

MINUTES OF A REGULAR MEETING OF THE
PUBLIC SERVICE BOARD OF THE MINERAL
WELLS PUBLIC SERVICE DISTRICT HELD
THURSDAY, AUGUST 19, 2004 AT 5:00 P.M. IN
THE DISTRICT'S OFFICE LOCATED AT
MINERAL WELLS, WEST VIRGINIA

Mr. Charles Stewart, Chairman, called the meeting to order. He asked everyone present to sign the attendance roster. Roy L. Radabaugh, Treasurer; James R. Lett, Secretary; R. Shayne Brabham, Operations Manager; Dennis Brown, New Employee; Nellie Radcliff, Office Clerk; and Margaret Batten, Office Manager were present.

Dennis Brown was present to meet the Board. After introductions were made and some rules and regulations were discussed, Dennis excused himself from the rest of the meeting.

Mr. Lett made a motion that the Minutes of the July 15, 2004, Regular Board Meeting be approved as presented. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes.

Mr. Lett made a motion that the Minutes of the August 12, 2004, Special Board Meeting be approved as presented. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes.

Mr. Radabaugh made a motion to approve the Financial Statement dated July 31, 2004 for All Finances (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve the Financial Statement dated July 31, 2004, for Water Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve the Financial Statement dated July 31, 2004, for Sewer Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve check numbers 28821 thru 28902 written between July 16, 2004 and August 18, 2004 on the Water Revenue Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve check numbers 28903 thru 28904 written August 19, 2004, on the Water Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve check numbers 30462 thru 30532 written between July 16, 2004, and August 18, 2004 on the Sewer Revenue Fund Checking Account (copy attached). Mr.

MINERAL WELLS PUBLIC SERVICE DISTRICT
MINUTES - AUGUST 19, 2004
PAGE 2

Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve check number 30533 written August 19, 2004, on the Sewer Revenue Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve Payroll check numbers 01272 thru 01286 written on the Sewer Revenue Fund Checking Account between July 16, 2004 - August 18, 2004 (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mrs. Batten reviewed the following letters with the Board.

Letter 74 - Copy of a letter dated August 4, 2004, to Mr. Michael Miller, Chairman of the Board of Directors, Claywood Park Public Service District, from James R. Ice, CPA, Harman Thompson Mallor & Ice, relative to his review of the Cost Allocation Formula used to determine Mineral Wells Public Service District's share of the expenses for the water treatment plant in Davisville.

Letter 131 - Fax dated August 19, 2004, to Margaret Batten from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing the Construction Progress Report for all the contracts for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.

This concluded Mrs. Batten's report.

Mr. Brabham gave the following report.

The new project is going quite well. Stonegate Construction has laid approximately 60,000 feet of pipe. United Welding 30,000 and Mid-Atlantic Storage will be pouring the footers this week and floor the following week. Stonegate hopes to be finished in October and United Welding by the end of October.

Customer 2202-2 wants 2" main extended to property line approximately 1700'. Mr. Radabaugh made a motion to extend 2" main to customers property line. Mr. Lett seconded the motion. The motion passed unanimously.

WV will not pay for betterment on line relocation for the new Slate Creek Bridge project. The District will have to pay for the upgrade from a 2" to 6". The cost of this upgrade would be approximately \$14, 000.00.

Mr. Radabaugh made a motion that the 6" main from the race track on Tygart Road to Stephens

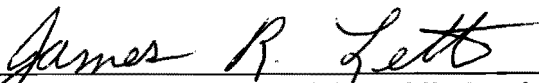
MINERAL WELLS PUBLIC SERVICE DISTRICT
MINUTES - AUGUST 19, 2004
PAGE 3

Fork Road remain a 6" as planned. Mr. Lett seconded the motion. The motion passed unanimously.

All business having been discussed, Mr. Lett made a motion that the meeting be adjourned. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Stewart adjourned the meeting at 7:15 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
JULY 31, 2004**

CHECKING ACCOUNTS

| | | |
|---|---------------|---------------------|
| Water Revenue Fund Checking Account | | |
| WesBanco Bank | \$27,987.20 | |
| Sewer Revenue Fund Checking Account | | |
| WesBanco Bank | 51,409.66 | |
| Stephens Fork Water Extension Construction Checking | | |
| WesBanco Bank | 292.81 | |
| Series 2003A Bonds Construction Fund Checking | | |
| WesBanco Bank | <u>262.13</u> | |
| TOTAL IN CHECKING ACCOUNTS: | | \$ 79,951.80 |

WATER ACCOUNTS

| | | |
|---|------------------|---------------------|
| Depreciation Reserve Account | | |
| WesBanco Bank | \$13,183.69 | |
| Revenue Reserve Account | | |
| WesBanco Bank | 29,250.29 | |
| Revenue Reserve Account-Sams Creek/Chesterville | | |
| WesBanco Bank | 19,228.92 | |
| Revenue Reserve Account-Rockport | | |
| WesBanco Bank | 5,712.66 | |
| Depreciation Reserve Account-Rockport | | |
| WesBanco Bank | 5,712.86 | |
| Revenue Reserve Account-Water Improvement | | |
| WesBanco Bank | 17,170.96 | |
| Depreciation Reserve Account-Water Improvement | | |
| WesBanco | 17,173.31 | |
| Sycamore Run-Limestone Tap Fees | | |
| WesBanco Bank | 32,926.96 | |
| Sycamore Run-Limestone Security Deposits | | |
| WesBanco Bank | 16,305.78 | |
| Security Deposit Account | | |
| WesBanco Bank | <u>22,219.73</u> | |
| TOTAL IN WATER ACCOUNTS: | | \$178,885.16 |

SEWER ACCOUNTS

| | | |
|--|------------------|---------------------|
| Repair and Replacement Account | | |
| WesBanco Bank | \$80,058.33 | |
| Reserve for Grinder Pump Maintenance | | |
| Prime Rate Money Market-WesBanco Bank | 30,967.30 | |
| Security Deposit Account | | |
| WesBanco Bank | <u>20,187.91</u> | |
| TOTAL IN SEWER ACCOUNTS: | | \$131,213.54 |
| TOTAL ALL FINANCES, JULY 31, 2004 | | \$390,050.50 |

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
WATER REVENUE FUND CHECKING ACCOUNT
JULY 31, 2004**

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, JUNE 30, 2004** **\$ 8,871.31**

RECEIPTS:

| | |
|---|---------------|
| Water Sales | \$ 60,521.16 |
| Water Buffalo Sales | 863.75 |
| Reconnection Fees | 100.00 |
| Tap Fees | 300.00 |
| Sycamore Run Reimbursement | 18,838.50 |
| Sycamore Run Tap Fee Refund | 100.00 |
| Stonegate Construction-Bond Reimbursement | 500.00 |
| Security Deposit Refunds | <u>859.82</u> |

TOTAL RECEIPTS: **\$82,083.23**

TOTAL CASH AVAILABLE: **\$90,954.54**

EXPENDITURES:

| | |
|---------------------------------------|-------------|
| Municipal Bond Commission | \$ 1,592.00 |
| Rural Economic & Development | 13,365.00 |
| USDA-Rural Development | 5,252.00 |
| WesBanco Bank-Parkersburg | 110.00 |
| WesBanco Bank-Parkersburg | 334.00 |
| WesBanco Bank-Parkersburg | 1,004.00 |
| WesBanco Bank-Parkersburg | 314.00 |
| WesBanco Bank-Parkersburg | 3,031.62 |
| Salaries | 6,729.27 |
| Commissioner's Salaries | 525.00 |
| WV Public Employees Retirement System | 1,519.80 |
| WV State Tax Department | 555.99 |
| WV Public Employees Insurance Agency | 1,744.39 |
| Bureau of Child Support | 103.47 |
| U S Postal Service | 162.50 |
| AT&T State Calling Service | 5.46 |
| Action Answering Service Plus | 49.02 |
| Miss Utility of WV Inc. | 16.87 |
| Telepage Communications System | 8.95 |
| Water Environmental Testing | 108.00 |
| Cintas | 114.45 |
| WV Workers Compensation Division | 837.36 |
| Hughes Supply, Inc. | 307.30 |
| Miller Communications | 1,655.38 |
| BP Credit Card Company | 326.11 |
| Mineral Wells Public Service District | 899.79 |

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-WATER-JULY, 2004
PAGE 2**

| | |
|---------------------------------------|-------------|
| Claywood Park Public Service District | 14,460.66 |
| Cutlip-Warner Development Co. | 2,035.00 |
| Dominion Hope | 13.09 |
| Wirt County Clerk | 6.00 |
| Conner Cleaning Service | 109.00 |
| Verizon | 109.84 |
| Kathy S. Moss | 23.01 |
| Hardman Supply Company | 22.31 |
| Parkersburg Office Supply | 119.73 |
| Alco Amerifence | 983.00 |
| Earl Burchard, Jr. | 31.07 |
| Kermit Lemon | 11.52 |
| Aaron D. King | 14.92 |
| Randy Knopp | 16.82 |
| Melvin Gank | 50.19 |
| Tim & Anika Amos | 50.18 |
| Beverly Badgett | 50.18 |
| Brian & Debra West | 50.24 |
| Kim Properties | 50.90 |
| WW Grainer, Inc. | 30.29 |
| Ohio Valley Muffler & Brake | 20.94 |
| State Electric Supply Co., Inc. | 4.64 |
| R. D. Wilson Sons & Co. | 70.04 |
| AT&T Wireless | 51.37 |
| Deposit Tickets | 15.02 |
| Safe Deposit Rental | 42.40 |
| Midwest Pipe & Supply | 145.52 |
| Signs & More in 24 | 30.00 |
| C. I. Thornburg | 473.04 |
| Unisys Corporation | 72.97 |
| Westco Internet | 11.25 |
| Cerrone Associates, Inc. | 3,112.50 |
| Frank & Heather Miller | <u>7.97</u> |

TOTAL EXPENDITURES:

