copy of a letter dated July 24, 2000, to Mary Rader, Wood County Commission, from Margaret Batten enclosing a copy of the Minutes of the Regular Board Meeting held on Thursday, June 15, 2000.

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

30. Fax dated July 24, 2000, to Jim Mayles, Cerrone Associates, Inc., from Margaret Batten for Rick Merritt enclosing a copy of the drawing for the Little Kanawha River Pressure Reducing Valve.
31. Fax dated July 24, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing the Electric Funds Transfer Confirmation and documents from WesBanco, a copy of the deposit ticket in the amount of \$30,300.00 for money deposited into the Water System Improvement Construction Checking Account.
32. Copy of a letter dated July 24, 2000, to the WV Municipal Bond Commission from Margaret Batten enclosing check no. 27210 in the amount of \$16,852.52 for the sewer bond payments for the month of August and check no. 25246 in the amount of \$1,592.00 for the August payment of the water bonds.
33. Copy of a letter dated July 25, 2000, to Mr. Lou Morgan, Lou Morgan Builders, Inc., from Margaret Batten enclosing check no. 1029 in the amount of \$29,925.00 as payment of services billed on Requisition No. 10 for the Water System Improvement Project.
34. Copy of a letter dated July 25, 2000, to Mr. John C. Bosley, J.C. Bosley Construction, Inc., from Margaret Batten enclosing check no. 1024 in the amount of \$76,253.96 in payment of services billed on Requisition No. 10 for the Rockport Waterline Extension Project and check no. 1028 in the amount of \$34,131.63 in payment of services billed on Requisition No. 10 for the Water System Improvements Project.
35. Copy of a correspondence instructions dated July 25, 2000, to the Wood County Clerk from Margaret Batten enclosing a right-of-way easement from ADA, L.L.P. for a sewer line extension with grinder to be recorded.
36. Copy of a letter dated July 25, 2000, to Randall Lewis, WVRWA Executive Director, WV Rural Water Association, from Margaret Batten enclosing the completed ***Rural and Small Water System Self-Assessment for Capacity Development Survey***.
37. Letter dated July 25, 2000, to Charles Stewart from Gary D. Wilson, Rural Development Specialist, Rural Utilities Service, approving the invoices listed on Requisition No. 10 for the Water System Improvements Project for payment.
38. Letter dated July 25, 2000, to Charles Stewart from Gary D. Wilson, Rural Development Specialist, Rural Utilities Service, approving invoices listed on Requisition No. 10 for the Rockport Waterline Extension Project.
39. Field Inspection Report dated July 25, 2000, from Goyle Engineering, Inc. enclosing the test

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

results on 36 cubic yards of concrete that was placed at the District's new office and maintenance building on July 25, 2000.

40. Copy of a letter of transmittal dated July 25, 2000, to Lou Morgan Builders from Cerrone Associates, Inc. enclosing shop drawings for heating and cooling equipment, registers, ceiling exhausts, fire damper, and space heaters from Steers Heating for the District's new office and maintenance buildings.
41. Report for Field Compaction Tests performed by PSI on July 20, 2000, at the site of the District's new office and maintenance buildings.
42. Inspection Report, Form FmHA 1924-12, dated July 26, 2000, signed by Russell L. Henderson, Contract Specialist, Rural Utilities Service, for the Water System Improvement Project, the Rockport Waterline Extension Project, and the Office Building/Maintenance Building Project.
43. Copy of a letter dated July 26, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing check no. 1032 in the amount of \$12,361.29 in payment for services billed on Requisition No. 10 for the Water System Improvements Project and check no. 1025 in the amount of \$10,298.59 in payment for services billed on Requisition No. 10 for the Rockport Waterline Extension Project.
44. Letter dated July 25, 2000, to Margaret Batten from Jack L. Miller, Senior Utilities Analyst, Water & Wastewater Division, West Virginia Public Service Commission, stating that he will be conducting a rate case audit on the District's water operations mostly likely the week of August 14th and enclosing a list of records that he will need to conduct the audit.
45. Copy of a letter dated July 26, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc. from Margaret Batten enclosing a copy of the minutes of the June 15, 2000, regular board meeting.
46. Letter dated July 26, 2000, to Margaret Batten from Jack L. Miller, West Virginia Public Service Commission in reference to his letter of July 25, 2000, stating that he would be conducting a rate case audit on the District's sewer operations not its water operations.
47. Fax dated July 26, 2000, to Jerry Spears from Jim Mayles, P.E., Cerrone Associates, Inc., enclosing copies of two proposals from Miller Communications for telemetry systems for Slate Booster Station and the Price Road water tank and one for the Saulsbury Booster Station and the Wolf Run Water Tank.
48. Copy of a letter dated July 26, 2000, to Goyle Engineering, Inc., from Margaret Batten

