

MINUTES OF A REGULAR MONTHLY BOARD
MEETING OF THE MINERAL WELLS PUBLIC
SERVICE DISTRICT HELD THURSDAY, FEBRUARY
15, 2001, IN THE DISTRICT'S OFFICE 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; Jerald D. Spears, Operations Manager; Margaret Batten, Office Manager; Nellie Radcliff, Office Technician; James Mayles, Assistant Engineer, Cerrone Associates, Inc.; Dennis Affolter, Bud Williams, Randall Affolter, Roger Payne and Blaine Lemon, Residents of Buck Run Road; Bob Knight, Roger Knight, Blaine Tennant and Larry Tennant, Residents of Lee Creek; were in attendance.

The first order of business was the concern of the Residents of Buck Run and Lee Creek about the capability of being able to load water into their tanks from the District's water loading station. They felt that the dispenser needed some modifications to be practical for water haulers to be able to fill their tanks. Mr. Radabaugh made a motion that Cerrone Associates, Inc., will prepare modifications for the loading station. Mr. Lett seconded the motion. The motion carried.

Mr. Affolter and Residents of Buck Run were interested in getting help to run water lines to four more families that live on beyond the extension that is being completed with the on-going project. The District informed them that the Wood County Commission may be able to give them some money for a self-help project. Mr. Affolter is to get the necessary signatures and get back with the District with the results. After their concerns were discussed, the Residents of Lee Creek and Buck Run excused themselves from the rest of the meeting.

Mr. Mayles, Assistant Engineer, Cerrone Associates, Inc., presented 5 copies of Certificate of Substantial Completion for Lou Morgan Builders and discussed with the District some of the final items that need to be cleared up with Lou Morgan Builders before the final completion. The items that needed attention were as follows:

1. Install cointimer at loading center and any other miscellaneous items so that the load center is fully operational
2. Backfill dirt around all curbs.
3. Install all remaining lighting in building.
4. Remove all temporary facilities.
5. Place remaining aggregate in shallow areas of the rear parking lot.

It was recommended that Mr. Stewart sign the Completion report, but retain Mr. Morgan's check until work is completed. Mr. Radabaugh made a motion authorizing the District to sign the Certificate of Substantial Completion and hold Lou Morgan's check until work is completed. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed the Substantial Completion.

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Requisitions No. 17 for the Water System Improvements Project and the Rockport Waterline Extension Project were presented to the Board by Mr. Mayles. Mr. Radabaugh made a motion that Requisitions No. 17 for Water System Improvements Project and for Rockport Waterline Extension Project be approved as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed Requisitions No. 17 for Water System Improvements Project and for Rockport Waterline Extension Project.

Mr. Radabaugh made a motion authorizing Cerrone Associates, Inc. to prepare a Change Order for Option 3 (per letter 88) for the parking lot revision. Also, to be included in this Change Order is a hand rail for the front entrance and a snow catch devise installed on the roof over the front door. Mr. Lett seconded the motion. The motion carried.

Mr. Lett made a motion that the Minutes of the January 18, 2001, Regular Board Meeting, January 19, 2001, Special Board Meeting, and February 2, 2001, Special Meeting be approved as presented. Mr. Radabaugh seconded the motion. The motion carried. Mr. Lett signed the Minutes.

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

1. Financial Statement dated January 31, 2001, for All Finances of the District (copy attached).
2. Financial Statement dated January 31, 2001, for Water Revenue Fund Checking Account (copy attached).
3. Financial Statement dated January 31, 2001, for Sewer Revenue Fund Checking Account (copy attached).
4. Financial Statement dated January 31, 2001, for Rockport Construction Checking Account (copy attached).
5. Financial Statement dated January 31, 2001, for Water Improvement Construction Account (copy attached).
6. Check Nos. 25615 thru 25666 written on the Water Revenue Fund Checking Account since the January 18, 2001, Board Meeting (copy attached).
7. Check Nos. 25667 thru 25678 written today on the Water Revenue Fund Checking Account (copy attached).
8. Check Nos. 27599 thru 27645 written on the Sewer Revenue Fund Checking Account (copy attached).
9. Payroll Check Nos. 00576 thru 00591 written on the Sewer Revenue Fund Checking Account (copy attached).
10. Check Nos. 27646 thru 27649 written today, February 15, 2001, on the Sewer Revenue Fund Checking Account and need authorized (copy attached).

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Mr. Lett seconded the motion. The motion carried.

Mrs. Batten discussed the following letters that had been received in the District's Office since the last Board meeting.

Letter 56 - Letter with Attachments 1 through 13 dated February 2, 2001, to Charles M. Stewart from Bobby Lewis, State Director, United States Department of Agriculture, Rural Development, listing conditions which must be understood and agreed to by the District before further consideration can be given to the District's application for a grant and loan to be used for the construction of a waterline extension to serve the residents of Stephens Fork, Sycamore Run, and the Limestone Ridge Areas of Wood, Wirt and Jackson Counties.

Letter 85 - Copy of a Facsimile to Steve Morgan, Lou Morgan Builders from Dominick P. Cerrone, Cerrone Associates, Inc., listing items that need to be completed at the District's new office and maintenance buildings prior to the District releasing the current pay request.

Letter 86 - Letter dated February 14, 2001, to the Mineral Wells Public Service District from James M. Cox, Manager, Lubeck Public Service District, requesting permission to extend their water lines into two different areas of our District. Mr. Radabaugh made a motion that Mr. Cox be notified that the Mineral Wells PSD Board of Commissioners have no objections to Lubeck Public Service District extending their lines to serve prospective customers on Wadesville Road and Lee Creek Road and thereby entering into the District's boundaries. Mr. Lett seconded the motion. The motion carries.

Letter 87- Memorandum dated February 13, 2001, to Fiscal year 2002 Priority List Applicants from Mike Johnson, P. E., Assistant Chief, West Virginia Division of Environmental Protection, enclosing a fact sheet that must be completed and returned no later than April 27, 2001, to be included on the FY02 Priority List for State Revolving Fund. Mr. Radabaugh made a motion that Cerrone Associates, Inc., complete the list for the State Revolving Fund. Mr Lett seconded the motion. The motion carried.