\$62,967.34

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, JULY 31, 2004**

\$27,987.20

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
SEWER REVENUE FUND CHECKING ACCOUNT
JULY 31, 2004**

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT,
WESBANCO BANK, JUNE 30, 2004** **\$26,438.02**

RECEIPTS:

| | |
|--------------------------------|-----------------|
| Sewer Sales | \$57,107.20 |
| Security Deposit Refund | 603.03 |
| Reimbursement-WV DOH-Rest Area | 3,897.60 |
| Tap Fee | 300.00 |
| Reimbursement-Wastewater Plant | <u>7,910.36</u> |

TOTAL RECEIPTS: **\$69,818.19**

CASH AVAILABLE: **\$96,256.21**

EXPENDITURES:

| | |
|---------------------------------------|-------------|
| Municipal Bond Commission | \$16,852.52 |
| WesBanco Bank-Parkersburg | 1,025.65 |
| WesBanco Bank-Parkersburg | 3,064.92 |
| Salaries | 6,922.98 |
| Commissioners' Salaries | 300.00 |
| WV Public Employees Insurance Agency | 1,528.93 |
| WV Public Employees Retirement System | 1,544.26 |
| WV Dept. of Tax & Revenue | 570.01 |
| Bureau for Child Support | 87.23 |
| U. S. Postal Service | 162.51 |
| AT&T - State Calling Service | 5.46 |
| AT&T Wireless Service | 51.38 |
| Action Answering Service Plus | 49.03 |
| Miss Utility of WV Inc. | 16.88 |
| BP Credit Card Center | 326.11 |
| Cutlip-Warner Development Co. | 495.00 |
| Telepage Communications System | 8.95 |
| Water Environmental Testing | 312.00 |
| State Electric | 78.80 |
| WV Workers' Compensation Division | 842.46 |
| Danny's Lawn Service | 300.00 |
| Conner Cleaning Service | 179.00 |
| Cintas | 114.45 |
| Verizon | 546.96 |
| Allegheny Power | 5,253.47 |
| Miller Communications | 15.00 |
| Cerrone Associates, Inc. | 1,230.50 |

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-SEWER-JULY, 2004
PAGE 2**

| | |
|---------------------------------------|--------------|
| Hardman Supply Company | 80.63 |
| Mineral Wells Public Service District | 342.43 |
| Dominion Hope | 13.10 |
| Parkersburg Office Supply | 119.76 |
| Mid Ohio Valley Medical Group | 419.00 |
| Westo Internet | 11.25 |
| Kathy S. Moss | 22.64 |
| Earl Burchard, Jr. | 37.27 |
| Tod Perry | 11.64 |
| Kermit Lemon | 8.79 |
| Roblert Dale Morris | 50.19 |
| Melvin W. Gank | 50.19 |
| Tim & Anika Amos | 50.18 |
| Beverly A. Badgett | 50.18 |
| W. W. Grainger | 124.90 |
| Ohio Valley Muffler | 20.96 |
| Roto-Rooter Sewer Co. | 95.00 |
| WWT Electric | 1,243.98 |
| R. D. Wilson Sons & Co. | 70.05 |
| Hughes Supply Inc. | 12.00 |
| Bosley Rental & Supply | 9.95 |
| Signs & More in 24 | 30.00 |
| Deposit Tickets | 15.02 |
| Unisys Corporation | <u>72.98</u> |

TOTAL EXPENDITURES:

\$44,846.55

**BALANCE IN SEWER CHECKING ACCOUNT,
WESBANCO BANK, JULY 31, 2004**

\$51,409.66

**MINERAL WELLS PUBLIC SERVICE DISTRICT
WATER REVENUE FUND CHECKING ACCOUNT
JULY 16, 2004 - AUGUST 19, 2004**

CHECKS WRITTEN BETWEEN JULY 16, 2004, AND AUGUST 18, 2004

| | | | |
|------------------|-------|---------------------------------|-----------|
| CHECK NO. | 28821 | U. S. Postal Service | \$ 116.04 |
| | 28822 | U. S. Postal Service | 46.46 |
| | 28823 | Action Answering Service Plus | 49.02 |
| | 28824 | Alco Amerifence | 983.00 |
| | 28825 | Bureau For Child Support | 47.67 |
| | 28826 | Cutlip-Warner Development Co. | 656.00 |
| | 28827 | Conner Cleaning Service | 109.00 |
| | 28828 | Earl M. Burchard | 31.07 |
| | 28829 | Kermit Lemon | 11.52 |
| | 28830 | Aaron O. King | 14.92 |
| | 28831 | Randy Knopp | 16.82 |
| | 28832 | Melvin W. Gank | 50.19 |
| | 28833 | Tim and Anika Amos | 50.18 |
| | 28834 | Beverly A. Badgett | 50.18 |
| | 28835 | Brian S. & Debra A. West | 50.24 |
| | 28836 | Kim Properties, Inc. | 50.90 |
| | 28837 | W. W. Grainger, Inc. | 30.29 |
| | 28838 | Hardman Supply Company | 22.31 |
| | 28839 | James R. Lett | 75.00 |
| | 28840 | Mineral Wells PSD | 811.17 |
| | 28841 | Mineral Wells PSD | 3,752.33 |
| | 28842 | Ohio Valley Muffler & Brake | 20.94 |
| | 28843 | Parkersburg Office Supply | 116.29 |
| | 28844 | Rural Development Admn. | 2,112.00 |
| | 28845 | Roy L. Radabaugh | 75.00 |
| | 28846 | Cintas | 114.45 |
| | 28847 | State Electric Supply Co., Inc. | 4.64 |
| | 28848 | Charles M. Stewart | 75.00 |
| | 28849 | USDA-Rural Development | 3,140.00 |
| | 28850 | Verizon | 109.84 |
| | 28851 | R D Wilson Sons & Co Clkg | 70.04 |
| | 28852 | Hughes Supply, Inc. | 307.30 |
| | 28853 | WesBanco Bank-Parkersburg | 1,546.91 |
| | 28854 | WV Dept. of Tax & Revenue | 555.99 |
| | 28855 | WV Public Employees Retirement | 1,519.00 |
| | 28856 | WesBanco-Water Res-Sams-CV | 314.00 |
| | 28857 | Claywood Park PSD | 14,460.66 |
| | 28858 | AT&T Wireless | 51.37 |
| | 28859 | Dominion Hope | 13.09 |
| | 28860 | Frank & Heather Miller | 7.97 |
| | 28861 | Mineral Wells PSD | 61.25 |
| | 28862 | Midwest Pipe & Supply | 145.52 |
| | 28863 | Signs & More in 24 | 30.00 |
| | 28864 | C I Thornburg | 473.04 |
| | 28865 | Unisys Corporation | 72.97 |

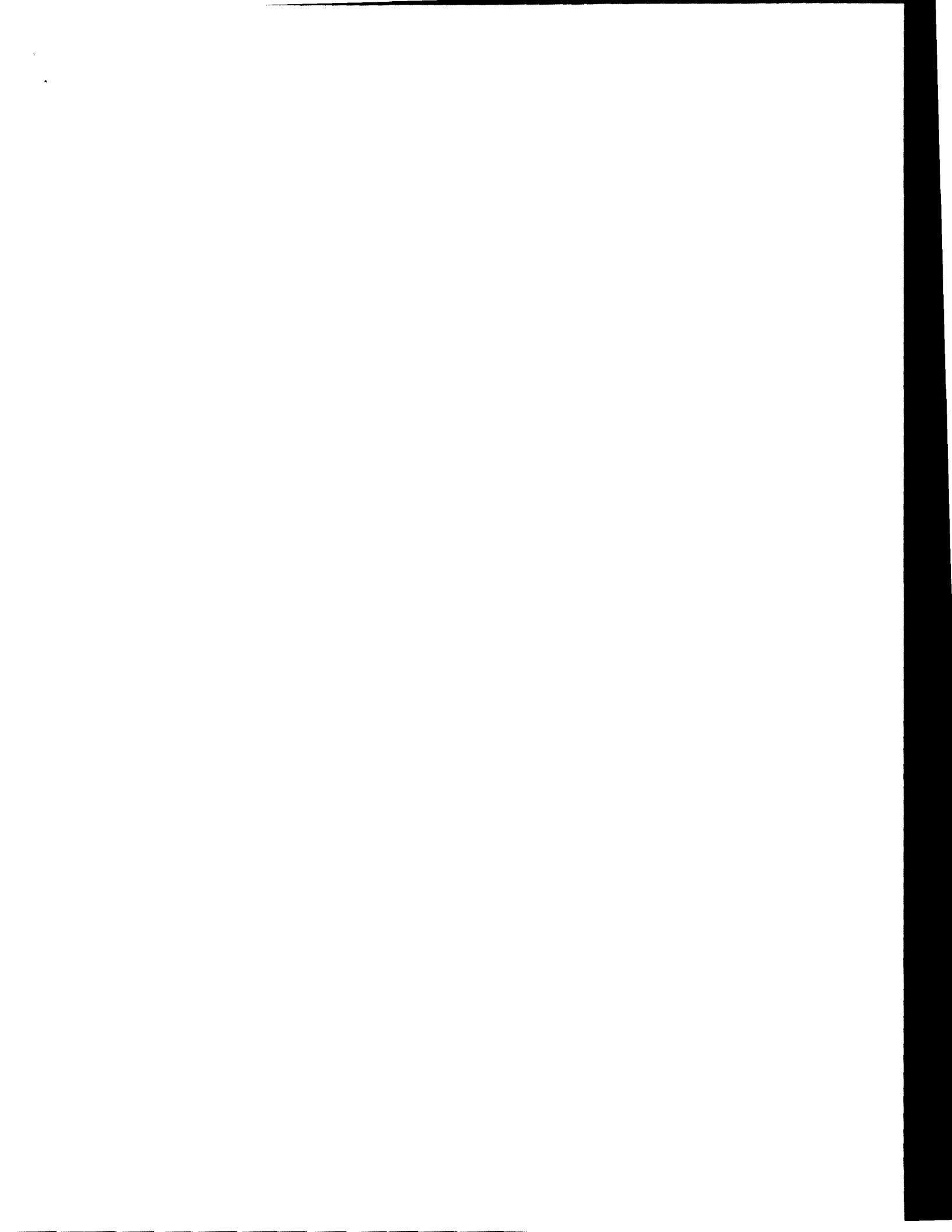
**MINERAL WELLS PUBLIC SERVICE DISTRICT
WATER REVENUE FUND CHECKING ACCOUNT
AUGUST 19, 2004
PAGE 2**

