

MINUTES OF A REGULAR MEETING OF THE
PUBLIC SERVICE BOARD OF THE MINERAL
WELLS PUBLIC SERVICE DISTRICT HELD
THURSDAY, OCTOBER 21, 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 at 5:00 p.m. He asked everyone present to sign the attendance roster. Roy L. Radabaugh, Treasurer; James R. Lett, Secretary; Margaret Batten, Office Manager; Nellie Radcliff, Office Clerk; James Hill; Bob Metz; Laken Casto; William Bonnett; Joe De Berry; Debbie Daley; Ron Dolly; Roger Knight; Bob Knight; Trudie White; Clarmont White; Mary E. Hall; Herman Hall; Mike and Karen Barber were present.

Mr. Hill was present to address the Board concerning the possibility of the District running a sewer line to the Anderson Subdivision off Butcher Bend Road. The Board said at the present time this was not feasible. The last feasibility study that was conducted was in 1990 and at that time the cost was \$907,000.00. The Board suggested the residents write letters to senators and maybe go down to Charleston to get some financial help. The residents of the subdivision that was in attendance excused themselves from the rest of the meeting.

Joe DeBerry and William Bonnett, residents of Lee Creek Road, were in attendance to discuss the possibility of the District extending water to their area. Mr. DeBerry informed the Board that the land for a tank site would be donated. Mr. Radabaugh, Shayne Brabham and Laken Casto will take a drive through the area to see if it would be a feasible project. The residents of Lee Creek Road excused themselves from the rest of the meeting.

Mr. Lett made a motion to approve the Minutes of the September 16, 2004, Regular Board Meeting, as presented. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes.

Mr. Lett mad a motion to approve the Minutes of October 14, 2004, Special Board Meeting, 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 September 30, 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 September 30, 2004, for Water Revenue Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve the Financial Statement dated September 30, 2004, for Sewer Revenue Checking Account (copy attached). Mr. Lett seconded the motion. The motion

MINERAL WELLS PUBLIC SERVICE DISTRICT
MINUTES - OCTOBER 21, 2004
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passed unanimously.

Mr. Radabaugh made a motion to approve check numbers 28971 thru 29067 written between September 17, 2004 and October 20, 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 29068 thru 29074 written October 21, 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 30596 thru 30659 written between September 17, 2004 and October 20, 2004, on the 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 30660 thru 30667 written October 21, 2004, on the Sewer Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve Payroll check numbers 01305 thru 01320 written on the Sewer Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mrs. Batten discussed the following letter.

Letter 147 - Copy of a letter dated October 15, 2004, to Matt Warner, Cutlip-Warner Development, from R. Shayne Brabham stating that the District has sufficient capacity to provide water and sewer service to the proposed housing project planned for the Daugherty property located along Route # 21.

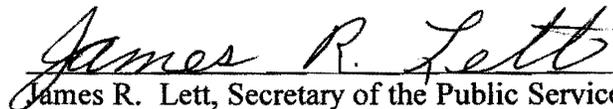
Mrs. Batten had nothing further to discuss.

The Board discussed and Mr. Radabaugh made a motion that because Dennis Brown, the District's new employee, is doing so well that his probation only be for three months instead of four months as was originally stated in the minutes. Mr. Lett seconded the motion. The motion passed unanimously.

All business having been discussed, Mr. Lett made a motion to adjourn. Mr. Radabaugh seconded the motion. Mr. Stewart adjourned the meeting at 6:45 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
SEPTEMBER 30, 2004**

CHECKING ACCOUNTS

Water Revenue Fund Checking Account WesBanco Bank	\$13,304.10
Sewer Revenue Fund Checking Account WesBanco Bank	58,014.06
Stephens Fork Water Extension Construction Checking WesBanco Bank	2,476.97
Series 2003A Bonds Construction Fund Checking WesBanco Bank	<u>262.13</u>

TOTAL IN CHECKING ACCOUNTS: \$ 74,057.26

WATER ACCOUNTS

Depreciation Reserve Account WesBanco Bank	\$13,412.01
Revenue Reserve Account WesBanco Bank	29,268.67
Revenue Reserve Account-Sams Creek/Chesterville WesBanco Bank	19,869.01
Revenue Reserve Account-Rockport WesBanco Bank	6,050.30
Depreciation Reserve Account-Rockport WesBanco Bank	6,050.50
Revenue Reserve Account-Water Improvement WesBanco Bank	18,185.92
Depreciation Reserve Account-Water Improvement WesBanco	18,188.27
Sycamore Run-Limestone Tap Fees WesBanco Bank	33,345.55
Sycamore Run-Limestone Security Deposits WesBanco Bank	16,311.92
Security Deposit Account WesBanco Bank	<u>23,064.25</u>

TOTAL IN WATER ACCOUNTS: \$183,746.40

SEWER ACCOUNTS

Repair and Replacement Account WesBanco Bank	\$83,193.80
Reserve for Grinder Pump Maintenance Prime Rate Money Market-WesBanco Bank	31,019.78
Security Deposit Account WesBanco Bank	<u>20,629.78</u>

TOTAL IN SEWER ACCOUNTS: \$134,843.36

TOTAL ALL FINANCES, SEPTEMBER 30, 2004 \$392,647.02

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
WATER REVENUE FUND CHECKING ACCOUNT
SEPTEMBER 30, 2004**

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, AUGUST 31, 2004** **\$ 24,321.35**

RECEIPTS:

Water Sales	\$65,015.17
Water Buffalo Sales	722.00
Reconnection Fees	140.00
Tap Fees	2,400.00
Sycamore Stephens Fork Ext. Sec. Dep. