

MINUTES OF A REGULAR MONTHLY BOARD
MEETING OF THE MINERAL WELLS PUBLIC
SERVICE DISTRICT HELD THURSDAY, MAY 17,
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; Shayne Brabham, Operations Manager Trainee; Margaret Batten, Office Manager; Nellie Radcliff, Office Technician; Todd Anderson, Resident of Mineral Wells; and James Aucremanne, Public Service Commission was present.

First order of business was the presentation of Change Order No. 10 - Contract No. 2 for \$1,442.34. Mr. Radabaugh made a motion that Change Order No. 10 - Contract No. 2 be approved as presented. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed Change Order No. 10 - Contract No. 2.

Mr. James Aucremanne, Public Service Commission, was present to discuss the Janis Ryan problem with the Board. Mrs. Ryan is to send a copy of her deed and plot to Mr. Aucremanne so that he can check with his legal department to see if she can get her water line installed on a utility right-of-way. He will get back to the Board with the results.

Mr. Lett made a motion that the Minutes of the April 19, 2001, Board meeting and the Special Board Meeting of May 2, 2001, 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 April 30, 2001, for All Finances of the District (copy attached)
2. Financial Statement dated April 30, 2001, for Water Revenue Fund Checking Account (copy attached)
3. Financial Statement dated April 30, 2001, for Sewer Revenue Fund Checking Account (copy attached)
4. Financial Statement dated April 30, 2001, for Rockport Construction Fund Checking Account (copy attached)
5. Financial Statement dated April 30, 2001, for Water Improvement Checking Account (copy attached)
6. Check Numbers 25825 thru 25866 written on the Water Revenue Fund

MINERAL WELLS PUBLIC SERVICE DISTRICT
MINUTES - MAY 17, 2001
PAGE 2

- Checking Account since the April 19, 2001, Board Meeting (copy attached)
7. Check Numbers 25867 thru 25884 written May 17, 2001, on the Water Revenue Fund Checking Account (copy attached)
 8. Payroll Check Numbers 00633 thru 00651 written on the Sewer Revenue Fund Checking Account since April 19, 2001, Board Meeting (copy attached)
 9. Check Numbers 27826 thru 27847 written May 17, 2001, on the Sewer Revenue Fund Checking Account (copy attached)

Mr. Lett seconded the motion. The motion carried. All items were approved as presented.

Other business discussed was the hiring of Todd Anderson as a maintenance employee. Mr. Radabaugh made a motion that Mr. Anderson be hired effective May 21, 2001. Starting wages will be \$8.00 per hour for 90 days, after which the rate will be increased to \$9.00 per hour. Mr. Lett seconded the motion. The motion carried.

Mr. Radabaugh reported that Harold Hoffman is interested in conveying an easement for a Right-Of - Way to the Bonnevale Lift Station.

The District received an estimate from J. C. Bosley Construction Company in an amount of \$4,500.00 for tearing down and restoring the site known as No. 2 Pump Station. The Board felt that this was too much money to pay out for such a small project. Jay Parsons with Pettyville, Mineral Wells, Bonnivale and Slate Volunteer Fire Department said that the Fire Department would tear it down and sew grass back on the site for free, so that they would have a better view when exiting their drive-way. Mr. Radabaugh made a motion that PMBS demolish and remove all debris of the No. 2 Pump Station. Mr. Lett seconded the motion. The motion carried.

Mrs. Batten presented the following letters to be discussed.

Letter 17 - Letter dated April 23, 2001, to Robert K. Tebay, Rick Modesitt, and K. D. Merritt, County Commission of Wood County, from Charles Stewart, Roy L. Radabaugh, and James R. Lett, Board of Commissioners, Mineral Wells Public Service District, responding to the Wood County Commission's earlier correspondence supporting the use of a second water meter for the purpose of yard maintenance.

Letter 38 - Fax dated April 26, 2001, to Gary Wilson, Rural Utility Services, from Manning Frymier, P. E., Cerrone Associates, Inc., containing the latest budget update for the Water Systems Improvements and the Rockport Water Extension Projects.

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Letter 59 - Letter dated May 1, 2001, to the Commissioners from Harman Thompson Mallory & Ice stating that they will perform the District's annual audit and prepare the required Public Service Commission Reports for both water and sewer and the FmHA Report for a sum not to exceed \$6,600.00. Mr. Radabaugh made a motion to authorize Mr. Stewart to sign the contract. Mr. Lett seconded the motion. The motion carried. Mr. Stewart signed the contract.

Letter 92 - Letter dated May 14, 2001, to Charles Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing for review and approval five copies of Change Order No. 10 to Bosley Construction for Contract No. 2 for the Water System Improvements Project and the Rockport Water Extension Project.

Shayne Brabham, Operations Trainee, gave his report on the following items.

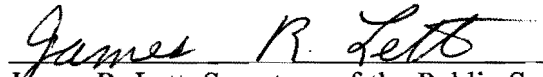
1. The cost of a carport from Fastners Supply is \$3,535.00 for a 24' x 28' x 8'. The District can buy the material out of project funds, but Lou Morgan Builders will have to be the contractor to do the installation, or sub it out to another contractor. Mr. Radabaugh made a motion for the District to purchase a carport cover for the pipe storage building. He hopes the Change Order that covers the paving of the back parking lot will include pouring the floor of the storage building. Mr. Lett seconded the motion. The motion carried.
2. Green Valley Project is still on hold until the middle of June 2001.
3. Affolter Extension is completed. All the residents have water service.
4. DOH has agreed to remove the grinder pumps and water lines at the vacant houses they have purchased at their expense.
5. Smoke Testing has been completed in Mineral Acres, Oakbrook, Carder Addition, Windsor, and Mt. Pleasant Estates. There were nine violations. Three of the nine have taken care of the problems that were found.
6. Jesse Shepherd with DOH reports that the 4-lane highway will be in progress this fall and that the Districts' lines will have to be relocated.
7. DOH has authorized the District to move ahead on the I-77 Rest Area Project. Mr. Frymier is working on this project.