**CHECKS WRITTEN BETWEEN JULY 16, 2004, AND AUGUST 18, 2004
(Continued)**

| | | | |
|------------------|-------|---------------------------------|-----------|
| CHECK NO. | 28866 | Westco Internet | \$ 11.25 |
| | 28867 | Cerrone Associates, Inc. | 3,112.50 |
| | 28868 | Parkersburg Office Supply | 3.44 |
| | 28869 | AT&T - State Calling Service | 6.96 |
| | 28870 | Cutlip-Warner Development Co. | 450.00 |
| | 28871 | Haul Away Trash L.L.C. | 16.25 |
| | 28872 | Miss Utility of WV Inc. | 34.25 |
| | 28873 | Miller Communications | 15.00 |
| | 28874 | Municipal Bond Commission | 1,592.00 |
| | 28875 | Mineral Wells PSD | 2,881.90 |
| | 28876 | Parkersburg Sentinel Co. | 110.70 |
| | 28877 | U. S. Postal Service | 37.14 |
| | 28878 | USDA Rural Development | 3,325.00 |
| | 28879 | USDA Rural Development | 10,040.00 |
| | 28880 | WV Public Employees Ins. Agency | 1,507.74 |
| | 28881 | WesBanco Bank-Parkersburg | 110.00 |
| | 28882 | WesBanco Bank-Parkersburg | 1,321.99 |
| | 28883 | WesBanco Bank-Parkersburg | 500.00 |
| | 28884 | WesBanco Bank-Parkersburg | 167.00 |
| | 28885 | WesBanco Bank-Parkersburg | 167.00 |
| | 28886 | WesBanco Bank-Parkersburg | 502.00 |
| | 28887 | WesBanco Bank-Parkersburg | 502.00 |
| | 28888 | Terry Bartley | 1,214.40 |
| | 28889 | David Jeffrey | 2,304.30 |
| | 28890 | Westfield Group | 2,438.04 |
| | 28891 | Kenneth & Denise Carney | 4,857.60 |
| | 28892 | Action Answering Service | 37.78 |
| | 28893 | BP Credit Card Center | 284.90 |
| | 28894 | Cutlip-Warner Development Co. | 1,719.00 |
| | 28895 | Fasteners & Supply Inc. | 6.50 |
| | 28896 | Telepage Communications System | 8.95 |
| | 28897 | Cardholder Services | 5.00 |
| | 28898 | Verizon | 105.76 |
| | 28899 | Water Environmental Testing | 67.50 |
| | 28900 | Conner Cleaning Service | 109.00 |
| | 28901 | Jackson County Publishing Co. | 5.44 |
| | 28902 | U. S. Postal Service | 146.06 |

CHECKS WRITTEN ON AUGUST 19, 2004, FOR APPROVAL AND SIGNATURE

| | | | |
|------------------|-------|---------------------------|-------------|
| CHECK NO. | 28903 | Allegheny Power | \$ 1,361.48 |
| | 28904 | Raymond or Nancy Williams | 151.44 |



**MINERAL WELLS PUBLIC SERVICE DISTRICT
SEWER REVENUE FUND CHECKING ACCOUNT
AUGUST 19, 2004**

CHECKS WRITTEN BETWEEN JULY 16, 2004, AND AUGUST 18, 2005

| | | | |
|------------------|-------|---------------------------------|-----------|
| CHECK NO. | 30462 | U. S. Postal Service | \$ 116.05 |
| | 30463 | U. S. Postal Service | 46.46 |
| | 30464 | Allegheny Power | 5,253.47 |
| | 30465 | Action Answering Service Plus | 49.03 |
| | 30466 | Bureau For Child Support | 47.68 |
| | 30467 | Cerrone Associates, Inc. | 42.00 |
| | 30468 | Conner Cleaning Service | 179.00 |
| | 30469 | Danny's Lawn Service | 300.00 |
| | 30470 | Earl M. Burchard, Jr. | 37.27 |
| | 30471 | Tod Perry | 11.64 |
| | 30472 | Kermit Lemon | 8.79 |
| | 30473 | Robert Dale Morris | 50.19 |
| | 30474 | Melvin W. Gank | 50.19 |
| | 30475 | Tim and Anika Amos | 50.18 |
| | 30476 | Beverly A. Badgett | 50.18 |
| | 30477 | W. W. Grainger, Inc. | 124.90 |
| | 30478 | Hardman Supply Company | 80.63 |
| | 30479 | James R. Lett | 200.00 |
| | 30480 | Mineral Wells PSD | 294.21 |
| | 30481 | Ohio Valley Muffler & Brake | 20.96 |
| | 30482 | Parkersburg Office Supply | 116.31 |
| | 30483 | Roto-Rooter Sewer Co. | 95.00 |
| | 30484 | Roy L. Radabaugh | 200.00 |
| | 30485 | Cintas | 114.45 |
| | 30486 | State Electric Supply Co., Inc. | 78.80 |
| | 30487 | Charles M. Stewart | 200.00 |
| | 30488 | Verizon | 546.96 |
| | 30489 | WWT Electric | 1,243.98 |
| | 30490 | R. C. Wilson Sons & Co. Clkg | 70.05 |
| | 30491 | Hughes Supply, Inc. | 12.00 |
| | 30492 | WesBanco Bank-Parkersburg | 1,533.38 |
| | 30493 | WV Dept of Tax & Revenue | 570.01 |
| | 30494 | WV Public Employees Retirement | 1,544.26 |
| | 30495 | Bosley Rental & Supply Inc. | 9.95 |
| | 30496 | AT&T Wireless Services | 51.38 |
| | 30497 | Dominion Hope | 13.10 |
| | 30498 | Mineral Wells PSD | 20.48 |
| | 30499 | Signs & More in 24 | 30.00 |
| | 30500 | Unisys Corporation | 72.98 |
| | 30501 | Westco Internet | 11.25 |
| | 30502 | Cerrone Associates, Inc. | 1,188.50 |
| | 30503 | Parkersburg Office Supply | 3.45 |
| | 30504 | AT&T - State Calling Service | 6.96 |
| | 30505 | Haul Away Trash L.L.C. | 16.25 |
| | 30506 | Johnstone Supply | 81.10 |

**MINERAL WELLS PUBLIC SERVICE DISTRICT
SEWER REVENUE FUND CHECKING ACCOUNT
AUGUST 19, 2004
PAGE 2**

**CHECKS WRITTEN BETWEEN JULY 16, 2004, AND AUGUST 18, 2004
(Continued)**

| | | |
|------------------------|---------------------------------|-------------|
| CHECK NO. 30507 | David Jeffrey | \$ 1,389.00 |
| 30508 | Miss Utility of WV Inc. | 34.25 |
| 30509 | Miller Communications | 15.00 |
| 30510 | Municipal Bond Commission | 16,852.52 |
| 30511 | Parkersburg Sentinel Co. | 110.70 |
| 30512 | Steers Heating & Cooling, Inc. | 175.79 |
| 30513 | Trombold Equipment Co., Inc. | 1,326.83 |
| 30514 | U S Postal Service | 37.15 |
| 30515 | WV Public Employees Ins. Agency | 1,365.58 |
| 30516 | WesBanco Bank-Parkersburg | 1,517.62 |
| 30517 | WesBanco Bank-Parkersburg | 1,263.20 |
| 30518 | Westfield Group | 3,266.83 |
| 30519 | Mid-Ohio Valley Medical Group | 65.00 |
| 30520 | Action Answering Service Plus | 37.77 |
| 30521 | BP Credit Card Center | 284.90 |
| 30522 | Cutlip-Warner Development Co. | 1,124.00 |
| 30523 | Dell Marketing L.P. | 4,004.49 |
| 30524 | Fasteners & Supply Inc. | 554.50 |
| 30525 | Telepage Communications Systems | 8.95 |
| 30526 | Cardholder Services | 5.00 |
| 30527 | Verizon | 542.92 |
| 30528 | Water Environmental Testing | 427.00 |
| 30529 | Conner Cleaning Service | 179.00 |
| 30530 | Johnstone Supply | 55.71 |
| 30531 | Jackson County Publishing Co. | 5.45 |
| 30532 | U S Postal Service | 146.06 |

CHECKS WRITTEN ON AUGUST 19, 2004, FOR APPROVAL AND SIGNATURE

| | | |
|------------------------|-----------------|-------------|
| CHECK NO. 30533 | Allegheny Power | \$ 1,361.48 |
|------------------------|-----------------|-------------|

PAYROLL CHECKS WRITTEN BETWEEN JULY 16, 2004, AND AUGUST 19, 2004

| | | |
|------------------------|------------------------|-----------|
| CHECK NO. 01272 | Mark K. Murphy | \$ 703.55 |
| 01273 | Richard Shayne Brabham | 959.46 |
| 01274 | Todd R. Anderson | 651.80 |
| 01275 | Margaret J. Batten | 1,009.32 |
| 01276 | William H. Byers, Jr. | 954.75 |
| 01277 | Linda K. Church | 889.32 |
| 01278 | Russell P. Hanna | 875.24 |
| 01279 | Nellie B. Radcliff | 883.72 |

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF SEWER CHECKS
AUGUST 19, 2004
PAGE 3