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

enclosing check no. 1301 in the amount of \$336.00 as payment for concrete compression testing performed at the site of the District's new office/maintenance buildings and billed on Requisition No. 10 for the Water System Improvements Project.

49. Memo dated July 27, 2000, to New Water Users, Sugar Camp Run Road, from Jerald D. Spears, Operations Managers, stating that water service would be available to them on or after July 31, 2000, and listing billing information for same.
50. Memo dated July 27, 2000, to Mr. Beaura Pahl from Jerald D. Spears, Operation Manager, stating that water service would be available to him on or after July 31, 2000, and listing billing information for same.
51. Memo dated July 27, 2000, to Mr. Rick Conner from Jerald D. Spears, Operations Manager, stating that water service would be available to him on or after July 31, 2000, and enclosing a customer account card to be completed and returned to the office with a fifty dollar security deposit.
52. Memo dated July 27, 2000, to Mr. Don Conner from Jerald D. Spears, Operations Manager, stating that water service would be available to him on or after July 31, 2000, and enclosing a customer account card to be completed and returned to the office with a fifty dollar security deposit.
53. Memo dated July 27, 2000, to Mr. Roger Miller from Jerald D. Spears, Operations Manager, stating that water service would be available to him on or after July 31, 2000, and enclosing a customer account card to be completed and returned to the office with a fifty dollar security deposit.
54. Memo dated July 27, 2000, to Ms. Pam Conner from Jerald D. Spears, Operations Manager, stating that water service would be available to her on or after July 31, 2000, and enclosing a customer account card to be completed and returned to the office with a fifty dollar security deposit.
55. Memo dated July 27, 2000, to Steven Travis from Jerald D. Spears, Operations Manager, stating that water service would be available to him on or after July 31, 2000, and enclosing a customer account card to be completed and returned to the office with a fifty dollar security deposit.
56. Copy of a letter dated July 27, 2000, to Kelly Bock from Linda Church asking Ms. Bock to stop by the office and pick up her check that was returned by the bank marked "insufficient funds" for cash by 3 p.m. on August 1, 2000.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE - AUGUST 2000
PAGE 7**

57. Report of Field Inspection of Concrete (43 cubic yards) placed at the site of the District's new office and maintenance buildings on July 27, 2000.
58. Copy of a letter of transmittal dated July 27, 2000, to Lou Morgan Builders from Cerrone Associates, Inc. enclosing shop drawings for a floor safe and aluminum windows for the District's new office building.
59. Fax dated July 28, 2000, to Jerry Spears from Jim Mayles, P.E., Cerrone Associates, Inc., enclosing a copy of Don Harper's prices for the Society Hill Waterline Relocation.
60. Fax dated July 28, 2000, to Don Harper, Everett L. Harper & Son, Inc., enclosing a copy of the prices quoted by Don Harper for the Society Hill Waterline Relocation.
61. Copy of a letter dated July 28, 2000, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, from Cassius H. Toon, Staff Attorney, enclosing a copy of the Staff's Comments on the Report of the Water/Sewer Workgroup containing recommendations regarding General Order No. 188.17 and General Order No. 186.12. Received two copies of this letter—one for sewer and one for water.
62. Letter dated July 29, 2000, to Jerry Spears from Ira Phillips relative to the reclamation of a water right-of-way easement on Butcher Bend Road.
63. Letter dated July 31, 2000, to the Mineral Wells Public Service District from Patricia L. Abbott, Executive Secretary, Water and Wastewater Division, Public Service Commission of West Virginia, enclosing a water and sewer bill for account no. 3-00032-00 that was returned to her by the U. S. Postal Service because of a bad address.
64. Letter dated July 31, 2000, to Jerald Spears from Guy W. Mick, Chief, Railroads and Utilities Unit, Engineering Division, West Department of Transportation, enclosing one fully executed agreement dated June 13, 2000, between the District and the Department of Transportation for Project U-354-14-5.16 - Elizabeth Pike - Society Hill Road, Wood County.
65. Letter dated July 31, 2000, to Jerald Spears from Guy W. Mick, Chief, Railroads and Utilities Unit, Engineering Division, West Virginia Department of Transportation, enclosing one copy of the District's approved Engineering Agreement dated July 10, 2000, with Cerrone Associates, Inc., for State Project U354-14-9.00, 00 - Relocation WV 14 Mineral Wells - Wood County.
66. Letter dated July 31, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, relative to the District's facilities and programs meeting all of the requirements of Section

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE - AUGUST 2000
PAGE 8**

504 of the Rehabilitation Act of 1973 and requesting a self-evaluation of the same.

67. Letter dated August 1, 2000, to Public Service Districts, Municipalities and Homeowner's Associations from Amy L. Swann, Director, Water and Wastewater Division, Public Service Commission of West Virginia, announcing a special seminar on main extensions to be held on September 28, 2000, at the Days Inn in Flatwoods, West Virginia.
68. Letter dated August 1, 2000, to Jerry Spears from Phil McHenry asking if his water pressure on Forshey Road can be restored to its prior level before the Water System Improvement Project was started.
69. Petition to Continue Water Lines on Rock Run or Lee Creek Road/Central Ridge delivered to the office on August 1, 2000.
70. Fax dated August 1, 2000, to Jerry Spears from Richard D. Dunbar, Myers, Powell & Dunbar, Attorneys at Law, from Matt Warner enclosing a copy of a right-of-way easement for a storm sewer line from Margaret Elaine Smith and a copy of a right-of-way easement for a sanitary sewer line.
- 71.* Letter dated August 2, 2000, to the Mineral Wells Public Service District from Judy Barnette requesting that she be allowed to connect a trailer to her water and sewer lines for her daughter for a period of eighteen months while she attends school full time to obtain her R.N. Degree.
72. Copy of correspondence instructions dated August 2, 2000, to the Wood County Clerk from Margaret Batten enclosing a right-of-way easement from Russell Farr for a water line to be recorded and returned.
73. Copy of correspondence instructions dated August 2, 2000, to Kelly Bock from Nellie Radcliff enclosing Ms. Bock's check which had been returned by her bank marked "insufficient funds". Ms. Bock left a money order in the drop box to cover the cost of the check.
74. Copy of a notice dated October 8, 1998, from Central Boaz Public Service District stating that the District's employees will be conducting smoke testing of its sewer mains. Jack Beck dropped this off on August 3, 2000, for Jerry Spears.
75. Letter dated August 3, 2000, to Margaret Batten from Richard D. Dunbar, Myers, Powell & Dunbar, Attorneys-at-Law, enclosing the original right-of-way easement signed by Delbert and Ruby Matheny for a sanitary sewer line.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE - AUGUST 2000
PAGE 9**

76. Fax dated August 3, 2000, to Margaret Batten from Randall Cole, Cerrone Associates, Inc., enclosing a copy of the updated budgets for the Rockport Water Line Extension Project and the Water Systems Improvement Project.
- 77.* Letter dated August 3, 2000, to Jerry Spears from Ashok M. Sanghavi, requesting that the rights-of-way easements through the Hampton Inn property for grinder pumps and forcemains be released.
78. Letter dated August 3, 2000, to Bill Byers from Jim Mayles, P.E., Cerrone Associates, Inc., enclosing various drawings for the Little Kanawha River PRV service drop.
79. Fax dated August 4, 2000, to Margaret Batten from Marie Williamson, Reagle & Padden, Inc., requesting a letter stating that a statement of values signed on August 25, 1999, is still up-to-date.
80. Copy of a letter signed August 4, 2000, to Ronald Deem, Sr., from Margaret Batten enclosing check no. 25244 in the amount of \$1,300.00 as payment for a right-of-way easement for a water line through his parent's property on Route 21 near Rockport.
81. Copy of a letter signed August 7, 2000, to Diane Wolfe, Bowles Rice McDavid Graff & Love, enclosing a copy of the right-of-way easement for a sewer main signed by Delbert & Ruby Matheny.
82. Fax dated August 7, 2000, to McHenry Electric from William Byers enclosing information on power poles for tank telemetry.
83. Letter dated August 7, 2000, to the Mineral Wells Public Service District from Ronald G. Pearson, United States Bankruptcy Court, releasing Sharyn Renee Spellman from dischargeable debts under Chapter 11, Section 727, 523, and 524.
84. Letter dated August 8, 2000, to Margaret Batten from John C. Bosley, Jr. enclosing the associated costs for the Wal-Mart sewer mains.
85. Copy of a letter dated August 8, 2000, to Mr. Joseph B. Russell, ADA L.L.P., from Margaret Batten enclosing an executed copy of the Agreement for Sewer Service by and between ADA, L.L.P. and the District.
86. Copy of a letter dated August 8, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of a letter from Mr. Guy W. Mick, WV Department of Transportation, enclosing a copy of the executed Agreement with Cerrone Associates, Inc., for Engineering Services relating to the Society Hill/Route 14 Interchange Project, State