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All business having been concluded, Mr. Radabaugh made a motion that the meeting be adjourned. Mr. Lett seconded the motion. The motion carried. Mr. Stewart adjourned the meeting at 7:00 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
APRIL 30, 2001**

CHECKING ACCOUNT

Water Revenue Fund Checking Account		
WesBanco Bank	\$ 10,142.67	
Sewer Revenue Fund Checking Account		
WesBanco Bank	241.23	
Rockport Construction Account		
WesBanco Bank	1,050.76	
Water Improvement Construction Account		
WesBanco Bank	<u>15,727.78</u>	
TOTAL IN CHECKING ACCOUNTS:		\$27,162.44

WATER ACCOUNTS

Depreciation Reserve Account		
WesBanco Bank	\$ 8,609.03	
Revenue Reserve Account		
WesBanco Bank	28,418.34	
Revenue Reserve Account-Sams Creek/Chesterville		
WesBanco Bank	6,692.70	
Sycamore Run-Limestone Tap Fees		
WesBanco Bank	5,300.00	
Sycamore Run-Limestone Security Deposits		
WesBanco Bank	2,650.00	
Security Deposit Account		
WesBanco Bank	<u>23,305.63</u>	
TOTAL IN WATER ACCOUNTS:		\$ 74,975.70

SEWER ACCOUNTS

Repair and Replacement Account		
WesBanco Bank	\$70,734.64	
Reserve for Grinder Pump Maintenance		
Prime Rate Money Market-WesBanco Bank	22,126.14	
Security Deposit Account		
WesBanco Bank	<u>14,943.72</u>	
TOTAL IN SEWER ACCOUNTS:		<u>\$107,804.50</u>
TOTAL ALL FINANCES, APRIL 30, 2001		\$209,942.64

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
WATER REVENUE FUND CHECKING ACCOUNT
APRIL 30, 2001**

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, MARCH 31, 2001** **\$ 7,041.96**

RECEIPTS:

Water Sales	\$ 49,565.01
Reconnection Fees	140.00
Tap Fees	2,100.00
Green Valley Water Extension	14,412.76
Wood County Commission-Green Valley Ext.	5,000.00
Wood County Commission-Buck Run Ext.	3,950.00
WV DOH Moving Expense Reimbursement	78.02
Water Buffalo Sales	297.50
Security Deposit Refunds	<u>407.87</u>

TOTAL RECEIPTS: **\$75,951.16**

TOTAL CASH AVAILABLE: **\$82,993.12**

EXPENDITURES:

Municipal Bond Commission	\$ 1,592.00
Rural Economic & Development	5,252.00
USDA-Rural Development	12,000.00
WesBanco Bank-Parkersburg	110.00
WesBanco Bank-Parkersburg	314.00
WesBanco Bank-Parkersburg	3,259.12
Salaries	6,459.34
Commissioner's Salaries	187.50
WV Public Employees Retirement System	1,446.03
WV State Tax Department	656.31
WV Public Employees Insurance Agency	660.70
AT & T	15.74
Badger Lumber Company, Inc.	35.50
Benson Truck Bodies, Inc.	10.10
A T & T Wireless	148.88
Daugherty Supply Company, Inc.	31.71
Dominion Hope Gas	521.75
Fasteners & Supply Inc.	157.00
Hardman's Supply Company	11.78

MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-WATER
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Parkersburg Office Supply	208.50
Pifer's Service Center	692.50
Parkersburg Lock Service	4.85
Radioshack	318.00
Reagle & Padden, Inc.	1,451.32
Sanitary Linen Service	213.02
Scantron Service Group	81.34
Tesa Company Inc.	2,587.47
C. I. Thornburg	14,973.36
Verizon	256.28
Water Works & Industrial Supply	184.29
Water Environmental Testing	81.00
WV Water & Waste Supply	415.48
Westfield Insurance Companies	32.23
U. S. Postal Service	782.98
Workers' Compensation Division	886.81
Henry Williams	500.00
A T & T State Calling Service	22.96
Bosley Rental & Supply Inc.	32.80
Don's Independent Contractor	63.60
Haul Away Trash L. L. C.	30.00
Industrial Rubber Products	6.66
Miss Utility of West Virginia, Inc.	26.20
Miller Communications	15.00
Midwest Pipe & Supply	183.52
Westco Internet	19.96
Mineral Wells PSD	589.38
R. L. Roush Excavating	1,979.50
Unisys Corporation	427.50
Guy L. Brown II	20.09
Concepts West Corp	22.07
Eastern Printing Company	311.05
Fore Timber Company	24.68
Angela Flinn	50.97
Charles & Elizabeth Knight	51.37
Trinity Regard	50.92
Scots Landscape Nursery	16.67
Allegheny Power Company	579.81
Claywood Park PSD	11,326.06
Hardman's Supply Company	195.91

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FINANCIAL STATEMENT-WATER
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Ohio Valley Muffler & Brake 264.88

TOTAL EXPENDITURES: **\$72,850.45**

**BALANCE IN REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, APRIL 30, 2001** **\$10,142.67**

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
SEWER REVENUE FUND CHECKING ACCOUNT
APRIL 30, 2001**

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

\$ 156.97

RECEIPTS:

Sewer Sales	\$ 35,407.21
Transfer from Prime Rate Savings	1,600.00
Tap Fees	250.00
Reconnection Fees	20.00
Transfer from water	129.95
Security Deposit Refunds	<u>409.47</u>

TOTAL RECEIPTS:

\$37,816.63

TOTAL CASH AVAILABLE:

\$37,973.60

EXPENDITURES:

