

MINUTES OF A REGULAR MONTHLY MEETING
OF THE PUBLIC SERVICE BOARD OF THE
MINERAL WELLS PUBLIC SERVICE DISTRICT
HELD THURSDAY, OCTOBER 19, 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; William Byers, Operations Technician; Mr. Manning Frymier, P. E., Cerrone Associates, Inc.; Mr. Terence C. Moran, P. E., Potesta & Associates, Inc.; Al Hammonds, Division of Highways; Dennis Affolter, Resident of Buck Run; David Affolter, Resident of Buck Run; and Earl Roach, Resident of Society Hill Road, were in attendance.

Mr. Al Hammonds and Mr. Terence Moran was in attendance to inquire if the District would be interested in the Division of Highways building and connecting a Sewer Lift Station and sewer lines from the I-77 Rest Area to the Districts' lines. They are willing to co-operate with the building and financing in any way that will be acceptable by the Board of Commissioners.

Mr. Radabaugh made a motion to co-operate with the Division of Highways to build a Waste Water Collection site and connect to the Districts sewer lines. Mr. Lett seconded the motion. The motion carried. Mr. Hammonds and Mr. Moran excused themselves from the rest of the meeting.

Dennis and David Affolter, Residents of Left Fork of Buck Run Road, was in attendance to inquire if there was going to be Contingency money to run water lines to their homes. Mr. Frymier presented a map that would include four (4) or five (5) more customers on Buck Run Road. After looking at the map, David Affolter discovered that the extension did not include his or Dennis Affolter's home.

Mr. Radabaugh made a motion that the District is willing to extend the line 4600 feet by Change Order to pick up four (4) or five (5) customers on the Left Fork of Buck Run Road. Mr. Lett seconded the motion. The motion carried.

Mr. Frymier presented several items to the Board for approval.

Mr. Radabaugh made a motion that the following items be approved as presented:

1. Change Order # 2 on Contract # 3
2. Change Order # 6 on Contract # 4
3. Requisition # 13 for the Rockport Waterline Extension Project
4. Requisition # 13 for the Water System Improvement Project
5. Certificate of Substantial Completion Contract # 3 - Rockport Water Storage Tank

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6. Certificate of Substantial Completion Contract # 3 - Price Run Road Water Storage Tank

Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed the documents.

Mr. Frymier discussed several items that needed to be covered on the ongoing projects. Mr. Earl Roach was present to say that he is still unhappy with his yard. Mr. Spears informed him that he would try to get the yard work taken care of in the coming week if the weather permitted. Other work that needs attention before the Projects are completed are gates need to be installed for Robert Matheny, 50' - 15" HDCP Culvert and Radcliff Run PRV. Following a brief discussion on each of the items listed it was the consensus of Mr. Frymier that when acquiring easements there should be no special concessions.

Mrs. Batten presented an invoice from Poynter's Best Products for a service contract on the copy machine in the amount of \$722.20. After a brief discussion, Mr. Radabaugh made a motion that the District accept and pay the invoice. Mr. Lett seconded the motion. The motion carried.

After reviewing the Minutes of the September 21, 2000, Board meeting, Mr. Lett made a motion to approve the Minutes as presented. Mr. Radabaugh seconded the motion. The motion carried. Mr. Lett signed the Minutes.

Mr. Radabaugh made a motion to approve the following items as presented.

1. Financial Statement dated September 30, 2000 for All Finances of the District (copy attached)
2. Financial Statement dated September 30, 2000 for the Water Revenue Fund Checking Account (copy attached)
3. Financial Statement dated September 30, 2000 for the Sewer Revenue Fund Checking Account (copy attached)
4. Financial Statement dated September 30, 2000 for the Rockport Construction Checking Account (copy attached)
5. Financial Statement dated September 30, 2000 for the Water Improvement Construction Checking Account (copy attached)
6. Check No. 25379 thru 25433 written on the Water Revenue Fund Checking Account (copy attached)

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7. Check No. 25434 thru 25445 written October 18, 2000, on the Water Revenue Fund Checking Account (copy attached)
8. Check No. 27334 thru 27298 written on the Sewer Revenue Fund Checking Account (copy attached)
9. Check No. 27399 thru 27410 written October 18, 2000, on the Sewer Revenue Fund Checking Account (copy attached)
10. Payroll Check No 508 thru 524 written since the September 21, 2000, Board Meeting on the Sewer Revenue Fund Checking Account (copy attached).

Mr. Lett seconded the motion. The motion carried.

Mrs. Batten presented the following letters for discussion.

Letter 30 - Dated September 25, 2000, to Gary Wilson, Rural Utilities service, from Manning Frymier, P.E., Cerrone Associates, Inc., containing a cost estimate and a map showing the extent of the proposed water project to serve residents along an additional 1.6 miles of Buck Run Road.

Letter 73 - Dated September 28, 2000, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing a copy of the Final Joint Staff Memorandum in Case No. 00-1294-PSD-PW.

Letter 80 - Dated October 2, 2000, copy of the Final Order in PSC Case No. 00-0673-PSD-42A, granting the District a five percent emergency interim sewer rate increase.

Mr. Radabaugh made a motion to utilize one full time operations employee position, or two half-time employee positions in Sewer, as recommended by Sean Ireland, State Public Service Commission, to enable the District to comply with the Department of Environmental Protection order to smoke test the District's sewer mains/system. The motion was seconded by Mr. Lett. The motion carried.

Letter 106 - Dated October 10, 2000, to Jerald Spears from Jesse E. Sheppard, District Three Utilities Supervisor, West Virginia Department of Transportation, Division of highways, stating that Contract # 1, Water System Improvements Project is completed and is satisfactory concerning the Department of Highways encroachment.

Letter 107 - Dated October 11, 2000, to Charles Stewart from Dominick P. Cerrone, Cerrone Associates, Inc., enclosing a update regarding complaints from Delbert Matheny about run-off coming into his property adjacent to the District's new office building property.

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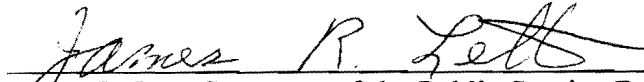
Mr. Spears reported that Mr. Frank Douglas had been in contact with him concerning the development of some vacant property in the Mount Pleasant area. There was a brief discussion that followed.