Letter 88 - Letter dated February 14, 2001, to Charles Stewart from Dominick P. Cerrone, Cerrone Associates, Inc., enclosing three alternatives to remedy the parking situation in front of the District's office.

Mrs. Batten discussed with the Board about Bond Counsel for the Sycamore Run, Stephens Fork etc., Water Line Extension. Mr. Radabaugh made a motion that a letter be prepared to Mr. Siegrist, requesting that his firm serve as Bond Counsel for the District for the Sycamore Run, Stephens Fork /Limestone project . Mr. Lett seconded the motion. The motion carried.

Mr. Spears discussed several items with the Board. One of the items discussed was increasing the cost of Gene's Septic Tank dumping into the District's Sewer manhole per load from \$28.00 for 2200 gallon to \$32.00 for 2200 gallon. Mr. Radabaugh made a motion that this raise be approved as presented. Mr. Lett seconded

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the motion. The motion carried.

Another topic that was discussed was the development of Green Valley. Mr. Frame and Mr. Casto had discussed with Mr. Spears about getting the District to install a water line to serve their property on Green Valley Run Road. The estimated length of line would be about 4800 feet, a cost of approximately \$16,000.00 to \$18,000.00. It was recommended that the developer install the lines and after a year turn the line and appurtenances over to the District at which time the District will reimburse the developer for all customers connected to the line, per Rule 5.5 of the PSC Rules and Regulations. Mr. Radabaugh made a motion that the District approve this water line extension as explained by Mr. Spears. Mr. Lett seconded the motion. The motion carried.

Dennis Cain, Realtor, wants to develop 6 ½ acres behind Wesley Bargeloh's rental property on Rt. 21. There will have to be 20 feet of fill over our existing lines. Mr. Radabaugh made a motion to authorize Mr. Cain to go over the existing lines provided they are encased and under the District's supervision. Mr. Lett seconded the motion. The motion carried.

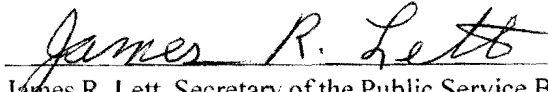
Mr. Stewart, Mr. Radabaugh, and Mr. Lett met in Executive Session at 7:40 p.m.

The Board reconvened at 7:55 p.m. Mr. Stewart announced that no action was taken in Executive Session.

All business having been concluded Mr. Radabaugh made a motion that the meeting be dismissed. Mr. Lett seconded the motion. The motion carried. Mr. Stewart adjourned the meeting at 7:53 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.



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
JANUARY 31, 2001**

CHECKING ACCOUNT

Water Revenue Fund Checking Account		
WesBanco Bank	\$ 5,617.34	
Sewer Revenue Fund Checking Account		
WesBanco Bank	430.88	
Rockport Construction Account		
WesBanco Bank	562.13	
Water Improvement Construction Account		
WesBanco Bank	<u>5,567.36</u>	
TOTAL IN CHECKING ACCOUNTS:		\$ 12,177.71

WATER ACCOUNTS

Depreciation Reserve Account		
WesBanco Bank	\$ 8,238.99	
Revenue Reserve Account		
WesBanco Bank	28,281.69	
Revenue Reserve Account-Sams Creek/Chesterville		
WesBanco Bank	5,723.10	
Security Deposit Account		
WesBanco Bank	<u>21,555.70</u>	
TOTAL IN WATER ACCOUNTS:		\$ 63,799.48

SEWER ACCOUNTS

Repair and Replacement Account		
WesBanco Bank	\$77,807.13	
Reserve for Grinder Pump Maintenance		
Prime Rate Money Market-WesBanco Bank	21,890.46	
Security Deposit Account		
WesBanco Bank	<u>14,121.41</u>	
TOTAL IN SEWER ACCOUNTS:		<u>\$113,819.00</u>
TOTAL ALL FINANCES, JANUARY 31, 2001		\$189,796.19

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
WATER REVENUE FUND CHECKING ACCOUNT
JANUARY 31, 2001**

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

\$ 9,183.55

RECEIPTS:

Water Sales	\$57,114.09
Reconnection Fees	20.00
Reimbursement-Water System Project	231.00
Reimbursement-WV Department of Highways	21,491.38
Payment-Kim Stevens	39.17
Tap Fees	900.00
Security Deposit Refunds	<u>773.94</u>

TOTAL RECEIPTS:

\$80,569.58

TOTAL CASH AVAILABLE:

\$89,753.13

EXPENDITURES:

Municipal Bond Commission	\$ 1,592.00
Rural Economic & Development	5,252.00
USDA-Rural Development.	9,000.00
WesBanco Bank-Parkersburg	110.00
WesBanco Bank-Parkersburg	314.00
WesBanco Bank-Parkersburg	3,513.29
Salaries	6,900.65
Commissioner's Salaries	300.00
WV Public Employees Retirement System	1,527.51
WV State Tax Department	666.22
WV Public Employees Insurance Agency	612.65
Allegheny Power	272.49
Claywood Park Public Service District	22,381.54
Cerrone Associates, Inc.	1,757.38
Everett L. Harper, Inc.	19,110.25
AT&T Wireless Service	186.80
Parkersburg Office Supply	190.28
Pifer's Service Center	732.04
R. L. Roush Excavating	411.25
Sanitary Linen Service	241.13
Verizon	96.04
U S Postal Service	142.80

**MINERAL WELLS PUBLIC SERVICE DISTRICT
 FINANCIAL STATEMENT-WATER-JANUARY, 2001
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AT&T-State Calling Service	\$ 12.14
Miss Utility of WV Inc.	27.40
Miller Communications	15.00
Rena's Janitorial Contractors	50.00
Workers Compensation Division	742.39
Cutlip-Warner Development Co.	1,754.83
WV DEP-Office of Water Resources	231.00
Linda Church	28.66
Easton Printing Company	54.50
Fasteners & Supply Inc.	16.63
Delbert Matheny	39.17
Rajesh Patel	4,554.47
Parkersburg Lock Service	17.28
Sa-So Company	88.00
State Electric Company	71.91
WV Rural Water Association	206.13
AT&T	10.08
Ahern and Associates	51.31
Ron Brown	53.29
Daryl F. Brown, Jr.	54.20
Ada Dillion	52.21
Michael Fleming	50.39
Britton L. Goebel	50.94
Hardman's Supply Company	73.25
Rodney Holbert	50.93
Mineral Wells Public Service District	128.00
Christina Nichols	50.97
Ohio Valley Muffler & Brake	9.48
Carol D. Pierce	52.20
Joshua L. Parsons	50.94
Chris and Angie Rosenbohm	51.34
Charles B. Smarr	51.49
Westco Internet	9.98
Taylor's Disposal	14.00
Terry Widener	<u>50.96</u>

TOTAL EXPENDITURES:

\$84,135.79

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
 WESBANCO BANK, JANUARY 31, 2001**

\$ 5,617.34

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
SEWER REVENUE FUND CHECKING ACCOUNT
JANUARY 31, 2001**

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

\$ 62.19

RECEIPTS:

Sewer Sales	\$44,867.60
Reimbursement WV DOH	623.75
Reimbursement WV DOH	122.50
Security Deposit Refunds	<u>615.53</u>

TOTAL RECEIPTS:

\$46,229.38

TOTAL CASH AVAILABLE:

\$46,291.57

EXPENDITURES:

Municipal Bond Commission	\$16,852.52
WesBanco Bank-Parkersburg	1,012.02
WesBanco Bank-Parkersburg	3,175.90
Salaries	6,270.66
Commissioners' Salaries	300.00
WV Public Employees Retirement System	1,383.61
WV State Tax Department	599.60
WV Public Employees Insurance Agency	588.63
Air Products	398.49
AT&T Wireless	186.79
Mineral Wells PSD	285.60
Parkersburg Office Supply	120.02
Pioneer Products, Inc.	2,291.25
Pifer's Service Center	820.08
R. L. Roush Excavating	698.00
Sanitary Linen Service	241.10
Somerville Fabricators, Inc.	500.59
Verizon	447.20
Allegheny Power	3,873.91
U. S. Postal Service	142.80
AT&T-State Calling Service	12.12
Miss Utility of West Virginia	27.40
Miller Communications	15.00
Roto Rooter Sewer Company	325.00

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-SEWER-JANUARY, 2001**

Rena's Janitorial Service	155.00
Water Environmental Testing	230.00
Workers Compensation Division	831.28
Cummins Cumberland, Inc.	692.30
Chemtek Corporation	531.67
Linda K. Church	28.66
Easton Printing Company	54.50
Fasteners & Supply, Inc.	16.62
Parkersburg Lock Service	17.27
WV DEP - Office of Water Resources	525.00
WV Rural Water Association	206.12
Ahern and Associates	51.31
Sharon Callow	20.83
Michael B. Fleming	50.39
Britton L. Goebel	50.94
Hardman's Supply Company	122.41
Rodney D. Holbert	50.93
Mineral Wells Public Service District	107.70
Christina Nichols	50.97
Ohio Valley Muffler & Brake	9.47
Parkersburg Office Supply	239.31
Pipe-Eye, LLC	375.00
Joshua L. Parsons	50.94
Goldie Powers	50.94
Chris and Angie Rosenbohm	51.34
Charles B. Smarr	51.49
WWT Electric	275.00
Water Environmental Testing	310.00
Westco Internet	9.97
Terry Widener	50.96
AT&T	10.08
Taylor's Disposal, Inc.	<u>14.00</u>

TOTAL EXPENDITURES:

\$45,860.69

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, JANUARY 31, 2001**

\$ 430.88

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
WATER IMPROVEMENT CONSTRUCTION ACCOUNT
JANUARY 31, 2001**

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION
ACCOUNT, WESBANCO BANK, DECEMBER 31, 2000** **\$ 6,006.17**

RECEIPTS:

Rural Utilities Service \$108,000.00

TOTAL RECEIPTS: **\$108,000.00**

TOTAL CASH AVAILABLE: **\$114,006.17**

EXPENDITURES:

J. C. Bosley Construction Company \$48,217.95

Lou Morgan Builders 53,770.00

Mineral Wells Public Service District 231.00

Cerrone Associates, Inc. 4,785.36

Professional Services, Inc. 1,434.50

TOTAL EXPENDITURES: **\$108,438.81**

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION ACCOUNT
WESBANCO BANK, JANUARY 31, 2001** **\$ 5,567.36**

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
ROCKPORT CONSTRUCTION ACCOUNT
JANUARY 31, 2001**

**BALANCE IN ROCKPORT CONSTRUCTION
ACCOUNT, WESBANCO BANK, DECEMBER 31, 2000** **\$ 439.55**

RECEIPTS:

Rural Utilities Service \$ 50,500.00

TOTAL RECEIPTS: **\$ 50,500.00**

TOTAL CASH AVAILABLE: **\$ 50,939.55**

EXPENDITURES:

USDA-Rural Development \$ 3,000.00
Cerrone Associates, Inc. 9,365.11
J. C. Bosley Construction Company 38,012.31

TOTAL EXPENDITURES: **\$ 50,377.42**

**BALANCE IN ROCKPORT CONSTRUCTION ACCOUNT
WESBANCO BANK, JANUARY 31, 2001** **\$ 562.13**

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CHECKS
WATER REVENUE FUND CHECKING ACCOUNT
JANUARY 18, 2001**

CHECKS WRITTEN SINCE THE DECEMBER 21, 2000, BOARD MEETING

CHECK NO. 25563	Allegheny Power	\$ 375.58
25564	David P. Dinnin	50.98
25565	Mary E. Daggett Estate	52.17
25566	Hach Company	120.40
25567	Wes Johnson	13.06
25568	Mineral Wells PSD	127.46
25569	Mineral Wells PSD	2,948.64
25570	Jim & Sylvia Mounts	51.02
25571	John Marshall	50.96
25572	Ohio Valley Muffler & Brake	10.00
25573	Rural Development Admn.	2,112.00
25574	Tesa Company, Inc.	21.51
25575	USDA-Rural Development	3,140.00
25576	WV Water & Waste Supply	409.57
25577	WesBanco Bank-Parkersburg	1,382.65
25578	WV Dept. of Tax & Revenue	650.10
25579	WV Public Employees Retirement	1,326.60
25580	WesBanco-Water Res-Sams-CV	314.00
25581	WV Truck and Trailer	51.04
25582	Mick Winters	11.55
25583	Bowles Rice McDavid Graff & Love	591.23
25584	Benson Truck Bodies, Inc.	3.50
25585	Void	
25586	Dominion Hope	96.70
25587	Fasteners & Supply Inc.	26.15
25588	Hardman's Supply Company	14.97
25589	Taylor's Disposal Inc.	14.00
25590	Westco Internet	10.23
25591	Mineral Wells PSD	25.36
25592	Cerrone Associates, Inc.	1,757.38
25593	Claywood Park PSD	11,081.45
25594	Everett L. Harper & Son Inc.	19,110.25
25595	Allegheny Power	81.80
25596	AT&T Wireless Services	186.80
25597	Parkersburg Office Supply	18.58
25598	Pifer's Service Center	410.48
25599	R L Roush Excavating	411.25
25600	Sanitary Linen Service	104.94

**MINERAL WELLS PSD
LIST OF WATER CHECKS
JANUARY 18, 2001
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CHECKS WRITTEN SINCE THE DECEMBER 21, 2000, BOARD MEETING (continued)

CHECK NO. 25601	Verizon	\$ 96.04
25602	Municipal Bond Commission	1,592.00
25603	WV Public Employees Ins Agency	612.65
25604	WesBanco Bank-Parkersburg	110.00
25605	Mineral Wells PSD	3,100.13
25606	WesBanco Bank-Parkersburg	1,576.59

CHECKS WRITTEN TODAY, JANUARY 18, 2001, AND NEED AUTHORIZATION

CHECK NO. 25607	U. S. Postal Service	\$142.80
25608	AT&T - State Calling Service	12.14
25609	Miss Utility of WV Inc.	27.40
25610	Miller Communications	15.00
25611	Rena's Janitorial Contractors	50.00
25612	USDA-Rural Development	3,000.00
25613	USDA-Rural Development	9,000.00
25614	Workers' Compensation Division	742.39

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CHECK
SEWER REVENUE FUND CHECKING ACCOUNT
JANUARY 18, 2001**

CHECKS WRITTEN SINCE THE DECEMBER 21, 2000, BOARD MEETING

CHECK NO. 27538	WV State Emergency Response	\$ 75.00
27539	Allegheny Power	1,556.84
27540	Allegheny Power	150.00
27541	Nancy Allen	51.03
27542	Cool Customer Trucks	658.00
27543	David P. Dinnin	50.98
27544	Wes Johnson	14.27
27545	James R. Lett	200.00
27546	Mineral Wells PSD	171.05
27547	Miller Communications	515.00
27548	John Marshall	50.96
27549	Ohio Valley Muffler & Brake	327.16
27550	Roy L. Radabaugh	200.00
27551	Charles M. Stewart	200.00
27552	Trombold Equipment Co Inc	3,382.16
27553	WWT Electric	2,300.92
27554	WesBanco Bank-Parkersburg	989.10
27555	WesBanco Bank-Parkersburg	1,328.90
27556	WV Dept of Tax & Revenue	541.80
27557	WV Public Employees Retirement	1,261.70
27558	WV Truck and Trailer	51.04
27559	Wal-Mart Store Inc	102.06
27560	Mick Winters	18.34
27561	ABB Automation, Inc	664.00
27562	Air Products and Chemicals Inc	358.23
27563	ADA, L.L.P.	315.62
27564	Bowles Rice McDavid Graff & Love	753.56
27565	Benson Truck Bodies, Inc	3.49
27566	Cerrone Associates, Inc	626.79
27567	Chemtek Corporation	262.81
27568	Dominion Hope	96.70
27569	Fasteners & Supply Inc.	26.15
27570	Hardman's Supply Company	43.35
27571	Midwest Pipe & Supply	352.84
27572	Roto-Rooter	250.00
27573	Taylor's Disposal Inc	14.00
27574	Westco Internet	10.22
27575	Mineral Wells PSD	19.37

**MINERAL WELLS PSD
LIST OF SEWER CHECKS
JANUARY 18, 2001
PAGE 2**

CHECKS WRITTEN SINCE THE DECEMBER 21, 2001, BOARD MEETING (continued)

CHECK NO. 27576	Air Products and Chemicals Inc	\$ 378.03
27577	AT&T Wireless Services	186.79
27578	Mineral Wells PSD	285.60
27579	Municipal Bond Commission	16,852.52
27580	Parkersburg Office Supply	120.02
27581	Pioneer Products, Inc.	2,291.25
27582	Pifer's Service Center	498.52
27583	R L Roush Excavating	698.00
27584	Sanitary Linen Service	104.94
27585	Somerville Fabricators Inc	500.59
27586	Verizon	447.20
27587	Allegheny Power	2,802.71
27588	WV Public Employees Ins Agency	588.63
27589	WesBanco Bank-Parkersburg	1,496.15

CHECKS WRITTEN TODAY, JANUARY 18, 2001, AND NEED AUTHORIZATION

CHECK NO. 27590	U. S. Postal Service	\$ 142.80
27591	AT&T - State Calling Service	12.12
27592	Miss Utility of WV Inc.	27.40
27593	Miller Communications	15.00
27594	Roto-Rooter Sewer Co	325.00
27595	Rena's Janitorial Contractors	155.00
27596	Water Environmental Testing	230.00
27597	WesBanco Bank-Parkersburg	1,012.02
27598	Workers' Compensation Division	831.28

PAYROLL CHECKS WRITTEN SINCE THE DECEMBER 21, 2000, BOARD MEETING

CHECK NO. 00559	Margaret J Batten	755.67
00560	Richard Shayne Brabham	655.62
00561	William H. Byers, Jr	\$ 804.56
00562	Linda K Church	661.33
00563	Russell P Hanna	625.41
00564	Mark K Murphy	634.50
00565	Nellie B Radcliff	587.05
00566	Jerald D. Spears	703.61
00567	Ronald E Amos	143.96

**MINERAL WELLS PSD
LIST OF SEWER CHECKS
JANUARY 18, 2001
PAGE 3**

**PAYROLL CHECKS WRITTEN SINCE THE DECEMBER 21, 2000, BOARD MEETING
(CONTINUED)**

CHECK NO. 00568	Margaret J Batten	\$ 825.37
00569	Richard Shayne Brabham	791.99
00570	William H Byers Jr	844.47
00571	Linda K Church	767.75
00572	Russell P Hanna	692.57
00573	Mark K Murphy	691.85
00574	Nellie B Radcliff	691.07
00575	Jerald D. Spears	787.32

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
RECEIVED OR MAILED SINCE THE JANUARY 18, 2001, BOARD METING
FEBRUARY 15, 2001

1. Letter to Mineral Wells PSD from Terry Thomas, Chief, PMBS Volunteer Fire Department listing the number of gallons of water used for fire fighting and the number of gallons of water used for training purposes during the month of January.
2. ***On Tap***, publication of the National Drinking Water Clearinghouse, sponsored by Rural Utilities Service, dated Winter 2001, Volume 9, Issue 4.
3. ***etc Newslite***, a publication of the West Virginia Environmental Training Center, Cedar Lakes, Ripley, WV, enclosing a copy of the West Virginia Environmental Training Center Schedule for 2001.
4. ***West Virginia Rural Water Association Infrastructure Council Report NEWSLETTER***, a publication of West Virginia Rural Water Association, dated February 9, 2001, Volume 5, Issue.
5. Training Announcement from the West Virginia Rural Water Association relative to a training session entitled "Total Organic Carbons" to be held on March 30, 2001, at the Environmental Training Center, Ripley, WV, and a training session entitled "Stress Management" to be held on March 1, 2001, at City Hall in Ripley, WV.
6. Fax dated January 3, 2001, to Margaret Batten from Randy Law, WesBanco Bank, enclosing information relative to Refunding of Series 1985 Sewer Revenue Bonds.
7. Letter dated January 16, 2001, to Charles Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing for signature copies of the Status Inquiries for Contracts 1 and 2 received from Bosley Construction's bonding company.
8. PSI Engineering - Consulting - Testing Report of Field Inspection of Concrete performed on January 16, 2001, for the District's new maintenance building.
9. PSI Engineering - Consulting - Testing Daily Field Report dated January 17, 2001, for picking up four cylinders of concrete poured on January 16, 2001, for the District's new maintenance building.
10. Letter dated January 17, 2001, to Jerry Spears from Steven Wallis, Merchants 5 Star, Inc., enclosing a quote in the amount of \$2899.66 for packing and moving the District's office only.
11. Letter dated January 17, 2001, to Margaret Batten from Michael W. McNulty, Executive Director, West Virginia Rural Water Association, relative to early registration for rooms at

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Canaan Valley for the West Virginia Rural Water Association's Annual Training and Technical Conference at Canaan Valley Resort from October 7 through October 10, 2001.

12. Letter dated January 18, 2001, to All Electric, Gas, Sewer, Telephone and Water Utilities Operating in West Virginia from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing a copy of General Order No. 184.16, No. 185.18, No. 186.14, No. 187.22, and No. 188.19.
13. Fax dated January 18, 2001, to Gregg, RCDI Rentals, from Nellie Radcliff enclosing a copy of the District's current sewer rates.
14. Fax dated January 18, 2001, to the District from Tim Miller, President, Miller Communications, Inc., stating that they do not wish to purchase the District's old telephone system.
15. Fax dated January 18, 2001, to Jason Balis, WV Department of Highways, from Margaret Batten enclosing a copy of the letter dated January 18, 2001, stating that they do not wish to purchase the District's old telephone system and enclosing a copy of the signed proposal from Miller Communications for the installation of a new telephone system.
16. USDA-FmHA Inspection Report dated January 19, 2001, and signed by Russell L. Henderson, Contract Specialist, for Contract #3 (the Rockport Water Tank and the Price Road Water Tank) and Contract 4 (Office Building).
17. Letter dated January 19, 2001, to Charles M. Stewart from Gary D. Wilson, Rural Development Specialist stating that funds in the amount of \$50,500.00 will be electronically deposited into the Rockport Construction Account at WesBanco Bank on January 23, 2001.
18. Letter dated January 19, 2001, to Charles M. Stewart from Gary D. Wilson, Rural Development Specialist, Rural Utilities Service, stating that funds in the amount of \$108,000.00 will be electronically deposited into the Water Improvement Construction Account on January 23, 2001.
19. Copy of a letter dated January 19, 2001, to John Padden III, Reagle & Padden, Inc., from Margaret Batten enclosing a completed application for the renewal of the District's \$1,000,000 Public Officials Liability Policy and a copy of the District's annual audit for 2001.
20. Copy of a letter dated January 19, 2001, to American Contracting Service from Margaret Batten enclosing a signed General Status Inquiry for J. C. Boley Construction, Inc., for Contract #1 and Contract #2.

