

MINUTES OF A SPECIAL MEETING OF THE
PUBLIC SERVICE BOARD OF THE MINERAL
WELLS PUBLIC SERVICE DISTRICT HELD
TUESDAY, APRIL 13, 2004 AT 11:00 A.M. IN THE
DISTRICT'S OFFICE LOCATED AT MINERAL
WELLS, WEST VIRGINIA

Mr. Charles Stewart, Chairman, called the meeting to order at 11:00 a.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 Clerk; Manning Frymier, P. E., Cerrone Associates, Inc.; Jeff Ellrich, Mid Atlantic Storage Systems; Joe Bowen, WV Laborers District Council; Dan Williams, Yeneka Construction; Joe Tucker, Upton Construction Co., Inc.; John Bosley, Jr., Bosley Construction, Inc.; Bernie Dunlap, Stonegate Construction Co.; Brian Lemons and Bryan Regar, Ground Breakers; John Cerasole, James White Construction Co.; Billy Saunders, Hughes Supply Co.; Rodney Parker & Brian Warden, United Welding Co.; Howard Baldwin and Jeff Emery, R & R Pipeline Construction Co.; Bob Marsh, Mike Marsh and George Sutton, Marbo Construction Co.; and Ronald Rogers, Local 132 were present.

The reason for the special meeting was to conduct a pre-bid conference on the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project. Mr. Radabaugh made a motion to turn the floor over to Mr. Frymier, P. E. Cerrone Associates, Inc. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Frymier introduced all the Board members to the contractors. He then reported on the status of the project. All the paper work regarding Funding, Easements, Public Service Commission and Permits are in order. The method of bidding will be single envelope system. The contents of the envelope will contain the following:

1. The "Bid Proposal", the completed Bid Form (Document 00300).
2. Bid Bond (must be cosigned by a West Virginia Agent).
3. Compliance Statement (Form RD 400-6).
4. Certification of Receipt of Addenda to plans and specifications.
5. Certificate of EEO Compliance.
6. WV Jobs Act Requirements WV Code 21-1C-1.

The Contracts will be as follows with the time of completion.

Contract No. 1- Sycamore Run, Stephens Fork, Rockcamp Run, Wolf Run/Slate Creek & Grassy Run Water Extensions - 180 Days time of completion.

Contract No. 2A - Limestone Area Water Extensions (West) - 200 days time of completion.

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Contract No. 2B - Limestone Area Water Extensions (East) - 200 Days time of completion.

Combination award for Contracts 2A and 2B - 330 days time of completion.

Contract No. 3 - Windy Water Storage Tank - 120 days time of completion.

Contract No. 4 - Supplying Water Service Meters - 60 days time of completion.

Addendum No. 1 Potential issues are as follows:

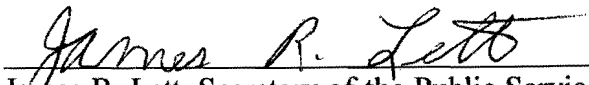
1. Water Tank Site Drawing Changes (size of site).
2. Water Tank Site Soil Borings
3. Bid Package (Bid Form update if required).
4. Others

There was a brief question and answer session that followed. This concluded Mr. Frymier's presentation.

All business having been completed, Mr. Frymier turned the meeting over to the Board and Mr. Radabaugh made a motion that the meeting be adjourned. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart adjourned the meeting at 11:30 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