All business having been completed. Mr. Radabaugh made a motion that the meeting be adjourned. Mr. Lett seconded the motion. The motion carried. Mr. Stewart adjourned the meeting at 8:45 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 hereunto set my hand and seal of the District on the 16th day of November, 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
SEPTEMBER 30, 2000**

CHECKING ACCOUNT

Water Revenue Fund Checking Account		
WesBanco Bank	\$	10.03
Sewer Revenue Fund Checking Account		
WesBanco Bank		5.59
Rockport Construction Account		
WesBanco Bank		771.18
Water Improvement Construction Account		
WesBarco Bank		<u>17,392.19</u>
TOTAL IN CHECKING ACCOUNTS:		\$ 18,178.99

WATER ACCOUNTS

Depreciation Reserve Account		
WesBanco Bank		7,759.04
Revenue Reserve Account		
WesBanco Bank		28,139.39
Revenue Reserve Account-Sams Creek/Chesterville		
WesBanco Bank		4,443.10
Security Deposit Account		
WesBanco Bank		14,505.14
Sams Creek/Chesterville Water Extension	CLOSED-TRANSFERRED	
Tap Fees-WesBanco Bank	TO CHECKING	
Office Building Account		
WesBanco Bank		33,606.63
Rockport/Route 21 Water Extension	CLOSED-TRANSFERRED	
Tap Fees-Traders Bank	TO CHECKING	
Rockport/Routc 21 Water Extension		
Security Deposits-Traders Bank		<u>6,343.62</u>
TOTAL IN WATER ACCOUNTS:		\$ 94,796.92

SEWER ACCOUNTS

Repair and Replacement Account		
WesBanco Bank		\$101,121.68
Reserve for Grinder Pump Maintenance		
Prime Rate Money Market-WesBanco Bank		22,253.18
Security Deposit Account		
WesBanco Bank		<u>13,852.75</u>
TOTAL IN SEWER ACCOUNTS:		<u>\$137,227.61</u>
TOTAL ALL FINANCES, SEPTEMBER 30, 2000		\$250,203.52

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
WATER REVENUE FUND CHECKING ACCOUNT
SEPTEMBER 30, 2000**

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

\$ 350.71

RECEIPTS:

Water Sales	\$31,936.58
Reconnection Fees	30.00
Tap Fees	800.00
Transfer from Rockport/Route 21 Tap Fees	13,885.93
Security Deposit Refunds	<u>665.27</u>

TOTAL RECEIPTS:

\$47,317.78

TOTAL CASH AVAILABLE:

\$47,668.49

EXPENDITURES:

Municipal Bond Commission	\$ 1,592.00
Rural Economic & Development	5,252.00
WesBanco Bank-Parkersburg	110.00
WesBanco Bank-Parkersburg	314.00
WesBanco Bank-Parkersburg	3,844.75
Salaries	7,332.95
Commissioners' Salaries	300.00
WV Public Employees Retirement System	1,618.00
WV State Tax Department	723.99
Bowles Rice McDavid Graff & Love	92.50
Miss Utility of WV Inc.	14.75
Miller Communications	2,258.00
Pifer's Service Center	842.31
R. L. Roush Excavating	7,830.50
Tesa Company Inc.	17.93
C. I. Thornburg Company, Inc.	1,361.28
WV Water & Waste Supply Company	637.46
WV Public Employees Insurance Agency	660.70
Mineral Wells PSD	243.76
Claywood Park Public Service District	10,921.74
U. S. Postal Service	71.81
Allegheny Power Company	281.15
Auto Fleet & Industrial Supply	31.13

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-WATER-SEPTEMBER, 2000
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AT&KT - State Calling Service	\$ 19.81
Stephen & Sharon Bowles	50.98
Gerald T. Crank	11.22
John P. Conner	50.99
Dominion Hope	15.60
John Dixon & Shannon Dixon	51.03
Jessica Lynn Fleming	4.04
Iris F. Gilchrist	51.00
Hardman's Supply Company	236.83
Randy Hinkle	51.03
James H. & Carol D. Kidd	50.98
Alex & Louise Markley	51.01
Ohio Valley Muffler & Brake	248.57
Parkersburg Office Supply	48.01
The Painters Menagerie	9.92
Robert & Lynette Pahl	51.03
Rena's Janitorial Contractors	146.00
Sanitary Linen Service	99.02
Jerald D. Spears	7.68
David L. Shamblin	<u>51.00</u>

TOTAL EXPENDITURES:

\$47,658.46

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

\$ 10.03

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

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

\$ 416.97

RECEIPTS:

Sewer Sales	\$39,126.80
Tap Fees	500.00
Transfer from Grinder Pump Reserve Savings	2,340.00
Security Deposit Refunds	<u>664.07</u>

TOTAL RECEIPTS:

\$42,630.87

TOTAL CASH AVAILABLE:

\$43,047.84

EXPENDITURES:

Municipal Bond Commission	\$16,852.52
WesBanco Bank-Parkersburg	1,054.17
WesBanco Bank-Parkersburg	2,573.98
Salaries	5,164.51
Commissioners' Salaries	300.00
WV Public Employees Retirement System	1,101.05
WV State Tax Department	514.82
WV Public Employees Insurance Agency	540.58
Air Products	743.74
Bowles Rice McDavid Graff & Love	92.50
Benson Truck Bodies Inc.	169.60
Chemtek Corporation	725.17
Discount Industrial Supply Company	77.76
Engineering Supply Company	182.25
Miss Utility of West Virginia	14.75
Pifer's Service Center	448.12
Roto Rooter Sewer Company	450.00
R. L. Roush Excavating	5,208.00
Tesa Company	6.00
Water Environmental Testing	147.50
WV Water & Waste Supply	1,967.94
Mineral Wells PSD	304.47
U. S. Postal Service	71.80
Allegheny Power Company	1,243.06

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-SEWER, SEPTEMBER, 2000
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AT&T - State Calling Service	\$ 19.79
Gerald T. Crank	12.05
Dominion Hope	15.60
Crystal Dennewitz	19.07
John & Shannon Dixon	51.03
Delton Restaurants, Inc.	50.97
Eastern State's Pump/Equipment	2,340.00
Heather Gant	19.81
Randy Hinkle	51.03
Industrial Rubber Products	22.80
James H. and Carol Kidd	50.98
David Jeffrey	50.00
Alex Markley & Louise Markley	51.01
Newberry Hardware Inc.	9.78
The Painters Menagerie	15.36
Jerald D. Spears	7.68
David L. Shamblin	51.00
Lisa K. Willey	<u>250.00</u>

TOTAL EXPENDITURES: \$43,042.25

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, SEPTEMBER 30, 2000 \$ 5.59**

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

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION
ACCOUNT, WESBANCO BANK, AUGUST 31, 2000** **\$ 552.29**

RECEIPTS:

Office Building Account Transfer	\$44,000.00
BDL Bond	16,000.00
Rural Utilities Service	<u>80,000.00</u>

TOTAL RECEIPTS: **\$140,000.00**

TOTAL CASH AVAILABLE: **\$140,552.29**

EXPENDITURES:

J. C. Bosley Construction Company	\$13,857.19
Lou Morgan Builders	43,578.48
USDA-Rural Development	60,000.00
Goyle Engineering, Inc.	11.25
Cerrone Associates, Inc.	<u>5,713.18</u>

TOTAL EXPENDITURES: **\$123,160.10**

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION ACCOUNT
WESBANCO BANK, SEPTEMBER 30, 2000** **\$ 17,392.19**

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

**BALANCE IN ROCKPORT CONSTRUCTION
ACCOUNT, WESBANCO BANK, AUGUST 31, 2000** **\$ 792.92**

RECEIPTS:

Rural Utilities Service \$44,000.00

TOTAL RECEIPTS: **\$44,000.00**

TOTAL CASH AVAILABLE: **\$ 44,792.92**

EXPENDITURES:

Cerrone Associates, Inc. \$ 4,110.54

USDA-Rural Development 27,000.00

J. C. Bosley Construction Company 12,911.20

TOTAL EXPENDITURES: **\$44,021.74**

**BALANCE IN ROCKPORT CONSTRUCTION ACCOUNT
WESBANCO BANK , SEPTEMBER 30, 2000** **\$ 771.18**

**MINERAL WELLS PUBLIC SERVICE DISTRICT
WATER REVENUE FUND CHECKING ACCOUNT
OCTOBER 19, 2000**

CHECKS WRITTEN BETWEEN SEPTEMBER 22, 2000, AND OCTOBER 18, 2000

CHECK NO. 25379	Allegheny Power	\$ 281.15
25380	Auto Fleet & Industrial Supply	31.13
25381	AT&T - State Calling Service	19.81
25382	Stephen & Sharon Bowles	50.98
25383	Gerald T. Crank	11.22
25384	John P. Conner	50.99
25385	Dominion Hope	15.60
25386	John Dixon & Shannon Dixon	51.03
25387	Jessica Lynn Fleming	4.04
25388	Iris F. Gilchrist	51.00
25389	Hardman's Supply Company	236.83
25390	Randy Hinkle	51.03
25391	James H. & Carol D. Kidd	50.98
25392	Mineral Wells PSD	210.75
25393	Municipal Bond Commission	1,592.00
25394	Mineral Wells PSD	3,885.46
25395	Alex Markley & Louise Markley	51.01
25396	Ohio Valley Muffler & Brake	248.57
25397	Parkersburg Office Supply	48.01
25398	Pifer's Service Center	394.18
25399	The Painters Menagerie	9.92
25400	Robert N. & Lynette Pahl	51.03
25401	Rena's Janitorial Contractors	146.00
25402	R L Roush Excavating	4,017.00
25403	Rural Development Admn.	2,112.00
25404	Sanitary Linen Service	99.02
25405	Jerald D. Spears	7.68
25406	David L. Shamblin	51.00
25407	U S Postal Service	7.00
25408	USDA-Rural Development	3,140.00
25409	WesBanco Bank-Parkersburg	110.00
25410	Wesbano Bank - Parkersburg	1,878.42
25411	WV Dept of Tax & Revenue	723.99
25412	WV Public Employees Retirement	1,618.00
25413	WesBanco-Water Res-Sams-CV	314.00
25414	AT&T	20.05
25415	Claywood Park PSD	10,871.26
25416	AT&T Wireless Services	189.00
25417	Daugherty Supply Co Inc.	134.29

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CHECKS - WATER REVENUE FUND CHECKING ACCOUNT
OCTOBER 19, 2000
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CHECKS WRITTEN BETWEEN SEPTEMBER 22, 2000, AND OCTOBER 18, 2000
(Continued)

CHECK NO. 25418	Fasteners & Supply Inc.	\$ 16.05
25419	Taylor's Disposal Inc.	14.00
25420	C I Thornburg	653.86
25421	Verizon	98.21
25422	R D Wilson Sons & Co Clkg	27.63
25423	Water Environmental Testing	67.50
25424	Void	
25425	Westco Internet	9.97
25426	Workers' Compensation Division	762.25
25427	Mineral Wells PSD	3,894.30
25428	U S Postal Service	108.90
25429	WesBanco Bank-Parkersburg	1,926.36
25430	WV State Treasury	6.00
25431	Void	
25432	Void	
25433	Void	

CHECKS WRITTEN TODAY THAT NEED AUTHORIZED

CHECK NO. 25434	Allegheny Power	\$ 207.28
25435	AT&T - State Calling Service	15.60
25436	Gerald R. Caltrider	4,263.84
25437	Harman Thompson Mallory & Ice	3,200.00
25438	Miss Utility of WV Inc	11.45
25439	Municipal Bond Commission	1,592.00
25440	Matheny Motor Truck Co. DBA	364.08
25441	Rena's Janitorial Contractors	133.50
25442	U S Postal Service	63.69
25443	Water Environmental Testing	216.00
25444	WV Public Employees Ins Agency	708.76
25445	WesBanco Bank-Parkersburg	110.00

**MINERAL WELLS PUBLIC SERVICE DISTRICT
SEWER REVENUE FUND CHECKING ACCOUNT
OCTOBER 19, 3000**

CHECKS WRITTEN BETWEEN SEPTEMBER 22, 2000, AND OCTOBER 18, 2000

CHECK NO. 27334	Allegheny Power	\$ 1,243.06
27335	AT&T - State Calling Service	19.79
27336	Gerald T. Crank	12.05
27337	Dominion Hope	15.60
27338	Crystal Dennewitz	19.07
27339	John Dixon & Shannon Dixon	51.03
27340	Delton Restaurants Inc.	50.97
27341	Eastern State's Pump/Equipment	2,340.00
27342	Heather Gant	19.81
27343	Randy Hinkle	51.03
27344	Industrial Rubber Products	22.80
27345	James H. & Carol D. Kidd	50.98
27346	David Jeffrey	50.00
27347	James R. Lett	200.00
27348	Mineral Wells PSD	271.48
27349	Municipal Bond Commission	16,852.52
27350	Alex Markley & Louise Markley	51.01
27351	Newberry Hardware Inc.	9.78
27352	The Painters Menagerie	15.36
27353	Roy L. Radabaugh	200.00
27354	Charles M Stewart	200.00
27355	Jerald D Spears	200.00
27356	David L Shamblin	51.00
27357	U S Postal Service	7.00
27358	WesBanco Bank-Parkersburg	1,054.17
27359	WesBanco Bank-Parkersburg	1,122.51
27360	WV Dept of Tax & Revenue	514.82
27361	WV Public Employees Retirement	1,101.05
27362	Lisa K Willey	250.00
27363	Arrow Concrete	192.00
27364	Allegheny Power	2,757.34
27365	Air Products and Chemicals Inc.	520.97
27366	AT&T	20.04
27367	Auto Fleet & Industrial Supply	31.12
27368	AT&T Wireless Services	188.99
27369	Danny's Lawn Service	405.00
27370	Daugherty Supply Co Inc	192.28
27371	Fasteners & Supply Inc	16.05
27372	Gene's Septic Tank Cleaning	430.00

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SEWER REVENUE FUND CHECKING ACCOUNT
OCTOBER 19, 2000
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**CHECKS WRITTEN BETWEEN SEPTEMBER 22, 2000, AND OCTOBER 18, 2000
(Continued)**

