

MINUTES OF A REGULAR MONTHLY MEETING
OF THE PUBLIC SERVICE BOARD OF THE
MINERAL WELLS PUBLIC SERVICE DISTRICT
HELD THURSDAY, JULY 19, 2001, IN THE
DISTRICT'S OFFICE LOCATED AT MINERAL
WELLS, WEST VIRGINIA

Mr. Charles Stewart, Chairman, called the meeting to order at 5:00 p.m. He asked everyone present to sign the attendance roster. Charles Stewart; Roy L. Radabaugh, Treasurer; James R. Lett, Secretary; R. Shayne Brabham, Operations Manager; Margaret Batten, Office Manager; Nellie Radcliff, Office Technician; William Byers, Operations Technician; Mark Murphy, Operations Technician; Todd Anderson, Operations Technician; Russ Hanna, Operations Technician and Manning Frymier, P. E., Cerrone Associates, Inc., were in attendance.

Mr. Quick had called earlier and said that he would be at the meeting, but he did not attend.

Mr. Frymier had a number of items that he discussed.

1. He presented the Substantial Completion for Buck Run Extension. Mr. Radabaugh made a motion that Mr. Stewart be authorized to sign the Substantial Completion for Buck Run Extension. Mr. Lett seconded the motion. The motion carried by unanimous vote. Mr. Stewart signed the Substantial Completion.
2. Final Inspection for Contract No. 1 should have been completed at 11 months because of the Warranty Period. This final inspection has not been completed.
3. Contract No. 2 will need to have a final inspection before Oct., 2001.
4. PRV Valve at the river has a problem with the closing speed. The speed is much too fast, causing a water hammer in the 10" water main. Proposed solution is to check the flow control valve for direction of flow or see if there is dirt in it, if neither of the above is the problem, then a 2nd control valve needs installed to correct problem.
5. DOH still needs to pay the District for the engineering fees for the Slate Creek Bridge Project.
6. The District has a problem at 215 Dover. Cerrone Associates, Inc. has checked the problem. The soil is of such a texture that it is like a sink hole. The manhole in that area has sunk 6/10 of a foot. Mr. Frymier estimates that it will cost approximately \$100,000.00 to correct this problem. He recommends laying a new 10" line down the middle of the street. The

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District would like core drilling to be conducted. Mr. Radabaugh made a motion that Cerrone Associates, Inc., submit to the District three proposals from three different companies for an estimate on core drilling. If the cost is not more than \$7,000.00, the District authorized Cerrone Associates, Inc., to move ahead with the drilling. Mr. Lett seconded the motion. The motion carried by unanimous vote.

7. Mr. Frymier submitted a Preliminary Engineering Report for Dechlorination. He discussed three different types of facilities to upgrade the treatment of wastewater. Mr. Radabaugh made a motion that Shayne and William be authorized to travel to a location that has one of the systems in use so that they may observe the system in operation. Mr. Lett seconded the motion. The motion carried by unanimous vote.

This concluded Mr. Frymier's report.

Mrs. Batten presented the Board with inventory charge offs in the amount of \$765.24 for old chemicals and \$305.16 for old gravelly parts and out dated smoke bombs. Mr. Radabaugh made a motion that these items be removed from inventory. Mr. Lett seconded the motion. The motion carried by unanimous vote.

Mrs. Batten presented the Board with a Public Land Permit for Craig Marshall. Mr. Radabaugh made a motion that Mr. Stewart be authorized to sign the Public Land Permit. Mr. Lett seconded the motion. The motion carried by unanimous vote. Mr. Stewart signed the Public Land Permit.

Mrs. Batten presented the Board with a Public Land Permit for the Green Valley Project. Mr. Radabaugh made a motion that Mr. Stewart be approved to sign the Public Land Permit. Mr. Lett seconded the motion. The motion carried by unanimous vote. Mr. Stewart signed the Public Land Permit on May 31, 2001.

Requisition No. 19 - Revised on the Water System Improvement Project was presented to the Board for approval. Mr. Radabaugh made a motion that Requisition No. 19 - Revised be approved as presented. Mr. Lett seconded the motion. The motion carried by unanimous vote.

Mr. John Boyce, a potential water customer on the Sycamore, Limestone Ridge, Stephens Fork Project paid for a tap at his barn. The District feels that we should not sell a tap for barn use only. Mr. Radabaugh made a motion that the District refer the matter to our attorney. Mr. Lett seconded the motion. The motion carried by unanimous vote.

Mr. Lett made a motion that the Minutes of the June 21, 2001, Board Meeting be approved as presented. Mr. Radabaugh seconded the motion. The motion carried by unanimous vote. Mr. Lett

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signed the Minutes.

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

1. Financial Statement date June 30, 2001, for All Finances of the District (copy attached).
2. Financial Statement dated June 30, 2001, for Water Revenue Fund Checking Account (copy attached).
3. Financial Statement dated June 30, 2001, for Sewer Revenue Fund Checking Account (copy attached).
4. Financial Statement dated June 30, 2001, for Rockport Construction Fund Checking Account (copy attached).
5. Financial Statement dated June 30, 2001, for Water Improvement Fund Checking Account (copy attached).
6. Check number 25946 thru 25997 written on the Water Revenue Fund Checking (copy attached).
7. Check number 25998 thru 26006 written today July 19, 2001, on the Water Revenue Fund Checking Account (copy attached).
8. Check number 27910 thru 27964 written on the Sewer Revenue Fund Checking Account (copy attached).
9. Payroll Check number 670 thru 685 written on the Sewer Revenue Fund Checking Account (copy attached).
10. Check number 27965 thru 27972 written July 19, 2001, on the Sewer Revenue Fund Checking Account (copy attached).

Mr. Lett seconded the motion. The motion carried by unanimous vote.

Mrs. Batten gave her report. She informed the Board that there would be no charge off accounts this year. She presented the Board with an Insurance State of Valuation to be signed for the Boards Insurance company. Mr. Radabaugh made a motion that Mr. Stewart be authorized to sign the Valuation Form. Mr. Lett seconded the motion. The motion carried by unanimous vote. Mr. Stewart signed the form.

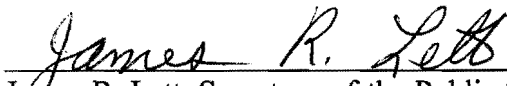
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Mr. Brabham's Operations report had already been discussed concerning the problem at 215 Dover and the barn tap.

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 8:00 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
JUNE 30, 2001

CHECKING ACCOUNT

Water Revenue Fund Checking Account		
WesBanco Bank	\$ 2,408.55	
Sewer Revenue Fund Checking Account		
WesBanco Bank	600.17	
Rockport Construction Account		
WesBanco Bank	1,050.76	
Water Improvement Construction Account		
WesBanco Bank	<u>3,023.48</u>	
TOTAL IN CHECKING ACCOUNTS:		\$ 7,082.96

WATER ACCOUNTS

Depreciation Reserve Account		
WesBanco Bank	\$ 8,871.73	
Revenue Reserve Account		
WesBanco Bank	28,558.63	
Revenue Reserve Account-Sams Creek/Chesterville		
WesBanco Bank	7,353.70	
Sycamore Run-Limestone Tap Fees		
WesBanco Bank	8,320.98	
Sycamore Run-Limestone Security Deposits		
WesBanco Bank	4,163.53	
Security Deposit Account		
WesBanco Bank	<u>23,358.30</u>	
TOTAL IN WATER ACCOUNTS:		\$ 80,626.87

SEWER ACCOUNTS

Repair and Replacement Account		
WesBanco Bank	\$ 59,136.92	
Reserve for Grinder Pump Maintenance		
Prime Rate Money Market-WesBanco Bank	22,246.55	
Security Deposit Account		
WesBanco Bank	<u>15,161.18</u>	
TOTAL IN SEWER ACCOUNTS:		\$ 96,544.65

TOTAL ALL FINANCES, JUNE 30, 2001 **\$184,254.48**

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

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

\$19,616.28

RECEIPTS:

Water Sales	\$54,242.32
Reconnection Fees	100.00
Tap Fees	1,600.00
Water Buffalo Sales	376.75
Mack Samples' Transfer-Tap & Security Deposit	150.00
Stephen Fadlevich Overpayment	17.55
Security Deposit Refunds	<u>717.71</u>

TOTAL RECEIPTS:

\$57,204.33

TOTAL CASH AVAILABLE:

\$76,820.61

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	3,097.30
WV Department of Tax & Revenue	1,344.56
WV Public Employees Retirement System	2,906.92
Salaries	6,651.27
Commissioner's Salaries	187.50
WV Public Employees Insurance Agency	558.77
AT &T Wireless	59.76
Danny's Lawn Service	60.00
Daugherty Supply Co., Inc.	35.60
Fasteners & Supply, Inc. Co.	145.00
Hardman's Supply Company	336.12
Mineral Wells PSD	227.32
Miller Communications	30.00
Parkersburg Office Supply	107.69

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FINANCIAL STATEMENT-WATER-JUNE, 2001
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Poynter's Best Products	38.52
Pifer's Service Center	827.53
R. L. Roush Excavating	1,794.75
C. I. Thornburg	4,741.56
Rena's Janitorial Service	400.00
U. S. Postal Service	144.13
A T & T State Calling Service	11.13
Cutlip-Warner Development Co.	100.00
Haul Away Trash L.L.C.	30.00
Miss Utility of WV Inc.	15.37
Midwest Pipe & Supply	498.01
Ohio Valley Muffler & Brake	29.96
TESA Company	328.53
Water Environmental Testing	40.50
Hajoca Corporation	35.20
Industrial Rubber Products	9.84
Verizon	134.87
Allegheny Power	505.90
A T & T	5.96
Conner Cleaning Service	109.00
Dominion Hope	65.76
Michael W. Fiore	50.91
Stephanie Gum	22.24
Julie Johnson	50.95
E. David Johnson	50.93
Amy J. Legg	18.85
Erica L. McCloy	51.67
Public Service Commission of WV	1,523.28
R. L. Roush Excavating	15,295.25
Sanitary Linen Service	116.88
Mack L. Samples	150.00
Jeffrey Shields	50.95
William & Mara D.Sizemore	50.92
Linda Talbot	50.97
Visa	161.09
Sandra Weekly	38.06
Claywood Park PSD	11,722.34
Westco Internet	9.97
Jeff Wilhelm	54.53
Bosley Rental & Supply, Inc.	8.98

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FINANCIAL STATEMENT-WATER-JUNE, 2001
PAGE 3**

Christine & Shaun Nash

50.96

TOTAL EXPENDITURES:

\$74,412.06

**BALANCE IN WATER REVENUE CHECKING ACCOUNT,
JUNE 30, 2001**

\$ 2,408.55

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

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

\$ 33.42

RECEIPTS:

Sewer Sales	\$ 41,952.08
Tap Fees	250.00
Reconnection Fees	80.00
Security Deposit Refunds	<u>870.21</u>

TOTAL RECEIPTS:

\$43,152.29

TOTAL CASH AVAILABLE:

\$43,185.71

EXPENDITURES:

Municipal Bond Commission	\$10,595.30
WesBanco Bank-Parkersburg	2,249.58
WesBanco Bank-Parkersburg	1,070.30
Salaries	4,698.56
Commissioners' Salaries	187.50
WV Public Employees Insurance Agency	581.58
WV Public Employees Retirement System	2,541.57
WV Dept. of Tax & Revenue	1,222.60
AT&T Wireless Service	59.76
Danny's Lawn Service	780.00
Daugherty Supply Company, Inc.	73.42
Fasteners & Supply, Inc.	100.00
Gene's Septic Tank Cleaning	530.00
Hardman's Supply Company	162.35
Mineral Wells PSD	774.30
Miller Communications	30.00
Parkersburg Office Supply	107.67
Poynter's Best Products	38.53
Pifer's Service Center	827.53
R. L. Roush Excavating	1,573.25
WV Water & Waste Supply	1,167.53
Chemtek Corporation	1,405.88
Resa V	75.00
Allegheny Power Company	4,418.67

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SEWER FINANCIAL STATEMENT-JUNE, 2001
PAGE 2

Rena's Janitorial Contractors	715.00
U. S. Postal Service	144.12
William H. Byers, Jr.	33.00
Air Products & Chemicals, Inc.	598.42
AT&T State Calling Service	11.13
Cutlip-Warner Development Co.	100.00
Discount Industrial Supply Corp.	210.39
Haul Away Trash L.L.C.	30.00
Miss Utility Service of WV Inc.	15.38
Ohio Valley Muffler & Brake	29.94
Water Environmental Testing	260.00
Industrial Rubber Products	9.84
State Electric Supply Co., Inc.	55.46
Trombold Equipment Company	640.19
Verizon	447.13
AT&T	5.96
Conner Cleaning Service	179.00
Dominion Hope	65.76
Envirolabs, Incorporated	55.00
Jeremy Erdman	50.92
Michael W. Fiore	50.91
Stephanie Gum	25.15
Rose Mary Johnson	29.55
Julie Johnson	50.95
Amy J. Legg	32.70
Jim McIntyre	30.28
Erica L. McCloy	51.67
Jeffrey Shields	50.95
William & Mara D. Sizemore	50.92
Christy Tawney	11.86
Jean Van Way	50.94
Visa	161.08
Hach Company	8.00
Christine & Shaun Nash	50.96
Public Service Commission of WV	1,619.61
Sanitary Linen Service	116.87
Bosley Rental & Supply, Inc.	8.97
C. I. Thornburg Co., Inc.	889.30
Russell P. Hanna	20.00
City of Parkersburg	280.00
Westco Internet	9.98

**MINERAL WELLS PUBLIC SERVICE DISTRICT
SEWER FINANCIAL STATEMENT-JUNE, 2001
PAGE 3**

Bank Charge	2.84
Jeff Welhelm	<u>54.53</u>

TOTAL EXPENDITURES: **\$42,585.54**

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT,
WESBANCO BANK, JUNE 30, 2001** **\$ 600.17**

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

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

RECEIPTS:

None

TOTAL RECEIPTS: None

TOTAL CASH AVAILABLE: **\$ 3,023.48**

EXPENDITURE:

None

None

TOTAL EXPENDITURES:

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION ACCOUNT
WESBANCO BANK, JUNE 30, 2001** **\$ 3,023.48**

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

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

RECEIPTS:

Bank Debit \$5.00

TOTAL RECEIPTS: **\$ 5.00**

TOTAL CASH AVAILABLE: **\$ 1,055.76**

EXPENDITURES:

Bank Charge \$5.00

TOTAL EXPENDITURES: **\$ 5.00**

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

**MINERAL WELLS PUBLIC SERVICE DISTRICT
WATER REVENUE FUND ACCOUNT
CHECKS WRITTEN SINCE THE JUNE 21, 2001, BOARD MEETING**

CHECK NO. 25946	Allegheny Power Company	\$ 505.90
25947	AT&T	5.96
25948	Conner Cleaning Service	109.00
25949	Danny's Lawn Service	40.00
25950	Dominion Hope	65.76
25951	Michael W. Fiore	50.91
25952	Stephanie Gum	22.24
25953	Hardman's Supply Company	30.71
25954	Julie Johnson	50.95
25955	E. David Johnson	50.93
25956	Amy J. Legg	18.85
25957	Mineral Wells PSD	175.77
25958	Mineral Wells PSD	3,445.06
25959	Midwest Pipe & Supply	313.96
25960	Erica L. McCloy	51.67
25961	Void	
25962	Ohio Valley Muffler & Brake	9.48
25963	Parkersburg Office Supply	37.83
25964	Public Service Commission of WV	1,523.28
25965	R. L. Roush Excavating	15,295.25
25966	Rural Development Admn.	2,112.00
25967	Sanitary Linen Service	116.86
25968	Mack T. Samples	150.00
25969	Jeffrey Shields	50.95
25970	William & Mara D. Sizemore	50.92
25971	Tesa Company	315.03
25972	C. I. Thornburg	1,377.85
25973	Linda Talbot	50.97
25974	USDA-Rural Development	3,140.00
25975	Visa	161.09
25976	WesBanco Bank-Parkersburg	1,494.45
25977	WV Dept. of Tax & Revenue	537.86
25978	WV Public Employees Retirement	1,453.84
25979	WesBanco Water Reserve-Sams-CV	314.00
25980	Sandra Weekley	38.06
25981	Mineral Wells PSD	31.92
25982	Claywood Park PSD	11,722.34
25983	Pifer's Service Center	320.22
25984	Void	
25985	Westco Internet	9.97
25986	Jeff Wilhelm	54.53

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF WATER CHECKS-JULY 19, 2001
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CHECK NO. 25987	Bosley Rental & Supply, Inc.	8.98
25988	Daugherty Supply Company, Inc.	7.04
25989	Fasteners & Supply, Inc.	93.50
25990	Haul Away Trash LLC	15.00
25991	Miller Communications	15.00
25992	Christine & Shaun Nash	50.96
25993	Mineral Wells PSD	2,796.71
25994	WV Public Employees Ins. Agency	1,144.12
25995	Workers' Compensation Division	821.46
25996	WesBanco Bank-Parkersburg	1,308.00
25997	U S Postal Service	151.43

CHECKS WRITTEN TODAY (JULY 19, 2001) THAT NEED AUTHORIZATION

CHECK NO. 25998	AT&T State Calling	6.19
25999	AT&T Wireless Services	65.84
26000	Miss Utility of WV Inc.	18.50
26001	Municipal Bond Commission	1,592.00
26002	Tesa Company, Inc.	9.59
26003	USDA-Rural Development	3,000.00
26004	USDA-Rural Development	9,000.00
26005	Water Environmental Testing	67.50
26006	WesBanco Bank-Parkersburg	110.00

**MINERAL WELLS PUBLIC SERVICE DISTRICT
SEWER REVENUE FUND ACCOUNT
CHECKS WRITTEN SINCE THE JUNE 21, 2001, BOARD MEETING**

CHECK NO. 27910	AT&T	\$ 5.95
27911	Conner Cleaning Service	179.00
27912	Danny's Lawn Service	430.00
27913	Dominion Hope	65.76
27914	Enviro Labs, Incorporation	55.00
27915	Jeremy Erdman	50.92
27916	Michael W. Fiore	50.91
27917	Stephanie Gum	25.15
27918	Hardman's Supply Company	31.72
27919	Rose Mary Johnson	29.55
27920	Julie Johnson	50.95
27921	James R. Lett	125.00
27922	Amy J. Legg	32.70
27923	Mineral Wells PSD	722.75
27924	Municipal Bond Commission	10,595.30
27925	Jim McIntyre	30.28
27926	Erica L. McCloy	51.67
27927	Void	
27928	Ohio Valley Muffler & Brake	9.47
27929	Parkersburg Office Supply	37.82
27930	Public Service Commission of WV	1,619.61
27931	Roy L. Radabaugh	125.00
27932	Sanitary Linen Service	116.87
27933	Charles M. Stewart	125.00
27934	Jeffrey Shields	50.95
27935	William & Mara D. Sizemore	50.92
27936	Christy Tawney	11.86
27937	Visa	161.08
27938	Jean Van Way	50.94
27939	Water Environmental Testing	65.00
27940	WV Water & Waste Supply	141.00
27941	WesBanco Bank-Parkersburg	1,065.30
27942	WV Dept. of Tax & Revenue	415.47
27943	WV Public Employees Retirement	1,032.10
27944	Mineral Wells PSD	31.92
27945	Allegheny Power Company	1,737.43
27946	Hach Company	8.00
27947	Pifer's Service Center	320.23
27948	Russell P. Hanna	20.00
27949	City of Parkersburg	280.00
27950	Westco Internet	9.98

**MINERAL WELLS PSD
LIST OF CHECKS-SEWER
JULY 19, 2001
PAGE 2**

CHECK NO. 27951	Jeff Wilhelm	\$ 54.53
27952	Bosley Rental & Supply, Inc.	8.97
27953	C. I. Thornburg Co., Inc.	889.30
27954	Daugherty Supply Co., Inc.	4.90
27955	Fasteners & Supply, Inc.	48.50
27956	Haul Away Trash LLC	15.00
27957	Miller Communications	15.00
27958	Christine & Shaun Nash	50.96
27959	Allegheny Power Co.	3,708.02
27960	Municipal Bond Commission	16,852.52
27961	WV Public Employees Insurance Agency	872.64
27962	Worker's Compensation Division	868.37
27963	WesBanco Bank-Parkersburg	1,216.60
27964	U S Postal Service	151.43

PAYROLL CHECKS

CHECK NO. 670	Todd Anderson	428.80
671	Margaret Batten	805.76
672	Richard Shayne Brabham	783.68
673	William H. Byers, Jr.	926.90
674	Linda K. Church	679.10
675	Russell P. Hanna	575.45
676	Mark K. Murphy	575.45
677	Nellie B. Radcliff	642.06
678	Todd Anderson	422.53
679	Margaret J. Batten	816.68
680	Richard Shayne Brabham	886.22
681	William H. Byers, Jr.	790.90
682	Linda K. Church	675.42
683	Russell P. Hanna	615.85
684	Mark K. Murphy	584.70
685	Nellie B. Radcliff	616.85

**CHECKS WRITTEN TODAY CHECKS WRITTEN TODAY THAT NEED
AUTHORIZATION**

CHECK NO. 27965	Air Products & Chemicals, Inc.	418.53
27966	AT&T - State Calling Service	6.19

MINERAL WELLS PSD
LIST OF SEWER CHECKS-JULY 19, 2001
PAGE 3

CHECK NO. 27967	AT&T Wireless Services	65.83
27968	Envirolabs Incorporated	55.00
27969	Miss Utility of WV Inc.	18.50
27970	Trombold Equipment Co., Inc.	2,927.00
27971	Water Environmental Testing	210.00
27972	WesBanco Bank-Parkersburg	1,448.80

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
SINCE THE JUNE 21, 2001, BOARD MEETING
JULY 19, 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 July 12, 2001, Vol. 5, Issue 7.
3. **THE PIPELINE**, a publication from the West Virginia Public Service Commission for the months of May - June, 2001.
4. Letter dated June 19, 2001, from Harman, Thompson, Mallory & Ice, A.C. relative to The Financial Services Modernization Act recently enacted by Congress. This acts deals with protecting privacy of their clients.
5. Copy of Certified Letter dated June 20, 2001, to Eric Hilling, Sanitary Linen, relative to terminating service with their company.
6. Letter dated June 21, 2001, from Geert F. Bakker, Public Service Commission of West Virginia, enclosing form to be returned certifying number of customers as of July 1, 2001.
7. Letter dated June 22, 2001, from Nancy Tolley, Public Service Commission of West Virginia relative to assessment fee for the sewer revenue.
8. Letter dated June 22, 2001, from Nancy Tolley, Public Service Commission of West Virginia relative to assessment fee for the water revenue.
9. Correspondence Instructions dated June 22, 2001, from the District to the Wood County Clerk enclosing Releases for Liens to be recorded.
10. Letter no date but postmarked June 24, 2001, from Amwest Surety Insurance Company relative to cancellation of all policies, including bonds, etc. This is the bonding company for Stonegate Construction, Inc.
11. Fax Message dated June 25, 2001, to Vicki Colasurdo, Environment One, invoicing them for mileage to the E-One Seminar.
12. Correspondence Instructions dated June 25, 2001, from the District to Todd DeFore returning his check for final bill.

MINERAL WELLS PSD
LIST OF CORRESPONDENCE-JULY 19, 2001
PAGE 2

13. Fax Message dated June 26, 2001, from the District to Debbie Newsome enclosing history of her water and sewer account.
14. Correspondence Instructions dated June 26, 2001, from the District to Wood County Clerk enclosing right-of-way easement for Harold and Sherry Jackson to be recorded.
15. Letter dated June 27, 2001, from Charles H. Robinette, WV Department of Health and Human Resources, relative to PWS Operator Regulations.
16. Fax Message dated June 28, 2001, from the District to Jeanna Marshall ***PARKERSBURG NEWS***, attaching copy of Water Quality Report.
17. Copy of letter dated June 28, 2001, from the District to Dennis Affolter enclosing Actual Invoice for cost of the Buck Run Extension Project.
18. Letter dated June 29, 2001, from Mike Gilli, Cerrone Associates, Inc., requesting customer sign up information for the Sycamore Run, Stephen Fork Water Extension Project.
19. Copy of letter dated June 29, 2001, from the District to Mack T. Samples refunding his money paid for a tap fee and security deposit for the Sycamore Run, Stephens Fork Water Extension Project. Mr. Samples was refunded his tap fee and security deposit due to the fact he would not have sufficient water pressure to serve his house.
- 20.* Letter dated June 29, 2001, from James H. Jones, Chief, Real Estate Management Section, Division of Natural Resources, enclosing Public Land Corporation for License Agreement for permission to construct, etc, waterline across, through and under Little Tygart Creek. ***NEED MOTION TO AUTHORIZE CHARLES STEWART, CHAIRMAN TO SIGN THIS AGREEMENT.***
21. Letter dated June 30, 2001, from David Jarrett, Public Service Commission of West Virginia, enclosing two (2) copies of the Commission's Annual Report for the Sewer Operations.
22. Letter dated June 30, 2001, from David Jarrett, Public Service Commission of West Virginia, enclosing two (2) copies of the Commission's Annual Report for the Water Operations.
23. Copy of letter dated July 2, 2001, from the District to Municipal Bond Commission, enclosing checks for May, 2001, bond payments.
24. Fax Message dated July 2, 2001, from the Jim Aucremanne, Public Service Commission of West Virginia, relative to Case No. 01-0795-PWD-C-Villers, et al, V Mineral Wells PSD.

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25. Correspondence Instructions dated July 3, 2001, from the District to Johnny Bosley enclosing a customer account card to be signed.
26. Copy of letter dated July 3, 2001, from the District to City of Parkersburg enclosing a check for reconnection fees for customers in the Pettyville area.
27. Letter dated July 3, 2001, from Manning H. Frymier, Cerrone Associates, Inc., enclosing information from the AWWA regarding fluoride tracer studies in water systems
28. Copy of letter dated July 6, 2001, from the District to Mrs. Mary Rader, Wood County Commission enclosing a copy of the Minutes of the Regular Board Meeting of Thursday, May 17, 2001.
29. Copy of letter dated July 6, 2001, from the District to Terry Thomas, PMBS Volunteer Fire Department enclosing a copy of the Minutes of the Thursday, May 17, 2001, Board Meeting.
30. Copy of letter dated July 6, 2001, from the District to WV Bureau for Public Health , Office of Environmental Health Services, from the District 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 June, 2001, for the District's Wastewater Treatment Plant.
31. Copy of letter dated July 6, 2001, from the District to Department of Natural Resources, Parkersburg, 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 June, 2001, for the District's Wastewater Treatment Plant.
32. Copy of letter dated July 6, 2001, from the District to Office of Water Resources (DNR) 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 June, 2001, for the District's Wastewater Treatment Plant.
33. Copy of letter dated July 6, 2001, from the District to Manning H. Frymier, Cerrone Associates, Inc., 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 Operator (ES59) for the month of June, 2001 for the District's Wastewater Treatment Plant.
34. Copy of letter dated July 6, 2001, from the District to Wilma Hodge, WV Bureau of Public

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- Health, enclosing copy of the Monthly Operation Report and Daily Water Purchase Tally for the month of June, 2001.
35. Letter dated July 6, 2001, from Rural Utilities Services enclosing loan account information for our accounts through June 30, 2001.
 36. Copy of Fax Message dated July 9, 2001, from Cerrone Associates, Inc. to Lou Morgan Builders attaching punch list for the office and maintenance buildings.
 37. Fax Message dated July 8, 2001, from Cathleen, WesBanco Bank, attaching copy of June 16, 2001 Bank Statement for the Rockport Construction Account.
 38. Correspondence Instructions dated July 11, 2001, from the District to Manning Frymier, Cerrone Associates, Inc., attaching copy of invoice from Bowles Rice McDavid Graff and Love for Legal Fees relative to the purchase of new office site.
 39. Copy of letter dated July 11, 2001, from the District to Deidra Stone relative to sewer extension by means of grinder pump.
 40. Correspondence Instructions dated July 11, 2001, from the District to Magistrate Court enclosing a Civil Complaint for Delbert Ledsome. Mr. Ledsome owes the District for old water and sewer bills.
 41. Copy of letter dated July 19, 2001, from the District to Mr. Geert F. Bakker, Public Service Commission of West Virginia, enclosing Certification of Customers Form for the District.
 42. Fax Message dated July 6, 2001, from Betty Barth, WesBanco Bank, attaching June 30, 2001, Bank Statements for the District's savings accounts.
 43. Copy of letter dated July 10, 2001, from the District to Mr. Steve Hardman, Bowles Rice McDavid Graff and Love, relative to pending or threatened litigation, claims, and assessments of the District. This information is needed in preparation of the Annual Audit.
 44. Copy of letter dated July 10, 2001, from the District to Ms. Virginia McDonald, Rural Utilities Service, requesting loan balance as of June 30, 2001.
 45. Copy of letter dated July 10, 2001, from the District to Municipal Bond Commission requesting outstanding balance for 1969 Series 5% Revenue Bonds.
 46. Copy of letter dated July 10, 2001, from the District to Municipal Bond Commission requesting outstanding balance on 1985 Series A Sewage Revenue Bonds.

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47. Copy of letter dated July 10, 2001, from the District to Municipal Bond Commission requesting outstanding balance on 1985 Series B Sewage System Revenue Bonds.
48. Copy of letter dated July 10, 2001, from the District to Municipal Bond Commission requesting outstanding balance on 1985 Sewage System Revenue Bonds.
49. Copy of letter dated July 10, 2001, from the District to Municipal Bond Commission requesting outstanding balance on 1997 Sewage System Refunding Revenue Bonds.
50. Fax Message dated July 13, 2001, from the District to Dominick Cerrone, Cerrone Associates, Inc., attaching three (3) invoice for Lou Morgan.
51. Fax Message dated July 13, 2001, from the District to Randy Cole, Cerrone Associates, Inc. attaching copy of invoice from PSI to be included on next requisition.
52. Fax Message dated July 12, 2001, from George E. Blum, Cerrone Associates, Inc., attaching sample letter to be sent to Mr. Walter Ivey, WV Bureau of Public Health, relative to funds to pay for engineering services relating to the proposed water line extension project to service Sycamore Run, Stephens Fork, Limestone Ridge, etc.
53. Copy of letter dated July 13, 2001, from the District to Mr. Walter M. Ivey, WV Bureau of Public Health, relative to funds to pay for the engineering services relating to the proposed water line extension project to serve Sycamore Run, Stephens Fork, Limestone Ridge ,etc.
54. Fax Message dated July 13, 2001, from the District to George Blum, Cerrone Associates, Inc. attaching copy of our letter to Mr. Walter M. Ivey, WV Bureau of Public Health.
55. Fax Message dated July 13, 2001, from the District to Editor, **PARKERSBURG NEWS**, attaching notice and agenda for the July 19, 2001, Board Meeting, to be published.
56. Fax Message dated July 13, 2001, from the District to Editor, **PARKERSBURG SENTINEL**, attaching notice and agenda for the July 19, 2001, Board Meeting, to be published.
57. Copy of Fax Message dated July 16, 2001, from Dominick P. Cerrone, Cerrone Associates, Inc., to Lou Morgan relative to requisition for Board Meeting.
58. Fax Message dated July 16, 2001, from the District to Attorney Steven Hardman, Bowles Rice McDavid Graff & Love, attaching copy of contract with Sanitary Linen for his opinion.
59. Copy of letter dated July 17, 2001, from the District to Municipal Bond Commission

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enclosing checks for bond payments.

60. Copy of letter dated July 17, 2001, from the District to West Virginia Water Development Authority attaching copy of check sent to Municipal Bond Commission for 1995 sewerage system revenue bonds.
61. Letter dated April 23, 2001, postmarked July 17, 2001, from Manning H. Frymier, Cerrone Associates, Inc., enclosing three (3) customer reference drawing for Grassy Run Road.
62. Fax Message dated July 16, 2001, from Marie, Reagle & Padden, Inc. requesting information for the Statement of Values.
63. Copy of letter dated July 17, 2001, from the District to Wal-Mart Stores, Bentonville, AR, attaching copy of lab results of samples taken at the Wal-Mart Store, Pettyville.
64. Copy of letter dated July 17, 2001, from the District to Office of Water Resources, Charleston, attaching copy of lab results of samples taken at the Wal-Mart Store, Pettyville.
65. Copy of letter dated July 17, 2001, from the District to C. J. Musser, Division of Environmental Protection, attaching copy of lab results of samples taken at the Wal-Mart Store, Pettyville.
66. Copy of letter dated July 17, 2001, from the District to Ms. Sheila Snyder, Wal-Mart Store #2823, attaching copy of lab results of samples taken at her store.
67. Minutes of Miss Utility Of West Virginia Meeting held in Wheeling, WV on April 19, 2001.
68. Fax Message dated July 18, 2001, from the District to Marie, Reagle & Padden, Inc., attaching list of the District's drivers.
69. Fax Message dated July 19, 2001, from Randall M. Cole, Cerrone Associates, Inc., attaching copy of Requisition No. 19 of the Water System Improvements project for approval at Board Meeting.
70. Letter dated July 18, 2001, from Randall M. Cole, Cerrone Associates, Inc. attaching copy of Requisition No. 19 for the District's Water System Improvements project for approval at the Board Meeting.
71. Letter dated July 18, 2001, from Randall M. Cole, Cerrone Associates, Inc. attaching Requisition No. 19-Revised for the Water System Improvements project to add legal fees for the office building.