PAYROLL CHECKS WRITTEN BETWEEN JULY 16, 2004, AND AUGUST 19, 2004
(Continued)

| | | | |
|--------------|-------|------------------------|-----------|
| CHECK | 01280 | Todd R. Anderson | \$ 583.07 |
| | 01281 | Margaret J. Batten | 954.35 |
| | 01282 | Richard Shayne Brabham | 947.30 |
| | 01283 | William H. Byers, Jr. | 821.90 |
| | 01284 | Linda K. Church | 829.74 |
| | 01285 | Russell P. Hanna | 854.72 |
| | 01286 | Nellie B. Radcliff | 775.19 |

**MINERAL WELLS PUBLIC SERVICE DISTRICT
CORRESPONDENCE RECEIVED AND MAILED BETWEEN
JULY 16, 2004, AND AUGUST 19, 2004**

1. **etc Newslines**, a publication of the West Virginia Environmental Training Center, Cedar Lakes, Ripley, West Virginia, dated August 2004, listing the following training classes:
 - A. Class III Wastewater Certification, August 23 -27, 2004
 - B. Class I Math Prep, September 2-3, 2004
 - C. Fluoride Certification, September 7, 2004
 - D. Class I Wastewater Certification, September 20-24, 2004
2. **etc**, a publication of the West Virginia Environmental Training Center, containing a registration form for a Water System Security Workshop sponsored by the WV-DHHR, Bureau of Public Health, scheduled for August 19, 2004, in the RESA Building, Parkersburg, WV.
3. **West Virginia Rural Water Association Infrastructure Council Report NEWSLETTER**, a publication of the West Virginia Rural Water Association, dated July 15, 2004, Vol. 8, Issue 7.
4. **West Virginia Rural Water Association Infrastructure Council Report NEWSLETTER**, a publication of the West Virginia Rural Water Association, dated August 5, 2004, Vol. 8, Issue 8.
5. Flyer from the West Virginia Rural Water Association relative to the WVRWA's 2004 Annual Conference registration.
6. Flyer from the Public Service Commission of West Virginia containing a registration form and agenda for a Main Extension Seminar scheduled for August 26, 2004, at the Ramada Inn in Morgantown, West Virginia.
7. Flyer from the Public Service Commission of West Virginia containing a registration form and agenda for a Termination Seminar scheduled for August 27, 2004, at the Ramada Inn in Morgantown, West Virginia.
8. Letter dated June 30, 2004, from the West Virginia Workers' Compensation Commission containing a copy of the District's Quarterly Employer Loss Activity Statement for the period of July 1, 2000, through June 30, 2004.
9. Letter dated July 12, 2004, to the District from Richard D. Genthner, P.E., Director, Materials Control, Soils and Testing Division, West Virginia Department of Transportation, Division of Highways, enclosing the discharge monitoring report for the I-77 Rest Area for the period from April through June.
10. Letter of Transmittal dated July 13, 2004, to Larry Morris, Mid-Atlantic Storage Systems, Inc., from Manning Frymier, P.E., Cerrone Associates, Inc., containing approved shop drawings for Contract #3 of the Sycamore Run, Limestone Ridge Water Extension Project.
11. Letter of Transmittal dated July 13, 2004, to Larry Morris, Mid-Atlantic Storage Systems, Inc., from James Ruckman, Cerrone Associates, Inc., containing approved

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
AUGUST 19, 2004
PAGE 2

shop drawings and specifications for Contract #3 of the Sycamore Run, Limestone Ridge Water Extension Project.

12. Letter dated July 14, 2004, to the District from David and Angela Bussey stating that they purchased Action Answering Service from Melissa Drake in January 2004 and that they have hired a new supervisor named Trish to oversee all daily operations of the business.
13. Letter dated July 15, 2004, to Karen Hiehle, Stonegate Construction, Inc., from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing approved shop drawings for Contract #2 of the Sycamore Run, Limestone Ridge Water Extension Project.
14. Copy of a letter dated July 15, 2004, to District Customers residing in the Wolfe Run Area from Shayne Brabham stating that the water main line will be shut down on Monday, July 19, 2004, from 9 a.m. to 1 p.m. to tie in a new six inch water main.
15. Memorandum dated July 15, 2004, to Barbara Meadows, CPA, West Virginia Water Development Authority, from Katy Mallory, P.E., Executive Secretary, West Virginia Infrastructure and Jobs Development Council, approving the release of funds in the amount of \$376,304 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
16. Copy of a letter dated July 16, 2004, to George E. Blum, Director, Cerrone Associates, Inc., from Margaret Batten enclosing six signed copies of Change Order No. 1 to Contract 1 (Stonegate Construction) and six signed copies of Change Order No. 1 to Contract 2A for the Sycamore Run, Limestone Ridge Water Extension Project.
17. Copy of a letter dated July 16, 2004, to the Wirt County Clerk from Margaret Batten enclosing one right-of-way easement signed by Patricia W. Lott to be recorded and District Check No. 28820 in the amount of \$6.00 for the recording fee.
18. Copy of a letter dated July 19, 2004, to Mary Rader, Wood County Commission, from Margaret Batten enclosing a copy of the Minutes of the Regular Board Meeting held on June 17, 2004, and Special Board Meetings held on July 1 and July 8, 2004.
19. Copy of a letter dated July 19, 2004, to the Circuit Clerk of Wirt County from Steven R. Hardman, Attorney, Bowles Rice, McDavid Graff & Love, enclosing for filing the returns showing service of the Petitions and Orders in Civil Action 04-C-24, MWPSD v. Harlan Lott, and Civil Action 04-C-25, MWPSD v. Patricia Lott.
20. Fax dated July 20, 2004, to Randall M. Cole, Cerrone Associates, Inc., from Margaret Batten, enclosing copies of invoices from Hughes Supply for 302 water meters and handheld meter reading device and equipment to be included on the next requisition for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
21. Copy of a letter dated July 20, 2004, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the fax dated July 20, 2004, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing invoices from Hughes Supply

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
AUGUST 19, 2004
PAGE 3

for 302 water meters and handheld meter reading device and equipment to be included on the next requisition for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.

22. Letter dated July 20, 2004, to Margaret Batten from Dianne P. Wolfe, Legal Assistant, Bowles Rice McDavid Graff & Love, enclosing for the District's files all court documents filed in the matters of the Lott condemnations.
23. Copy of a letter dated July 20, 2004, Honorable Robert A. Waters, Judge, Circuit Court of Wirt County, from Steven R. Hardman, Attorney, Bowles Rice McDavid Graff & Love, enclosing an Original Dismissal Order in Civil Action 04-C-25, MWPSD v. Patricia Lott.
24. Letter dated July 20, 2004, to Charles M. Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing two copies of a completed West Virginia Revolving Fund DBE Quarterly Reporting Form for the Dover Drive/Dechlorination Project with instructions to have both copies signed by Charles Stewart and one copy forwarded to Carrie Grimm, ERSII, WV Department of Environmental Protection, Division of Water & Waste Management, State Revolving Fund Program.
25. Fax dated July 20, 2004, to Margaret Batten from Randall Cole, Project Administrator, Cerrone Associates, Inc., enclosing the completed DBE Quarterly Reporting Form for Carrie Grimm of the WV DEP.
26. Letter dated July 20, 2004, to the District from Mark K. Murphy resigning his position as an operations technician.
27. Fax dated July 20, 2004, to Randall M. Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the WV DEP letter dated July 8, 2004, from Rosalie Brodersen, State Revolving Fund Program, approving the eighth loan reimbursement request in the amount of \$74,786 for the Dover Drive/Dechlorination Sewer Project.
28. Copy of a letter dated July 21, 2004, to Carrie Grimm, ERSII, WV Department of Environmental Protection, Division of Water & Waste Management, from Margaret Batten enclosing a copy of the completed Quarterly Reporting of MBE/WBE/DEB Utilization for the District's Dover Drive/Dechlorination Sewer Project.
29. Fax dated July 22, 2004, to Linda from Carrie Grimm, ERSII, WV Department of Environmental Protection, Division of Water & Waste Management, requesting that the District call her at (304) 558-0637 relative to the requisition for the Municipal Bond Commission.
30. Fax dated July 22, 2004, to Nellie Radcliff from M. Walker and Steve Hussey, Edward Jones, Co., enclosing a copy of their canceled check dated for June 29, 2004, for payment of their account for sewer service in the amount of \$12.90.
31. Letter dated July 22, 2004, to the District from Amanda Sampson, Parkersburg Housing Authority, requesting a copy of the 2003 account history of their client, Darlene

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
AUGUST 19, 2004
PAGE 4

Breeding.

32. Letter dated July 22, 2004, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for approval and signature three copies of Requisition No. 10 for the Dover Drive/Dechlorination Sewer Project.
33. Memorandum dated July 22, 2004, to Depositors with the Municipal Bond Commission, from Sara L. Boardman, enclosing the Districts Annual Statements for FY2004 and Fourth Quarter Statements for FY 2004 for all its accounts.
34. Copy of a letter dated July 23, 2004, to Specialty Piping Corporation from Margaret Batten enclosing District Check No. 1019 in the amount of \$29,352.10 , District Check No. 1020 in the amount of \$13,119.12, District Check No. 1021 in the amount of \$1,944.31 and District Check No. 1022 in the amount of \$19,504.40 as final payments for Contract Nos. 1 and 2 for the Dover Drive/Dechlorination Sewer Project.
35. Fax dated July 23, 2004, to Virginia McDonald, Rural Utilities Service, from Margaret Batten enclosing a copy of a bank statement from WesBanco Bank Parkersburg showing a wire transfer in the amount of \$376,304.00 for the Stephens Fork Water Extension Construction Account.
36. Copy of a letter dated July 23, 2004, to Karen Hiehle, Stonegate Construction, Inc., from Margaret Batten enclosing District Check No. 1006 in the amount of \$138,040.28 and District Check No. 1007 in the amount of \$215,796.71 as payment for Contract No. 1 and Contract No. 2 as shown on Requisition No. 2 of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
37. Copy of a letter dated July 23, 2004, to Dianne Wolfe, Legal Assistant, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing District Check No. 1008 in the amount of \$12,800.00 as payment for legal services as shown on Requisition No. 2 of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
38. Fax dated July 23, 2004, to Dawn Peck, Salvation Army, from Linda Church enclosing a copy of the account card for water service dated July 23, 2004, and signed by Barbara Ann Flinn.
39. Fax dated July 23, 2004, to Elisha, **PARKERSBURG NEWS & SENTINEL**, from Margaret Batten enclosing a classified ad for an operations employee to be published in both newspapers on July 25th, 26th, and 27th.
40. Copy of a letter dated July 23, 2004, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing District Check No. 1024 in the amount of \$1,000.00 and District Check No. 1025 in the amount of \$1,957.00 for payment as shown on Requisition No. 9 of the Dover Drive/Dechlorination Sewer Project.
41. Fax dated July 23, 2004, to Drema, Public Service Commission of West Virginia, from Margaret Batten enclosing a completed registration form for R. Shayne Brabham to attend the Main Extension Seminar in Morgantown, WV, on August 26, 2004.

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
AUGUST 19, 2004
PAGE 6

January 2004.

53. Copy of a letter dated July 29, 2004, to Daniel Yonkosky, Director, West Virginia Water Development Authority, from Margaret Batten enclosing a copy of her July 29, 2004, letter to Carrie L. Grimm, ERSII, WV Department of Environmental Protection, Division of Water and Waste Management, enclosing a Monthly Financial Report for the period of October 3, 2003, through January 2004.
54. Copy of a letter dated July 29, 2004, to Virginia McDonald, Rural Development Specialist, USDA-Rural Development, from Margaret Batten enclosing the following documents:
 - A. Original and one copy of Form RD 442-2 "Statement of Budget, Income and Equity
 - B. Copy of current rate schedules
 - C. One copy of current list of officials and user verifications
 - D. One copy of current Workers Compensation Certificate
 - E. Verification of Bond Reserve Balances.
55. Copy of a letter dated July 29, 2004, to Carrie L. Grimm, ERSII, WV Department of Environmental Protection, Division of Water and Waste Management, from Margaret Batten enclosing a copy of Requisition No. 10 for the Dover Drive/Dechlorination Sewer Project.
56. Fax dated July 30, 2004, to Randy Cole, Project Administrator, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of District Check o. 2315 in the amount of \$315.00 and a copy of Order of Dismissal of Condemnation for Patricia Lott from the Wirt County Clerk's Office.
57. Copy of a letter dated July 30, 2004, to Dianne Wolfe, Legal Assistant, Bowles Rice McDavid Graff & Love, enclosing a copy of Order of Dismissal and Directing Clerk to Dispense Proceeds for Patricia Lott and a copy of the \$315.00 check from the Wirt County Circuit Clerk.
58. Copy of a letter dated August 2, 2004, to Virginia McDonald, Rural Development Specialist, Rural Utilities Service, from Margaret Batten enclosing a copy of the deposit ticket in the amount of \$315.00 for the refund of the Patricia Lott's condemnation, a copy of the deposit ticket in the amount of \$378.00 for the mistake made on Requisition No. 2 for Richard and Nina Boice's check, and a copy of her letter dated July 30, 2004, to Randy Cole, Cerrone Associates, Inc.
59. Copy of a letter dated August 2, 2004, to West Virginia Tax Department, Internal Auditing Division, Accounts Monitoring Unit, from Margaret Batten enclosing a Request of Final Settlement for Panhandle Pipe/Hughes Supply to supply water service meters for the District's Sycamore Run, Stephens Fork, Limestone Ridge water line extension project.
60. Copy of a letter dated August 2, 2004, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of her letter dated August 2, 2004, to the WV State

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
AUGUST 19, 2004
PAGE 5

42. Letter dated July 26, 2004, to R. Shayne Brabham from Amy L. Swann, Water and Wastewater Division, Public Service Commission of West Virginia, confirming Shayne's registration for the Main Extension Seminar scheduled for August 26, 2004, at the Ramada Inn in Morgantown, West Virginia.
43. Letter dated July 23, 2004, to the District from Joyce Murphy, Office Manager, R & R Pipeline, Inc., enclosing the compliance report for R & R Pipeline, Inc. for the first half of 2004.
44. Copy of a letter dated July 26, 2004, to Amanda Sampson, Parkersburg Housing Authority, from Linda Church enclosing a copy of the water account history for 2003 for Darlene Brieding.
45. Letter dated July 26, 2004, to Jesse Sheppard, Utilities Supervisor, WV Division of Highways, from Manning H. Frymier, P.E., Cerrone Associates, Inc., enclosing five copies of Drawing Nos. 1-05, 1-15, and 1-15A for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Projects.
46. Letter dated July 27, 2004, to Charles Stewart from Virginia M. McDonald, Rural Development Specialist, USDA Rural Development, stating that Addendum No.2 to the Engineering Agreement dated March 16, 2000, between the District and Cerrone Associates, Inc., for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project is acceptable to the Rural Utilities Service.
47. Fax dated July 28, 2004, to Virginia McDonald, Rural Utilities Service, from Margaret Batten enclosing copies of the bank statements for the months of May and June 2004 for the Stephens Fork Water Extensions Construction Account.
48. Fax dated July 28, 2004, to John Padden, Reagle & Padden, Inc., from R. Shayne Brabham enclosing a letter dated July 28, 2004, to John Padden from R. Shayne Brabham explaining the situation with the claim for damages by Mrs. Carol S. Lynch.
49. Fax dated July 28, 2004, to Carrie Grimm, WV DEP, from Margaret Batten enclosing a copy of Requisition No. 10 for the Dover Drive/Dechlorination Sewer Project.
50. Fax Memorandum dated July 28, 2004, to Linda Church from Carrie L. Grimm, ERSII, State Revolving Fund Program, West Virginia Department of Environmental Protection, stating that Monthly Financial Reports need to be submitted to her office for two year following the completion of the Dover Drive/Dechlorination Sewer Project.
51. Letter dated July 28, 2004, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for signature two copies of the completed Release of Final Settlement from the State Tax Department for Panhandle Pipe/Hughes Supply.
52. Copy of a letter dated July 29, 2004, to Carrie L. Grimm, ERSII, WV Department of Environmental Protection, Division of Water and Waste Management, from Margaret Batten enclosing a Monthly Financial Report for the period of October 3, 2003, through

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
AUGUST 18, 2004
PAGE 7**

- Tax Department enclosing Request for Final Settlement for Panhandle Pipe/Hughes Supply.
61. Letter dated August 2, 2004, to Shayne Brabham from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing an estimated cost to upgrade lines at the upper end of Stephens Fork from 2 inch to 6 inch and an estimated cost to provide fire protection at the end of line 11.
 62. Letter dated August 3, 2004, to the District from Hilda Legg, Administrator, Rural Utilities Service, relative to "Lease-In-Lease-Out" Agreements, "Sales-In-Lease-Out Agreements, and "Qualified Technology Equipment" Agreements.
 63. Copy of a letter dated August 3, 2004, to Jerald Spears from Margaret Batten enclosing a copy of a letter dated August 2, 2004, from Manning Frymier, Cerrone Associates, Inc., relative to estimated cost to upgrade the upper end of Stephens Fork from 2 inch to 6 inch.
 64. Fax dated August 4, 2004, to Christy Pitsenbarger, West Virginia Bureau of Public Health, from Margaret Batten enclosing the Monthly Operational Report for the District for the month of July 2004.
 65. Fax cover dated August 3, 2004, to Margaret Batten from Marie, Reagle & Padden, Inc., enclosing a list of drivers name and drivers license numbers for the District's insurance policy.
 66. Letter of transmittal dated August 3, 2004, to the Mineral Wells Public Service District from Jim Ruckman, Cerrone Associates, Inc., enclosing three copies of approved shop drawings for the Sycamore Run, Stephens Fork, Limestone Ridge Water Project.
 67. Copy of a letter dated August 4, 2004, to Carrie L. Grimm, ERSII, WV Department of Environmental Protection, Division of Water and Waste Management, State Revolving Fund, from Margaret Batten enclosing the Monthly Financial Report for the month of July, 2004, for the Dover Drive/Dechlorination Project.
 68. Fax dated August 4, 2004, to Shayne Brabham from Dave Fueg, Cerrone Associates, Inc., containing calculations for static pressure for different size service lines for customer no. 1804-1, Johnny Stephens, located at the end of the line on Stephens Fork Road.
 69. Certified payrolls from Stonegate Construction, Inc. for the month of July 2004 for work done on the Sycamore Run, Stephens Fork, Limestone Ridge Water Project.
 70. Fax dated August 4, 2004, to **JACKSON HERALD NEWSPAPERS** from Margaret Batten enclosing a notice and an agenda for the August 12, 2004, special Board meeting to be published in the August 10, 2004, issue of the newspaper.
 71. Letter dated August 4, 2004, to the Editor, **WIRT COUNTY JOURNAL**, from Margaret Batten enclosing a notice and an agenda for the August 12, 2004, special Board meeting

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
AUGUST 19, 2004
PAGE 8**

to be published in the August 10, 2004, issue of the newspaper.

72. Fax dated August 4, 2004, to the Editor, **PARKERSBURG NEWS**, from Margaret Batten enclosing a notice and an agenda for the August 12, 2004, special Board meeting to be published in the first available issue of the newspaper.
73. Fax dated August 4, 2004, to the Editor, **PARKERSBURG SENTINEL**, from Margaret Batten enclosing a notice and an agenda for the August 12, 2004, special Board meeting to be published in the first available issue of the newspaper.
74. ****Copy of a letter dated August 4, 2004, to Mr. Michael Miller, Chairman of the Board of Directors, Claywood Park Public Service District, from James R. Ice, CPA, Harman Thompson Mallory & Ice, relative to his review of the Cost Allocation Formula used to determine Mineral Wells Public Service District's share of the expenses for the water treatment plant in Davisville.
75. Letter dated August 5, 2004, to Shayne Brabham from Vincent J. D. Shaw, Project Representative, Cerrone Associates, Inc., enclosing a customer elevation/pressure spreadsheets for Contract #1 and #2 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Project.
76. Fax dated August 5, 2004, to Margaret Batten from Miriam Garnica, Unisys Corporation, stating that the District's extended warranty on its Unisys computers was canceled effective June 1, 2004, and that the District owes a total of \$145.95 for the month of June 2004.
77. Copy of a fax dated August 5, 2004, to Manning Frymier, P.E., Cerrone Associates, Inc., from Ronald L. Whitney, Hughes Supply, Inc., stating that A. Y. McDonald Co., bought MBC meter lid company. These lids are made in Canada and considered under the NAFTA Agreement "Made In USA".
78. Copy of a letter dated August 6, 2004, to Daniel Yonkosky, Director, WV Water Development Authority, from Margaret Batten, enclosing the Monthly Financial Report for July 2004, for the Dover Drive/Dechlorination Sewer Project.
79. Memorandum dated August 6, 2004, to Benefit Coordinators from Joe Estep, Premium Accounts, West Virginia Public Employees Insurance Agency, enclosing a list of District employees whose Optional Life premium will change due to age on September 1, 2004.
80. Copy of a letter dated August 6, 2004, to Carrie L. Grimm, ERSII, WV Department of Environmental Protection, Division of Water and Waste Management, State Revolving Fund, from Margaret Batten enclosing a copy of the Monthly Financial Report for the month of July 2004 for the Dover Drive/Dechlorination Sewer Project.
81. Fax Transmission dated August 6, 2004, to Margaret Batten from Katy Mallory, P.E., Executive Secretary, West Virginia Infrastructure and Jobs Development Council, enclosing a summary sheet as of June 30, 2004, of all advances of funds made for the Sycamore Run, Stephens Fork, Limestone Ridge Water Project.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
AUGUST 19, 2004
PAGE 9**

82. Copy of a letter dated August 6, 2004, to Alice Walker, Department of Environmental Project, Division of Water and Waste Management, enclosing an Invoice for Permit No. WVG072625 I-77 Rest Area Extension Project and stating that the permit does not need to be renewed as the project was substantially completed on September 16, 2003.
83. Letter of Transmittal dated August 6, 2004, to Allen Ferrell, United Welding, Inc., from Jim Ruckman, Cerrone Associates, Inc., returning 4 copies of Progress Schedules to be corrected and resubmitted.
84. Copy of a memorandum dated August 6, 2004, to Resident Project Representatives, Tim Kelley, Tom Porch, Rick Robinson, Terry Richards, and Jim Brown, from Jim Ruckman, Cerrone Associates, Inc., informing project representatives and the owner that the "Made in Canada" water meter box lids are being approved and are what was submitted by shop drawing for the Sycamore Run, Stephens Fork, Limestone Ridge Water Project.
85. Letter dated August 6, 2004, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for the District's files, an approved copy of Change Order No. 1 to Contract No. 2B, United Welding, Inc.
86. Letter dated August 9, 2004, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing resumes for Bernard Coleman and Terry Richards to be considered and approved as additional inspectors for the Sycamore Run, Stephens Forks, Limestone Ridge Water Project.
87. Letter dated August 9, 2004, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for review and approval five copies of Requisition No. 3 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Project with instructions to forward four signed copies to Virginia McDonald, Rural Utilities Service, and one signed copy to Katy Mallory, WV Infrastructure & Jobs Development Council.
88. Copy of letter dated August 9, 2004, to Steve Cooper, West Virginia Department of Environmental Protection, 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 July 2004 for the District's wastewater treatment plant.
89. Copy of a letter dated August 9, 2004, to Jeff Smith, West Virginia Bureau For Public Health, Office of Environmental Health Services/EED, Regulatory Development and Compliance Unit, 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 July 2004 for the District's wastewater treatment plant.
90. Copy of a letter dated August 9, 2004, 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) and a copy of the WV

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
AUGUST 19, 2004
PAGE 10

Summary of Waste Water Treatment Plant Operators (ES59) for the month of July 2004 for the District's wastewater treatment plant. Also enclosed was some additional data pertinent to the daily operation of the plant during the month of July.

91. Copy of a letter dated August 9, 2004, to the Municipal Branch, Office of Water Resources (DNR) 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 July 2004 for the District's Waste Water Treatment Plant.
92. Fax cover dated August 9, 2004, to Margaret Batten from Marie, Reagle & Padden, Inc., enclosing the cover page for the renewal of the District's insurance policy with Westfield Companies.
93. Fax dated August 10, 2004, to John Fox, Mid Atlantic Storage; Karen Hiehle, Stonegate Construction, Inc.; Allen Ferrell, Sr., United Welding; Shayne Brabham, MWPSD; Virginia McDonald, Rural Utilities Service; Russ Henderson, Rural Utilities Service; Jesse Sheppard, WV DOH; and Manning Frymier, P.E., Cerrone Associates, Inc., from Jim Ruckman, P.S., Cerrone Associates, Inc., stating that a Progress Meeting will be held on August 17, 2004, beginning at 10 a.m. in the District's Maintenance Building for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
94. Copy of a letter dated August 10, 2004, to Steven Hardman, Attorney, Bowles Rice McDavid Graff & Love, from Roy L. Radabaugh giving Mr. Hardman permission to release any information requested by the accounting firm of Harman Thompson Mallory & Ice pertinent to any pending or threatened litigation against the District.
95. Fax dated August 12, 2004, to Katy Mallory, Executive Secretary, WV Infrastructure & Jobs Development Council, from Margaret Batten containing a letter to Ms. Mallory enclosing a copy of the cover sheet of Requisition No. 3 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Project.
96. Copy of a letter dated August 12, 2004, to the WV Department of Transportation, Division of Highways, from Margaret Batten enclosing a corrected bill for sewage for the I-77 Rest Area for the period of time from September 16, 2003, to July 7, 2004.
97. Copy of a letter dated August 12, 2004, to Katy Mallory, Executive Secretary, WV Infrastructure & Jobs Development Council, from Margaret Batten, enclosing a signed copy of Requisition No. 3 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Project.
98. Copy of a letter dated August 12, 2004, to Virginia McDonald, Rural Development Specialist, Rural Utilities Service, from Margaret Batten enclosing four signed copies of Requisition No. 3 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Project.
99. Copy of a letter dated August 12, 2004, to Virginia McDonald, Rural Development Specialist, Rural Utilities Service, from Charles Stewart stating that the District's Board

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
AUGUST 19, 2004
PAGE 11

of Commissioners has reviewed the resumes of qualifications and responsibilities submitted by Terry Richards and Bernard Coleman and has approved them to serve as additional inspectors for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.

100. Copy of a letter dated August 12, 2004, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of her letter dated August 12, 2004, to Katy Mallory, West Virginia Infrastructure and Job Development Council, a copy of her letter dated August 12, 2004, to Virginia McDonald, Rural Utilities Service, each containing a copy of Requisition No. 3 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Project. Also enclosed was a copy of her letter dated August 12, 2004, to Virginia McDonald, Rural Utilities Service, approving Terry Richards and Bernard Coleman to service as project inspectors.
101. Copy of a letter dated August 12, 2004, to Dianne Wolfe, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing a copy of the recorded right-of-way easement signed by Patricia Lott for the Sycamore Run, Stephens Fork, Limestone Ridge Project.
102. Copy of correspondence instructions dated August 13, 2004, to John Padden III, Reagle & Padden, Inc., from Margaret Batten enclosing Optional Excess Uninsured Motor Vehicle Coverage and Underinsured Motor Vehicle Coverage Offers.
103. Copy of a letter dated August 13, 2004, to David Jeffrey from Margaret Batten enclosing District Check No. 30507 in the amount of \$1,389.00 as reimbursement for Eddie Horton, #10 Sanctuary Heights, who was connected to the sewer extension by means of a large grinder pump that you installed at your own expense to serve the homes in Sanctuary Heights per an agreement dated August 24, 2000.
104. Copy of a letter dated August 13, 2004, to David Jeffrey from Margaret Batten enclosing District Check No. 28889 in the amount of \$2,573.13 as reimbursement for two customers, Noel Wine and Barbara Towarnicky, who were added to the water line extension that you installed at your own cost in an area of Cross Creek per an agreement dated September 18, 2001.
105. Fax dated August 13, 2004, to **WIRT COUNTY JOURNAL** from Margaret Batten enclosing a notice about the District's regular monthly Board meeting scheduled for August 19th at 5 p.m. to be published in the August 17, 2004, issue of the newspaper.
106. Fax dated August 13, 2004, to **PARKERSBURG NEWS** from Margaret Batten containing a notice about the District's regular monthly Board meeting scheduled for August 19th at 5 p.m. to be published in the first available issue of the newspaper.
107. Fax dated August 13, 2004, to **PARKERSBURG SENTINEL** from Margaret Batten containing a notice about the District's regular monthly Board meeting scheduled for August 19th at 5 p.m. to be published in the first available issue of the newspaper.
108. Fax dated August 13, 2004, to **JACKSON HERALD NEWSPAPERS** from Margaret Batten enclosing a notice about the District's regular monthly Board meeting scheduled

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
AUGUST 19, 2004
PAGE 12**

for August 19th at 5 p.m. to be published in the August 17th issue of the newspaper.

109. Copy of a letter dated August 13, 2004, to the West Virginia Municipal Bond Commission from Margaret Batten enclosing District Check No. 30510 in the amount of \$16,752.52 as payment to the following bond accounts:
- a. \$9,302.30 - Account No. MIW-S-1-97-R-W0-06 Sewer 97 Revenue
 - b. \$5,688.40 - Account No. MIW-S-1-95-X-W0-06 Sewer 85 Revenue
 - c. \$568.82 - Account No. MIW-S-2-X-W0-06 Sewer 95 Reserve
 - d. \$1,293.00 - Account No. MIW-S-1-85-WO-06 Sewer 85-B Revenue

Also enclosed was District Check No. 28874 in the amount of \$1,592.00 as payment for Account No. MIW-W-1-69-X-W0-06 69 Water Revenue.