CHECK NO. 27373	Void	
27374	Void	
27375	Void	
27376	Void	
27377	Hardman's Supply Company	\$ 91.24
27378	Ohio Valley Muffler & Brake	248.58
27379	Parkersburg Sentinel Co	132.10
27380	Parkersburg Office Supply	48.02
27381	Pifer's Service Center	394.18
27382	Rena's Janitorial Contractors	384.00
27383	R L Roush Excavating	3,746.75
27384	Scots Landscape Nursery	55.00
27385	Sanitary Linen Service	99.02
27386	Taylor's Disposal Inc	14.00
27387	C I Thornburg	360.00
27388	Thomas Lawnmower Service Inc	50.95
27389	Verizon	449.36
27390	R D Wilson Sons & Co Clkg	27.63
27391	Water Environmental Testing	187.50
27392	WV Water & Waste Supply	493.97
27393	Void	
27394	Westco Internet	9.98
27395	Workers' Compensation Division	655.65
27396	U S Postal Service	108.90
27397	Wesbanco Bank-Parkersburg	1,220.77
27298	WV State Treasury	18.01

CHECKS WRITTEN TODAY THAT NEED AUTHORIZED

CHECK NO. 27399	Allegheny Power	\$ 1,229.05
27400	Air Products and Chemicals Inc	26.40
27401	AT&T - Calling Service	15.59
27402	Charles S Beeson	50.00
27403	Harman Thompson Mallory & Ice	3,200.00
27404	Miss Utility of WV Inc	11.45
27405	Matheny Motor Truck Co DBA	364.08
27406	Rena's Janitorial Contractors	406.50

**MINERAL WELLS PUBLIC SERVICE DISTRICT
SEWER REVENUE FUND CHECKING ACCOUNT
OCTOBER 19, 2000
PAGE 3**

CHECKS WRITTEN TODAY THAT NEED AUTHORIZED (continued)

CHECK NO. U S Postal Service	558.69
27408 Water Environmental Testing	195.00
27409 WV Public Employees Ins Agency	492.52
27410 WesBanco Bank-Parkersburg	978.17

PAYROLL CHECKS WRITTEN SINCE THE SEPTEMBER 22, 2000, BOARD MEETING

CHECK NO. 00508 Margaret Batten	\$ 825.94
00509 Richard Shayne Brabham	631.26
00510 William H. Byers, Jr.	1,120.72
00511 Linda K. Church	672.02
00512 Russell P. Hanna	586.11
00513 Mark K. Murphy	609.96
00514 Nellie B. Radcliff	628.84
00515 Jerald D. Spears	735.91
00516 Ronald E. Amos	438.67
00517 Margaret Batten	838.61
00518 Richard Shayne Brabham	661.71
00519 William H. Byers, Jr.	1,020.55
00520 Linda K. Church	693.35
00521 Russell P. Hanna	640.14
00522 Mark K. Murphy	629.61
00523 Nellie B. Radcliff	609.17
00524 Jerald D. Spears	730.04

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE RECEIVED OR MAILED
SINCE THE SEPTEMBER 21, 2000, BOARD MEETING
OCTOBER 19, 2000**

1. Letter from Terry W. Thomas, Chief, PMBS Volunteer Fire Department, listing the number of gallons of water used for training purposes and the number of gallons of water used for fire fighting during the month of September.
2. ***The PIPELINE, News & Views From the Water & Wastewater Division***, a publication of the Water & Wastewater Division, Public Service Commission of West Virginia, dated September, 2000.
3. Training Announcement from the West Virginia Rural Water Association about a training class entitled Wastewater Rules and Regulations to be held at 9 a.m. on November 2, 2000, at City Hall in Vienna, West Virginia.
4. Training Announcement from the West Virginia Rural Water Association about a training class entitled Water Chemistry 101 to be held at 9 a.m. on November 8, 2000, at City Hall in Vienna, West Virginia.
5. ***etc. NEWSLINE***, a publication of the West Virginia Environmental Training Center, Cedar Lakes, Ripley, West Virginia, dated October 2000.
6. ***SRF Money Matters***, a quarterly publication of the Construction Assistance Branch, Division of Environmental Protection's Office of Water Resources, dated Summer 2000, Volume 5, Issue 3.
7. ***Inside Look***, a publication of West Virginia Workers Compensation Division of the West Virginia Bureau of Employment Programs, dated September 2000.
8. ***West Virginia Rural Water Association Infrastructure Council Report NEWSLETTER***, a publication of the WVRWA, dated October 6, 2000, Vol. 4, Issue 10.
9. Four notices that were hand delivered to District customers informing them of an interruption in water service to allow the tie-in of different areas of the District's new water mains.
10. Copy of the minutes of the Progress Meeting held on September 18, 2000, at the construction site of the District's new office and maintenance buildings
11. Fax dated September 20, 2000, to Christina Turley from William Byers, Jr., stating that the District is having its bac-t water samples done by Water Environmental Testing located in Mineral Wells, West Virginia, and requesting any information necessary to remain in compliance since the West Virginia State Laboratory is no longer testing the samples.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE - OCTOBER 19, 2000
PAGE 2**

12. Copy of a letter dated September 21, 2000, to Matt Warner from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing two copies of the cut sheets for the storm sewer to serve the new development on Route 21.
13. Copy of a letter dated September 21, 2000, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, from Charles M. Stewart containing information requested by PSC Staff concerning Case No. 00-1294-PSD-PW, the District's request that the PSC waive its regulations on the approval of an engineering firm to do the District's de-chlorination project.
14. Copy of a letter dated September 21, 2000, to George Blum, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the District's letter dated September 21, 2000, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, relative to PSC Case No. 00-1294-PSD-PW.
15. Fax dated September 21, 2000, to the Mineral Wells Public Service District from Dale Meadows, D-3 Permits, West Virginia Department of Transportation, containing a letter dated September 21, 2000, to Charles Stewart from Mr. Meadows granting permission for the District to reduce its construction bond on Permit 3-99-0428 from \$100,000 to \$10,000.
16. Letter dated September 21, 2000, to Charles Stewart from Dale Meadows, Permits Supervisor, West Virginia Department of Transportation, granting permission for the district to reduce its construction bond on Permit 3-99-0428 from \$100,000 to \$10,000.
17. Copy of a letter dated September 21, 2000, to Lisa Bunner, Bill Bailey Insurance Agency, Inc., from Margaret Batten enclosing a copy of the above letter from Dale Meadows, West Virginia Department of Transportation, relative to reducing the District's construction bond on Permit No. 3-99-0428 from \$100,000 to \$10,000.
18. Letter dated September 21, 2000, to District from Jeffrey E. Smith, OEHS Program Manager, Environmental Engineering Division, requesting the name, classification number, and position at of the plant of the District's wastewater treatment plant operator.
19. Copy of a letter dated September 21, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing for review and approval four copies of Requisition No. 12 for the District's Rockport Waterline Extension Project.
20. Copy of a letter dated September 21, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing for review and approval four copies of Requisition No. 12 for the District's Water System Improvement Project.

