

MINUTES OF A REGULAR MONTHLY MEETING OF
THE PUBLIC SERVICE BOARD OF THE MINERAL
WELLS PUBLIC SERVICE DISTRICT HELD
THURSDAY, MAY 16, 2002, IN THE DISTRICT'S
OFFICE LOCATED AT MINERAL WELLS, WEST
VIRGINIA

Mr. Charles Stewart, Chairman, called the meeting to order at 5:00 p.m. He asked everyone present to sign the attendance roster. Charles Stewart; Roy L. Radabaugh, Treasurer; James R. Lett, Secretary; Margaret Batten, Office Manager; R. Shayne Brabham, Operations Manager; Nellie Radcliff, Office Clerk; William Byers, Operations Technician and Richard Morris were present.

Mr. Morris was in attendance to get a clearer understanding of the boundaries extension that the District is proposing with the Sycamore, Stephens Fork, Limestone Ridge Project. He is concerned that District is spreading out in areas that are not feasible. He expressed his concerns and then dismissed himself from the rest of the meeting.

Mr. Lett made a motion the Minutes of the April 18, 2002, Board Meeting be approved as presented. 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 April 30, 2002, for All Finances of the District (copy attached).
2. Financial Statement dated April 30, 2002, for Water Revenue Fund Checking Account (copy attached).
3. Financial Statement dated April 30, 2002, for Sewer Revenue Fund Checking Account (copy attached).
4. Financial Statement dated April 30, 2002, for Rockport Construction Fund Checking Account (copy attached).
5. Financial Statement dated April 30, 2002, for Water Improvement Fund Checking Account (copy attached).
6. Check numbers 26715 thru 26783 written on the Water Revenue Fund Checking Account since the April 18, 2002, Board Meeting (copy attached).
7. Check numbers 26784 thru 26786 written May 16, 2002, on the Water Revenue Fund Checking Account (copy attached).
8. Check numbers 28579 thru 28632 written on the Sewer Revenue Fund Checking Account since April 18, 2002, Board Meeting (copy attached).
9. Check numbers 28633 thru 28635 written May 16, 2002, on the Sewer Revenue Fund Checking Account (copy attached).

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10. Payroll checks 00840 thru 00855 written between April 18, 2002, and May 16, 2002 (copy attached).

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

The following letters were discussed.

Letter 16 - Letter dated April 22, 2002, to Charles Stewart from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, containing a copy of the Commission's Final Order in Case No.00-1294-PSD-PW- selection of an engineer for the Dechlorination Project.

Letter 63 - Fax dated April 26, 2002, to Margaret from Dianne Wolfe, Bowles Rice McDavid Graff & Love, containing a copy of the Public Service Commission Order dated April 25, 2002, in Case No. 01-0795-PWD-C - convenience meter.

Letter 68 - Letter dated May 1, 2002, to the Commissioners from the accounting firm of Harman, Thompson, Mallory & Ice, A.C. listing the conditions of performing the District's annual audit and completing the required Public Service Commission Report for fiscal year 2002 for a total amount of \$7,200.00. Mr. Radabaugh made a motion the Board accept the proposal. Mr. Lett seconded the motion. The motion carried by unanimous voted. Mr. Stewart signed the proposal.

Letter 70 - Copy of a letter dated May 2, 2002, to Frank Murrey, Chairman, Silverton Public Service District from Attorney Steven R. Hardman, Bowles Rice McDavid Graff and Love, enclosing the proposed agreement between the district and Silverton Public service District for the disposition of the proposed water main on Windy Ridge to serve Lockhart Run Road..

Letter 72 - Letter dated May 3, 2002, to Shayne Brabham from George Blum, Cerrone Associates, Inc., containing information about hydraulic calculations that were questions by Jim Weimer, Public Service Commission of West Virginia, for the Sycamore Run, Stephens Fork Water Extensions.

Letter 74 - Fax dated May 3, 2002, to the Board and Staff of the Mineral Wells PSD from Attorney Steven Hardman, Bowles Rice McDavid Graff & Love, containing a copy of a letter dated May 1, 2002, to Mr. Hardman from Attorney James M. Bradley, Jr., Bradley & Albright, PLLC, stating that he now represents Richard Boice in his dispute with the District over the proposed Windy Ridge Water Tank Site.

Letter 97 - Letter dated May 9, 2002, to Shayne Brabham from Manning Frymier, P.E., Cerrone Associates, Inc., relative to a Historic Preservation Clearance and soil borings for the Richard Boice water tank site on Windy Ridge.

Letter 111 - Copy of a letter dated May 14, 2002, to Ms Susan M. Pierce, WV Division of Culture and History, from Manning Frymier, P. E., Cerrone Associates, Inc., requesting archeological and historical clearance for the proposed water tank site on the Boice property located in the Windy Ridge area Wirt County.

Mrs. Batten reported that Dianne Wolfe, Executive Secretary, with Bowles Rice McDavid Graff & Love, will take care of running the legal ads in the Wirt County Journal, Jackson Herald, and Parkersburg News

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and Sentinel. The dates that the hearings will be held are as follows:

Wirt County Court House at 11:00 a.m. June 18, 2002
Wood County Court House at 10:00 a.m. June 24, 2002
Jackson County Court House at 4:00 p.m. June 27, 2002

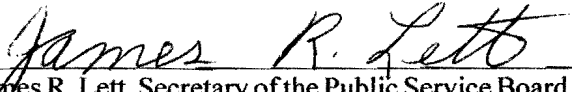
This concluded Mrs. Battens report.

Mr. Brabham reported on the progress of smoke testing in the Pettyville area. There is a problem at Oaks Trailer Park. Bernard Bosley was in the District's Office and discussed this with Mr. Brabham. He said that he would do what he could to correct the problems, but was not going to spend a lot of money. There are no manholes in the mobile home park. Cerrone Associates, Inc. is to bring equipment to check the flow of infiltration in our sewer lines. Rural Water is to bring a camera to do a 24 hour check.

All business having been discussed, Mr. Radabaugh, made a motion that the meeting be adjourned. Mr. Lett seconded the motion. The motion carried by unanimous vote. Mr. Stewart adjourned the meeting at 6:30 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
APRIL 30, 2002
CHECKING ACCOUNT**

Water Revenue Fund Checking Account		
WesBanco Bank	\$32,390.90	
Sewer Revenue Fund Checking Account		
WesBanco Bank	519.97	
Rockport Construction Account		
WesBanco Bank	CLOSED	
Water Improvement Construction Account		
WesBanco Bank	<u>0.00</u>	
TOTAL IN CHECKING ACCOUNTS:		\$ 32,910.87

WATER ACCOUNTS

Depreciation Reserve Account		
WesBanco Bank	\$10,075.86	
Revenue Reserve Account		
WesBanco Bank	28,879.21	
Revenue Reserve Account-Sams Creek/Chesterville		
WesBanco Bank	10,587.88	
Revenue Reserve Account-Rockport		
WesBanco Bank	1,171.55	
Depreciation Reserve Account-Rockport		
WesBanco Bank	1,171.55	
Revenue Reserve Account-Water Improvement		
WesBanco Bank	3,521.66	
Depreciation Reserve Account-Water Improvement		
WesBanco	3,521.66	
Sycamore Run-Limestone Tap Fees		
WesBanco Bank	31,037.53	
Sycamore Run-Limestone Security Deposits		
WesBanco Bank	15,420.78	
Security Deposit Account		
WesBanco Bank	<u>19,257.71</u>	
TOTAL IN WATER ACCOUNTS:		\$124,645.39

SEWER ACCOUNTS

Repair and Replacement Account		
WesBanco Bank	\$ 61,639.75	
Reserve for Grinder Pump Maintenance		
Prime Rate Money Market-WesBanco Bank	22,709.26	
Security Deposit Account		
WesBanco Bank	<u>15,869.66</u>	
TOTAL IN SEWER ACCOUNTS:		\$100,218.67

TOTAL ALL FINANCES, APRIL 30, 2002		\$257,774.93
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**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
SEWER REVENUE FUND CHECKING ACCOUNT
APRIL 30, 2002**

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, MARCH 31, 2002**

\$ 2,317.86

RECEIPTS:

Sewer Sales	\$ 40,445.21
Tap Fees	250.00
Transfer from Savings	681.60
Reconnection Fee	20.00
60's Café Grinder Pump Balance	16.93
Security Deposit Refunds	<u>607.10</u>

TOTAL RECEIPTS:

\$ 42,020.84

TOTAL CASH AVAILABLE:

\$ 44,338.70

EXPENDITURES:

Municipal Bond Commission	\$16,852.52
WesBanco Bank-Parkersburg	1,147.28
WesBanco Bank-Parkersburg	2,738.95
Salaries	5,767.30
Commissioners' Salaries	187.50
WV Public Employees Insurance Agency	974.38
WV Public Employees Retirement System	1,276.26
WV Dept. of Tax & Revenue	496.32
AT&T Wireless Services	31.36
Gene's Septic Tank Cleaning	190.00
Miller Communications	15.00
Water Environmental Testing	195.00
Workers Compensation Division	671.08
ADT Security Services	15.50
U. S. Postal Service	44.20
AT&T-State Calling Service	12.62
Haul Away Trash L.L.C.	15.00
Miss Utility of WV Inc,	6.87
Parkersburg Sentinel Company	64.05
Scots Landscape Nursery	25.98
State Electric Supply Company	28.94
R. D. Wilson Sons & Company	12.35

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-SEWER-APRIL 30, 2002
PAGE 2**

BP Credit Card Center	293.51
Cutlip-Warner Development Company	937.20
Conner Cleaning Service	179.00
Dowler's Tractor Sales & Service	4.15
U. S. Postal Service	117.73
Visa	42.74
Verizon	500.59
U. S. Postal Service	98.50
Allegheny Power	1,861.78
AZ Commercial	7.80
Danny's Lawn Service	300.00
Dominion Hope	98.44
Dari Dell	51.27
Glenda J. Francis	50.44
Hardman Supply Company	200.67
Barbara J. Harrell	50.46
Brenda Hall	50.42
IVS Hydro, Inc.	1,045.90
Mineral Wells PSD	626.40
Phillip E. Morris	50.45
Ohio Valley Muffler & Brake	9.47
Pifer's Service Center	138.15
Brent Parsons	50.42
Roto-Rooter Sewer Company	450.00
Scots Landscape Nursery	22.00
Angie Slack	50.71
Trombold Equipment Company, Inc.	770.48
Westfield Insurance Companies	2,012.10
Allegheny Power	1,682.31
Parkersburg Office Supply	1.18
rus of Morgantown	120.95
USA Blue Book	79.66
Westco Internet	9.25
ADT Security Service	9.81
AZ Commercial	14.90
AT&T Wireless Service	29.78
Daugherty Supply Co., Inc.	37.63
Fasteners & Supply Inc.	297.75
Haul Away Trash, L.L.C.	15.00
Industrial Rubber Products	404.37
C. I. Thornburg	108.00

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-SEWER-APRIL, 2002
PAGE 3**

Visa	19.75
Transfer to Water	50.71
WV Water & Waste Supply	<u>98.44</u>

TOTAL EXPENDITURES: **\$ 43,818.73**

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT,
WESBANCO BANK, APRIL 30, 2002** **\$ 519.97**

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
WATER REVENUE FUND CHECKING ACCOUNT
APRIL 30, 2002**

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, MARCH 31, 2002**

\$ 17,568.48

RECEIPTS:

Water Sales	\$56,226.54
Tap Fees	600.00
Reconnection Fees	80.00
Water Buffalo Sales	502.00
Reimbursement-Rural Utilities Service	4,701.94
Reimbursement-Rural Utilities Service	4,807.50
Jack Stewart Payment-Old Bill	26.81
Sewer Security Deposit Transfer	50.71
Security Deposit Refunds	<u>707.81</u>

TOTAL RECEIPTS:

\$ 67,703.31

TOTAL CASH AVAILABLE:

\$ 85,271.79

EXPENDITURES:

Municipal Bond Commission	\$ 1,592.00
Rural Economic & Development	5,252.00
USDA-Rural Development	13,365.00
WesBanco Bank-Parkersburg	314.00
WesBanco Bank-Parkersburg	110.00
WesBanco Bank-Parkersburg	334.00
WesBanco Bank-Parkersburg	1,004.00
WesBanco Bank-Parkersburg	2,798.96
WV Department of Tax & Revenue	495.05
WV Public Employees Retirement System	1,312.70
Salaries	5,982.02
Commissioner's Salaries	187.50
WV Public Employees Insurance Agency	974.38
AT&T Wireless Services	31.37
Miller Communications	15.00
Water Environmental Testing	40.50
Workers Compensation Division	587.57
ADT Security Services	15.49
U. S. Postal Service	44.21

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-WATER-APRIL, 2002
PAGE 2**

AT&T State Calling Service	12.63
Haul Away Trash L.L.C.	15.00
Miss Utility of WV Inc.	6.88
R. D. Wilson & Company	12.35
BP Credit Card Center	232.61
Cutlip-Warner Development Company	632.00
Conner Cleaning Service	109.00
Dowler's Tractor Sales & Service	4.16
Tesa Company, Inc.	252.24
U. S. Postal Service	117.72
Visa	42.74
Verizon	118.29
Wirt County Journal	59.63
Allegheny Power Company	614.30
Bosley Rental & Supply, Inc.	24.48
Grace Baker	50.42
Dominion Hope	98.45
Russell Downey	50.42
Dari Dell	51.27
Glenda J. Francis	50.44
Hardman Supply Company	187.91
Barbara J. Harrell	50.46
Iris & Billy Hutchinson	50.43
Brenda Hall	50.42
Rebecca & Carl Isaacs	50.43
Mineral Wells PSD	121.99
Phillip E. Morris	50.45
Ohio Valley Muffler & Brake	9.48
Pifer's Service Center	138.15
Brent Parsons	50.42
Jack Stewart	26.81
Angie Slack	50.71
Kathryn Triantifilou	50.45
Westfield Insurance	1,433.20
WV DEP	1,400.00
ADT Security Services	9.81
Claywood Park PSD	10,967.58
Parkersburg Office Supply	1.20
rus of Morgantown	120.95
USA Blue Book	21.16
Westco Internet	9.25

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-WATER-APRIL, 2002
PAGE 3**

AT&T Wireless Service	29.78
Daugherty Supply Company, Inc.	26.75
Fasteners & Supply Inc.	81.20
Haul Away Trash L.L.C.	15.00
C. I. Thornburg	200.37
Visa	19.75
U. S. Postal Service	<u>646.00</u>

TOTAL EXPENDITURES:

\$52,880.89

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT,
WESBANCO, APRIL 30, 2002**

\$32,390.90

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
WATER IMPROVEMENT CONSTRUCTION ACCOUNT
APRIL 30, 2002**

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION
ACCOUNT, WESBANCO BANK, MARCH 31, 2002** \$ 17.79

RECEIPTS:

Rural Utilities Service \$26,679.14

TOTAL RECEIPTS: \$26,679.14

TOTAL CASH AVAILABLE: \$ 26,696.93

EXPENDITURE:

National Carports, Inc. \$ 3,780.00
Mineral Wells Public Service District 4,807.50
Poynter's Best Products 5,992.00
McHenry's Electric Company 315.00
Balderson Construction 7,728.00
Fasteners & Supply 186.00
Mountain State Security, Inc. 3,888.43

TOTAL EXPENDITURES: \$ 26,696.93

**BALANCE IN WATER IMPROVEMENT CONSTRUCTION ACCOUNT
WESBANCO BANK, APRIL 30, 2002** \$ 0.00

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
ROCKPORT CONSTRUCTION ACCOUNT
APRIL 30, 2002**

**BALANCE IN ROCKPORT CONSTRUCTION
ACCOUNT, WESBANCO BANK, MARCH 31, 2002** \$ 0.00

RECEIPTS:

None

TOTAL RECEIPTS: None

TOTAL CASH AVAILABLE: \$ 0.00

EXPENDITURES:

None

TOTAL EXPENDITURES: None

**BALANCE IN ROCKPORT CONSTRUCTION ACCOUNT
WESBANCO BANK, APRIL 30** \$ 0.00

ACCOUNT CLOSED PER INSTRUCTIONS FROM RURAL UTILITIES SERVICES

**MINERAL WELLS PUBLIC SERVICE DISTRICT
WATER REVENUE FUND CHECKING ACCOUNT
MAY 16, 2002**

**CHECKS WRITTEN BETWEEN APRIL 19, 2002, AND MAY 15, 2002
FOR APPROVAL**

CHECK NO. 26715	USDA-Rural Development	\$ 3,325.00
26716	USDA-Rural Development	10,040.00
26717	WesBanco Bank-Parkersburg	110.00
26718	WesBanco Bank-Parkersburg	167.00
26719	WesBanco Bank-Parkersburg	502.00
26720	Allegheny Power	614.30
26721	Bosley Rental & Supply Inc.	24.48
26722	Grace Baker	50.42
26723	Dominion Hope	98.45
26724	Russell Downey	50.42
26725	Dari Dell	51.27
26726	Glenda J. Francis	50.44
26727	Hardman Supply Company	187.91
26728	Barbara J. Harrell	50.46
26729	Iris & Billy Hutchinson	50.43
26730	Brenda Hall	50.42
26731	Rebecca & Carl Isaacs	50.43
26732	Mineral Wells PSD	121.99
26733	Mineral Wells PSD	3,197.35
26734	Philip E. Morris	50.45
26735	Ohio Valley Muffler & Brake	9.48
26736	Pifer's Service Center	138.15
26737	Brent Parsons	50.42
26738	Rural Development Admn.	2,112.00
26739	Jack Stewart	26.81
26740	Angie Slack	50.71
26741	Kathryn A. Triantifilou	50.45
26742	USDA-Rural Development	3,140.00
26743	WesBanco Bank-Parkersburg	1,478.84
26744	WV Dept of Tax & Revenue	495.05
26745	WV Public Employees Retirement	1,312.70
26746	Westfield Insurance Companies	1,433.20
26747	WV DEP	1,400.00
26748	WesBanco-Water Res-Sams-CV	314.00
26749	ADT Security Services	9.81
26750	Claywood Park PSD	10,967.58
26751	Parkersburg Office Supply	1.20
26752	rus Of Morgantown	120.95

**MINERAL WELLS PSD
LIST OF WATER CHECKS
MAY 16, 2002
PAGE 2**

**CHECKS WRITTEN BETWEEN APRIL 19, 2002, AND MAY 15, 2002
FOR APPROVAL
(Continued)**

CHECK NO. 26753	USA Blue Book	\$ 21.16
26754	Westco Internet	9.25
26755	AT&T Wireless Services	29.78
26756	Daugherty Supply Co. Inc.	26.75
26757	Fasteners & Supply Inc.	81.20
26758	Haul Away Trash L.L.C.	15.00
26759	C I Thornburg	200.37
26760	Visa	19.75
26761	U S Postal Service	646.00
26762	Mineral Wells PSD	187.50
26763	Alltel	10.90
26764	Big Mac Printing	150.00
26765	Cutlip-Warner Development Co.	1,243.26
26766	Miller Communications	15.00
26767	Stepp & Sons Garage Doors	88.50
26768	Unisys Corporation	738.00
26769	Water Environmental Testing	54.00
26770	C I Thornburg	323.29
26771	AT&T - State Calling Service	8.04
26772	Jackson County Publishing Co.	97.38
26773	Municipal Bond Commission	1,592.00
26774	Mineral Wells PSD	2,964.44
26775	USDA-Rural Development	3,325.00
26776	USDA-Rural Development	10,040.00
26777	WV Public Employees Ins Agency	993.87
26778	WesBanco Bank-Parkersburg	110.00
26779	WesBanco Bank-Parkersburg	1,379.98
26780	WesBanco Bank-Parkersburg	167.00
26781	WesBanco Bank-Parkersburg	167.00
26782	WesBanco Bank-Parkersburg	502.00
26783	WesBanco Bank-Parkersburg	502.00

**MINERAL WELLS PSD
LIST OF WATER CHECKS
MAY 16, 2002
PAGE 3**

CHECKS WRITTEN TODAY AND NEED APPROVAL

CHECK NO. 26784	BP Credit Card Center	\$ 220.20
26785	Conner Cleaning Service	109.00
26786	Thomas Lawnmower Service Inc.	11.75

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MAY 16, 2002**

**CORRESPONDENCE RECEIVED OR MAILED BETWEEN
APRIL 19, 2002, AND MAY 16, 2002**

1. Postcard from the State of West Virginia Office of Environmental Health Services, Regulatory Development and Compliance Unit, containing the new fax number for all information including Monthly Operational Reports, Bacteriological Test Results, and Chemical Test Results, etc.
2. *The PIPELINE*, News & Views From the WV Division of Environmental Protection, Dept. of Health and Human Resources and WV Public Service Commission, dated March/April 2002.
3. *Safe & Sound*, a publication of the Office of Safety & Loss Control Workers' Compensation Division, dated March/April 2002.
4. *etc*, a publication of the West Virginia Environmental Training Center, containing registrations forms for a class entitled "Basic Activated Sludge Process Control Part I, to be held from May 29 through May 31 at Cedar Lakes and a class entitled "Wastewater Lagoon Optimization, Troubleshooting and Process Control" to be held from June 5 through June 7 at Cedar Lakes.
5. Form dated April 18, 2002, from the West Virginia Municipal Bond Commission requesting updated information on the District's Bond Issue (s)/Accounts(s) and enclosing the first quarter statements for the District's Bond Accounts.
6. Fax dated April 18, 2002, to Margaret from Randall M. Cole, Cerrone Associates, Inc., enclosing Invoice No. M110-17S-02 in the amount of \$22,575.00 for Professional Engineering Services relating to the extension of sewers to serve the I-77 Rest Area.
7. Copy of a letter dated April 18, 2002, to Steve Balderson, Balderson Construction, from Margaret Batten enclosing District check no. 1090 in the amount of \$7,728.00 as payment for the construction of the concrete parking lot and building slab.
8. Copy of a letter dated April 19, 2002, to Mr. & Mrs. Samuel Humphries from Margaret Batten enclosing a copy of their recorded right-of-way easement.
9. Copy of a letter dated April 19, 2002, to David Sheppard from Margaret Batten enclosing a copy of his recorded right-of-way easement, a copy of the recorded right-of-way easement from Samuel & Denise Humphries, and a copy of the Agreement with the District for the extension of the water main to his property on Stemphard Road.

MINERAL WELLS PSD
LIST OF CORRESPONDENCE
MAY 16, 2002
PAGE 2

10. Copy of a letter dated April 19, 2002, to Robert Frazier from Margaret Batten enclosing a copy of the recorded right-of-way easement for the sewer main extension to serve The Sixties Café and a copy of the Agreement with the District for the extension.
11. Copy of a letter dated April 19, 2002, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten containing a copy of the affidavit of publication of public notice of meeting to be held to discuss the proposed treatment plant dechlorination improvements.
12. Copy of a letter dated April 19, 2002, to Jesse Sheppard, WV Department of Transportation, from Margaret Batten enclosing an original and four copies of the District's Invoice covering the cost of engineering services for Partial Bill No. 2 for professional engineering services relating to the sewer extension to serve the I-77 Rest Area.
13. Copy of a letter dated April 19, 2002, to Dianne Wolfe, Bowles Rice McDavid Graff & Love, from James M. Ruckman, P.S., Cerrone Associates, Inc., enclosing with his original stamp and signature two each of the legal description and plot for the proposed booster station site located on the Gladys Dent property for the Sycamore Run, Stephens Fork Water Line Extension.
14. Fax dated April 22, 2002, to Margaret from Karen Weekley, Public Service Commission of West Virginia, Water and Wastewater Division, containing an Application Checklist for the Sycamore Run, Stephens Fork Water Line Extension Project.
15. Fax dated April 22, 2002, to Shayne Brabham from Manning Frymier, P.E., Cerrone Associates, Inc., relative to a possible meeting between Richard Boice and Jim Ruckman, Cerrone Associates, Inc. on April 24, 2002.
16. ** Letter dated April 22, 2002, to Charles Stewart from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, containing a copy of the Commission's Final Order in Case No. 00-1294-PSD-PW—selection of an engineer for the Dechlorination Project.
17. Letter dated April 22, 2002, from the West Virginia Bureau of Employment Programs containing the District's Quarterly Employer Loss Activity Statement for the period, July 1, 1998, through March 31, 2002.
18. Copy of a letter dated April 23, 2002, to the West Virginia Water Development Authority from Margaret Batten stating that a deposit in the amount of \$5,688.40 was made to the Revenue Fund and a deposit in the amount of \$568.82 was made to the Reserve Account for the District's Sewage System Revenue Bonds, Series 1995, on December 20, 2001.

MINERAL WELLS PSD
LIST OF CORRESPONDENCE
MAY 16, 2002
PAGE 3

19. Copy of a letter dated April 23, 2002, to the West Virginia Water Development Authority from Margaret Batten stating that a deposit in the amount of \$5,688.40 was made to the Revenue Fund and a deposit in the amount of \$568.82 was made to the Reserve Account for the District's Sewage System Revenue Bonds, Series 1995, on January 15, 2002.
20. Copy of a letter dated April 23, 2002, to the West Virginia Water Development Authority from Margaret Batten stating that a deposit in the amount of \$5,688.40 was made to the Revenue Fund and a deposit in the amount of \$568.82 was made to the Reserve Account for the District's Sewage System Revenue Bonds, Series 1995, on February 15, 2002.
21. Copy of a letter dated April 23, 2002, to the West Virginia Water Development Authority from Margaret Batten stating that a deposit in the amount of \$5,688.40 was made to the Revenue Fund and a deposit in the amount of \$568.82 was made to the Reserve Account for the District's Sewage System Revenue Bonds, Series 1995, on March 15, 2002.
22. Copy of a letter dated April 23, 2002, to the West Virginia Water Development Authority from Margaret Batten stating that a deposit in the amount of \$5,688.40 was made to the Revenue Fund and a deposit in the amount of \$568.82 was made to the Reserve Account for the District's Sewage System Revenue Bonds, Series 1995, on April 15, 2002.
23. Copy of a letter dated April 23, 2002, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the letter dated April 22, 2002, to the District from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, containing a copy of the Commission's Final Order in Case No. 00-1294-PSD-PW—selection of an engineer for the Dechlorination Project.
24. Copy of a letter dated April 23, 2002, to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, from Margaret Batten enclosing an original and six copies each of the affidavit of publication of "Notice of Pre-filing" for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project which ran in the *Jackson Herald, Wirt County Journal, and Parkersburg News & Sentinel*.
25. Copy of a letter dated April 23, 2002, to Attorney Steven Hardman, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing a copy of the District's April 23rd letter to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, containing the affidavits of publication from the *Jackson Herald, Wirt County Journal, and Parkersburg News & Sentinel* for the "Notice of Pre-Filing" for the Sycamore Run, Stephens Fork, and Limestone Ridge Water Line Extension Project.
26. Copy of a letter dated April 23, 2002, to Manning Frymier, P.E., Cerrone Associates, Inc.,

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from Margaret Batten enclosing a copy of the District's April 23rd letter to Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, containing the affidavits of publication for the "Notice of Pre-Filing" from the *Jackson Herald, Wirt County Journal, and Parkersburg News & Sentinel* for the Sycamore Run, Stephens Fork, and Limestone Ridge Water Line Extension Project.

27. Copy of a letter dated April 23, 2002, to Daniel B. Yonkosky, Water Development Authority, from Margaret Batten enclosing a copy of the District's annual sewer operation budget for fiscal year 2003.
28. Copy of a letter dated April 23, 2002, to Carrie L. Grimm, ERSII, WV Division of Environmental Protection, Division of Water Resources, from Margaret Batten enclosing a copy of the District's letter dated April 23rd to Daniel B. Yonkosky, Water Development Authority and a copy of the District's annual sewer operation budget for fiscal year 2003.
29. Copy of a letter dated April 24, 2002, to Virginia McDonald, Rural Utilities Service, from Margaret Batten containing two copies of the District's projected water budget for fiscal year 2003.
30. Letter dated April 24, 2002, to Shayne Brabham from Vincent J.D. Shaw, Project Representative, Cerrone Associates, Inc., containing two copies of the WV Public Land Corporation Stream Activity Application and five copies of the WV DEP General NPDES Stormwater Permit Application to be signed and returned to Cerrone's office along with a check payable to the WV Department of Environmental Protection - Office of Water Resources in the amount of \$1,400.00.
31. Letter dated April 24, 2002, to Charles Stewart from Virginia McDonald, Rural Utilities Services, requesting the following annual management reports for the water system:
 1. Projected Budget for Fiscal Year 2003
 2. Balance Sheet for Fiscal Year 2002
 3. Copy of Most Recent Water Tariff
 4. Current list of Officials and the User Verification
 5. Copy of the Current Workers Compensation Certificate
 6. Verification of Bond Reserve Balances
32. Copy of a letter dated April 24, 2002, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten containing a copy of the Minutes of the April 18, 2002, Public Meeting for proposed wastewater treatment dechlorination project.
33. Letter dated April 24, 2002, to Jessie F. West from Amy L. Swann, Director, Water and

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Wastewater Division, Public Service Commission of West Virginia, returning her utility payment for account 6-00251-00.

34. Fax dated April 25, 2002, to Greg, RCDI, from Margaret Batten containing a history of the account of Lee Murphy, #24 Pettyville Gardens.
35. Copy of correspondence instructions dated April 25, 2002, to the Wood County Clerk from Margaret Batten enclosing the right-of-way easement signed by Scott and Lori Layfield to be recorded.
36. Copy of a certified letter dated April 25, 2002, to Robert Wilcox from R. Shayne Brabham giving him sixty days to correct his sewer infiltration problem (french drain).
37. Copy of a certified letter dated April 25, 2002, to Wanda Holbert from R. Shayne Brabham giving her sixty days to correct her sewer infiltration problem (broken or cracked lateral).
38. Copy of a certified letter dated April 25, 2002, to Mr. & Mrs. Robert McMullen from R. Shayne Brabham giving them sixty days to correct their sewer infiltration problem (broken or cracked lateral and french drain).
39. Copy of a certified letter dated April 25, 2002, to Mr. & Mrs. John Stevens from R. Shayne Brabham giving them sixty days to correct their sewer infiltration problem at Trail Park (broken or cracked lateral).
40. Copy of a certified letter dated April 25, 2002, to Mr. Charles Stewart from R. Shayne Brabham giving him sixty days to correct his sewer infiltration problem (broken or cracked lateral).
41. Copy of a certified letter dated April 25, 2002, to Mr. & Mrs. Carl Dye from R. Shayne Brabham giving them sixty days to correct their sewer infiltration problem (broken or cracked lateral).
42. Copy of a certified letter dated April 25, 2002, to Ms. Brenda Nassabeh from R. Shayne Brabham giving her sixty days to correct their sewer infiltration problem (surface/driveway drain).
43. Copy of a certified letter dated April 25, 2002, to Mr. & Mrs. Terry Dunn from R. Shayne Brabham giving them sixty days to correct their sewer infiltration problem (surface/downspout tie-in).

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44. Copy of a certified letter dated April 25, 2002, to W. Bernard Bosley from R. Shayne Brabham giving him sixty days to correct their sewer infiltration problem in Oaks Trailer Park (broken or cracked lateral and surface/driveway drain).
45. Copy of a certified letter dated April 25, 2002, to Charles Carothers from R. Shayne Brabham giving him sixty days to correct his sewer infiltration problem (broken or cracked lateral).
46. Copy of a certified letter dated April 25, 2002, to William F. Davis from R. Shayne Brabham giving him sixty days to correct his sewer infiltration problem (french drain).
47. Copy of a certified letter dated April 25, 2002, to Ms. Annie Dunn from R. Shayne Brabham giving her sixty days to correct her sewer infiltration problem (broken or cracked lateral).
48. Copy of a certified letter dated April 25, 2002, to Woodrow Lucas from R. Shayne Brabham giving him sixty days to correct his sewer infiltration problem (broken or cracked lateral).
49. Copy of a certified letter dated April 25, 2002, to Mr. & Mrs. Floyd Dowler from R. Shayne Brabham giving them sixty days to correct their sewer infiltration problem (surface/driveway drain).
50. Copy of a certified letter dated April 25, 2002, to Heather Holbert from R. Shayne Brabham giving her sixty days to correct her sewer infiltration problem (french drain).
51. Copy of a certified letter dated April 25, 2002, to Lew Thompson from R. Shayne Brabham giving him sixty days to correct his sewer infiltration problem (broken or cracked lateral).
52. Copy of a certified letter dated April 25, 2002, to Emix Manufacturing Company from R. Shayne Brabham giving them sixty days to correct their sewer infiltration problems (broken or cracked lateral).
53. Copy of a certified letter dated April 25, 2002, to Benson Truck Bodies from R. Shayne Brabham giving them sixty days to correct their sewer infiltration problems (surface/driveway drain).
54. Copy of a certified letter dated April 25, 2002, to Mr. & Mrs. Rodney Burton from R. Shayne Brabham giving them sixty days to correct their sewer infiltration problem (gutter/downspout tie-in).
55. Copy of a certified letter dated April 25, 2002, to James G. Duckworth from R. Shayne

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- Brabham giving him sixty days to correct his sewer infiltration problem (broken or cracked lateral).
56. Copy of a certified letter dated April 25, 2002, to Joanne Athey from R. Shayne Brabham giving her sixty days to correct her sewer infiltration problem (gutter/downspout tie-in).
 57. Copy of a certified letter dated April 25, 2002, to Eldora Bailey from R. Shayne Brabham giving her sixty days to correct her sewer infiltration problem (broken or cracked lateral).
 58. Copy of a certified letter dated April 25, 2002, to Michael Burton from R. Shayne Brabham giving him sixty days to correct his sewer infiltration problem (french drain).
 59. Copy of a certified letter dated April 25, 2002, to Betty Crites from R. Shayne Brabham giving her sixty days to correct her sewer infiltration problem (broken or cracked lateral).
 60. Copy of a certified letter dated April 25, 2002, to Wanda Seese from R. Shayne Brabham giving her sixty days to correct her sewer infiltration problem at Aunt Sissy's Day Care (gutter/downspout tie-in).
 61. Letter dated April 25, 2002, to the District from Marty Seufer, Wood County Commission Office, enclosing a temporary construction easement form for construction of a sidewalk across the District's Pump Station No. 2 property on Route 14.
 62. Fax dated April 26, 2002, to Richard Schafer from Margaret Batten enclosing a copy of his latest water/sewer bill.
 63. ** Fax dated April 26, 2002, to Margaret from Dianne Wolfe, Bowles Rice McDavid Graff & Love, containing a copy of the Public Service Commission Order dated April 25, 2002, in Case No. 01-0795-PWD-C — convenience meter.
 64. Copy of a letter dated April 30, 2002, to Vincent J.D. Shaw, Cerrone Associates, Inc., from Margaret Batten enclosing a signed copy of the Public Land Corporation Stream Activity Application and four copies of Site Registration Application Form-Construction Storm Water WV/NPDES General Permit for the Sycamore Run, Stephens Fork Water Extension.
 65. Copy of a letter dated April 30, 2002, to Jack Stewart from Linda Church enclosing District check no. 26739 in the amount of \$26.81 as reimbursement for a water/sewer bill that he paid for his tenant, A. A. Booker Homes.
 66. Copy of a letter dated April 30, 2002, to Marty Seufer, Wood County Commission Office,

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from Margaret Batten enclosing the requested temporary right-of-way easement for the construction of a sidewalk across District property on Route 14.

67. Copy of a fax dated April 30, 2002, to Shayne and Margaret from Dianne Wolfe, Legal Assistant, Bowles Rice McDavid Graff & Love, enclosing a draft copy of a letter of understanding between the District and Silverton Public Service District regarding the proposed water line extension on Windy Ridge to serve Lockhart Run Road.
68. ** Letter dated May 1, 2002, to The Commissioners from the accounting firm of Harman, Thompson, Mallory & Ice, A.C. listing the conditions of performing the District's annual audit and completing the required Public Service Commission Report for fiscal year 2002 for a total amount of \$7,200.00
69. Copy of the letter typed on District letterhead to Frank Murrey, Chairman, Silverton Public Service District, from Charles M. Stewart containing a proposed agreement between the two public service districts relative to the extension of a water main on Windy Ridge to serve Lockhart Run Road.
70. ** Copy of a letter dated May 2, 2002, to Frank Murrey, Chairman, Silverton Public Service District from Attorney Steven R. Hardman, Bowles Rice McDavid Graff & Love, enclosing the proposed agreement between the District and Silverton Public Service District for the disposition of the proposed water main on Windy Ridge to serve Lockhart Run Road.
71. Notice from West Side Telecommunications, Westco Internet, stating that they are in the process of implementing a new billing and customer service package.
72. ** Letter dated May 3, 2002, to Shayne Brabham from George E. Blum, Cerrone Associates, Inc., containing information about hydraulic calculations that were questions by Jim Weimer, Public Service Commission of West Virginia, for the Sycamore Run, Stephens Fork Water Extensions.
73. Letter dated May 3, 2002, to Shayne Brabham from Esther Taylor, OA, West Virginia Department of Health and Human Resources, containing a notification and registration form for a Class 1-D water treatment plant operators' course being held in the Philippi District.
74. ** Fax dated May 3, 2002, to the Board and Staff of the Mineral Wells PSD from Attorney Steven Hardman, Bowles Rice McDavid Graff & Love, containing a copy of a letter dated May 1, 2002, to Mr. Hardman from Attorney James M. Bradley, Jr., Bradley & Albright, PLLC, stating that he now represents Richard Boice in his dispute with the District over the proposed Windy Ridge Water Tank Site.

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75. Copy of a letter dated May 1, 2002, to Attorney Steven Hardman, Bowles Rice McDavid Graff & Love, from Attorney James M. Bradley, Jr., Bradley & Albright, PLLC, stating that he is now representing Richard Boice in his dispute with the District over the proposed Windy Ridge Water Tank Site (received on May 4, 2002).
76. Fax dated May 6, 2002, to ABB, Inc. from Linda Church enclosing a blanket tax exemption certificate for the District's purchases.
77. Copy of a letter dated May 6, 2002, to Mr. Pravin G. Sangani, P.E., WV Division of Environmental Protection, Office of Water Resources, from R. Shayne Brabham containing an update on the District's progress on its Schedule of Compliance for its wastewater treatment system.
78. Fax dated May 7, 2002, to Esther Taylor, WV Department of Health and Human Resources, from R. Shayne Brabham containing enrollment forms for Russell Hanna, Mark Murphy and Todd Anderson to attend the Class 1-D Water Operators Certification Course.
79. Fax dated May 7, 2002, to Wilma Hodge, WV Bureau of Public Health, Environmental Engineering Division, from Margaret Batten attaching the Monthly Operational Report and the Water Tally for the District for the month of April 2002.
80. Copy of a letter dated May 7, 2002, to Wilma Hodge, West Virginia Bureau of Public Health, Environmental Engineering Division, from Margaret Batten enclosing the Monthly Operational Report and a copy of the Daily Water Purchase Tally for the month of April 2002.
81. Copy of a letter dated May 7, 2002, to the WV Municipal Bond Commission from Margaret Batten containing updated records for the Mineral Wells Public Service District.
82. Copy of a letter mailed on May 7, 2002, to the WV Public Employees Insurance Agency, Attention: Margo, from Linda Church enclosing a completed State of West Virginia Public Employees Insurance Agency Plan Year 2003 Health Care Plan Transfer Application for Todd R. Anderson (Tobacco-Free Premium Discount).
83. Copy of a letter dated May 7, 2002, to the U.S. Army Corps of Engineers from Vincent J. D. Shaw, Cerrone Associates, Inc., requesting a Nationwide Permit on behalf of the District for the Sycamore Run, Stephens Fork, Windy Ridge Water Extension.
84. Copy of a letter dated May 7, 2002, to the WV Division of Environmental Protection, Office of Water Resources, from Vincent J. D. Shaw, Cerrone Associates, Inc., submitting on behalf

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of the District, one copy each of the General WV/NPDES Permit Application, construction drawings showing highlighted areas where flow diversion or silt fence is required, seeding specifications, spill prevention notes, groundwater protection plan and soil survey maps along with District Check No. 26747 in the amount of \$1,400.00 for the application fee.

85. Copy of a letter dated May 7, 2002, to Public Land Corporation from Vincent J. D. Shaw, Project Representative, Cerrone Associates, Inc., enclosing a copy of the Public Land Corporation Stream Activity permit application for the Sycamore Run, Stephens Fork and Limestone Ridge Water Extension Project.
86. Copy of a letter dated May 7, 2002, to the Little Kanawha Soil Conservation District from Vincent J. D. Shaw, Cerrone Associates, Inc., enclosing for review one copy each of the General WV NPDES Permit Application, construction drawings showing highlighted areas where flow diversion or silt fence is required, seeding specifications, spill prevention notes, groundwater protection plan and soil survey maps for the Sycamore Run, Stephens Fork, and Limestone Ridge Water Extension Project.
87. Copy of a letter dated May 7, 2002, to the WV Division of Environmental Protection, Office of Water Resources, from Vincent J. D. Shaw, Cerrone Associates, Inc., enclosing for review two copies each of the General WV/NPDES Permit Application, construction drawings showing highlighted areas where flow diversion or silt fence is required, seeding specifications, spill prevention notes, groundwater protection plan and soil survey maps.
88. Memorandum dated May 7, 2002, to All FY2002 Priority List Applicants from Rosalie Brodersen, Program Manager, State Revolving Fund Program, relative to adding Berkeley County PSD (Quad Graphics/Extension), Town of Winfield, to the FY2002 Priority List for the State Revolving Fund.
89. Copy of a letter dated May 7, 2002, to Deborah L. Kent from R. Shayne Brabham enclosing all the necessary documents for a sewer main extension to serve her mobile home on Hickory Heights Road.
90. Copy of a letter dated May 7, 2002, to Jim Weimer, Engineer, Public Service Commission of West Virginia, from Margaret Batten enclosing a copy of the letter dated May 3, 2002, to Shayne Brabham from George E. Blum, Cerrone Associates, Inc., containing information on the hydraulic calculations for the Sycamore Fun, Stephens Fork, and Limestone Ridge Water Extension Project.
91. Copy of a letter dated May 7, 2002, to Virginia McDonald, Rural Utilities Service, from Margaret Batten enclosing two copies of Form RD 442-2 Statement of Budget, Income and

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Equity for fiscal year 2003.

92. Copy of a letter dated May 2002, to Gary Wilson, RDM, Rural Utility Services, from Jenny N. Phillips, State Director, Rural Utility Services, stating that loan in the amount of \$21,520.86 on Loan No. 06 has been canceled since the Water Systems Improvement Project has been completed.
93. Copy of a letter dated May 8, 2002, to Daniel Parker, West Virginia Bureau of Health and Human Services, Bureau For Public Health, from Margaret Batten stating that the District has prepared the required Consumer Confidence Report which was mailed on May 7, 2002.
94. Copy of a letter dated May 8, 2002, to Michael Blankenship from Linda Church relative to his delinquent waters bills for two taps on the Rockport Water Extension Project.
95. Copy of a letter dated May 8, 2002, to Joshua Daggett Mitchell from Linda Church relative to his delinquent water bill for a tap on Buck Run Road as a part of the Rockport Water Extension Project.
96. Copy of a letter dated May 8, 2002, to Dianne Wolfe, Legal Assistant, Bowles Rice McDavid Graff & Love, from Margaret Batten containing a list of trustees for the Limestone United Methodist Church, the Gates Ridge United Methodist Church and the Full Gospel Church.
97. ** Letter dated May 9, 2002, to Shayne Brabham from Manning Frymier, P.E., Cerrone Associates, Inc., relative to a Historic Preservation Clearance and soil borings for the Richard Boice water tank site on Windy Ridge.
98. Copy of a letter dated May 9, 2002, to Mr. & Mrs. Scott Layfield from Margaret Batten enclosing a copy of their recorded right-of-way easement to the District for a water line.
99. Fax dated May 10, 2002, to Editor, **PARKERSBURG SENTINEL**, from Margaret Batten enclosing a notice and an agenda for the May 16, 2002, Board Meeting to be published in the first available issue of the newspaper.
100. Fax dated May 10, 2002, to Editor, **PARKERSBURG NEWS**, from Margaret Batten enclosing a notice an agenda for the May 16, 2002, Board Meeting to be published in the first available issue of the newspaper.
101. Copy of a letter dated May 10, 2002, 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 Report (WRD 2A-82) and a

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copy of the WV Summary of Waste Water Treatment Plant Operators (ES59) for the month of April, 2002.

102. Copy of a letter dated May 10, 2002, to the Office of Water Resources (DNR), Municipal Branch, from Linda Church enclosing a copy of the WV National Pollutant Discharge Elimination System Discharge Report (WRD-2A-82) and a copy of the WV Summary of Waste Water Treatment Plant Operators (ES59) for the month of April 2002.
103. Copy of a letter dated May 10, 2002, to D. Weekley, 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 2002.
104. Copy of a letter dated May 10, 2002, 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), a copy of the WV Summary of Waste Water Treatment Plant Operators (ES59) for the month of April 2002, and a list of data collected at the wastewater treatment plant by Bill Byers.
105. Copy of a letter dated May 10, 2002, to Mrs. Gail Thompson, Gates Ridge United Methodist Church, from Margaret Batten enclosing the Notice and right-of-way easement for a water line to be read to and voted upon by the Church, and signed by the Church Trustees.
106. Copy of a letter dated May 10, 2002, to Rev. Everett Snyder, Rockport Full Gospel Worship Center, from Margaret Batten enclosing a Notice and a right-of-way easement for a water line to be read to and voted upon by the Church and signed by the Church Trustees.
107. Copy of a letter dated May 10, 2002, to Vida Phillips, Limestone United Methodist Church, from Margaret Batten enclosing a Notice and a right-of-way easement for a water line to be read to and voted upon by the Church and signed by the Church Trustees.
108. Certified letter dated May 10, 2002, to R. Shayne Brabham from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing a copy of the recommended order in Case No 02-0283-PSD-T – surcharge for surface water entering the District's sanitary sewer system.
109. Copy of a letter dated May 14, 2002, to Karen Vincent Cummons from Margaret Batten enclosing a right-of-way easement and a copy of a map of the easement for the Sycamore Run, Stephens Fork, and Limestone Ridge Water Extension Project.

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110. Fax received May 14, 2002, from Terry Thomas, Chief, PMBS Volunteer Fire Dept., stating that the fire department used 1,000 gallons of water for fire fighting during the month of April.
111. ** Copy of a letter dated May 14, 2002, to Ms. Susan M. Pierce, WV Division of Culture and History, from Manning Frymier, P.E., Cerrone Associates, Inc., requesting archeological and historical clearance for the proposed water tank site on the Boice property located in the Windy Ridge area of Wirt County.
112. Copy of a letter dated May 15, 2002, to the WV Municipal Bond Commission from Margaret Batten enclosing District Check No. 28269 in the amount of \$16,852.52 as the May payment for the District's sewer bonds and District Check No. 26773 in the amount of \$1,592.00 as the May bond payment for Water Bond Account # MIW-W-1-69-X-W0-06-69.
113. Copy of a letter dated May 15, 2002, to the West Virginia Water Development Authority from Margaret Batten stating that a deposit in the amount of \$5,688.40 was made to Revenue Fund and a deposit in the amount of \$568.82 was made to the Reserve Fund for the District's Sewage System Revenue Bonds, Series 1995.