Municipal Bond Commission	\$ 6,257.22
WesBanco Bank-Parkersburg	2,645.25
WesBanco Bank-Parkersburg	1,133.08
Salaries	5,278.91
Commissioners' Salaries	187.50
WV Public Employees Retirement System	1,177.44
WV State Tax Department	527.26
WV Public Employees Insurance Agency	540.58
Allegheny Power Company	6,549.55
Air Products & Chemicals, Inc.	378.69
AT&T	15.74
Benson Truck Bodies, Inc.	10.10
Cerrone Associates, Inc.	1,250.00
AT&T Wireless Service	148.88
Dominion Hope	521.75
Fasteners & Supply, Inc.	101.75
Hardman's Supply Company	80.62
Ohio Valley Muffler & Brake	9.47
Parkersburg Office Supply	208.52
Parkersburg Lock Service	51.00
Reagle & Padden, Inc.	1,451.32
Sanitary Linen Service	212.99

**MINERAL WELLS PUBLIC SERVICE DISTRICT
 FINANCIAL STATEMENT-SEWER-APRIL, 2001
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Scantron Service Group	81.33
Verizon	880.77
WWT Electric	1,730.00
Water Environmental Testing	880.00
WV Water & Waste Supply	139.50
Westfield Insurance Companies	32.22
U. S. Postal Service	104.70
Workers' Compensation Division	593.10
AT&T-State Calling Service	22.96
Bosley Rental & Supply, Inc.	10.00
Cerrone Associates, Inc.	274.59
Haul Away Trash L.L.C.	30.00
Miss Utility of WV Inc.	26.20
Miller Communications	15.00
Roto-Rooter Sewer Company	89.00
State Electric Supply Company, Inc.	139.01
U. S. Postal Service	66.27
Westco Internet	19.94
Billy Full	25.95
Mineral Wells Public Service District	455.48
Unisys Corporation	427.50
Guy L. Brown II	32.38
Heather Blankenship	50.92
Concepts West Corp	48.40
Fore Timber Company, Inc.	24.67
Angela Flinn	50.97
Charles & Elizabeth Knight	51.37
Pifer's Service Center	772.52
R.L. Roush Excavating	977.00
Trinity Regard	50.92
Danny's Lawn Service	270.00
Hach Company	116.65
Ohio Valley Muffler & Brake	255.43
Grace Gospel Church	<u>250.00</u>

TOTAL EXPENDITURES:

37,732.37

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT,
 WESBANCO BANK, APRIL 30, 2001**

\$ 241.23

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
WATER IMPROVEMENT CONSTRUCTION ACCOUNT
APRIL 30, 2001**

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION
ACCOUNT, WESBANCO BANK, MARCH 31, 2001** **\$ 8,770.28**

RECEIPTS:

WV Department of Highways \$ 6,957.50

TOTAL RECEIPTS: **\$ 6,957.50**

TOTAL CASH AVAILABLE: **\$ 15,727.78**

EXPENDITURES:

None None

TOTAL EXPENDITURES: **None**

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION ACCOUNT
WESBANCO BANK, APRIL 30, 2001** **\$ 15,727.78**

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
ROCKPORT CONSTRUCTION ACCOUNT
APRIL 30, 2001**

**BALANCE IN ROCKPORT CONSTRUCTION
ACCOUNT, WESBANCO BANK, MARCH 31, 2001** \$ 1,050.76

RECEIPTS:

None

TOTAL RECEIPTS: \$ 0.00

TOTAL CASH AVAILABLE: \$ 1,050.76

EXPENDITURES:

None

TOTAL EXPENDITURES: \$ 0.00

**BALANCE IN ROCKPORT CONSTRUCTION ACCOUNT
WESBANCO BANK, APRIL 30, 2001** \$ 1,050.76

**MINERAL WELLS PUBLIC SERVICE DISTRICT
WATER REVENUE FUND CHECKING ACCOUNT
LIST OF CHECKS
APRIL 20, 2001 - MAY 17, 2001**

CHECKS WRITTEN BETWEEN APRIL 20, 2001 AND MAY 16, 2001

CHECK NO. 25825	Mineral Wells PSD	\$ 129.95
25826	Mineral Wells PSD	46.98
25827	Mineral Wells PSD	200.00
25828	Mineral Wells PSD	3,548.56
25829	R L Roush Excavating	1,979.50
25830	Rural Development Admn.	2,112.00
25831	U S Postal Service	62.50
25832	Unisys Corporation	427.50
25833	USDA-Rural Development	3,140.00
25834	WesBanco Bank-Parkersburg	1,699.30
25835	WV Dept of Tax & Revenue	656.31
25836	WV Public Employees Retirement	1,446.03
25837	WesBanco-Water Res-Sams-CV	314.00
25838	AT&T	7.87
25839	Guy L Brown	20.09
25840	Concepts West	22.07
25841	Dominion Hope	157.62
25842	Easton Printing Co	311.05
25843	Fore Timber Co Inc	24.68
25844	Angela Flinn	50.97
25845	Charles & Elizabeth Knight	51.37
25846	Mineral Wells PSD	212.45
25847	Pifer's Service Center	372.45
25848	Trinity Regard	50.92
25849	Scots Landscape Nursery	16.67
25850	Allegheny Power	579.81
25851	Claywood Park PSD	11,326.06
25852	Hardman's Supply Company	195.91
25853	Haul Away Trash LLC	15.00
25854	Ohio Valley Muffler & Brake	255.40
25855	Void	
25856	Sanitary Linen Service	105.95
25857	C I Thornburg	102.06
25858	WV Water & Waste	111.21
25859	Westco Internet	9.98
25860	AT&T Wireless Services	86.66
25861	Fasteners & Supply Inc	96.75
25862	Parkersburg Office Supply	73.63

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF WATER CHECKS
MAY 17, 2001
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**CHECKS WRITTEN BETWEEN APRIL 20, 2001 AND MAY 17, 2001
(Continued)**

CHECK NO. 25863	C I Thornburg	\$ 150.00
25864	Mineral Wells PSD	50.73
25865	Mineral Wells PSD	3,189.34
25866	WesBanco Bank-Parkersburg	1,640.45

