

MINUTES OF A SPECIAL MEETING OF THE  
PUBLIC SERVICE DISTRICT BOARD OF THE  
MINERAL WELLS PUBLIC SERVICE DISTRICT  
HELD THURSDAY, AUGUST 12, 2004 AT 1:30  
P.M. IN THE DISTRICT'S OFFICE LOCATED AT  
MINERAL WELLS, WEST VIRGINIA

Mr. Charles Stewart, Chairman, called the meeting to order at 1:30 p.m. He asked everyone present to sign the attendance roster. Roy W. Wright, resident of Stephens Fork; R. Shayne Brabham, Operations Manager; Nellie Radcliff, Office Clerk; Roy L. Radabaugh, Treasurer; James R. Lett, Secretary; and Margaret Batten, Office Manager were present.

The purpose of this special meeting was to review, amend and approve Requisition No. 3 as submitted by Cerrone Associates, Inc., to the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project. Mr. Radabaugh made a motion to approve Requisition No. 3 as presented in the amount of \$818,189.38. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart signed Requisition No. 3.

The Board reviewed resumes for Bernard Coleman and Terry Richards of Cerrone Associates, Inc., to act as additional inspectors on the Sycamore Run, Stephens Fork, Limestone Water Extension Project. Mr. Radabaugh made a motion to approve Bernard Coleman and Terry Richards as inspectors for the Sycamore Run, Stephens Fork, Limestone Water Extension Project. Mr. Lett seconded the motion. The motion passed unanimously.

Mrs. Batten presented the Board with a list of charge offs for water and sewer for the fiscal year ending June 30, 2004 in the amount of \$4,105.92 (list attached). She explained that the charge offs were greater this year due to Senate Bill 412 which eliminates landlords liability for a tenant's delinquent water & sewer bills. Approximately \$1,541.00 was for rental property and \$1,309.00 for customers who signed the three year user agreement for the Rockport Project and never used any water or paid the bill. Mr. Radabaugh made a motion to approve the charge off list as presented. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Brabham had interviewed five applicants that had filled out an application for employment. Of the five interviewed Dennis Brown was selected. Mr. Brabham is to let him know he would be able to start work with the District at the rate of pay of \$8.75 per hour. There will be a probation period of 4 months. At the end of the probation period, Dennis will receive a raise of \$1.00 per hour making his rate of pay \$9.75. Mr. Radabaugh made a motion to hire Dennis Brown on September 1, 2004. Mr. Lett seconded the motion. The motion passed unanimously.

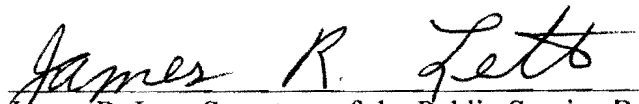
The District had received a letter from the District's insurance company Reagle & Padden, Inc. Insurance advising them to decline more coverage of the uninsured and under insured motorist section of the policy that the District carries with them. Mr. Radabaugh made a motion authorizing Mr. Stewart to sign the declination of insurance. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart signed the declination of insurance.

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All business having been discussed, 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 3:20 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.

  
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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  
ACCOUNTS TO BE CHARGED OFF FOR FY 2004  
JUNE 30, 2004**

<b>NAME</b>	<b>ACCOUNT</b>	<b>WATER</b>	<b>SEWER</b>	<b>TOTAL</b>
Tammy Williams 109 Mt. Pleasant Est. Divorce	1-00840-00	\$ 37.68	\$ 32.08	\$ 69.76
Stacy Hemmelgarn 13 Dogwood Estates Repossessed by Bank	2-01982-00	91.99	80.32	172.31
John W. Morris RR 1 Box 5 Mineral Wells, WV	3-00070-01	17.37	8.94	26.31
Joseph A. Miller Route 21 William Province Rental	3-01380-03	82.18	71.05	153.23
Stacey Bartlett 166 Mineral Pk Est Rental - Lien	3-02205-01	26.73	27.96	54.69
Deloris Quick 156 Mineral Pk Est Rental - Lien	3-02255-03	132.76	110.58	243.34
David Haddox 108 Mineral Pk Est Rental - Lien	3-02495-02	84.48	72.18	156.66
Heather Tanner Etsel Buck Run Road	3-05630-00	126.55		126.55
Lindsay Eddy RR 1 Box 17-A Rockport, WV Lien	3-06091-00	654.93		654.93

**CHARGE OFFS  
FY 2004  
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<b>NAME</b>	<b>ACCOUNT</b>	<b>WATER</b>	<b>SEWER</b>	<b>TOTAL</b>
Lindsay Eddy RR 1 Box 17-A Rockport, WV Lien	3-06093-00	654.93		654.93
Crystal Dawn Post Camp 77 C. Holbert Rental	4-06580-04	56.99		56.99
Lucky L. Matheny Oakdale Avenue Repossessed by Bank	6-01350-00		22.01	22.01
Kimberly K. Dean 37D Blair Avenue Moved in and did not sign for service Divorce	6-01505-01		173.33	173.33
Donna Hall #9 Thorn Street Rental	9-00316-01		97.92	97.92
Brandy Moore Eagle Lane Moncrief Rental	9-00496-02		30.22	30.22
Myra Jean Moore Eagle Lane Moncrief Rental	9-00496-04		21.95	21.95
Betty J. Blair 6045 Pike St Hse #2 E. S. Hurst Rental	9-00706-01		16.15	16.15
Jerome C. Wetherby RR 1 Box 43 John Bosley Rental	9-00816-03		59.02	59.02

**CHARGE OFFS  
FY 2004  
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<b>NAME</b>	<b>ACCOUNT</b>	<b>WATER</b>	<b>SEWER</b>	<b>TOTAL</b>
Jasmin Robinson 16 Pettyville Gardens RCDI Rental	9-01886-04		11.90	11.90
David B. Stutler Paddle Run Radcliff Rental Large Leak	9-03863-01	80.03		80.03
Burl Waggoner Green Valley R. Frame Rental	9-03993-01	30.13		30.13
Creed M. McCauley, Jr. Green Valley R. Frame Rental	9-04033-01	147.02		147.02
Liza Lamb 158 Mineral Pk Est D. McWilliams Rental	9-05293-01	74.75	68.98	143.73
Amy Hitt 128 Mineral Pk Est D. McWilliams Rental	9-05293-01	4.08	4.05	8.13
Elizabeth Durham Delbert Matheny Rental Large Leak-Toilet Running	9-05593-08	257.43	204.11	461.54
Timothy Stricker Larry Matheny Rental Moved out of State Lien	9-05733-06	46.35	30.48	76.83
Linda Deem Turkey Foot Road C Cooper Rental Left No Address	9-09752-07	129.73		129.73

**CHARGE OFFS  
FY 2004  
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<b>NAME</b>	<b>ACCOUNT</b>	<b>WATER</b>	<b>SEWER</b>	<b>TOTAL</b>
Addison James Earley Butcher Bend Road Robert Smith Rental	9-10664-04	22.11		22.11
Michael Starcher & Salina Cole Butcher Bend Road Robert Smith Rental	9-10674-02	21.99		21.99
John Jewell Chesterville Road	9-11234-01	128.62		128.62
Ernie Lockhart Rental Lien				
Toney Smith Slate William Dickel Rental Lien	9-12095.06	53.86		53.86
		<b>WATER</b>	<b>SEWER</b>	<b>TOTAL</b>
<b>TOTALS</b>		\$2,962.69	\$1,143.23	\$4,105.92