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21. Copy of a letter dated January 19, 2001, to Randall M. Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the District's letter dated January 19, 2001, to American Contracting Service.
22. Fax dated January 19, 2001, to the Editor of the **PARKERSBURG SENTINEL** from Margaret Batten enclosing a notice about the relocation of the District's office to be published in the first available issue of the newspaper.
23. Fax dated January 19, 2001, to the Editor of the **PARKERSBURG SENTINEL** from Margaret Batten enclosing a notice about the relocation of the District's office to be published in the first available issue of the newspaper.
24. Copy of a letter dated January 19, 2001, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing for review and approval four copies of Requisitions No. 16 for the Rockport Waterline Extension Project and the Water Systems Improvement Project, five copies of Change Order No. 8 to Contract #4, five copies of Change Order No. 9 to Contract #2, and five copies of Change Order No. 8 to Contract #2.
25. Copy of a letter dated January 19, 2001, to Mary Rader, Wood County Commission, from Margaret Batten enclosing a copy of the Minutes of the Regular Board Meeting held on Thursday, December 21, 2000.
26. Copy of a letter dated January 21, 2001, to Randall Law, WesBanco Bank, Parkersburg, from Charles Stewart authorizing the bank to cut a check from the Cost of Issuance Account for the Refunding of the Series 1985 Sewer Revenue Bonds payable to Bowles Rice McDavid Graff and Love in the amount \$1,607.69 and cut a check payable to the Municipal Bond Commission for the remaining balance in the account.
27. Copy of a letter dated January 22, 2001, to Robert Ayers, WV Public Employees Insurance Agency, from Margaret Batten enclosing a Change-in-Status Form and a Basic and/or Optional Life Insurance Change of Beneficiary Form for Jerald D. Spears.
28. Fax dated January 22, 2001, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., relative to West Virginia Department of Highways' inspection of the Wal-Mart Plaza sewer fix.
29. Copy of Correspondence Instructions dated January 22, 2001, to the Wood County Clerk from Margaret Batten enclosing eighteen right-of-way easements to be recorded.
30. PSI Engineering - Consulting - Testing Report of Concrete Compression Test dated January 23, 2001 for tests performed on January 16, 2001, at the District's new office and

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maintenance buildings.

31. Copy of a letter dated January 25, 2001, to Lou Morgan Builders from Margaret Batten enclosing District Check No. 1064 in the amount of \$53,770.00 for payment of Contractor's Estimate No. 7 for Contract No. 4 as shown on Requisition No. 16.
32. Copy of a letter dated January 25, 2001, to J.C. Bosley Construction Inc. from Margaret Batten enclosing District Check No. 1045 in the amount of \$38,012.31 as payment for Contractors' Estimate No. 15 for Contract No. 2 and District Check No. 1063 in the amount of \$48,217.95 as payment of Contractor's Estimate No. 15 for Contract No. 1 as shown on Requisition No. 16.
33. Letter dated January 23, 2001, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc. recommending that Flygt Model M3102 Impeller No. 263 be installed in the Cracker Barrel Lift Station instead of Flygt Model M3127 Impeller No. 212.
34. Letter dated January 24, 2001, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, approving payments from the District's Rockport Construction Account in the amount of \$50,377.42.
35. Letter dated January 24, 2001, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, approving payments from the District's Water System Improvements Account in the amount of \$108,438.81.
36. Copy of a letter dated January 24, 2001, to PSI Environmental from Margaret Batten enclosing District Check No. 1065 in the amount of \$1,434.50 as payment for concrete compression testing for the District's new office and maintenance buildings as shown on Requisition No. 16.
37. Copy of a letter dated January 29, 2001, to the Editor, **PARKERSBURG SENTINEL**, from Margaret Batten enclosing a notice about a special Board Meeting to be held on February 2, 2001, to be published in the January 31, 2001, issue of the newspaper.
38. Copy of a letter dated January 29, 2001 to the Editor, **PARKERSBURG NEWS**, from Margaret Batten enclosing a notice about a special Board Meeting to be held on February 2, 2001, to be published in the January 31, 2001, issue of the newspaper.
39. Copy of a letter dated January 29, 2001, to Manning Frymier, P.E., Cerrone Associates, Inc., enclosing District Check No. 1067 in the amount of \$4,785.36 and District Check No. 1046 in the amount of \$9,365.11 as payment for Construction Administration and Inspection Costs as billed on Requisition No. 16 for the Water Systems Improvement Project and the Rockport

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Waterline Extension Project.

40. Copy of a letter dated January 30, 2001, to Gary D. Wilson from Margaret Batten enclosing a copy of the Electric Funds Transfer Confirmation for \$108,000.00 for the Rockport Construction Account and a copy of the Electric Funds Transfer Confirmation for \$50,500.00 for the Water Systems Improvement Project issued by WesBanco Bank.
41. Copy of a letter dated January 30, 2001, to Jerrold L. Gard from Margaret Batten relative to paying a minimum water bill for a piece of property that he purchased from Federal National Mortgage that was formerly owned by Steve and Darlene Combs.
42. Copy of a letter dated January 30, 2001, to Gary D. Wilson, Rural Utility Service, from Margaret Batten enclosing District Check No. 1047 in the amount of \$3,000.00 for the January 23, 2001, interest payment of Loan No. 91-07 and District Check No. 25613 in the amount of \$9,000.00 for the January 23, 2001, interest payment on Loan No. 91-06.
43. Copy of a letter dated January 30, 2001, to Ms. Kiz J. Metz from Margaret Batten enclosing a copy of a recorded right-of-way easement between the District and Ms. Metz and a copy of a recorded right-of-way easement between Ms. Metz and Roger Hudkins.
44. Copy of a letter dated January 30, 2001, to Dianne Wolfe, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing one copy each of the eighteen recorded rights-of-ways easements for the Buck Run Waterline Extension.

Copy of a letter dated January 30, 2001, to Steven Hardman, Bowles Rice McDavid Graff & Love, from Linda Church enclosing a copy of the Rural Utilities Service Water User Agreement signed by all customers served by the Rockport Water Extension Project.
46. Letter dated January 30, 2001, to Charles Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing approved copies of the following change orders for the District's files:
 1. Contract 1 - Change Order No. 6
 2. Contract 1 - Change Order No. 8
 3. Contract 2 - Change Order No. 9
 4. Contract 4 - Change Order No. 2
 5. Contract 4 - Change Order No. 7
 6. Contract 4 - Change Order No. 8
47. Copy of correspondence instructions dated January 31, 2001, to Mr. Sellers from Nellie Radcliff stating that it is impossible for her to notify him by telephone if he is late paying his bill due to volume of District customers.