CHECKS WRITTEN TODAY AND NEED AUTHORIZED

25867	AT&T - State Calling Service	12.67
25868	Discount Industrial Supply Cor	32.60
25869	Daugherty Supply Co Inc	29.75
25870	Innovative Business Products	131.96
25871	Miss Utility of WV Inc	16.95
25872	Miller Communications	15.00
25873	Municipal Bond Commission	1,592.00
25874	Parkersburg Sentinel Co	94.55
25875	Scots Landscape Nursery	11.00
25876	Tesa Company Inc	74.93
25877	U S Postal Service	146.90
25878	USDA-Rural Development	3,000.00
25879	USDA-Rural Development	9,000.00
25880	Verizon	124.14
25881	R D Wilson Sons & Co Clkg	26.60
25882	Water Environmental Testing	67.50
25883	WV Public Employees Ins Agency	660.70
25884	WesBanco Bank-Parkersburg	110.00

**MINERAL WELLS PUBLIC SERVICE DISTRICT
SEWER REVENUE FUND CHECKING ACCOUNT
LIST OF CHECKS
MAY 17, 2001**

CHECKS WRITTEN BETWEEN APRIL 20, 2001, AND MAY 16, 2001

CHECK NO. 27785	Billy Full	\$ 25.95
27786	Mineral Wells PSD	45.37
27787	James R. Lett	125.00
27788	Municipal Bond Commission	6,257.22
27789	Roy L Radabaugh	125.00
27790	Charles M Stewart	125.00
27791	U S Postal Service	62.50
27792	Unisys Corporation	427.50
27793	WesBanco Bank-Parkersburg	1,453.94
27794	WV Dept of Tax & Revenue	527.26
27795	WV Public Employees Retirement	1,177.44
27796	AT&T	7.87
27797	Guy L Brown II	32.38
27798	Heather Blankenship	50.92
27799	Concepts West Corp	48.40
27800	Dominion Hope	157.62
27801	Fore Timber Co Inc	24.67
27802	Angela Flinn	50.97
27803	Charles & Elizabeth Knight	51.37
27804	Mineral Wells PSD	124.51
27805	Pifer's Service Center	452.46
27806	R L Roush Excavating	977.00
27807	Trinity Regard	50.92
27808	Allegheny Power	1,941.24
27809	Danny's Lawn Service	270.00
27810	Hach Company	116.65
27811	Hardman's Supply Company	40.76
27812	Haul Away Trash LLC	15.00
27813	Mineral Wells PSD	285.60
27814	Ohio Valley Muffler & Brake	255.43
27815	Void	
27816	Sanitary Linen	105.93
27817	Westco Internet	9.97
27818	AT&T Wireless Services	86.66
27819	Fasteners & Supply Inc	96.75
27820	Parkersburg Office Supply	73.65
27821	Grace Gospel Church	250.00
27822	Municipal Bond Commission	10,595.30

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF SEWER CHECKS
MAY 17, 2001
PAGE 2

CHECKS WRITTEN BETWEEN APRIL 20 AND MAY 16, 2001
(Continued)

CHECK NO. 27823	Allegheny Power	\$ 2,687.53
27824	Mineral Wells PSD	50.73
27825	WesBanco Bank-Parkersburg	1,634.04

PAYROLL CHECKS WRITTEN BETWEEN APRIL 20, 2001, AND MAY 17, 2001

CHECK NO. 00633	Margaret Batten	\$ 861.33
00634	Richard Shayne Brabham	801.46
00635	William H Byers Jr	803.11
00636	Linda K Church	777.82
00637	Russell P Hanna	684.78
00638	Mark K Murphy	724.27
00639	Nellie B Radcliff	680.77
00640	Jerald D Spears	865.58
00641	Void	
00642	Void	
00643	Ronald E Amos	364.04
00644	Margaret Batten	835.66
00645	Richard Shayne Brabham	812.44
00646	William H Byers Jr	887.37
00647	Linda K Church	747.15
00648	Russell P Hanna	730.19
00649	Mark K Murphy	688.97
00650	Nellie B Radcliff	673.19
00651	Jerald D Spears	817.35

CHECKS WRITTEN TODAY AND NEED AUTHORIZED

CHECK NO. 27826	ABB Automation, Inc.	\$ 1,439.50
27827	Air Products and Chemicals Inc.	983.07
27828	AT&T - State Calling Service	12.67
27829	J C Bosley Construction, Inc	800.00
27830	Cutlip-Warner Development Co	800.00
27831	Discount Industrial Supply Cor	32.60
27832	Daugherty Supply Co Inc	34.16
27833	Innovative Business Products	131.96
27834	Miss Utility of WV Inc	16.95

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF SEWER CHECKS
MAY 17, 2001
PAGE 3

CHECKS WRITTEN TODAY AND NEED AUTHORIZED
(Continued)

CHECK NO. 27835	Mineral Wells PSD	\$ 1,958.29
27836	Miller Communications	15.00
27837	McHenry Electric Co Inc	1,035.41
27838	Municipal Bond Commission	6,257.22
27839	Parkersburg Sentinel Co	94.55
27840	Sanitary Linen Service	78.70
27841	Tesa Company Inc	418.25
27842	U S Postal Service	146.90
27843	Verizon	438.78
27844	R D Wilson Sons & Co Clkg	26.61
27845	Water Environmental Testing	540.00
27846	WV Public Employees Ins Agency	540.58
27847	WesBanco Bank-Parkersburg	885.18

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MAILED OR RECEIVED SINCE THE APRIL 19, 2001, BOARD MEETING
MAY 17, 2001**

1. Letter to the District from Terry 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 April.
2. **The PIPELINE**, a publication from the West Virginia Division of Environmental Protection, Department of Health and Human Resources and the West Virginia Public Service Commission, dated March/April 2001.
3. **Miss Utility of West Virginia, Inc.**, a newsletter dated May 2001 from Miss Utility of West Virginia, Inc.
4. **WV Rural Water Association LEGISLATIVE UPDATE**, a publication from the West Virginia Rural Water Association dated May 3, 2001.
5. **NEWSLEAK**, a PWS Operator Newsletter, dated January - March 2001, from the Department of Health & Human Resources, WV Bureau for Public Health, Environmental Engineering Division.
6. **West Virginia Rural Water Association Infrastructure Council Report NEWSLETTER**, a publication of the West Virginia Rural Water Association dated May 15, 2001, Vol. 5, Issue 5.
7. Letter dated March 5, 2001, from Sanitary Linen Service, Inc., stating that they have purchased Tartan Textile Services, Inc.
8. Letter dated April 13, 2001, to Public Service Districts, Municipalities, and Homeowner's Associations from Amy L. Swann, Water and Wastewater Division, Public Service Commission of West Virginia, relative to a Field Employees Seminar to be held on May 22, 2001, in Barboursville, WV.
9. Letter dated April 14, 2001, to AT&T Wireless Customer from Lock/Line stating that the Equipment Insurance by Lockton policy will increase to \$3.99 per month and the deductible will increase to \$35.00 per approved claim effective June 12, 2001.
10. Fax dated April 19, 2001, to Cathy Kingston, WesBanco Bank Parkersburg, from Margaret Batten requesting that papers be prepared for the Mineral Wells Public Service District Sycamore Run-Limestone Ridge Project Tap Fees Savings Account and the Mineral Wells Public Service District Sycamore Run-Limestone Ridge Project Security Deposits Savings Account prior to the 5 p.m. April 19th Board Meeting.

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE - MAY 17, 2001
PAGE 2

11. Letter dated April 20, 2001, to Margaret Batten from Jack W. Hoffbuhr, P.E., Executive Director, American Water Works Association, inviting her to join the American Water Works Association.
12. Fax dated April 20, 2001, to the **PARKERSBURG NEWS/SENTINEL** from Margaret Batten enclosing a classified ad for a full-time employee to be published in both newspapers from April 23rd thru April 25th.
13. Copy of a letter dated April 20, 2001, to Gary D. Wilson, Rural Utilities Service, from Margaret Batten enclosing check no. 25818 in the amount of \$3,000.00 for the April 23, 2001, interest payment on the District's loan number 91-07 and checking no. 25819 in the amount of \$9,000.00 for the April 23, 2001, interest payment on the District's loan number 91-06.
14. Copy of a letter dated April 20, 2001, to the WV Municipal Bond Commission to Margaret Batten enclosing check number 25813 in the amount of \$1,592.00 for bond payment to the account of MIW-W-1-69-X-W0-06 69 Water Revenue.
15. Copy of a draft letter dated April 20, 2001, prepared by District's lawyer, Steven Hardman, to Robert K. Tebay, President; Rick Modesitt, Commissioner; and K. D. Merritt, Commissioner; County Commission of Wood County, from the District's Board of Commissioners, Charles Stewart, Roy L. Radabaugh, and James R. Lett, responding to the Wood County Commission's earlier correspondence supporting the use of a second water meter for the purpose of yard maintenance.
16. Letter dated April 23, 2001, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing on half size set of Customer Reference Drawings to be used for the customer sign-up of Miscellaneous Waters Extensions—Sycamore Run, Stephens Fork, et al.
- 17.* Letter dated April 23, 2001, to Robert K. Tebay, Rick Modesitt, and K. D. Merritt, County Commission of Wood County from Charles Stewart, Roy L. Radabaugh, and James R. Lett, Board of Commissioners, Mineral Wells Public Service District, responding to the Wood County Commission's earlier correspondence supporting the use of a second water meter for the purpose of yard maintenance.
18. Fax dated April 24, 2001, to the Wood County PSD's stating that the monthly meeting of the Wood County PSD Association would be held on April 25, 2001, at Union Williams PSD at 12 p.m.
19. Copy of a letter dated April 24, 2001, to John Padden III, Reagle and Padden, Inc., from

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Margaret Batten enclosing a copy of the Employee Handbook for the Mineral Wells Public Service District.

20. Letter dated April 23, 2001, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing three half size sets of Customer Reference Drawings of the Rockcamp Run and Wolf Run Areas and several copies of the Users Agreement for this project.
21. Fax dated April 24, 2001, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., relative to a potential customer on the Sycamore Run area who will have little or no water pressure should he be signed up for service on the upcoming water project in that area..
22. Copy of the District's 2000 Drinking Water Quality Report dated April 24, 2001 that was mailed to all the District's water customers as required by law.
23. Copy of a letter dated April 25, 2001, to Daniel A. Parker, West Virginia Department of Health and Human Services, Bureau for Public Health, Office of Environmental Health Services, from Margaret Batten enclosing a copy of the District's 2000 Consumer Confidence Report and certification that the same was mailed to all the District's water customers on April 24, 2001.
24. Copy of a letter dated April 25, 2001, to the Public Land Corporation from Margaret Batten enclosing two public land corporation stream activity applications—one for the Craig Marshall residence on Chesterville Road and one for the Green Valley Road Water Extension.
25. Copy of a letter dated April 25, 2001, to Mary Rader, Wood County Commission, from Margaret Batten enclosing one copy of the Minutes of the March 15, 2001, Regular Board Meeting.
26. Copy of a letter dated April 25, 2001, to Daniel Yonkosky, Water Development Authority, from Margaret Batten enclosing a copy of the District's annual operating budget for fiscal year 2002.
27. Copy of a letter dated April 25, 2001, to Carrie L. Grimm, WV Division of Environmental Protection, from Margaret Batten enclosing a copy of the District's annual Budget for fiscal year 2002.
28. Letter dated April 25, 2001, to Jerry Spears from Fred VanKirk, Secretary/Highways Commissioner, WV Division of Highways, advising that the Division of Highways is committed to pay engineering and construction costs associated with the extension of the

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District's sewer line to connect to the I-77 Mineral Wells Rest Area.