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE - OCTOBER 19, 2000
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21. Copy of a the Final Decree of Chapter 7 Bankruptcy for Sharyn Renee Spellman from the United Bankruptcy Court, Ronald G. Pearson, United States Bankruptcy Judge.
22. A letter dated September 22, 2000, to All Miss Utility of West Virginia Members from Him Kovach, relative to the Third Quarter Meeting to be held on Thursday, October 12, 2000, in Barboursville, West Virginia.
23. Fax dated September 22, 2000, to Gary D. Wilson, Rural Utilities Service, from Jerald D. Spears, enclosing a copy of a letter dated September 22, 2000, requesting funds in the amount of \$41,592.00 for the purchase of two new service trucks from the contingency fund of the District's Water System Improvements Project.
24. Copy of a letter dated September 22, 2000, to Gary D. Wilson, Rural Utilities Service, from Jerald D. Spears requesting funds in the amount of \$41,592.00 for the purchase of two new service trucks from the contingency fund of the District's Water System Improvements Project.
25. Copy of a letter dated September 22, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the above letter dated September 22, 2000, to Gary Wilson, Rural Utilities Service, from Jerald D. Spears requesting \$41,592.00 for the purchase of two new service trucks from the contingency fund of the District's Water System Improvements Project.
26. Letter dated September 22, 2000, to the District from Margaret Womack, Office Manager, Gene's Septic Tank Cleaning, enclosing invoice #5957 for loads of sewage dumped into the District's wastewater treatment plant system.
27. Letter dated September 22, 2000, to the District from Margaret Womack, Office Manager, Gene's Septic Tank Cleaning, relative to payment for cleaning the District's contact chambers at the wastewater treatment plant.
28. Copy of a letter dated September 22, 2000, to David Jarrett, Utilities Division, Public Service Commission of West Virginia, from Margaret Batten enclosing a copy of the District's Public Service Commission Annual Report and annual audit for fiscal year 2000.
29. Copy of a letter dated September 22, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing for review and approval four copies of Addendum No. 5 to the Agreement for Engineering Services dated November 13, 1996, by and between the District and Cerrone Associates, Inc., for the Rockport and Water System Improvement Projects.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
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30. Letter dated September 25, 2000, to Gary Wilson, Rural Utilities Service, from Manning Frymier, P.E., Cerrone Associates, Inc., containing a cost estimate and a map showing the extent of the proposed water project to serve residents along an additional 1.6 miles of Buck Run Road.
31. Copy of a letter dated September 25, 2000, to Mary Rader, Wood County Commission, from Margaret Batten enclosing a copy of the minutes of the regular board meeting held on August 17, 2000, and a copy of the minutes of the special board meeting held on September 6, 2000.
32. Copy of a letter dated September 25, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the District's Public Service Commission Report for both water and sewer and a copy of the audit report for fiscal year 2000.
33. Copy of a letter dated September 25, 2000, to Daniel Yonkosky, Director, West Virginia Water Development Authority, from Margaret Batten enclosing a copy of the District's annual audit report for fiscal year 2000.
34. Copy of a letter dated September 25, 2000, to Schlumberger from Linda Church relative to the return of Advance Handheld Loaner No. 0261.
35. Copy of a letter dated September 25, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the Minutes of the regular board meeting held on August 17, 2000, and a copy of the minutes of the special board meeting held on September 6, 2000.
36. Letter dated September 25, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, approving payments of \$12,911.21 to J. C. Bosley Construction, Inc., and \$4,110.54 to Cerrone Associates, Inc., for the District's Rockport Waterline Construction Project.
37. Letter dated September 25, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, approving payments of \$13,857.19 to J. C. Bosley Construction, Inc., \$43,578.48 to Lou Morgan Builders, Inc., \$11.25 to Goyle Engineering, Inc., and \$5713.18 to Cerrone Associates, Inc. for the District's Water System Improvements Project.
38. Fax dated September 25, 2000, to Jerry Spears from Jim Mayles, P.E., Cerrone Associates, Inc., relative to Mid-Atlantic supply locks for the Rockport Waterline Extension Project and Water System Improvements Project.
39. Letter dated September 25, 2000, to Charles Stewart from Jack Denault, US Channel Operations Officer, Lucent Technologies, relative to the District's account with Lucent to Avaya, a spin-off of Lucent's PBX, SYSTIMAX structured cabling and LAN-based data

MINERAL WELLS PUBLIC SERVICE DISTRICT
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business.

40. Letter dated September 25, 2000, to Jerald D. Spears from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing a copy of the Commission Referral Order in Case No. 00-1294-PSD-PW.
41. Fax dated September 26, 2000, to George Blum, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of a letter to the District from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing a copy of the Commission Referral Order in Case No. 00-1294-PSD-PW.
42. Copy of a letter dated September 26, 2000, to J. C. Bosley Construction, Inc., from Margaret Batten enclosing check no. 1030 in the amount \$12,912.20 and check no. 1039 in the amount of \$13,857.19 in payment of Contractor's Estimate No. 11 for the Rockport Waterline Extension Project and Water System Improvements Project.
43. Copy of a letter dated September 26, 2000, to Lou Morgan Builders, Inc., from Margaret Batten enclosing check no. 1040 in the amount of \$43,578.48 as shown on Requisition No. 12 for the Water System Improvements Project.
44. Fax dated September 26, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Jerald D. Spears enclosing a copy of the letter dated September 25, 2000, to the District from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, containing a copy of the Commission Referral Order in Case No. 00-1294-PSD-PW.
45. Fax dated September 26, 2000, to Margaret from Cathleen, WesBanco Bank Parkersburg containing copies of the Electric Funds Transfer Confirmation for deposits made to the Rockport Waterline Project Construction Account and the Water System Improvements Project Construction Account.
46. Fax dated September 26, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing a copy of the Electric Funds Transfer Confirmation for the Rockport Waterline Project Construction Account and the Water System Improvements Construction Account and a copy of the deposit ticket in the amount of \$44,000.00 which was transferred from the Office Building Account to the Water System Improvements Account.
47. Fax dated September 26, 2000, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., requesting the maximum flow recorded at the District's sewage treatment plant effluent meter.
48. Copy of a letter dated September 26, 2000, to Gary Wilson, Rural Utilities Service, from

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LIST OF CORRESPONDENCE - OCTOBER 19, 2000
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Margaret Batten enclosing the following change orders for review and approval: Change Order No. 5 to Contract #1 and Change Order No. 6 to Contract #1, Water System Improvements Project, Change Order No. 4 to Contract #4 and Change Order No. 5 to Contract #4, Office and Maintenance Buildings, and Change Order No. 5 to Contract #2, Rockport Waterline Extension Project.