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48. Fax dated January 30, 2001, to Attorney Steve Hardman, Bowles Rice McDavid Graff & Love, dated January 30, 2001, enclosing a copy of the User's Agreement signed by the new customers on the Rockport waterline extension.
49. Letter dated January 31, 2001, from the West Virginia Municipal Bond Commission enclosing Statements of Account from October 1, 2000, to December 31, 2000, for all the District's accounts with the Bond Commission.
50. Letter dated February 1, 2001, to the District from Unisys Corporation enclosing changes to the District's current service contract.
51. Fax dated February 1, 2001, to Attorney Steve Hardman, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing copies of documents relative to Lindsay Eddy's water taps for property located in Rockport, West Virginia.
52. Letter dated February 1, 2001, to Margaret Batten from Rick Roberts, President, West Virginia Rural Water Association, relative to two scholarships in the amount of \$1,000 each that are available to children and step-children of full-time employees of WVWRA voting members.
53. Copy of a letter dated February 1, 2001, to Delbert Matheny from Linda Church enclosing District Check No. 25622 in the amount of \$39.17 as a refund of a bill he paid for his former tenant, Kimberly Stevens. Ms. Stevens recently sent the District a check for this bill.
54. Copy of a letter dated February 1, 2001, to Mr. Rajesh Patel, President, New Era Hospitality, LLC, from Margaret Batten enclosing District Check No. 25623 in the amount of \$4,554.47 as repayment of all gross water revenue collected from Hampton Inn and Wendy's from July 1, 1999, through June 30, 2000, per his water extension agreement with the District.
55. Fax dated February 2, 2001, to Mountain State Realty from Margaret Batten enclosing a copy of the Water User's Agreement signed by Anna Branham for property located in Rockport, West Virginia.
56. Letter with Attachments 1 through 13 dated February 2, 2001, to Charles M. Stewart from Bobby Lewis, State Director, United States Department of Agriculture, Rural Development, listing conditions which must be understood and agreed to by the District before further consideration can be given to the District's application for a grant and loan to be used for the construction of a waterline extension to serve the residents of Stephens Fork, Sycamore Run, and the Limestone Ridge Areas of Wood, Wirt, and Jackson Counties.
57. Copy of a letter dated February 2, 2001, to Manning Frymier, P.E., Cerrone Associates, Inc.,

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from Charles Stewart stating that the Board of Commissioners has chosen the firm of Cerrone Associates, Inc., to engineer the sewer extension to the I-77 Rest Area pending approval by the Public Service Commission of West Virginia.

58. Copy of a letter dated February 2, 2001, to William Keaton, P.E., Environmental Design Group, from Charles Stewart stating that the District has chosen the firm of Cerrone Associates, Inc., to do the engineering on the I-77 Rest Area Sewer Extension and thanking him for his interest in the project.
59. Letter dated February 5, 2001, to Margaret Batten from R. Witter Hallan, Executive Director, West Virginia Municipal Bond Commission, stating that the District must deposit \$3,234.47 prior to February 15, 2001, in order to meet the District's payment obligation in the amount of \$17,064.68 on Account No. MIW-S-1-95-X-W0-06 due on March 1, 2001.
60. Copy of a letter dated February 6, 2001, to Randy Cole, Cerrone Associates, Inc., from Margaret Batten enclosing three invoices to be included in the next requisition for the Water System Improvements Project.
61. Copy of a letter dated February 6, 2001, to Richard Hitt, Esquire, General Counsel, Public Service Commission of West Virginia, from Steven R. Hardman, Esquire, Bowles Rice McDavid Graff & Love, stating the District's position on customers in Rockport who signed water user's agreements and are now refusing to pay the minimum bill.
62. Memorandum dated February 6, 2001, to Mayors, PSD Chairmen from Jim Mylott, and Fred Rader, enclosing a copy of an article published in the January 28, 2001, issue of *The Sunday Gazette-Mail* dealing with sewer sludge.
63. Copy of a letter dated February 7, 2001, to Wal-Mart Stores, Bentonville, Arkansas, from Jerald D. Spears enclosing a copy of the lab results from samples taken from the Car Care Center at the Pettyville Wal-Mart Store relative to oil and grease discharge limitations.
64. Copy of a letter dated February 7, 2001, to Office of Water Resources (DNR), Attention: Municipal Branch, from Jerald D. Spears enclosing a copy of the lab results from samples taken from the Car Care Center at the Pettyville Wal-mart Store relative to oil and grease discharge limitations.
65. Copy of a letter dated February 7, 2001, to the Office of Water Resources (DNR), Attention: Municipal Branch, from Linda Church enclosing a copy of the District's letter to Wal-Mart Stores, Bentonville, Arkansas, relative to Wal-Mart Store #2823 located in Pettyville being out of limits on the District's WV/NPDES Permit in oil and grease discharges.

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66. Copy of a letter dated February 7, 2001, to Sheila Snyder from Linda Church enclosing a copy of the District's letter dated February 7, 2001, to Wal-Mart Stores, Bentonville, Arkansas, containing a copy of the lab results for the Car Care Center at the Pettyville Wal-Mart Store.
67. Copy of a letter dated February 7, 2001, to Cindy J. Musser, West Virginia Division of Environmental Protection, enclosing a copy of the February 7, 2001, letter to Wal-Mart Stores, Bentonville, Arkansas, and a copy of the February 7, 2001 letter to Office of Water Resources (DNR) relative to the lab results for the Car Care Center at the Pettyville Wal-Mart Store.
68. Copy of a letter dated February 7, 2001, to Randy Cole, Cerrone Associates, Inc., from Margaret Batten enclosing an invoice from W. C. Weil Company for the PRV Valve at the water line coming across the river from Claywood PSD to be included in the next requisition for the Water System Improvements Project.
69. Copy of a letter dated February 7, 2001, to Mr. R. Witter Hallan, WV Municipal Bond Commission, from Margaret Batten enclosing District Check No. 27640 in the amount of \$6,257.22 as payment to Account No. MIW-1-95-X-WO-06 and to Account No. MIW-S-2-95-X-WO-06.
70. Copy of a letter dated February 7, 2001, to the West Virginia Water Development Authority from Margaret Batten stating that deposits for the 1995 Sewage System Revenue Bonds in the amount of \$5,688.40 for Revenue Fund and \$568.82 for the Reserve Fund.
71. Fax dated February 7, 2001, to Margaret Batten from Manning Frymier, P.E., Cerrone & Associates, Inc., enclosing a draft user agreement for the Sycamore Run/Stephens Fork, Water Extension.
72. Fax dated February 8, 2001, from the Wood County PSD's listing the agenda for the February 21st meeting at the Mineral Wells PSD.
73. Letter dated February 8, 2001, to Margaret Batten from Michael W. McNulty, Executive Director, thanking the District for renewing its voting membership.
74. Fax dated February 9, 2001, to the Editor, **PARKERSBURG NEWS**, from Margaret Batten enclosing a notice to be published in the newspaper about the District's regular monthly board meeting to be held on February 15, 2001.
75. Fax dated February 9, 2001, to the Editor, **PARKERSBURG SENTINEL**, from Margaret Batten enclosing a notice to be published in the newspaper about the District's regular