29. Copy of correspondence instructions dated April 25, 2001, to Jack Beck, Claywood Park Public Service District, from Margaret Batten returning a copy of the Claywood Park PSD Employee Handbook and thanking him for lending it to the District.
30. Copy of a certified letter dated April 26, 2001, to Ronald L. Hannan from Shayne Brabham advising him of violations found on his property during the recent smoke testing of the District's sewer main in his neighborhood and giving him sixty days to correct the problems.
31. Copy of a certified letter dated April 26, 2001, to John Cantwell from Shayne Brabham advising him of violations found on his property during the recent smoke testing of the District's sewer mains in his neighborhood and giving him sixty days to correct the problems.
32. Copy of a certified letter dated April 26, 2001, to Lewis Hughes from Shayne Brabham advising him of violations found on his property during the recent smoke testing of the District's sewer mains in his neighborhood and giving him sixty days to correct the problems.
33. Copy of a certified letter dated April 26, 2001, to Michael Patton from Shayne Brabham advising him of violations found on his property during the recent smoke testing of the District's sewer mains in his neighborhood and giving him sixty days to correct the problems.
34. Copy of a certified letter dated April 26, 2001, to Michael Oliver from Shayne Brabham advising him of violations found on his property during the recent smoke testing of the District's sewer mains in his neighborhood and giving him sixty days to correct the problems.
35. Copy of a certified letter dated April 26, 2001, to Larry Donahue from Shayne Brabham advising him of violations found on his property during the recent smoke testing of the District's sewer mains in his neighborhood and giving him sixty days to correct the problems.
36. Copy of a certified letter dated April 26, 2001, to Ronald E. Ghee from Shayne Brabham advising him of violations found on his property during the recent smoke testing of the District's sewer mains in his neighborhood and giving him sixty days to correct the problems.
37. Fax dated April 26, 2001, to Grace Baker from Nellie Radcliff enclosing an account card for

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account no. 2-04550-02 to be completed and returned.

- 38.* Fax dated April 26, 2001, to Gary Wilson, Rural Utility Services, from Manning Frymier, P.E., Cerrone Associates, Inc., containing the latest budget update for the Water Systems Improvements and the Rockport Water Extension Projects.
39. Copy of a certified letter dated April 27, 2001, to Bernice Corbitt from Shayne Brabham advising her of violations found on his property during the recent smoke testing of the District's sewer mains in her neighborhood and giving him sixty days to correct the problems.
40. Fax dated April 27, 2001, to Margaret from the Wood County Sheriff's Department enclosing a copy of an accident report for Brent Alan Piggott who wrecked his car on Route 14 near Capital Mortgage Company and destroyed the District's electric supply for its grinder pumps located in that area.
41. Fax dated April 27, 2001, to Lucinda, Roy Alltop Insurance, Elizabeth, WV, from Margaret Batten enclosing a copy of the accident report for Brent Alan Piggott.
42. Copy of a letter dated April 27, 2001, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, from Margaret Batten requesting approval of the Agreement for Engineering Services between the District and Cerrone Associates, Inc. for the I-77 Rest Area Sewer Extension.
43. Fax dated April 27, 2001, to Kathy, Reagle & Padden, Inc., from Margaret Batten enclosing a copy of the fax to Roy Alltop Insurance relative to the District's claim in the Brent Alan Piggott accident near Capital Mortgage Co. on Route 14.
44. Fax dated April 27, 2001, to Earl Lucas, Mid-Ohio Valley Regional Council, from Margaret Batten enclosing a copy of a letter dated February 28, 2001, from the WV Infrastructure and Jobs Development Council and Rural Utilities Service relative to funding for the Sycamore, Stephens Forks, Limestone Ridge Water Project.
45. Letter dated April 27, 2001, to Charles Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing for review and approval four copies of Requisition No. 18 for the District's Water System Improvements Project.
46. Fax dated April 27, 2001, to Jerry Spears from Tony Ware enclosing a copy of Fred VanKirk, Secretary/Highways Commissioner, West Virginia Division of Highways, stating that the Department of Highways is committed to paying for the sewer extension to serve the Mineral Wells I-77 Rest Area.

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47. Copy of a fax dated April 27, 2001, to Manning Frymier, Cerrone Associates, Inc., from Jerry Spears enclosing a copy of the above fax dated April 27, 2001, to Jerry Spears from Fred VanKirk, West Virginia Division of Highways relative to the sewer extension to the Mineral Wells I-77 Rest Area.
48. Fax dated April 30, 2001, to Stuart Frazier, Appalachian Software, Inc., from Nellie Radcliff enclosing a history of the McDonald's account.
49. Fax dated April 30, 2001, to the Editor, **PARKERSBURG NEWS**, from Margaret Batten enclosing a notice to be published in the first available issue of the newspaper about a special board meeting to be held at 10 a.m. on May 2, 2001, at the District's Office.
50. Fax dated April 30, 2001, to the Editor, **PARKERSBURG SENTINEL**, from Margaret Batten enclosing a notice to be published in the first available issue of the newspaper about a special board meeting to be held at 10 a.m. on May 2, 2001, at the District's Office.
51. Letter dated April 30, 2001, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for review and approval six copies of Change Order No. 10 to Lou Morgan Builders for the paving and drainage of the rear parking lot of the District's new office and maintenance buildings.
52. Fax dated April 30, 2001, to Manning Frymier, P.E., Cerrone Associates, Inc., from Jerry Spears enclosing a copy of the letter from Fred VanKirk, Secretary/Highways Commissioner, relative to the sewer main extension to the I-77 Rest Area located at Mineral Wells, WV.
53. Letter dated April 30, 2001, to Margaret Batten from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, assigning Case No. 01-0568-PSD-PC to the District's request for approval of its engineering agreement with Cerrone Associates, Inc., for the engineering of the sewer main extension to the I-77 Rest Area located in Mineral Wells, WV.
54. Letter dated April 30, 2001, to the Mineral Wells PSD from Ralph W. Bassett, Jr., Certified Public Accountant, requesting the opportunity to serve as the District's accountant.
55. Inspection Report, form FmHA 1924-12 signed by Russell L. Henderson, Contract Specialist, dated April 30, 2001, for the District's Rockport Water Extension Project and the Water System Improvements Project.
56. Fax dated April 30, 2001, to Margaret Batten from Randall M. Cole, Cerrone Associates, Inc., enclosing a copy of the change order for the paving of the rear parking lot of the District's office and maintenance buildings.