110. Copy of a letter dated August 13, 2004, to the West Virginia Water Development Authority from Margaret Batten stating that deposits were made to the West Virginia Municipal Bond Commission for the Sewage System Revenue Bonds, Series 1995 in the amount of \$5,688.40 for the Revenue Fund and \$568.82 for the Reserve Fund.
111. Copy of correspondence instructions dated August 13, 2004, to the Wood County Clerk from Margaret Batten enclosing a Release to be recorded for a lien against property owned by Delbert and Sonya McWilliams for delinquent water and sewer charges of their tenants, Carl and Debra Vincent.
112. Copy of a letter dated August 16, 2004, to Water Customers living in the Chesterville Road Area from R. Shayne Brabham stating that weather permitting the main water line will be shut down on Tuesday, August 17, 2004, from approximately 9 a.m. to 1 p.m. to allow for the tie-in of the new line serving Grassy Run Road.
113. Copy of a letter dated August 16, 2004, to Terry Bartley from Margaret Batten enclosing District Check No. 28888 in the amount of \$1,214.40 as reimbursement for one customer, Terry Bartley, being added to the water main that you installed at your own expense in the Butcher Bend Road area under an agreement dated July 7, 2000.
114. Copy of a letter dated August 16, 2004, to Kenneth and Denise Carney from Margaret Batten enclosing District Check No. 28891 in the amount of \$4,857.60 for four customers connected to the water line extension that you installed in the Patriot Point Subdivision under an agreement dated October 14, 2002.
115. Letter of Transmittal dated August 16, 2004, to Allen Ferrell, United Welding, Inc., from Jim Ruckman, Cerrone Associates, Inc., enclosing four approved copies of their Progress Schedule for Contract 2B of the Sycamore Run, Stephens Fork Limestone Ridge Water Project.
116. Copy of a letter dated August 16, 2004, to Jeremy Nielie, M & T Mortgage Company, Lancaster, Pennsylvania, from R. Shayne Brabham stating that the District is currently working on the installation of a new six inch water main along/adjacent to the Alvis Property located on Stephens Fork Road.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
AUGUST 19, 2004
PAGE 13**

117. Fax dated August 17, 2004, to Jeremy Nielie, M & T Mortgage Company, from Nellie Radcliff enclosing a copy of R. Shayne Brabham's letter dated August 16, 2004, relative to a water main being installed along/adjacent to the Alvis property located on Stephens Fork Road.
118. Copy of a letter dated August 16, 2004, to Harold Bennett from R. Shayne Brabham thanking Mr. Bennett for interviewing for the position of operations/maintenance technician and informing him that the position was filled by another applicant.
119. Copy of a letter dated August 16, 2004, to Darin L. Crites from R. Shayne Brabham thanking Mr. Crites for interviewing for the position of operations/maintenance technician and informing him that the position was filled by another applicant.
120. Copy of a letter dated August 16, 2004, to Danny J. Cremeans, Jr. from R. Shayne Brabham thanking Mr. Cremeans for interviewing for the position of operations/maintenance technician and informing him that the position was filled by another applicant.
121. Fax dated August 16, 2004, to Shayne Brabham from Manning Frymier, P. E., Cerrone Associates, Inc., regarding the water line relocation for the construction of a new bridge on Route 14 at Slate.
122. Memorandum dated August 16, 2004, to Barbara Meadows, CPA, West Virginia Water Development Authority, from Katy Mallory, P.E., Executive Secretary, West Virginia Infrastructure and Jobs Development Council, stating that funds in the amount of \$818,189.00 be transferred by August 23, 2004, to the Mineral Wells PSD Stephens Fork Water Extension Checking Account at WesBanco Bank, Mineral Wells, WV.
123. Fax dated August 18, 2004, to Shayne Brabham from Manning Frymier, P.E., Cerrone Associates, Inc., asking that the District have Miller Communications quote a price for equipment and/or installation of the required telemetry for the Sycamore Run, Stephens Fork, Limestone Hill Water Project.
124. Copy of a letter dated August 18, 2004, to Virginia McDonald, Rural Utilities Specialist, Rural Utilities Service, from Margaret Batten enclosing the following documents for the Sycamore Run, Stephens Fork, Limestone Ridge Water Project:
 1. Copy of WV DOH Permit No 03-04-0243
 2. Copy of deposit ticket and check from David Stone for fire hydrant installation at his driveway
 3. Copies of check register and bank statements for checking account.
125. Copy of a letter dated August 18, 2004, to Margo, West Virginia Public Employees Insurance Agency, from Margaret Batten enclosing a completed Termination of Coverage Form dated July 21, 2004, for Mark K. Murphy.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
AUGUST 19, 2004
PAGE 14**

126. Copy of correspondence instructions dated August 18, 2004, to Mark Murphy from Linda Church enclosing his copy of his completed West Virginia Public Employees Insurance Agency Termination of Coverage Form and his personal keys (3).
127. Letter dated August 18, 2004, to the Mineral Wells Public Service District from Vanessa Smith, Claims Representative, West Virginia Workers' Compensation Commission, stating that Mark Murphy's claim has been closed for temporary total disability benefits because medical evidence has not been received showing him to be totally disabled.
128. Copy of a letter dated August 18, 2004, to Virginia McDonald, Rural Utilities Specialist, Rural Utilities Service, from James M. Ruckman, P.S., Cerrone Associates, Inc., enclosing a copy of the executed WV DOH Highway Occupation Permit for Sycamore Run, Stephens Run, Limestone Ridge Water Project.
129. Letter dated August 18, 2004, to Charles Stewart from Virginia McDonald, Rural Development Specialist, Rural Development Service, stating that the following invoices have been approved for payment:
- | | | |
|----|--|---------------|
| 1. | Stonegate Construction, Inc. (Contract 1) | \$ 180,145.72 |
| 2. | Stonegate Construction, Inc. (Contract 2A) | \$ 155,302.24 |
| 3. | United Welding, Inc. | \$ 424,668.34 |
| 4. | Panhandle Pipe/Hughes Supply | \$ 25,515.10 |
| 5. | Cerrone Associates, Inc. | \$ 33,250.98 |
130. Copy of a letter dated August 18, 2004, to Kimberly McClead, Branch Manager, WesBanco Bank, Mineral Wells, stating that the above invoices listed in letter no. 129 have been approved for payment.
131. Fax dated August 19, 2004, to Margaret Batten from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing the Construction Progress Report for all the contracts for the Sycamore Run, Stephens Fork, Limestone Ridge Water Project.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
WATER REVENUE FUND CHECKING ACCOUNT
JULY 16, 2004 - AUGUST 19, 2004**

CHECKS WRITTEN BETWEEN JULY 16, 2004, AND AUGUST 18, 2004

| | | | |
|------------------|-------|---------------------------------|-----------|
| CHECK NO. | 28821 | U. S. Postal Service | \$ 116.04 |
| | 28822 | U. S. Postal Service | 46.46 |
| | 28823 | Action Answering Service Plus | 49.02 |
| | 28824 | Alco Amerifence | 983.00 |
| | 28825 | Bureau For Child Support | 47.67 |
| | 28826 | Cutlip-Warner Development Co. | 656.00 |
| | 28827 | Conner Cleaning Service | 109.00 |
| | 28828 | Earl M. Burchard | 31.07 |
| | 28829 | Kermit Lemon | 11.52 |
| | 28830 | Aaron O. King | 14.92 |
| | 28831 | Randy Knopp | 16.82 |
| | 28832 | Melvin W. Gank | 50.19 |
| | 28833 | Tim and Anika Amos | 50.18 |
| | 28834 | Beverly A. Badgett | 50.18 |
| | 28835 | Brian S. & Debra A. West | 50.24 |
| | 28836 | Kim Properties, Inc. | 50.90 |
| | 28837 | W. W. Grainger, Inc. | 30.29 |
| | 28838 | Hardman Supply Company | 22.31 |
| | 28839 | James R. Lett | 75.00 |
| | 28840 | Mineral Wells PSD | 811.17 |
| | 28841 | Mineral Wells PSD | 3,752.33 |
| | 28842 | Ohio Valley Muffler & Brake | 20.94 |
| | 28843 | Parkersburg Office Supply | 116.29 |
| | 28844 | Rural Development Admn. | 2,112.00 |
| | 28845 | Roy L. Radabaugh | 75.00 |
| | 28846 | Cintas | 114.45 |
| | 28847 | State Electric Supply Co., Inc. | 4.64 |
| | 28848 | Charles M. Stewart | 75.00 |
| | 28849 | USDA-Rural Development | 3,140.00 |
| | 28850 | Verizon | 109.84 |
| | 28851 | R D Wilson Sons & Co Clkg | 70.04 |
| | 28852 | Hughes Supply, Inc. | 307.30 |
| | 28853 | WesBanco Bank-Parkersburg | 1,546.91 |
| | 28854 | WV Dept. of Tax & Revenue | 555.99 |
| | 28855 | WV Public Employees Retirement | 1,519.00 |
| | 28856 | WesBanco-Water Res-Sams-CV | 314.00 |
| | 28857 | Claywood Park PSD | 14,460.66 |
| | 28858 | AT&T Wireless | 51.37 |
| | 28859 | Dominion Hope | 13.09 |
| | 28860 | Frank & Heather Miller | 7.97 |
| | 28861 | Mineral Wells PSD | 61.25 |
| | 28862 | Midwest Pipe & Supply | 145.52 |
| | 28863 | Signs & More in 24 | 30.00 |
| | 28864 | C I Thornburg | 473.04 |
| | 28865 | Unisys Corporation | 72.97 |