49. Copy of a letter dated September 26, 2000, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing a copy of the District's annual audit report for fiscal year 2000.
50. Copy of a letter dated September 26, 2000, to Goyle Engineering, Inc., from Margaret Batten enclosing check no. 1041 in the amount of \$11.25 as payment for concrete compression testing on the District's new office and maintenance building project.
51. Copy of a letter dated September 26, 2000, to Diane Wolfe, Legal Assistant, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing a copy of the District's annual audit report for fiscal year 2000.
52. Copy of a letter dated September 26, 2000, to the West Virginia State Tax Department from Margaret Batten enclosing two copies of the Districts's annual audit report for fiscal year 2000.
53. Copy of a letter dated September 26, 2000, to Earl Lucas, Mid-Ohio Valley Regional Planning and Development Council, from Margaret Batten enclosing a copy of the District's annual audit report for fiscal year 2000.
54. Copy of a letter dated September 26, 2000, to Moody's NRMSIR Public Finance Information Center from Margaret Batten enclosing a copy of the District's annual audit report for fiscal year 2000.
55. Copy of a letter dated September 26, 2000, to Disclosure, Inc., from Margaret Batten enclosing a copy of the District's annual audit report for fiscal year 2000.
56. Copy of a letter dated September 26, 2000, to Kenny Information Systems, Inc., from Margaret Batten enclosing a copy of the District's annual audit report for fiscal year 2000.
57. Copy of a letter dated September 26, 2000, to Carrie L. Grimm, WV Division of Environmental Protection, from Margaret Batten enclosing a copy of the District's annual audit report for fiscal year 2000.
58. Copy of a letter dated September 26, 2000, to R. R. Donnelley Financial from Margaret Batten enclosing a copy of the District's annual audit report for fiscal year 200.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
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59. Copy of a letter dated September 26, 2000, to The Bond Buyer from Margaret Batten enclosing a copy of the District's annual audit report for fiscal year 2000.
60. Copy of a letter dated September 26, 2000, to Bloomberg Municipal Repository from Margaret Batten enclosing a copy of the District's annual audit report for fiscal year 2000.
61. Copy of a letter dated September 26, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing check no. 1042 in the amount of \$5,713.18 and check no. 1031 in the amount of \$4,110.54 as payment for Construction Administration and Resident Inspection Costs as shown on Requisition No. 12 for the Water System Improvements Project and the Rockport Waterline Construction Project.
62. Copy of a letter dated September 26, 2000, to Russ Henderson, USDA Rural Utilities Service, from Dominick P. Cerrone, Cerrone Associates, Inc., enclosing a copy of the Project Update dated September 26, 2000, for the District's Office and Maintenance Building Project.
63. Copy of a letter dated September 26, 2000, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, from Cassius H. Toon, Public Service Commission Staff Attorney, enclosing a copy of "Second Supplement To The Working Group Report" dated September 25, 2000, relative to the Commission's water and sewer line extension rules.
64. Copy of a letter dated September 26, 2000, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, from Cecelia G. Jarrell, Staff Attorney, enclosing an original and twelve copies of the "First Set of Interrogatories, Data Request or Requests for Information by the Staff of the Public Service Commission of West Virginia" for Case No. 00-1294-PSD-PW.
65. Letter dated September 26, 2000, to Margaret Batten from Lisa Bunner, Bill Bailey Insurance Agency, enclosing paperwork to be signed by the West Virginia Department of Transportation and the District to reduce the District's construction bond from \$100,000 to \$10,000.
66. FmHA Inspection Report No. 8 dated September 27, 2000, for the District's Water System Improvements Project and the Rockport Waterline Extension Project prepared by Russell L. Henderson, Contract Specialist, Rural Development Utilities.
67. Fax dated September 27, 2000, to Jerry or Bill from Manning Frymier, P.E., Cerrone Associates, Inc., requesting a copy of a record drawing showing the waterlines on Tracewell Cemetery Road in the area of the Laborers Training Center.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
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68. Letter dated September 28, 2000, to Perry P. Pietranton, Mineral Wells PSD, from John M. Boyle, Ph.D., Schulman, Ronca, & Bucuvalas, Inc., relative to a Forest Service Survey Form.
69. Fax dated September 28, 2000, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., requesting that daily tests be conducted at the District's wastewater treatment plant to obtain a daily DO, ammonia, and alkalinity profile influent through effluent with readings in each lagoon cell.
70. Fax dated September 28, 2000, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., relative to the District's use of potassium permanganate in its wastewater treatment system.
71. Copy of a letter dated September 28, 2000, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, from Margaret Batten enclosing thirteen copies of the affidavit of publication for the Notice of Application to Change Rates for an emergency rate increase for the District's sewer customers.
72. Copy of a sewer bill reprint for Tabitha Schofield, a tenant of #14 Pettyville Gardens, mailed to RCDI, Attention: Greg, owner of the apartment complex.
73. Letter dated September 28, 2000, to Jerald D. Spears from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing a copy of the Final Joint Staff Memorandum in Case No. 00-1294-PSD-PW.
74. Notice of Change in Compliance Requirements dated September 28, 2000, from Frank Hennessy, Senior Compliance Director, Personnel Concepts Limited, relative to OSHA P.L. 91-596.
75. Copy of a letter dated September 29, 2000, to George Blum, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the above letter dated September 28, 2000, to Jerald Spears from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, containing a copy of the Final Joint Staff Memorandum in Case No. 00-1294-PSD-PW.
76. Copy of a letter dated September 29, 2000, to Jesse Sheppard, WV Division of Highways, District 3, from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing a copy of a cost estimate for connecting the sewer line at the WalMart Plaza in Pettyville into the Mineral Wells PSD sewer.
77. Copy of a letter dated September 29, 2000, to the WV Municipal Bond Commission from Margaret Batten enclosing Check No. 27349 in the amount of \$16,852.52 for the District's sewage bond payments and check no. 25393 in the amount of \$1,592.00 for the District's

**MINERAL WELLS PUBLIC SERVICE DISTRICT
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water bond payment.

78. Copy of a letter dated September 29, 2000, to Steven Hardman, Attorney-at-Law, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing a copy of the above letter dated September 28, 2000, to Jerald Spears from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, containing a copy of the Final Joint Staff Memorandum in Case No. 00-1294-PSD-PW.
79. Fax dated October 2, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the above letter dated September 28, 2000, to Jerald Spears from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, containing a copy of the Final Joint Staff Memorandum in Case No. 00-1294-PSD-PW.
80. Copy of the Final Order in PSC Case No. 00-0673-PSD-42A dated October 2, 2000, granting the District a five percent emergency interim sewer rate increase.
81. Letter dated October 2, 2000, to Jerry Spears from George A. Shinsky, Construction Engineer, West Virginia Department of Transportation, Division of Highways, relative to a pre-construction conference to be held on October 11, 2000, at 9 a.m. at the WVDOH District 3 Conference Room, Parkersburg, WV, for Project No. Cm-0014(064)E, S354-14-8.66, Parkersburg-Mineral Wells Road.
82. Copy of memo to all the District's water customers on the Rockport Waterline Extension Project from Jerald D. Spears informing them that water service is available to be turned on.
83. Copy of a letter dated October 3, 2000, to West Virginia Water Development Authority from Margaret Batten stating that deposits in the amount of \$5,688.40 (Revenue Fund) and \$568.82 (Reserve Fund) were made to the West Virginia Municipal Bond Commission on behalf of the District on October 3, 2000, for Sewage System Revenue Bonds, Series 1995.
84. Copy of a letter dated October 3, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Jerald D. Spears relative to Sewer Plant Non-Compliance/Infiltration/Inflow Study.
85. Letter dated October 3, 2000, to Charles Stewart from Randall Cole, Cerrone Associates, Inc., enclosing an approved copy of Change Order No. 1 to Contract No. 3 for the Water System Improvements and the Rockport Water Extension Projects.
86. Letter dated October 3, 2000, to Charles Stewart from Marcia B. Hill, Utilities Division, Public Service Commission of West Virginia, enclosing three copies of tariff P.S.C. W. Va. No. 5, reflecting sewer rates and charges as approved by Interim Recommended Decision of

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September 12, 2000, in Case No. 00-0673-PSD-42A to be signed and returned.