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57. Fax dated April 30, 2001, to the Mineral Wells Public Service District from Manning Frymier, P.E., Cerrone Associates, Inc., relative to the site visit and testing with Bill Byers, Mineral Well PSD Sewage Plant Operator, and concluding that high dose chlorination "breakpoint" is an effective method for reducing ammonia nitrogen in the sewage plant effluent at the wastewater treatment plant.
58. Letter dated April 30, 2001, to William Byers from Diana Geary, Miss Utility of WV, Inc., containing map of the District's present database for careful review and corrections.
- 59.* Letter dated May 1, 2001, to The Commissioners from Harman Thompson Mallory & Ice stating that they will perform the District's annual audit and prepare the required Public Service Commission Reports for both water and sewer and the FmHA Report for a sum not to exceed \$6,600.00.
60. Copy of a letter dated May 1, 2001, to the WV Municipal Bond Commission from Margaret Batten enclosing Check Number 27788 in the amount of \$6,257.22 for bond payments to Account #MIW-S-1-95-X-W0-06 and Account #MIW-S-2-95-X-W0-06.
61. West Virginia Department of Health and Human Resources, Office of Family Support, Authorization of Payment for Darin S. Boggs, 106 Mineral Park Estates, in the amount of \$62/10.
62. Letter dated May 2, 2001, to the Mineral Wells Public Service District from R. Witter Hallan, Executive Director, West Virginia Municipal Bond Commission, stating that the District must deposit funds in the amount of \$3,159.86 prior to June 1, 2001, in order for the Commission to meet the District's debt service on Account MIW-S-1-95-X-WO-06.
63. Fax dated May 3, 2001, to Warner, Miller Communications, from William Byers enclosing copies of two charts from the District's telemetry system with dates of other signal fails for April and May.
64. Copy of a letter dated May 3, 2001, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing for review and approval four copies of Requisition No. 18 for the District's Water System Improvements Project.
65. Copy of a letter dated May 3, 2001, to Wal-Mart Stores, Bentonville, Arkansas, from Jerald D. Spears stating that Wal-Mart Store #2823 has met the District's WV/NPDES permit requirements for April 2001.
66. Copy of a letter dated May 3, 2001, to C. J. Musser, Division of Environmental Protection, Environmental Enforcement, from Margaret Batten enclosing copies of correspondence

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relative to Wal-Mart Store #2823 meeting the District's WV/NPDES permit requirements for April 2001.

67. Fax dated May 3, 2001, to Jerry Spears from Tammy M., McHenry Electric Co. enclosing a copy of an invoice in the amount of \$1,035.41 for the District's damaged electric pole located near Capital Mortgages on Route 14.
68. Copy of a letter dated May 3, 2001, to the Municipal Branch, Office of Water Resources (DNR) from Jerald D. Spears enclosing a copy of the lab results taken at Wal-Mart Store #2823 and stating that the store's Car Care Center has met the District's WV/NPDES permit requirements for the month of April 2001.
69. Copy of a letter dated May 3, 2001, to Sheila Snyder, Wal-Mart Store #2823, from Margaret Batten stating that the Car Care Center is in compliance with the District's WV/NPDES for the month of April.
70. Copy of a letter dated May 4, 2001, to Norman Bennett from Jerald D. Spears enclosing all the necessary documents for a sewer main extension to serve Mr. Norman's new home on Hickory Height Road.
71. Memorandum dated May 4, 2001, to Payroll Clerks from Teresa Robertson, Contribution Manager Public Employees Retirement System, enclosing annual retirement statements for the year ending December 31, 2000, for each of the District's employees.
72. Copy of a letter dated May 4, 2001, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing six copies of Change Order No. 10 to Lou Morgan Builders for the District's new Office and Maintenance Buildings.
73. Memorandum dated May 6, 2001, to All Benefit Coordinators from Janice E. Long, HMO and Communications Manager, WV Public Employees Insurance Agency, relative to submitting Tobacco Free Affidavits and Discounts on Health Insurance for same.
74. Letter dated May 7, 2001, to Charles Stewart from Gary D. Wilson, Rural Utilities Service, stating that the invoice for \$12,704.30 from Lou Morgan Builders, Inc., has been approved for payment from the District's Water Improvement Construction Account.
75. Copy of a letter dated May 7, 2001, to Manning Frymier, Cerrone Associates, Inc., from Margaret Batten enclosing copies of correspondence to and from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, relative to the I-77 Rest Area Sewer Extension.

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76. Copy of a letter dated May 7, 2001, to Wilma Hodge, West Virginia Bureau of Public Health, Environmental Engineering Division, from Margaret Batten enclosing the Monthly Operation Report and a copy of the Daily Water Purchase Tally for the month of April for the District.
77. Copy of a letter dated May 7, 2001, to Pauline Lowers, Union Williams Public Service District from Margaret Batten enclosing a copy of the District's Sewer Ordinance.
78. Copy of a letter dated May 8, 2001, to the 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 April for the District's wastewater treatment plant.
79. Copy of a letter dated May 8, 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 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 April for the District's wastewater treatment plant.
80. Copy of a letter dated May 8, 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 April for the District's wastewater treatment plant.
81. Copy of a letter dated May 8, 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 April for the District's wastewater treatment plant.
82. Fax dated May 8, 2001, to Rhona, Team Yellow, American Freightways, from Margaret Batten enclosing a copy of American Freightways bill which was mailed from our office on March 16, 2001.
83. Copy of a letter dated May 8, 2001, to James F. Aucremanne, Water and Wastewater Division, Public Service Commission of West Virginia, from Jerald D. Spears explaining the District's position on the location of the water tap which was made for Robert and Janice Ryan which was made during the Rockport Water Extension Project.
84. Copy of a letter dated May 8, 2001, to Lou Morgan Builders, Inc. from Margaret Batten

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enclosing District check no. 1074 in the amount of \$12,704.30 as payment for contractor's services billed on Requisition No. 18 for the Water System Improvements Project.

