

MINUTES OF A REGULAR MONTHLY BOARD
MEETING OF THE MINERAL WELLS PUBLIC
SERVICE DISTRICT HELD THURSDAY, JUNE
21, 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; Shayne Brabham, Operations Manager; Margaret Batten, Office Manager; and Nellie Radcliff, Office Technician were present.

Mr. Frymier, P. E., Cerrone Associates, Inc. called and informed the District that he could not be present at this meeting because he had a previous engagement. He faxed some information to the Board that he felt they should have on hand to discuss. The fax contained a status report concerning the WWTP Dechlorination. The dechlorination report study and draft report are complete.

Other business discussed was the project status report from Cerrone Associates, Inc. The Contractor needs to follow-up on several items. The sign to the pay-room outside in the front will be remounted so that it is "flush" with caulking or grout behind it. The lock-sets on both maintenance building doors need to be checked and fixed because the lock-sets are sticking. Four hinge stops will be provided at the doors in the lobby to prevent doors from hitting the wall sconces behind them. A light globe is to be installed on the side door light at the maintenance building. The Contractor will provide a price to reinstall weather stripping at the kitchen door in the office building and maintenance building. The existing weather-proofing is sticking to the painted door surface.

The additional storage area next to the maintenance building is to be a prefabricated carport, which the District has obtained a price of \$ 3,137.60 for a 20' x 28'. This is to be run through Lou Morgan's contract as a change order. The Contractor has agreed to running this through his contract for a marginal mark-up. Mr. Radabaugh made a motion that the storage building be purchased at the quoted price. Mr. Lett seconded the motion. The motion carried by a unanimous vote.

The Contractor is working on the rear parking lot change order and has installed all catch basins and storm pipes, including the french drains under the lot. Concrete should be poured next week. The Contractor is to repair the standpipe on the storm line between the office building and the Matheny property. A saddle tap was placed around the 24" main with a 15" standpipe. The grate for it will arrive June 22, 2001.

The Contractor mentioned that a small ramped mound will be needed between the rear sidewalk and the new concrete parking lot. This was approved by Cerrone Associates, Inc., but it is not to exceed more than a two foot run at a maximum 1:6 slope.

Final grading has been started around the side. Top soil, fertilizer, lime and seed has been placed with mulch. A mowing strip will be added around the office building 2 foot wide with plastic underlay, as per plans. Top soil was imported from DeBarr Trucking Co.

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Landscaping will begin next week. The District has decided that the side pine trees and several trees in the front of the parking lot can be eliminated. Cerrone Associates, Inc., agree with this change. In replacement, we recommend to have the Contractor provide larger shrubs in front and on the side of the office building. There should be twenty boxwoods planted with mulch, each about 3 feet high.

Mr. Radabaugh made a motion that McHenry Electric be contacted to install an emergency shut-off switch on the water dispenser. Mr. Lett seconded the motion. The motion carried by a unanimous vote.

Mrs. Batten brought it to the attention of the Board that perhaps the men in the maintenance department should receive a series of shots for their own protection. Mr. Radabaugh made a motion the District check into and be responsible for the expenses of any shots that the men need for safety reasons. Mr. Lett seconded the motion. The motion carried by unanimous vote.

Mr. Lett made a motion that the Minutes of the May 17, 2001, Board Meeting be approved as present. Mr. Radabaugh seconded the motion. The motion carried by unanimous vote. Mr. Lett signed the Minutes.

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

1. Financial Statement dated May 31, 2001, for All Finances (copy attached).
2. Financial Statement dated May 31, 2001, for Water Revenue Fund Checking Account (copy attached).
3. Financial Statement dated May 31, 2001, for Sewer Revenue Fund Checking Account (copy attached).
4. Financial Statement dated May 31, 2001, for Rockport Construction Fund Checking Account (copy attached).
5. Financial Statement dated May 31, 2001, for Water Improvement Fund Checking Account (copy attached).
6. Check numbers 025885 thru 025934 written on the Water Revenue Fund Checking Account since the May 17, 2001, Board Meeting (copy attached).
7. Check numbers 025835 thru 025945 written today, June 21, 2001, on the Water Revenue Fund Checking Account (copy attached).
8. Check numbers 027848 thru 027895 written on the Sewer Revenue Fund

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Sycamore, Stephens Fork, Limestone Ridge Project. The Board decided that this would be a good idea and arranged for a meeting on July 9, 2001 at 6:00p.m.

2. Deadline for sign-ups for the new project was discussed, but no deadline date was determined.
3. Bill Byers, Operations Technician, attended a Waste Water Lagoon class for 3 days.
4. Inventory needs to be in by June 30, 2001. At this point Mr. Brabham brought it before the Board that he would be interested in a Lap-top Computer. Mr. Radabaugh made a motion that a Lap-top Computer be purchased for Mr. Brabham. Mr. Lett seconded the motion. The motion carried by unanimous vote.
5. Bosley Construction Company has completed four more tie-ins in the Pettyville area to the existing Sanitary Sewer near Patriot Center.
6. Mr. Peterson at 215 - Dover called with a complaint. It seems that his driveway is giving way because of a manhole problem. This is the fourth time that the District has had a problem. Mr. Brabham talked with Mr. Frymier, Cerrone Associates, Inc., about this and Mr. Frymier will be videoing this area, so as to have an idea as to why the District is having this problem.
7. Telemetry has been giving the District a problem. Mr. Radabaugh suggested that Miller Communications be contacted to get the problem fixed, and that the Board is less than happy with them.
8. Green Valley Extension Project is underway. Everything seems to be going O.K.

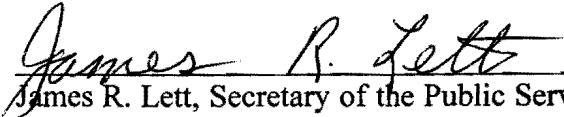
This concluded Mr. Brabham's report.

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All business having been discussed, Mr. Lett made a motion that the meeting be adjourned. Mr. Radabaugh seconded the motion. The motion carried by unanimous vote. Mr. Stewart adjourned the meeting at 7:30 p.m.

CERTIFICATION

I, James R. Lett, Secretary of the Public Service Board of the Mineral Wells Public Service District, a West Virginia corporation, do hereby certify that the foregoing and hereto annexed Minutes are a true and accurate record of the meeting held at the time and place aforesaid.



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

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
MAY 31, 2001**

CHECKING ACCOUNT

Water Revenue Fund Checking Account	
WesBanco Bank	\$ 19,616.28
Sewer Revenue Fund Checking Account	
WesBanco Bank	33.42
Rockport Construction Account	
WesBanco Bank	1,050.76
Water Improvement Construction Account	
WesBanco Bank	<u>3,023.48</u>

TOTAL IN CHECKING ACCOUNTS: **\$ 23,723.94**

WATER ACCOUNTS

Depreciation Reserve Account	
WesBanco Bank	\$ 8,719.03
Revenue Reserve Account	
WesBanco Bank	28,418.34
Revenue Reserve Account-Sams Creek/Chesterville	
WesBanco Bank	7,006.70
Sycamore Run-Limestone Tap Fees	
WesBanco Bank	7,900.00
Sycamore Run-Limestone Security Deposits	
WesBanco Bank	3,950.00
Security Deposit Account	
WesBanco Bank	<u>23,387.25</u>

TOTAL IN WATER ACCOUNTS: **\$ 79,381.32**

SEWER ACCOUNTS

Repair and Replacement Account	
WesBanco Bank	\$ 57,858.51
Reserve for Grinder Pump Maintenance	
Prime Rate Money Market-WesBanco Bank	22,187.19
Security Deposit Account	
WesBanco Bank	<u>15,056.03</u>

TOTAL IN SEWER ACCOUNTS: **\$ 95,101.73**

TOTAL ALL FINANCES, MAY 31, 2001 **\$198,206.99**

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

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

RECEIPTS:

Water Sales	\$52,190.52
Reconnection Fees	20.00
Tap Fees	1,150.00
Reimbursement-Sewer	1,958.29
Reimbursement-WV DOH	52.00
Water Buffalo Sales	419.50
Security Deposit Refunds	<u>820.52</u>

TOTAL RECEIPTS: **\$56,610.83**

TOTAL CASH AVAILABLE: **\$66,753.50**

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	4,265.82
Salaries	7,780.56
Commissioner's Salaries	300.00
WV Public Employees Insurance Agency	660.70
AT &T	5.96
AT&T State Calling Service	12.67
Discount Industrial Supply	32.60
Daugherty Supply Company, Inc.	29.75
Innovative Business Products	131.96
Miss Utility of WV	16.95
Miller communications	15.00
Parkersburg Sentinel Company	94.55
Scots Landscape Sursery	22.00
Tesa Company	74.93
U. S. Postal Service	186.17
Westfield Insurance Companies	1,308.18

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-MAY, 2001
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Bill Bailey Insurance	25.00
Claywood Park Public Service District	11,552.88
Industrial Rubber Products	17.16
Ohio Valley Muffler & Brake	121.74
Sanitary Linen Service	131.39
Mineral Wells Public Service District	530.73
Westco Internet	9.98
Verizon	124.14
R D Wilson Sons & Co.	26.60
Water Environmental Testing	67.50
Anna Branham	26.73
Todd A DeFore	18.54
Chris Junk	5.15
Paul Nielsen	48.05
Tim Whitehair	22.63
Joel Crites	50.94
Jim Eaton	50.94
Christopher Enoch	50.35
James and Constance Enoch	<u>50.97</u>

TOTAL EXPENDITURES:

\$47,137.22

**BALANCE IN WATER REVENUE CHECKING ACCOUNT
MAY 31, 2001**

\$ 19,616.28

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

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

\$ 241.23

RECEIPTS:

Sewer Sales	\$ 43,511.59
Transfer from Prime Rate Savings	14,000.00
Tap Fees	250.00
Reconnection Fees	20.00
Norman Bennett Sewer Extension	1,410.90
Reimbursement-State Farm Insurance (Piggott)	1,187.41
Reimbursement-WV DOH	52.00
Security Deposit Refunds	<u>813.60</u>

TOTAL RECEIPTS:

\$61,245.50

TOTAL CASH AVAILABLE:

\$61,486.73

EXPENDITURES:

Municipal Bond Commission	\$16,852.52
WesBanco Bank-Parkersburg	4,319.41
WesBanco Bank-Parkersburg	885.18
Salaries	8,174.17
Commissioners' Salaries	300.00
WV Public Employees Insurance Agency	540.58
Allegheny Power Company	4,100.79
Air Products & Chemicals, Inc.	983.07
AT&T	5.96
Bill Bailey Insurance	25.00
Daugherty Supply	34.16
Ohio Valley Muffler & Brake	121.74
Innovative Business Products	131.96
Discount Industrial Supply, Inc.	32.60
Sanitary Linen Service	131.36
Mineral Wells Public Service District	1,958.29
Verizon	438.78
WWT Electric	25.00
Water Environmental Testing	540.00
Westfield Insurance Companies	2,132.40

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-MAY, 2001
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U. S. Postal Service	186.17
Tesa Company, Inc.	418.25
AT&T-State Calling Service	12.67
Parkersburg Sentinel Company	94.55
Richard W. Sigmon Equipment	14,000.00
Miss Utility of WV Inc.	16.95
Miller Communications	15.00
R. D. Wilson Sons & Company	26.61
Industrial Rubber Products, Inc.	17.16
Westco Internet	9.97
Cutlip-Warner Development Company, Inc.	800.00
Mineral Wells Public Service District	515.71
ABB Automation Inc.	1,439.50
J. C. Bosley Construction Company, Inc.	800.00
Chris Junk	22.70
Paul Nielsen	49.06
Brooke N. Rice	5.89
McHenry Electric Company	1,035.41
Joel Crites	50.94
Brenda Huffman	50.93
James & Constance Mason	50.97
Amber McClung	50.94
Lois D. Staats	<u>50.96</u>

TOTAL EXPENDITURES:

\$61,453.31

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

\$ 33.42

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

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

RECEIPTS:

None

TOTAL RECEIPTS: None

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

EXPENDITURE:

Lou Morgan Builders 12,704.30

TOTAL EXPENDITURES: **\$12,704.30**

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION ACCOUNT
WESBANCO BANK, MAY 31, 2001** **\$ 3,023.48**

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

**BALANCE IN ROCKPORT CONSTRUCTION
ACCOUNT, WESBANCO BANK, APRIL 30, 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, MAY 31, 2001** **\$ 1,050.76**

**MINERAL WELLS PUBLIC SERVICE DISTRICT
WATER REVENUE FUND CHECKING ACCOUNT
LIST OF CHECKS WRITTEN BETWEEN MAY 18, 2001, AND JUNE 21, 2001**

CHECKS WRITTEN BETWEEN MAY 18, 2001 AND JUNE 20, 2001

CHECK NO. 25885	Anna Branham	\$ 26.73
25886	Todd A. DeFore	18.54
25887	Chris Junk	5.15
25888	Mineral Wells PSD	270.53
25889	Paul Nielsen	48.05
25890	Tim Whitehair	22.63
25891	U S Postal Service	39.27
25892	Westfield Insurance Companies	1,308.18
25893	Mineral Wells PSD	4,891.22
25894	Rural Development Admn	2,112.00
25895	Scots Landscape Nursery	11.00
25896	USDA-Rural Development	3,140.00
25897	WesBanco Bank-Parkersburg	2,625.37
25898	WesBanco-Water Res-Sams-CV	314.00
25899	AT&T	5.96
25900	Bill Bailey Insurance Agency	25.00
25901	Claywood Park PSD	11,552.88
25902	Industrial Rubber Products	17.16
25903	Ohio Valley Muffler & Brake	121.74
25904	Sanitary Linen Service	131.39
25905	Westco Internet	9.98
25906	Joel Crites	50.94
25907	Jim Eaton	50.94
25908	Christopher Enoch	50.35
25909	Mineral Wells PSD	209.47
25910	James and Constance Mason	50.97
25911	AT&T Wireless Services	59.76
25912	Danny's Lawn Service	20.00
25913	Daugherty Supply Co Inc	28.56
25914	Fasteners & Supply Inc	51.50
25915	Hardman's Supply Company	305.41
25916	Mineral Wells PSD	19.63
25917	Miller Communications	15.00
25918	Parkersburg Office Supply	69.86
25919	Poynter's Best Products	38.52
25920	Pifer's Service Center	507.31
25921	R L Roush Excavating	1,794.75
25922	C I Thornburg	3,363.74
25923	WV Dept of Tax & Revenue	806.70

**MINERAL WELLS PSD
LIST OF WATER CHECKS
JUNE 21, 2001
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**CHECKS WRITTEN BETWEEN MAY 18, 2001, AND JUNE 20, 2001
(Continued)**

CHECK NO. 25924	WV Public Employees Retirement	\$ 1,453.08
25925	Municipal Bond Commission	1,592.00
25926	Mineral Wells PSD	3,393.71
25927	Rena's Janitorial Contractors	400.00
25928	U S Postal Service	76.10
25929	USDA-Rural Development	3,000.00
25930	USDA-Rural Development	9,000.00
25931	WV Public Employees Ins Agency	558.77
25932	WesBanco Bank-Parkersburg	110.00
25933	WesBanco Bank-Parkersburg	1,602.85
25934	U S Postal Service	68.02

CHECKS WRITTEN TODAY, JUNE 21, 2001, AND NEED AUTHORIZATION

CHECK NO. 25935	AT&T State Calling Service	11.13
25936	Cutlip-Warner Development Co.	100.00
25937	Haul Away Trash L. L. C.	15.00
25938	Miss Utility of WV Inc.	15.37
25939	Midwest Pipe & Supply	184.05
25940	Ohio Valley Muffler & Brake	20.48
25941	Tesa Company, Inc.	13.50
25942	Water Environmental Testing	40.50
25943	Hajoca Corporation	35.20
25944	Industrial Rubber Products	9.84
25945	Verizon	134.87

**MINERAL WELLS PUBLIC SERVICE DISTRICT
SEWER REVENUE FUND CHECKING ACCOUNT
LIST OF CHECKS WRITTEN BETWEEN MAY 18, 2001, AND JUNE 21, 2001**

CHECK WRITTEN BETWEEN MAY 28, 2001, AND JUNE 20, 2001

CHECK NO. 27848	Chris Junk	\$ 22.70
27849	Mineral Wells PSD	261.31
27850	Paul Nielsen	49.06
27851	Brooke N Rice	5.89
27852	U S Postal Service	39.27
27853	Westfield Insurance Companies	2,132.40
27854	James R. Lett	200.00
27855	Roy L Radabaugh	200.00
27856	Charles M Stewart	200.00
27857	Richard W. Sigmon Equipment	14,000.00
27858	WesBanco Bank-Parkersburg	2,685.37
27859	Allegheny Power	1,413.26
27860	AT&T	5.96
27861	Bill Bailey Insurance Agency	25.00
27862	Industrial Rubber Products	17.16
27863	Ohio Valley Muffler & Brake	121.74
27864	Sanitary Linen Service	52.66
27865	WWT Electric	25.00
27866	Westco Internet	9.97
27867	Joel Crites	50.94
27868	Brenda Huffman	50.93
27869	Mineral Wells PSD	203.67
27870	James and Constance Mason	50.97
27871	Amber McClung	50.94
27872	Lois D Staats	50.96
27873	Chemtek Corporation	1,405.88
27874	AT&T Wireless Services	59.76
27875	Danny's Lawn Service	350.00
27876	Daugherty Supply Co Inc	68.52
27877	Fasteners & Supply Inc	51.50
27878	Gene's Septic Tank Cleaning	530.00
27879	Hardman's Supply Company	130.63
27880	Mineral Wells PSD	19.63
27881	Miller Communications	15.00
27882	Parkersburg Office Supply	69.85
27883	Poynter's Best Supply	38.53
27884	Pifer's Service Center	507.30
27885	R L Roush Excavating	1,573.25
27886	WV Water & Waste Supply	1,026.53

**MINERAL WELLS PSD
LIST OF SEWER CHECKS
JUNE 21, 2001
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**CHECKS WRITTEN BETWEEN MAY 18, 2001, AND JUNE 20, 2001
(Continued)**

CHECK NO. 27887	WV Dept of Tax & Revenue	\$ 807.13
27888	WV Public Employees Retirement	1,509.47
27889	RESA V	75.00
27890	Allegheny Power	2,681.24
27891	Rena's Janitorial Contractors	715.00
27892	U S Postal Service	76.10
27893	WV Public Employees Ins Agency	581.58
27894	WesBanco Bank-Parkersburg	1,184.28
27895	U S Postal Service	68.02

CHECKS WRITTEN TODAY, JUNE 21, 2001, AND NEED AUTHORIZATION

CHECK NO. 27896	William H. Byers, Jr.	33.00
27897	Air Products & Chemicals, Inc.	598.42
27898	AT&T State Calling Service	11.13
27899	Cutlip-Warner Development Co.	100.00
27900	Discount Industrial Supply Corp.	210.39
27901	Haul Away Trash, L. L. C.	15.00
27902	Miss Utility of WV Inc.	15.38
27903	Ohio Valley Muffler & Brake	20.47
27904	Water Environmental Testing	195.00
27905	WesBanco Bank-Parkersburg	1,070.30
27906	Industrial Rubber Products	9.84
27907	State Electric Supply Co., Inc.	55.46
27908	Trombold Equipment Company, Inc.	640.19
27909	Verizon	447.13

PAYROLL CHECKS WRITTEN SINCE THE MAY 17, 2001, BOARD MEETING

CHECK NO. 00652	Todd R. Anderson	\$ 463.32
00653	Margaret J Batten	913.70
00654	Richard Shayne Brabham	909.56

**MINERAL WELLS PSD
LIST OF SEWER CHECKS
JUNE 21, 2001
PAGE 3**

CHECK NO. 00655	William H Byers Jr	1,006.59
00656	Linda K Church	823.73
00657	Russell P Hanna	698.21
00658	Mark K Murphy	697.36
00659	Nellie B Radcliff	729.53
00660	Jerald D. Spears	863.58
00661	Jerald D. Spears	2,292.79
00662	Todd R Anderson	460.87
00663	Margaret J Batten	816.43
00664	Richard Shayne Brabham	882.38
00665	William H Byers Jr	949.79
00666	Linda K Church	756.88
00667	Russell P Hanna	689.84
00668	Mark K Murphy	673.83
00669	Nellie B Radcliff	663.10

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE RECEIVED OR MAILED BY THE DISTRICT
SINCE THE MAY 17, 2001, BOARD MEETING
JUNE 21, 2001

1. Letter to the District 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.
2. **WEST VIRGINIA RURAL WATER ASSOCIATION INFRASTRUCTURE COUNCIL REPORT NEWSLETTER**, a publication of the West Virginia Rural Water Association dated June 6, 2001, Vol. 5, Issue 6.
3. A publication from the West Virginia Rural Association listing the training classes and giving a description of each class to be held during July, August, and September 2001.
4. Registration Form for the 16th Annual Meeting & Technical Conference of the West Virginia Rural Water Association to be held at Canaan Valley Resort from October 6 through October 10.
5. Memorandum to Payroll Clerks from Terasa Robertson, CPRB Membership Manager, West Virginia Consolidated Public Retirement Board, relative to the passage of House Bill 2080.
6. Fax dated May 17, 2001, to Charles Stewart from Dominick P. Cerrone, P.E., Cerrone Associates, Inc., containing an update on the site work at the office and maintenance buildings.
7. Certified letter dated May 17, 2001, to Pravin Sangani, Office of Water Resources (OWR), from Jerald D. Spears providing a continued update on the actions of the District in correcting the deficiencies noted with the District's wastewater treatment facilities listed in the compliance inspection report conducted on October 31 and November 1, 2000.
8. Copy of a letter dated May 17, 2001, to Charles A. Moses, Environmental Enforcement, from Jerald D. Spears enclosing a copy of the District's letter dated May 17, 2001, to Pravan Sangani, Office of Water Resources OWR, listing the District's actions in correcting the remaining deficiencies noted with the District's wastewater treatment facilities listed in the compliance inspection report conducted on October 31 and November 1, 2001.
9. 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 District's letter dated May 17, 2001, to Pravan Sangani, Office of Water Resources OWR, listing the District's actions in correcting the remaining deficiencies noted with the District's wastewater treatment facilities listed in the compliance inspection report conducted on October 31 and November 1, 2001.
10. Fax dated May 17, 2001, to Angie, State of West Virginia Consolidated Public Retirement

MINERAL WELLS PSD
LIST OF CORRESPONDENCE
JUNE 21, 2001
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Board, from Jerald D. Spears enclosing a copy of his DD Form 214 showing thirty years of service with the United States Air Force and a copy of his official retirement order from the Department of the Air Force.

11. Copy of a letter dated May 18, 2001, to Cindy Musser from Jerald D. Spears enclosing a copy of the District's letter dated May 17, 2001, to Pravan Sangani, Office of Water Resources OWR, listing the District's actions in correcting the remaining deficiencies noted with the District's wastewater treatment facilities as listed in the compliance inspection report conducted on October 31 and November 1, 2000.
12. Copy of a letter dated May 18, 2001, to Mary Rader, Wood County Commission, from Margaret Batten enclosing a copy of the Minutes of the Regular Board Meeting held on Thursday, April 19, 2001, and a copy of the Minutes of the Special Board Meeting held on Wednesday, May 2, 2001.
13. Copy of a letter dated May 18, 2001, to James Ice, Harman Thompson Mallory & Ice, from Margaret Batten enclosing a signed copy of the proposal to perform the District's audit for the fiscal year ending June 30, 2001.
14. Copy of a letter dated May 18, 2001, to the WV Municipal Bond Commission from Margaret Batten enclosing check number 27838 in the amount of \$6,257.22 for bond payments to account no. MIW-S-1-95-X-W0-06 Sewer 95 Revenue and account no. MIW-S-2-95-X-W0-06 Sewer 95 Reserve and check number 25873 in the amount of \$1,592.00 for bond payment to account no. MIW-W-1-69-X-W0-06 69 Water Revenue.
15. Copy of a letter dated May 18, 2001, to Gary Wilson, Rural Utilities Service, from Margaret Batten enclosing for review and approval five copies of Change Order No. 10 to Contract 2 for the Rockport Water Extension Project.
16. Copy of a letter dated May 18, 2001, to Randall M. Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of her letter to Gary Wilson containing five copies of Change Order No. 10 to Contract No. 2.
17. Copy of a letter dated May 18, 2001, to Gary D. Wilson, USDA-Rural Development, from Margaret Batten enclosing check number 25878 in the amount of \$3,000.00 for the May 23, 2001, interest payment on the District's Loan Number 91-07 and check number 25879 in the amount of \$9,000.00 for the May 23, 2001, interest payment on the District's Loan Number 91-06.
18. Copy of a letter dated May 18, 2001, to Ryan's Steak House, Inc., from Jerald D. Spears

MINERAL WELLS PSD
LIST OF CORRESPONDENCE
JUNE 21, 2001
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stating that the District has sufficient capacity to provide sewer service to the proposed Ryan's Restaurant to be built in Pettyville, West Virginia.

19. Letter dated May 18, 2001, to Margaret Batten from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing two copies of the Telemetry Operation & Maintenance Manual.
20. Fax dated May 21, 2001, to James A. Cochrane, President, RCDI, from Margaret Batten enclosing a copy of the District's letter to Ryan's Steak House, Inc. from Jerald D. Spears stating that the District has sufficient capacity to provide sewer service to the proposed Ryan's Restaurant to be built in Pettyville, West Virginia.
21. Letter dated May 21, 2001, to the District from Jerry Church, Sugar Camp Run Road, relative to the District's meter reader causing damage to his driveway.
22. Letter dated May 22, 2001, to the West Virginia Water Development Authority from Margaret Batten certifying that a deposit in the amount of \$5,688.40 was made to the District's Sewage System Revenue Bonds, Series 1995, Revenue Fund, and that a deposit in the amount of \$568.82 was made to the District's Sewage System Revenue Bonds, Reserve Fund.

Letter received May 21, 2001, from Daimler Chrysler relative to a Safety Recall to Repair or Replace Your Truck's Trailer Hitch.
24. Fax dated May 23, 2001, to James Ruckman, Cerrone Associates, Inc., from Shayne Brabham enclosing a copy of the DOH Permit for the Bonnivale Lift Station.
25. Fax dated May 23, 2001, to James Aucremanne, Public Service Commission of West Virginia, enclosing a copy of an estimate to extend the waterline to serve the Robert Ryan residence.
26. Fax dated May 23, 2001, to the District from Larry Edens, Packaged Systems, Inc., attaching an invoice from the Richard W. Sigmon Equipment Co. in the amount of \$14,000.00 for the new pumps for the Cracker Barrel Lift Station.
27. Letter dated May 23, 2001, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing three half size sets of Customer Reference Drawings for Contract 2- Limestone Ridge, Drawings 1 - 57 for the Sycamore Run, Stephens Fork, et al water project.
28. Form letter to the Infrastructure Community from Judi Nuckolls, Executive Director, West Virginia Association of Consulting Engineers enclosing an agenda and a golf registration

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form for a two day Infrastructure Forum to be held on June 11th and 12th at the Edgewood Country Club in Sissonville, WV.

29. Letter dated May 23, 2001, to Margaret Batten from James H. Jones, Chief, Real Estate Management Section, Division of Natural Resources, enclosing an original and one copy of a License Agreement by and between the Public Land Corporation to install a four inch water pipeline through and under Green Valley Run of Sams Creek of Tygart Creek of the Little Kanawha River.
30. Fax dated May 23, 2001, to Bill Byers from Lisa, Kingscote Chemicals, enclosing a price list and recommendations for using dye in the lagoons of the wastewater treatment plant.
31. Copy of a certified letter dated May 23, 2001, to Roger Davis from Linda Church relative to turning his delinquent account for water service over to Magistrate Court for collection.
32. Copy of a certified letter dated May 23, 2001, to Jennifer C. Galbreath from Linda Church relative to turning her delinquent account for sewer service over to Magistrate Court for collection.
33. Copy of a certified letter dated May 23, 2001, to Delbert L. Ledsome from Linda Church relative to turning his delinquent account for water and sewer service over to Magistrate Court for collection.
34. Copy of a certified letter dated May 23, 2001, to Beverly Scritchfield from Linda Church relative to turning her delinquent account for water and sewer service over to Magistrate Court for collection.
35. Copy of a certified letter dated May 23, 2001, to George Farrell from Linda Church relative to turning his delinquent account for water and sewer service over to Magistrate Court for collection.
36. Copy of a certified letter dated May 23, 2001, to Patrick McMullen from Linda Church relative to turning his delinquent account for water and sewer service over to Magistrate Court for collection.
37. Copy of a certified letter dated May 23, 2001, to Gregory Crites from Linda Church relative to turning his delinquent account for water and sewer service over to Magistrate Court for collection.
38. Copy of a certified letter dated May 23, 2001, to Andrew Keffer from Linda Church relative

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to turning his delinquent account for sewer service over to Magistrate Court for collection.

39. Copy of a certified letter dated May 23, 2001, to Janeen Breck from Linda Church relative to turning her delinquent account for water and sewer service over to Magistrate Court for collection.
40. Copy of a certified letter dated May 23, 2001, to Larry Matheny from Charles Stewart notifying him about the delinquent water and sewer bill of his former tenant, Dedra Irene Parsons.
41. Copy of a certified letter dated May 23, 2001, to Cutlip-Warner Partnership from Charles Stewart notifying them about the delinquent water and sewer bill of their former tenant, Andrew G. Warner.
42. Copy of a certified letter dated May 23, 2001, to Greg, RCDI Inc., from Charles Stewart notifying him about the delinquent sewer bill of their former tenant, Jennifer C. Galbreath.
43. Copy of a certified letter dated May 23, 2001, to H. Ray Sams from Charles Stewart notifying him about the delinquent sewer bill of his former tenant, Andrew Keffer.
44. Copy of a certified letter dated May 23, 2001, to Bernard Mulinex from Charles Stewart notifying him about the delinquent water bill of his former tenant, Gregory Crites.
45. Copy of a certified letter dated May 23, 2001, to Paul Bee from Charles Stewart notifying him about the delinquent water bill of his former tenant, Nanette Archer.
46. Copy of a certified letter dated May 23, 2001, to William Province from Charles Stewart notifying him about the delinquent water and sewer bill of his former tenant, Janeen Breck.
47. Copy of a certified letter dated May 23, 2001, to Darren L. Smith from Charles Stewart notifying him about the delinquent water and sewer bill of his former tenant, George Farrell.
48. Copy of a certified letter dated May 23, 2001, to DELSON, Inc. from Charles Stewart giving them final notification about the delinquent water and sewer bill of their former tenant, Delbert Ledsome.
49. Copy of a certified letter dated May 23, 2001, to DELSON, Inc. from Charles Stewart notifying them about the delinquent water and sewer bill of their former tenant, Evelyn Powell.

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50. Copy of a certified letter dated May 23, 2001, to DELSON, Inc. from Charles Stewart notifying them about the delinquent water and sewer bill of their former tenant, Steve Winters.
51. Copy of a certified letter dated May 24, 2001, to Robert Barker from Linda Church relative to turning his delinquent account for water service to Magistrate Court for collection.
52. Copy of a certified letter dated May 24, 2001, to Kevin Reagan from Linda Church relative to his delinquent account for water and sewer service.
53. Copy of a certified letter dated May 24, 2001, to Steve Winters from Linda Church relative to turning his delinquent account for water and sewer service over to Magistrate Court for collection.
54. Copy of a letter dated May 25, 2001, to Jamie Six, Clerk of Wood County, from Linda Church enclosing one right-of-way easement and six statutory liens to be recorded.
55. Copy of a letter dated May 25, 2001, to Anna Branham from Nellie Radcliff returning her check for her final water bill as it was deducted from her security deposit.
56. Copy of a letter dated May 29, 2001, to Gary D. Wilson, USDA-Rural Development from Margaret Batten enclosing two copies of the projected budget for the District's water department.
57. Letter dated May 29, 2001, to Jerry Spears from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing three half size sets of Customer Reference Drawings for Contract 2 - Limestone Ridge, Drawings 58 - 74 for the Sycamore Run, Stephens Fork, et al water project.
58. Letter dated May 30, 2001, to Charles Stewart from George Blum, Cerrone Associates, Inc., enclosing a sample letter (to be retyped on District letterhead) to the West Virginia Infrastructure and Jobs Development Council, requesting a loan to pay for the pre-construction costs of the Sycamore Run/Stephens Fork Water Project.
59. Copy of a letter dated May 31, 2001 to the Public Land Corporation from Margaret Batten enclosing the original and one signed copy of the License Agreement by and between the Public Land Corporation and the Mineral Wells Public Service District to install a four inch water main along Green Valley Road to serve five customers.
60. Fiscal Year 2002 Rate Detail Report for the Mineral Wells Public Service District from the

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West Virginia Bureau of Employment Programs, Workers' Compensation Division.

61. Memorandum dated May 31, 2001, to All Miss Utility of West Virginia Members from Jim Kovach, Executive Director, Miss Utility of West Virginia, Inc., relative to the combined Annual Meeting and Second Quarter Board Meeting scheduled for July 19, 2001, at Canaan Valley.
62. Letter dated May 31, 2001, to Nellie Radcliff from Jo Anne Liggett relative to standing water in the front yard of the former Ed Dickel residence.
63. Copy of a letter dated June 1, 2001, to Judy King, State of West Virginia Consolidated Public Retirement Board, from Margaret Batten enclosing the requested form showing the dates, salary/wages, retirement deductions, and hours worked for the time period of February 1, 2001, to May 31, 2001, for Jerald D. Spears.
64. Copy of a letter dated June 1, 2001, to James Aucremanne, Utility Analyst I, Public Service Commission of West Virginia, from Margaret Batten enclosing a copy of a map showing the easement for the Tim Curry property and a copy of the easement for the same.
65. Copy of a letter dated June 1, 2001, to Clement Sees, West Virginia Office of Environmental Health, from Margaret Batten enclosing requested information regarding an update of records for manager and key operators of the Mineral Wells Public Service District.
66. Letter dated June 4, 2001, to Margaret Batten from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing a completed DOH Form 8.01 and the Certification of Consultant for the WV DOT Upgrade I-77 Rest Area Sewer Project to be forwarded along with an executed copy of the Agreement for Engineering Services to Guy Mick or Jesse Sheppard.
67. Fax dated June 4, 2001, to Shayne Brabham from Manning Frymier, P.E., Cerrone Associates, Inc., stating that I-77 Rest Area Sewer Project will be handled like a DOH utility relocation with paperwork going through Jesse Sheppard to Guy Mick at DOH in Charleston, WV.
68. Copy of a letter dated June 5, 2001, to Mr. and Mr. Dennis J. Butcher from Margaret Batten requesting that they come into the District Office by June 14, 2001, to pick up their check for \$150.00 that was returned by the their bank marked "Insufficient Funds".
69. Memorandum received on June 6, 2001, For States, Local Governments, and Non-Profit Organizations (Non-Federal Entities) Expending Federal Awards from the Federal Audit

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Clearinghouse, United States Department of Commerce, Economics and Statistics Administration, U. S. Census Bureau, enclosing a Revised Form SF-SAC for OMB Circular A-133 Audits effective for fiscal period end dates on or after January 1, 2001.

70. Copy of a letter dated June 6, 2001, to WV Public Employees Retirement System from Margaret Batten enclosing membership enrollment forms for the District's new employee, Todd R. Anderson.
- 71.* Copy of a letter dated June 6, 2001, to Ms. Katy Mallory, P.E., Executive Secretary, WV Infrastructure & Job Development Council, from Charles M. Stewart applying for Engineering Design Advance Funding for the Sycamore Run, Stephens Fork, Limestone Ridge Waterline Extension Project.
72. Fax dated June 6, 2001, to the District from REI Consultants, Inc. enclosing the oil and grease lab results for the Pettyville WalMart Store for the month of May.
73. Copy of a letter dated June 6, 2001, to Robert L. Ayers, Executive Director, WV Public Employees Insurance Agency, from Margaret Batten enclosing an enrollment form for the District's new employee, Todd R. Anderson, for Health Benefits and Basic Life Insurance effective July 1, 2001.
74. Letter dated June 6, 2001, to Charles M. Stewart from Randall M. Cole, Cerrone Associates, Inc., enclosing an approved copy of Change Order No. 10 to Contract 2 of the Water System Improvements and Rockport water extension projects.
75. Letter dated June 6, 2001, to Charles Stewart from Virginia McDonald, Rural Utilities Service, enclosing a summary of civil rights laws and requirements that, as a recipient of federal assistance, may affect the way the District administers its water system.
76. Letter dated June 6, 2001, to Margaret Batten from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing a copy of the Staff's memorandum in Case No.01-0568-PSD-PC, I-77 Rest Area Sewer Project, requesting that the District provide seven items necessary for further processing of the case.
77. Copy of a letter dated June 7, 2001, to George E. Blum, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the District's letter to Ms. Katy Mallory, P.E., WV Infrastructure & Jobs Development Council, applying for Engineering Design Advance Funding for the Sycamore Run, Stephens Fork & Limestone Ridge waterline extension project.

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78. Copy of a letter dated June 7, 2001, to Wilma Hodge, West Virginia Bureau of Public Health, from Margaret Batten enclosing the District's Monthly Operation Report and a copy of the Daily Water Purchase Tally for the month of May, 2001.
79. Copy of a letter dated June 7, 2001, to Cindy Musser, WV 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 for the month of May, 2001, for the District's wastewater treatment plant.
80. Copy of a letter dated June 7, 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 for the month of May, 2001, for the District's wastewater treatment plant.
81. Copy of a letter dated June 7, 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 May, 2001, for the District's wastewater treatment plant.
82. Copy of a letter dated June 7, 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 May, 2001, for the District's wastewater treatment plant.
83. Copy of a letter dated June 7, 2001, to Ms. Sheila Snyder from Margaret Batten enclosing a copy of the lab results for the Car Care Center of WalMart Store #2823 for the month of May.
84. Copy of a letter dated June 7, 2001, to Ms. C. J. Musser, State of West Virginia Division of Environmental Protection, from Margaret Batten enclosing a copy of the lab results for the Car Care Center of WalMart Store #2823 for the month of May.
85. Copy of a letter dated June 7, 2001, to the Municipal Branch, Office of Water Resources (DNR), from R. Shayne Brabham enclosing a copy of the lab results for the Car Care Center of WalMart Store#2823 for the month of May.

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86. Copy of a letter dated June 7, 2001, to WalMart Stores, Bentonville, Arkansas, from R. Shayne Brabham enclosing a copy of the lab results for the Car Care Center of WalMart Store #2823 for the month of May.
87. Copy of a letter dated June 7, 2001, to Sullivan, Inc., from Linda Church relative to the average daily water usage for the Rockport General Store.
88. Copy of a letter dated June 7, 2001, to Miss Utility of West Virginia, Inc., from Linda Church notifying them that R. Shayne Brabham has replaced Jerry Spears as Operations Manager for the District.
89. Copy of a letter to Virginia McDonald, Rural Utilities Service, from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing for review and approval a copy of the District's "Positive Program to Encourage Water Connections".
90. Copy of a letter dated June 8, 2001, to Robert L. Ayers, Executive Director, WV Public Employees Insurance Agency, from Margaret Batten enclosing a copy of the enrollment form for Basic Health and Life Insurance along with an executed Plan 2002 Tobacco-Free Premium Discount Affidavit for the District's new employee, Todd R. Anderson.
91. Letter dated June 8, 2001, to Charles Stewart from Randall Cole, Cerrone Associates, Inc., enclosing for the District's file one fully approved copy of Change Order No. 10 to Lou Morgan Builders for the office building contract.
92. Fax dated June 11, 2001, to the Public Land Corporation from Margaret Batten resubmitting the Stream Activity Application for Craig Marshall.
93. Fax dated June 11, 2001, to Manning Frymier, P. E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the letter from Sandra Squire of the PSC relative to the engineering agreement for the I-77 Rest Area Sewer Project and requesting that he provide information to answer items 4 thru 7 in the letter.
94. Letter dated June 11, 2001, to Margaret Batten from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing a copy of the Commission's Referral Order in Case No. 01-0568-PSD-PC.
95. Copy of a letter dated June 12, 2001, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, from Cecelia Gail Jarrell, Staff Attorney, enclosing an original and twelve copies of the "First Set of Interrogatories, Data Request or Requests for Information by the Staff of the Public Service Commission of West Virginia".

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- 96.* Certified letter dated June 12, 2001, to the Mineral Wells Public Service District from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing a copy of a Case No. 01-0795-PWD-C, a formal complaint filed by Jerry L. Villers, Matt Jones, F. L. Morehead, Gary R. Hinkle, and Melinda Ferguson relative to obtaining a second water meter for watering lawns and filling swimming pools.
97. Letter dated June 12, 2001, to Charles Stewart from George E. Blum, Cerrone Associates, Inc., relative to the PSC Staff Memo of June 6, 2001, enclosing a descriptive narrative of the project, DOH Form 8.01, and revised page 5 of 5 of Engineering Agreement for Case No. 01-0568-PSD-PC.
98. Facsimile dated June 13, 2001, to Margaret Batten from George E. Blum, Cerrone Associates, Inc., enclosing a copy of the above letter and attachments to Charles Stewart regarding the PSC Staff's request for Case No. 01-0568-PDS-PC.
99. Fax dated June 13, 2001, to Steven Hardman, Attorney, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing a copy of the letter from Sandra Squire, Executive Secretary, relative to the formal complaint filed by Jerry Villers, F. L. Morehead, Matt Jones, Gary R. Hinkle, and Melinda Ferguson.
100. Fax dated June 13, 2001, to George Blum, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the PSC Request for Information for Case No. 01-0568-PSD-PC and requesting that he provide responses to items 4 through 7.
101. Facsimile dated June 13, 2001, to Margaret Batten from George Blum, Cerrone Associates, Inc., enclosing responses to the PSC Staff inquiries 4 through 7 for Case No. 01-0568-PSD-PC.
102. Hard copy of Facsimile dated June 13, 2001, to Margaret Batten from George Blum, Cerrone Associates, Inc. enclosing responses to the PSC Staff inquiries 4 through 7 for Case No. 01-0568-PSD-PC.
103. Letter dated June 13, 2001, to Margaret Batten from Margo Perkins, Customer Service/Eligibility, West Virginia Public Employees Insurance Agency, acknowledging receipt of District's inquiry and stating that it has been referred to PEIA's Customer Service Unit for research and response.
104. Fax dated June 14, 2001, to Bill Fugate, Cerrone Associates, Inc., from William Byers enclosing a listing of the voltage and amp readings for the Slate Booster Station.

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105. Copy of a letter dated June 14, 2001, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing an original and twelve copies of the information requested in the "First Set of Interrogatories, Data Request or Requests for Information by the Staff of the Public Service Commission of West Virginia" in Case No. 01-0568-PSD-PC.
106. Copy of letter dated June 15, 2001, to Municipal Bond Commission enclosing check number 25925 for payment to the Water Revenue Bond.
107. Copy of letter dated June 15, 2001, to Gary Wilson, Rural Development, enclosing check for interest on loans.
108. Copy of Fax Message dated June 18, 2001, to **PARKERSBURG SENTINEL** attaching notice of June 21, 2001 Board Meeting to be published.
109. Copy of Fax Message dated June 18, 2001, to **PARKERSBURG NEWS** attaching notice of June 21, 2001 Board Meeting to be published.
- 111.* Fax Message dated June 21, 2001, from Steven Hardman, Attorney, Bowles Rice McDavid Graff & Love, responding to complaint of Jerry L. Villers, et al relative to second water meter.
112. Fax Message dated June 21, 2001, from William Byers, to Charlene Stilgenbauer, Allegheny Power Company, relative to problems at Slate Booster Station.
113. Copy of letter dated June 18, 2001, from Misty Corns, PSC, enclosing sewer bill which was delivered to the PSC by mistake.
114. Copy of Fax dated June 19, 2001, from Margaret Batten to Wilma Hodge, WV Bureau of Health attaching copy of Monthly Operation Report for May, 2001.
115. Copy of certified letter to Eric Hilling, Sanitary Linen, relative to uniform for new employee.
116. Copy of Interoffice Memorandum dated May 29, 2001, to PSD Board Members from Fred Rader, Mid Ohio Valley Regional Council relative to Board Member Workshop to be held Thursday, June 21, 2001 At the Agricultural Center. (This was brought to office by Jim Lett.)
117. Copy of Agenda for the Board Member Training Workshop to be held at the Agriculture Service Center from Calvin L. Hatfield, West Virginia Rural Water Association. (This was brought to office by Jim Lett.)

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- 118.* Fax Message dated June 21, 2001, from Manning H. Frymier, P. E., Cerrone Associates, Inc., relative to dechlorination report study for the wastewater treatment plant.
- 119.* Fax Message dated June 21, 2001, from Dominick P. Cerrone, Cerrone Associates, Inc., relative to project status of the office and maintenance buildings.