87. Fax dated October 4, 2000, to Jim Mayles, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the water easement from Robert and Kathleen Matheny recorded in Deed Book 1005, Page 932.
88. Letter dated October 4, 2000, to Margaret Batten from Linda A. Riggs, Executive Assistant, Frall Developers, Inc. relative to the water connection for the Rockport Post Office.
89. Fax dated October 4, 2000, to Dominick P. Cerrone, Cerrone Associates, Inc., from Jerry Spears relative to the construction and placement of the work bench in the District's new maintenance building.
90. Copy of a letter dated October 4, 2000, to Jeffrey E. Smith, Bureau for Public Health, Office of Environmental Health Services, from Jerald D. Spears enclosing one copy each of the wastewater operators licenses for William Byers and Shayne Brabham.
91. Letter dated October 5, 2000, to Jerry Spears from Clarence Cox, Parkersburg Utility Board, enclosing a registration form for a compliance workshop that is being sponsored by the Municipal Water Quality Association on October 23 and 24 in Flatwoods, WV.
92. Letter dated October 5, 2000, to Jerry Spears from Jim Mayles, P.E., Cerrone Associates, Inc., enclosing a drawing showing the approximate locations of the District's fire hydrants.
93. Copy of a letter dated October 5, 2000, to Wilma Hodge, West Virginia Bureau of Public Health, from Margaret Batten enclosing the District's Monthly Operation Report and a copy of the District's Daily Water Purchase Tally for the month of September, 2000.
94. Copy of a letter dated October 5, 2000, to George Blum, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the Public Service Commission Final Order for Case No. 00-00673-PSD-42A.
95. Letter dated October 6, 2000, to Jerry Spears from Randall Cole, Cerrone Associates, Inc., enclosing an updated "Punchlist" compiled by Rick Merritt for Contract 2 of the Rockport Waterline Extension Project.
96. Fax dated October 6, 2000, to Dominick Cerrone, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the drawing for furnishings for the new office building prepared by Parkersburg Office Supply.
97. Fax dated October 6, 2000, to Margaret Batten from Dominick P. Cerrone, Cerrone

**MINERAL WELLS PUBLIC SERVICE DISTRICT
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- Associates, Inc., enclosing specifications for the work stations for the District's new office building.
98. Letter dated October 9, 2000, to Charles Stewart from Randall Cole, Cerrone Associates, Inc., enclosing an approved Copy of Change Order No. 3 to Lou Morgan Builders.
 99. Copy of a letter dated October 9, 2000, to Marcia B. Hill, Utilities Division, Public Service Commission of West Virginia, enclosing three copies of signed tariff P.S.C. W.Va. No. 5 for Case No. 00-0673-PSD-42A.
 100. Copy of a letter dated October 9, 2000, to Ashok M. Sanghavi, P.E, S & S Engineers, from Jerald D. Spears stating that the District released a sewer easement through the property owned by Hampton Inn by Quitclaim of Easement dated April 2, 1997, and recorded in Deed Book 996, Page 998, of the Office of the County Clerk of Wood County.
 101. Copy of a letter dated October 9, 2000, to Cindy Musser, Department of Natural Resources from Jerald D. Spears enclosing a copy of the WV National Pollutant Discharge Elimination System Discharge Monitoring Report (WRD 2A-82) and a copy of the WV Summary of Waste Water Treatment Plant Operators (ES59) for the month of September for the District's wastewater treatment plant.
 102. Copy of a letter dated October 9, 2000, to Manning Frymier, P.E., Cerrone Associates, Inc., from Jerald D. Spears enclosing a copy of the WV National Pollutant Discharge Elimination System Discharge Monitoring Report (WRD-2A-82) and a copy of the WV Summary of Waste Water Treatment Plant Operators (ES59) for the month of September for the District's wastewater treatment plant.
 103. Copy of a letter dated October 9, 2000, to Municipal Branch, Office of Water Resources (DNR) from Jerald D. Spears enclosing a copy of the WV National Pollutant Discharge Elimination System Discharge Monitoring Report (WRD-2A-82) and a copy of the WV Summary of Waste Water Treatment Plant Operators (ES59) for the month of September for the District's wastewater treatment plant.
- Copy of a letter dated October 9, 2000, to West Virginia Bureau For Public Health, Office of Environmental Health Services, from Jerald D. Spears enclosing a copy of the WV National Pollutant Discharge System Discharge Monitoring Report (WRD 2A-82) and a copy of the WV Summary of Waste Water Treatment Plant Operators (ES59) for the month of September for the District's wastewater treatment plant.
105. Letter dated October 9, 2000, to Public Service Districts, Municipalities, and Homeowners Associations, from Amy L. Swann, Director, Water and Wastewater Division, Public Service

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Commission, and Earl Melton, Director, Engineering Division, Public Service Commission of West Virginia, extending an invitation to attend a Field Employees Seminar.

106. Letter dated October 10, 2000, to Jerald Spears from Jesse E. Sheppard, District Three Utilities Supervisor, West Virginia Department of Transportation, Division of Highways, stating that Contract #1, Water System Improvements Project is completed and is satisfactory concerning the Department of Highways encroachment.
107. Letter dated October 11, 2000, to Charles Stewart from Dominick P. Cerrone, Cerrone Associates, Inc., enclosing a update regarding complaints from Delbert Matheny about run off coming into his property adjacent to the District's new office building property.
108. Copy of a letter dated October 11, 2000, to Accounts Receivable, 84 Lumber - Bldg #1, from Margaret Batten stating that the District is not set up to take payments electronically.
109. Fax dated October 11, 2000, to Joe Marakovits, Technical Analyst III, Public Service Commission of West Virginia, enclosing copies of two invoices from Washington Landmark, Inc., for the purchase of sodium nitrate.
110. Letter dated October 11, 2000, to Margaret Batten from Dominick P. Cerrone, Cerrone Associates, Inc., enclosing three copies each of plans and specifications for office equipment furniture for the office room at the District's new office building.
111. Memorandum dated October 11, 2000, to All FY 2001 Priority List Applicants from Mike Johnson, P.E., Assistant Chief, Construction Assistance, West Virginia Division of Environmental Protection, stating Kanawha Falls PSD (Smithers Job) and City of Kingwood have been added to the FY 2001 Priority List for the State Revolving Fund.
112. Fax dated October 11, 2000, to Joe Marakovits, Technical Analyst III, Public Service Commission of West Virginia, from Margaret Batten enclosing a list of sewer extension payments made by the District between July 1997 and June 1998.
113. Fax dated October 11, 2000, to James Ruckman, Cerrone Associates, Inc., from Margaret Batten for Rick Merritt enclosing a drawing of the District's maintenance and office building.
114. Letter dated August 23, 2000, and postmarked October 12, 2000, to All Loan Recipients from the WV Division of Environmental Protection relative to several financial submittals that are required of all loan recipients.
115. Letter to the District from Claywood Park PSD along with an invoice in the amount of \$9,095.25 explaining the Water Plant Cost Allocation for the Year July 1, 1999, to June 30,

MINERAL WELLS PUBLIC SERVICE DISTRICT
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2000.