**MINERAL WELLS PUBLIC SERVICE DISTRICT
WATER REVENUE FUND CHECKING ACCOUNT
AUGUST 19, 2004
PAGE 2**

**CHECKS WRITTEN BETWEEN JULY 16, 2004, AND AUGUST 18, 2004
(Continued)**

| | | | |
|------------------|-------|---------------------------------|-----------|
| CHECK NO. | 28866 | Westco Internet | \$ 11.25 |
| | 28867 | Cerrone Associates, Inc. | 3,112.50 |
| | 28868 | Parkersburg Office Supply | 3.44 |
| | 28869 | AT&T - State Calling Service | 6.96 |
| | 28870 | Cutlip-Warner Development Co. | 450.00 |
| | 28871 | Haul Away Trash L.L.C. | 16.25 |
| | 28872 | Miss Utility of WV Inc. | 34.25 |
| | 28873 | Miller Communications | 15.00 |
| | 28874 | Municipal Bond Commission | 1,592.00 |
| | 28875 | Mineral Wells PSD | 2,881.90 |
| | 28876 | Parkersburg Sentinel Co. | 110.70 |
| | 28877 | U. S. Postal Service | 37.14 |
| | 28878 | USDA Rural Development | 3,325.00 |
| | 28879 | USDA Rural Development | 10,040.00 |
| | 28880 | WV Public Employees Ins. Agency | 1,507.74 |
| | 28881 | WesBanco Bank-Parkersburg | 110.00 |
| | 28882 | WesBanco Bank-Parkersburg | 1,321.99 |
| | 28883 | WesBanco Bank-Parkersburg | 500.00 |
| | 28884 | WesBanco Bank-Parkersburg | 167.00 |
| | 28885 | WesBanco Bank-Parkersburg | 167.00 |
| | 28886 | WesBanco Bank-Parkersburg | 502.00 |
| | 28887 | WesBanco Bank-Parkersburg | 502.00 |
| | 28888 | Terry Bartley | 1,214.40 |
| | 28889 | David Jeffrey | 2,304.30 |
| | 28890 | Westfield Group | 2,438.04 |
| | 28891 | Kenneth & Denise Carney | 4,857.60 |
| | 28892 | Action Answering Service | 37.78 |
| | 28893 | BP Credit Card Center | 284.90 |
| | 28894 | Cutlip-Warner Development Co. | 1,719.00 |
| | 28895 | Fasteners & Supply Inc. | 6.50 |
| | 28896 | Telepage Communications System | 8.95 |
| | 28897 | Cardholder Services | 5.00 |
| | 28898 | Verizon | 105.76 |
| | 28899 | Water Environmental Testing | 67.50 |
| | 28900 | Conner Cleaning Service | 109.00 |
| | 28901 | Jackson County Publishing Co. | 5.44 |
| | 28902 | U. S. Postal Service | 146.06 |

CHECKS WRITTEN ON AUGUST 19, 2004, FOR APPROVAL AND SIGNATURE

| | | | |
|------------------|-------|---------------------------|-------------|
| CHECK NO. | 28903 | Allegheny Power | \$ 1,361.48 |
| | 28904 | Raymond or Nancy Williams | 151.44 |

**MINERAL WELLS PUBLIC SERVICE DISTRICT
SEWER REVENUE FUND CHECKING ACCOUNT
AUGUST 19, 2004**

CHECKS WRITTEN BETWEEN JULY 16, 2004, AND AUGUST 18, 2005

| | | | |
|------------------|-------|---------------------------------|-----------|
| CHECK NO. | 30462 | U. S. Postal Service | \$ 116.05 |
| | 30463 | U. S. Postal Service | 46.46 |
| | 30464 | Allegheny Power | 5,253.47 |
| | 30465 | Action Answering Service Plus | 49.03 |
| | 30466 | Bureau For Child Support | 47.68 |
| | 30467 | Cerrone Associates, Inc. | 42.00 |
| | 30468 | Conner Cleaning Service | 179.00 |
| | 30469 | Danny's Lawn Service | 300.00 |
| | 30470 | Earl M. Burchard, Jr. | 37.27 |
| | 30471 | Tod Perry | 11.64 |
| | 30472 | Kermit Lemon | 8.79 |
| | 30473 | Robert Dale Morris | 50.19 |
| | 30474 | Melvin W. Gank | 50.19 |
| | 30475 | Tim and Anika Amos | 50.18 |
| | 30476 | Beverly A. Badgett | 50.18 |
| | 30477 | W. W. Grainger, Inc. | 124.90 |
| | 30478 | Hardman Supply Company | 80.63 |
| | 30479 | James R. Lett | 200.00 |
| | 30480 | Mineral Wells PSD | 294.21 |
| | 30481 | Ohio Valley Muffler & Brake | 20.96 |
| | 30482 | Parkersburg Office Supply | 116.31 |
| | 30483 | Roto-Rooter Sewer Co. | 95.00 |
| | 30484 | Roy L. Radabaugh | 200.00 |
| | 30485 | Cintas | 114.45 |
| | 30486 | State Electric Supply Co., Inc. | 78.80 |
| | 30487 | Charles M. Stewart | 200.00 |
| | 30488 | Verizon | 546.96 |
| | 30489 | WWT Electric | 1,243.98 |
| | 30490 | R. C. Wilson Sons & Co. Clkg | 70.05 |
| | 30491 | Hughes Supply, Inc. | 12.00 |
| | 30492 | WesBanco Bank-Parkersburg | 1,533.38 |
| | 30493 | WV Dept of Tax & Revenue | 570.01 |
| | 30494 | WV Public Employees Retirement | 1,544.26 |
| | 30495 | Bosley Rental & Supply Inc. | 9.95 |
| | 30496 | AT&T Wireless Services | 51.38 |
| | 30497 | Dominion Hope | 13.10 |
| | 30498 | Mineral Wells PSD | 20.48 |
| | 30499 | Signs & More in 24 | 30.00 |
| | 30500 | Unisys Corporation | 72.98 |
| | 30501 | Westco Internet | 11.25 |
| | 30502 | Cerrone Associates, Inc. | 1,188.50 |
| | 30503 | Parkersburg Office Supply | 3.45 |
| | 30504 | AT&T - State Calling Service | 6.96 |
| | 30505 | Haul Away Trash L.L.C. | 16.25 |
| | 30506 | Johnstone Supply | 81.10 |

**MINERAL WELLS PUBLIC SERVICE DISTRICT
SEWER REVENUE FUND CHECKING ACCOUNT
AUGUST 19, 2004
PAGE 2**

**CHECKS WRITTEN BETWEEN JULY 16, 2004, AND AUGUST 18, 2004
(Continued)**

| | | |
|------------------------|---------------------------------|-------------|
| CHECK NO. 30507 | David Jeffrey | \$ 1,389.00 |
| 30508 | Miss Utility of WV Inc. | 34.25 |
| 30509 | Miller Communications | 15.00 |
| 30510 | Municipal Bond Commission | 16,852.52 |
| 30511 | Parkersburg Sentinel Co. | 110.70 |
| 30512 | Steers Heating & Cooling, Inc. | 175.79 |
| 30513 | Trombold Equipment Co., Inc. | 1,326.83 |
| 30514 | U S Postal Service | 37.15 |
| 30515 | WV Public Employees Ins. Agency | 1,365.58 |
| 30516 | WesBanco Bank-Parkersburg | 1,517.62 |
| 30517 | WesBanco Bank-Parkersburg | 1,263.20 |
| 30518 | Westfield Group | 3,266.83 |
| 30519 | Mid-Ohio Valley Medical Group | 65.00 |
| 30520 | Action Answering Service Plus | 37.77 |
| 30521 | BP Credit Card Center | 284.90 |
| 30522 | Cutlip-Warner Development Co. | 1,124.00 |
| 30523 | Dell Marketing L.P. | 4,004.49 |
| 30524 | Fasteners & Supply Inc. | 554.50 |
| 30525 | Telepage Communications Systems | 8.95 |
| 30526 | Cardholder Services | 5.00 |
| 30527 | Verizon | 542.92 |
| 30528 | Water Environmental Testing | 427.00 |
| 30529 | Conner Cleaning Service | 179.00 |
| 30530 | Johnstone Supply | 55.71 |
| 30531 | Jackson County Publishing Co. | 5.45 |
| 30532 | U S Postal Service | 146.06 |

CHECKS WRITTEN ON AUGUST 19, 2004, FOR APPROVAL AND SIGNATURE

| | | |
|------------------------|-----------------|-------------|
| CHECK NO. 30533 | Allegheny Power | \$ 1,361.48 |
|------------------------|-----------------|-------------|

PAYROLL CHECKS WRITTEN BETWEEN JULY 16, 2004, AND AUGUST 19, 2004

| | | |
|------------------------|------------------------|-----------|
| CHECK NO. 01272 | Mark K. Murphy | \$ 703.55 |
| 01273 | Richard Shayne Brabham | 959.46 |
| 01274 | Todd R. Anderson | 651.80 |
| 01275 | Margaret J. Batten | 1,009.32 |
| 01276 | William H. Byers, Jr. | 954.75 |
| 01277 | Linda K. Church | 889.32 |
| 01278 | Russell P. Hanna | 875.24 |
| 01279 | Nellie B. Radcliff | 883.72 |

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF SEWER CHECKS
AUGUST 19, 2004
PAGE 3**

**PAYROLL CHECKS WRITTEN BETWEEN JULY 16, 2004, AND AUGUST 19, 2004
(Continued)**

| | | | |
|--------------|-------|------------------------|-----------|
| CHECK | 01280 | Todd R. Anderson | \$ 583.07 |
| | 01281 | Margaret J. Batten | 954.35 |
| | 01282 | Richard Shayne Brabham | 947.30 |
| | 01283 | William H. Byers, Jr. | 821.90 |
| | 01284 | Linda K. Church | 829.74 |
| | 01285 | Russell P. Hanna | 854.72 |
| | 01286 | Nellie B. Radcliff | 775.19 |