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monthly board meeting to be held on February 15, 2001.

76. Copy of a letter dated February 9, 2001, to Ms. Elke, General Manager, Hampton Inn, Mineral Wells, WV, enclosing a letter and check for Rajesh Patel for the gross water revenues collected from Hampton Inn and Wendy's from July 1, 1999 to June 30, 2000.
77. Copy of a letter dated February 9, 2001, to Cindy Musser, Department of Natural Resources, from Linda Church 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 January 2001.
78. Copy of a letter dated February 9, 2001, to the Municipal Branch, Office of Water Resources (DNR) from Linda Church 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 January 2001.
79. Copy of a letter dated February 9, 2001, to Manning Frymier, P.E., Cerrone Associates, Inc., from Linda Church enclosing a copy of the WV National Pollutant Discharge Elimination System Discharge Monitoring Report (WRD-2A-82) and a copy of the WV Summary of Waste Water Treatment Plant Operators (ES59) for the month of January 2001.
80. Copy of a letter dated February 9, 2001, to the West Virginia Bureau For Public Health, Office of Environmental Health Services/EED, from Linda Church enclosing a copy of the WV National 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 January 2001.
81. Copy of an invoice dated February 9, 2001, to Lou Morgan Builders for natural gas used at the District's new office building between November 3, 2000 to December 29, 2000.
82. Letter dated February 9, 2001, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, enclosing a Public Notification of RUS's Finding of No Significant Environmental Impact for the Stephens Fork, Sycamore Run, Limestone Ridge Waterline Extension Project to be published in the local newspaper for three consecutive days.
83. Fax dated February 12, 2001, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing an invoice from PSI, Inc. for concrete testing at the office and maintenance buildings to be included in the next requisition for the Water System Improvements Project.
84. Fax dated February 12, 2001, to Becky, **PARKERSBURG NEWS**, from Margaret Batten enclosing an ad entitled "Public Notification of RUS's Finding Of No Significant

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Environmental Impact” for the proposed water extension project for Stephens Fork, Sycamore Run, and Windy Ridge areas of Wood, Wirt, and Jackson Counties to be published in the non-legal section of the newspaper.

85. Fax dated February 12, 2001, to Becky, **PARKERSBURG SENTINEL**, from Margaret Batten enclosing an ad entitled “Public Notification of RUS’s Finding Of No Significant Environmental Impact” for the proposed water extension project for Stephens Fork, Sycamore Run, and Windy Ridge areas of Wood, Wirt, and Jackson Counties to be published in the non-legal section of the newspaper.
86. Fax dated February 12, 2001, to Sally, **JACKSON STAR NEWS**, from Margaret Batten enclosing an ad entitled “Public Notification of RUS’s Finding of No Significant Environmental Impact” for the proposed water extension project for Stephens Fork, Sycamore Run, and Windy Ridge areas of Wood, Wirt, and Jackson Counties to be published in the non-legal section of the newspaper.
87. Fax dated February 13, 2001, to Casey, Carl E. Smith, Inc., from the Mineral Wells Public Service District, enclosing a copy of the water and sewer bill for S/S Racing for service from October 5, 2000, to December 7, 2000.
- 88.* Memorandum dated February 13, 2001, to Fiscal Year 2002 Priority List Applicants from Mike Johnson, P.E., West Virginia Division of Environmental Protection, enclosing a fact sheet that must be completed and returned no later than April 27, 2001, if applicants are to be included in the FY02 Priority List.
89. Letter dated February 13, 2001, to Charles Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing for signature five copies of the Certificate of Substantial Completion for Lou Morgan Builders for the office and maintenance buildings.
90. Copy of a letter dated February 14, 2001, to WV Municipal Bond Commission from Margaret Batten enclosing District Check No. 27642 in the amount of \$10,595.30 for bond payments to Account #MIW-S-1-97-R-WO-06 and Account #MIW-S-1-85-B-WO-06.
91. Facsimile to Steve Morgan from Dominick Cerrone, Cerrone Associates, Inc., stating that Cerrone Associates, Inc., is recommending that the District not release Lou Morgan Builders current payment until a list of items is completed.
92. Fax dated February 14, 2001, to Lou Morgan or Steve Morgan, Lou Morgan Builders, from Margaret Batten enclosing an invoice from Steers Heating for a service call on the furnace on the District’s new office building.

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- 93.* Copy of a Facsimile to Steve Morgan, Lou Morgan Builders, from Dominick P. Cerrone, Cerrone Associates, Inc., listing items that need to be completed at the District's new office and maintenance buildings prior to the District releasing the current pay request.
- 94.* Letter dated February 14, 2001, to the Mineral Wells Public Service District from James M. Cox, Manager, Lubeck Public Service District, requesting permission to extend their lines into two different areas of our District.
- 95.* Letter dated February 14, 2001, to Charles Stewart from Dominick P. Cerrone, Cerrone Associates, Inc., enclosing three alternatives to remedy the parking situation in front of the District's office.
96. Letter dated February 14, 2001, to Charles Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing for review and approval four copies each of Requisition No. 17 for the District's Water System Improvements Project and Rockport Water Extension Project.