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE - AUGUST 2000
PAGE 10**

Project #U318-14-5.16.

87. Fax dated August 8, 2000, to Marie Williamson, Reagle & Padden, Inc., from Margaret Batten enclosing a copy of a letter from Margaret Batten dated August 8, 2000, stating that the District's August 25, 1999, Statement of Values is up-to-date.
88. Copy of a letter dated August 8, 2000, to Wilma Hodge, Environmental Engineering Division, from Margaret Batten enclosing the Monthly Operation Report and a copy of the daily Water Purchase Tally for the month of July 2000.
89. Fax dated August 8, 2000, to Roy Radabaugh from Dominick P. Cerrone, Cerrone Associates, Inc., enclosing a price proposal for a wall map at the new office building to be possibly located on the east wall of the meeting room.
90. Copy of a letter of transmittal dated August 8, 2000, to Lou Morgan Builders from Cerrone Associates, Inc., enclosing shop drawings for Truss Plates and Trusses.
91. Copy of a letter of transmittal dated August 9, 2000, to Lou Morgan Builders from Cerrone Associates, Inc., enclosing shop drawings for OSB and Catch Basins and Load Center Vault.
92. Copy of a letter dated August 9, 2000, to Gary Scott, WV Division of Highways from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing two sets of waterline relocations plans for the WV DOT- Slate Bridge, Wood County, State Project #S354-14-0.64.
93. Letter dated August 9, 2000, to Jerald D. Spears from Guy W. Mick, West Virginia Department of Transportation, enclosing the original and three copies of the proposed utility agreement dated August 1, 2000, between the District and the Department of Transportation for the Relocation of WV 14 Mineral Wells I/C, State Project U354-14-9.00.
94. Fax dated August 9, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., enclosing a copy of the list of fire hydrants on the existing water system that need one foot risers.
95. Copy of a letter dated August 9, 2000, to Diane Wolfe, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing a copy of the recorded agreement by and between the District and Mrs. and Mrs. Ronald Deem for the easement on their property on Route 21.
96. Letter dated August 10, 2000, to Phil McHenry from Jerald Spears in response to Mr. McHenry's letter of August 1, 2000, regarding his drop in water pressure.
- 97.* Letter dated August 10, 2000, to the Mineral Wells Public Service District from Sean Ireland, Utility Analyst II, Public Service Commission of West Virginia, stating that he will begin

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE - AUGUST 2000
PAGE 11

auditing the District's records on August 21, 2000, for a sewer rate increase.

98. Fax dated August 10, 2000, to Sean Ireland, Public Service Commission of West Virginia, from Margaret Batten enclosing a copy of Page No. 20 of the Sewer Utilities Annual Report for year ended June 30, 1999.
99. Copy of a letter dated August 10, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Jerald D. Spears enclosing a copy of Ashok Sangavi dated August 3, 2000, requesting that the District release the grinder pump and forcemain sewer rights-of-ways on the Hampton Inn property.
100. Copy of a letter dated August 11, 2000, to Guy Mick, West Virginia Department of Transportation, from Margaret Batten enclosing the executed original and three copies of the proposed utility agreement dated August 1, 2000, for the Relocation of WV 14 Mineral Wells, I/C, State Project U354-14-9.00.
101. Fax dated August 11, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing one copy each of letters to Mr. Frymier, Gary D. Wilson, Rural Utilities Service, and Randall Cole, Cerrone Associates, Inc., containing a copy of the Minutes of the Public Meeting for the proposed Stephens Fork, Sycamore Run, Tygart Creek, etc. water project held on Tuesday, June 6, 2000, at the Mineral Wells Elementary School.
102. Copy of a letter dated August 11, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the District's letter to Mr. Guy Mick enclosing the executed agreement for the Relocation of WV 14 Mineral Wells I/C, State Project U354-14-9.00 (069).
103. Copy of a letter dated August 11, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the District's letter to Gary Wilson, Rural Utilities Service, and Randall Cole, Cerrone Associates, Inc., containing a copy of the Minutes of the Public Meeting for the proposed Stephens Fork, Sycamore Run, Tygart Creek, etc. water project.
104. Fax dated August 11, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the agreement with the WV Department of Highways for Engineering Services for the relocation of WV 14 Mineral Wells I/C, State Project U354-14-9.00.
105. Fax dated August 11, 2000, to the Editor, **PARKERSBURG NEWS**, from Margaret Batten enclosing a notice about the August 17, 2000, board meeting to be published in the August 14, 2000, issue of the newspaper.