85. Copy of a letter dated May 8, 2001, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of approved Requisition No. 18 for the Water System Improvements Project.
86. Safety Recall Warning from Daimler Chrysler Corporation postmarked May 9, 2001, stating that some 1994 through 1999 model year Ram pick-up trucks are being recalled for a problem relating to the secondary latch that helps secure the vehicle's hood.
87. Copy of a letter dated May 9, 2001, to the WV Municipal Bond Commission from Margaret Batten enclosing check number 27704 in the amount of \$10,595.30 for bond payments to Account #MIW-S-1-97-R-W0-06 Sewer 97 Revenue and Account #MIW-S-1-85-B-W0-06 Sewer 85-B Revenue.
88. Correspondence Instructions dated May 10, 2001, to the Wood County Clerk from Margaret Batten enclosing water line right-of-way easements for the Green Valley Water Line Extension Project to be recorded.
89. Copy of a letter dated May 10, 2001, to Jolie Johnson, State Farm Insurance, from Margaret Batten enclosing an invoice for damages to the District's electric pole which provides service to several grinders located near Capital Mortgages. The pole was damaged when Brent Alan Piggott, a client of State Farm Insurance, lost control of his car on the morning of April 26th.
90. Fax dated May 11, 2001, to the Editor, **PARKERSBURG NEWS**, from Margaret Batten enclosing a notice about the May 17, 2001, regular board meeting to be published in the first available issue of the newspaper.
91. Fax dated May 11, 2001, to the Editor, **PARKERSBURG SENTINEL**, from Margaret Batten enclosing a notice about the May 17, 2001, regular board meeting to be published in the first available issue of the newspaper.
- 92.* Letter dated May 14, 2001, to Charles Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing for review and approval five copies of Change Order No. 10 to Bosley Construction for Contract 2 of the Water System Improvements Project and the Rockport Water Extension Project.
93. Facsimile from to Margaret Batten from Dominick P. Cerrone, P.E, Cerrone Associates, Inc., containing a list of material for a 40 ft. x 15 ft. x 8 ft. high lean-to on the side of the District's maintenance building.

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94. Copy of a letter dated May 15, 2001, to Mr. & Mrs. Ronald C. Dotson from Margaret Batten enclosing a copy of their recorded right-of-way easement for a water line extension along Green Valley Run Road.
95. Copy of a letter dated May 15, 2001, to Mr. & Mrs. Edwin L. Wherry, Sr. from Margaret Batten enclosing copies of their three recorded rights-of-way easements for a water line extension along Green Valley Run Road.
96. Copy of a letter dated May 15, 2001, to Mr. Ronald Frame from Margaret Batten enclosing a copy of his recorded right-of-way easement for a water line extension along Green Valley Run Road.
97. Copy of a letter dated May 15, 2001, to Mrs. Peggy Hayes from Margaret Batten enclosing a copy of her recorded right-of-way easement for a water line extension along Green Valley Run Road.
98. Copy of a letter dated May 15, 2001, to Mr. Randy Barker from Margaret Batten enclosing a copy of his recorded right-of-way easement for a water line extension along Green Valley Run Road.
99. Copy of a letter dated May 15, 2001, to Mr. & Mrs. Ted E. Casto, Sr. from Margaret Batten enclosing a copy of the agreement to extend water line along Green Valley Run Road and a copy of their recorded right-of-way easement.
100. Letter dated May 15, 2001, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing three half-size sets of Customer Reference Drawings for Contract 2 for the Miscellaneous Water Extensions, Sycamore Run, Stephens Fork, et al Project and additional copies of Users Agreements for this area.
101. Fax dated May 16, 2001, to Bill Byers from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing info from the Blue Book Catalog showing products available for PPM dosing of the District's sewage lagoons.
102. Fax dated May 16, 2001, to Jeanne, Okidata Corporation, from Margaret Batten enclosing a copy of the printout using the new printhead and a copy of the printout using the old printhead.
103. Copy of a letter dated May 16, 2001, to Mrs. Brenda Smarr from Amy L. Swann, Water and Wastewater Division, Public Service Commission of West Virginia, stating that Commission had received her utility payment in the amount of \$140.00 for District Account No. 1-00990-00 and had forwarded it on to the Mineral Wells Public Service District.

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104. Letter from the West Virginia Municipal Bond Commission stating that they have moved and that their new address is 8 Capitol St., Suite 500, Charleston, WV 25301.
105. Copy of a letter dated May 17, 2001, to Pravin Sangani, Office of Water Resources (OWR) from Jerald D. Spears containing an updated response to the compliance inspection conducted at the District's wastewater treatment plant on October 31 - November 1, 2000.
106. Copy of a letter dated May 17, 2001, to Charles A. Moses, Environmental Enforcement from Jerald D. Spears enclosing a copy of the above letter dated May 17, 2001, to Pravin Sangani containing an updated response to the compliance inspection conducted at the District's wastewater treatment plant on October 31 - November 1, 2000.
107. Copy of a letter dated May 17, 2001, to Manning Frymier, P. E., Cerrone Associates, Inc., from Jerald D. Spears enclosing a copy of the above letter dated May 17, 2001, to Pravin Sangani containing an updated response to the compliance inspection conducted at the District's wastewater treatment plant on October 31 - November 1, 2000.
108. Fax dated May 17, 2001, to Angie, WV Consolidated Public Retirement Board from Jerald D. Spears enclosing a copy of his DD Form 214 and copy of his office retirement order from the U. S. Air Force.
109. Fax dated May 17, 2001, to Charles Stewart from Dominick P. Cerrone, P.E., Cerrone Associates, Inc. containing an updated on the site work at the District's new office and maintenance buildings.