116. Fax dated October 13, 2000, to Dominick P. Cerrone, Cerrone Associates, Inc., from Margaret Batten instructing him to prepare a change order for Miller Communications to run computer wiring for the District's new office and maintenance buildings.
117. Fax dated October 13, 2000, to the Editor, **PARKERSBURG NEWS**, from Margaret Batten enclosing a notice about the District's October 19, 2000, board meeting to be published in the newspaper on or before Tuesday, October 17, 2000.
118. Fax dated October 13, 2000, to the Editor, **PARKERSBURG SENTINEL**, from Margaret Batten enclosing a notice about the District's October 19, 2000, board meeting to be published in the newspaper on or before Tuesday, October 17, 2000.
119. Copy of a letter dated October 13, 2000 to the Wal-Mart Stores, Bentonville, Arkansas, from Jerald D. Spears relative to the Pettyville Wal-Mart Store having difficulty meeting the West Virginia State mandated Division of Environmental Protection permit requirements for release of non-domestic pre-treated wastewater into the District's sanitary sewer system.
120. Copy of a letter dated October 13, 2000, to Sales-Manager, Noe Office Equipment, from Margaret Batten enclosing a copy of the plans and specifications for office furniture for the District's new office building and requesting that a bid for the furniture be submitted to our office prior to 4 p.m., October 31, 2000.
121. Copy of a letter dated October 13, 2000, to Mindy Wargowsky, Parkersburg Office Supply, from Margaret Batten enclosing a copy of the plans and specifications for office furniture for the District's new office building and requesting that a bid for the furniture be submitted to our office prior to 4 p.m., October 13, 2000.
122. Copy of a letter dated October 13, 2000, to Sales Manager-Office Furniture, Central Office Supply, from Margaret Batten enclosing a copy of the plans and specifications for office furniture for the District's new office building and requesting that a bid for the furniture be submitted to our office prior to 4 p.m., October 13, 2000.
123. Copy of a letter dated October 13, 2000, to John D. Perdue, Office of State Treasurer, Unclaimed Property Division, from Margaret Batten enclosing the "Unclaimed Property Report Form UP-9-7" and "UP-8-8" for the District for fiscal year 2000 along with checks totaling \$24.01.
- 124.* Letter dated October 13, 2000, to Charles Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing for review and approval four copies each of Requisition No. 13

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE - OCTOBER 19, 2000
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for the District's Water System Improvement Project and the Rockport Waterline Extension Project.

125. Copy of a letter dated October 16, 2000, to Single Audit Clearinghouse from Margaret Batten enclosing a copy of the District's annual audit report for fiscal year 2000.
126. Copy of a letter dated October 16, 2000, to Sheila Snyder, Wal-Mart Store #2823, from Margaret Batten enclosing a copy of the District's letter dated October 13, 2000, to the Wal-Mart Stores, Bentonville, Arkansas, relative to non-compliance with DEP permit requirements for the release of non-domestic pre-treated wastewater into the District's sanitary sewer system.
127. Copy of a letter dated October 16, 2000, to Cindy Musser, Department of Natural Resources, from Margaret Batten enclosing a copy of the District's letter to Wal-Mart Stores, Bentonville, Arkansas, relative to the Pettyville Wal-Mart Store being out of compliance with its DEP permit requirements for the release of non-domesticated pre-treated wastewater into the District's sanitary sewer.
128. Copy of a letter dated October 16, 2000, to Barbara S. Taylor, West Virginia Division of Environmental Protections, Office of Water Resources, from Margaret Batten enclosing a copy of the District's letter dated October 13, 2000, to the Wal-Mart Stores, Bentonville, Arkansas, relative to the Pettyville Wal-Mart Store being out of compliance with its DEP permit requirements for the release of non-domestic pre-treated wastewater into the District's sanitary sewer.
129. Letter dated October 16, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, stating that funds in the amount of \$9,000 were ordered from RUS on that day and will be deposited electronically into the District's Water Improvement Construction Account at WesBanco on October 18, 2000.
130. Letter dated October 16, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, stating that payment of \$9,000.00 to the United States Department of Agriculture has been approved to be paid from the Water System Improvements Account.
- 131.* Letter dated October 16, 2000, to Charles Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing for review and approve five copies each of the Change Order No. 2 to Contract 3 for the Water System Improvements and the Rockport Water Extensions Projects and five copies each of the Certificate of Substantial Completion for the Price Road and Rockport Water Tanks.
- 132.* Five copies of Change Order No. 6 to Lou Morgan Builders in the amount of \$1,984.00 to

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provide computer infrastructure in the District's new office and maintenance buildings for review and approval.

133. Letter dated October 16, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, stating that funds in the amount of \$3,000.00 were ordered from RUS on that day and will be electronically deposited into the Rockport Waterline Construction Account on October 18, 2000.
134. Letter dated October 16, 2000, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, approving payment of \$3,000.00 to the United States Department of Agriculture from the Rockport Water Extension Project Account at WesBanco.
135. Fax dated October 17, 2000, to Jim Mayles or Randy Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a list of items remaining to be done on Contracts #1 #2.
136. Fax dated October 17, 2000 to Jim Mayles or Randy Cole, Cerrone Associates, Inc., from Margaret Batten for Rick Merritt enclosing a list of add ons remaining to be done on Contracts #1 and #2.
137. Fax dated October 17, 2000, to Sean Ireland, Utility Analyst I, Public Service Commission of West Virginia, from Margaret Batten enclosing a copy of the Municipal Bond Commission Statement, Financial Statement, and Workers' Compensation Form.
138. Fax dated October 17, 2000, to the District from Dominick P. Cerrone, Cerrone Associates, Inc., enclosing a copy of the October 16, 2000, Progress Meeting Minutes for the District's new office and maintenance buildings.
139. Memo dated October 18, 2000, to the following water customers on the Rockport Waterline Extension Project relative to picking up a pressure reducing valve at the District Office: Norita Hilton, Mary Daggett Estate, H. Eugene Smith, Steve Combs, John Ryan, Cecile Morgan Estate, Earl Ryan, Jesse Ludwig, Gary Forshey, City Beer Distributing, Lura Arbogast, and Sammy and Pamela Snyder.
140. Letter dated October 18, 2000, to all Sewer Customers of the District from Jerald D. Spears stating that smoke testing of the District's sewer system will begin the week of October 23, 2000.