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE - AUGUST 2000
PAGE 12

106. Fax dated August 11, 2000, to the Editor, **PARKERSBURG SENTINEL**, from Margaret Batten enclosing a notice about the August 17, 2000, board meeting to be published in the August 14, 2000, issue of the newspaper.
- 107.* Letter dated August 14, 2000, to Jerald D. Spears from Manning Frymier, P.E., Cerrone Associates, Inc., regarding the release of the grinder pump and forcemain sewer right-of-ways as requested by Ashok Sangavi, owner of Hampton Inn.
108. Fax dated August 14, 2000, to Bill Byers from Jim Mayles, Cerrone Associates, Inc., enclosing a graph of the elevation and tank levels for the Price Road Water Tank.
109. Copy of the Minutes of the August 14, 2000, Progress Meeting for Contract 4, Lou Morgan Builders, for the District's new office and maintenance buildings.
- 110.* Copy of a letter dated August 14, 2000, to Charles Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing for review and approval six copies each of Change Order No. 2 and Change Order No. 3 to Contract No. 4.
111. Fax dated August 15, 2000, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a letter and an invoice for right-of-way costs incurred by the District for the agreement by and between the District and Mr. and Mrs. Ronald Deem.
112. Copy of a letter dated August 15, 2000, to Randall Cole, Cerrone Associates, Inc, from Margaret Batten enclosing an invoice for rights-of-way costs incurred by the District for the agreement by and between the District and Mr. and Mrs. Ronald Deem.
113. Correspondence instructions dated August 15, 2000, to Jordyn Terrace Apartments from Margaret Batten returning their check no. 1693 which was postmarked August 9, 2000, and was replaced with another check on August 11, 2000, which was received by overnight mail.
114. Copy of a letter dated August 15, 2000, to 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 of the WV Summary of Waste Water Treatment Plant Operators for the month of July 2000.
115. Copy of a letter dated August 15, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Linda Church enclosing a copy of the WV National Pollutant Discharge Elimination Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operators for the month of July 2000.
116. Copy of a letter dated August 15, 2000, to the Municipal Branch, Office of Water Resources

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE - AUGUST 2000
PAGE 13

(DNR) from Linda Church enclosing a copy of the WV National Pollutant Discharge Elimination Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operators for the month of July 2000.

117. Copy of a letter dated August 15, 2000, to Cindy Musser, West Virginia Department of Natural Resources, from Linda Church enclosing a copy of the WV National Pollutant Discharge Elimination Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operators for the month of July 2000.
118. Copy of a letter dated August 15, 2000, to Gary D. Wilson, Rural Utilities Service, from Margaret Batten relative to the District's facilities being handicapped accessible.
119. Fax dated August 15, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Jerald D. Spears submitting an approvable Plan of Action to the Department of Natural Resources by August 18, 2000, to correct the deficiencies at the District's wastewater treatment plant.
- 120.* Letter dated August 15, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, advising the District that beginning October 23, 2000, the District must begin to make monthly interest payments of \$3,000.00 on the Rockport Water Extension Project Loan.
- 121.* Letter dated August 15, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, advising the District that beginning October 23, 2000, the District must begin to make monthly interest payments of \$9,000.00 on the Water System Improvements Project.
- 122.* Letter dated August 15, 2000, to Charles Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing for review and approval four copies each of Requisition No. 11 for the District's Water System Improvements Project and the Rockport Water Line Extension Project.