

MINUTES OF SPECIAL MEETING OF THE PUBLIC  
SERVICE BOARD OF THE MINERAL WELLS  
PUBLIC SERVICE DISTRICT HELD FRIDAY,  
OCTOBER 31, 2003 AT 10:00 A.M. IN THE  
DISTRICT'S OFFICE LOCATED AT MINERAL  
WELLS, WEST VIRGINIA

Mr. Charles Stewart, Chairman, called the meeting to order at 10:00 a.m. He asked everyone present to sign the attendance roster. Charles Stewart; Roy L. Radabaugh, Treasurer; James R. Lett, Secretary; James Ruckman, Field Engineer, Cerrone Associates, Inc.; Elbert Morton, P. E., West Virginia Department of Environmental Protection Agency; Carrie Grimm, State Revolving Fund Program, ERSII, West Virginia Department of Environmental Protection Agency; Terry Romine, Specialty Piping; Rick Deel, Specialty Piping; Rick Merritt, Field Inspector, Cerrone Associates, Inc.; Dave Fueg, Cerrone Associates, Inc.; Randy Cole, Cerrone Associates, Inc.; R. Shayne Brabham, Operations Manager; William Byers, Operations Technician; and Nellie Radcliff, Office Clerk, were present.

The purpose of this special meeting was to discuss the Dover Drive Sewer Replacement and Wastewater Treatment Plant Dechlorination Project. Mr. Stewart turned the meeting over to Mr. Ruckman.

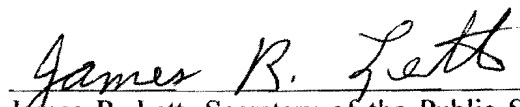
Mr. Ruckman discussed the Dover Drive Sewer Replacement and Wastewater Treatment Plant Dechlorination project with everyone present. He covered several items that the contractors would need to do in order for the project to run smoothly. Starting date for Contract # 1 is November 3, 2003, Substantial Completion is December 18, 2003, Final Completion is January 2, 2004. Starting date for Contract # 2 is November 3, 2003, Substantial Completion is April 1, 2004, Final Completion is May 1, 2004. After all the items of the preconstruction conference were discussed and all questions had been answered, Mr. Ruckman turned the meeting back over to Mr. Stewart.

Mr. Radabaugh made a motion accept the Bidding Documents for Contract # 1 and Contract # 2 as presented. Mr. Lett seconded the motion. The motion carried unanimously. Mr. Stewart and Mr. Lett signed Bidding and Contract Documents for Contract # 1 and Contract # 2.

All business having been completed, Mr. Lett made a motion that the meeting be adjourned. Mr. Radabaugh seconded the motion. The motion carried unanimously. Mr. Stewart adjourned the meeting at 11:15 a.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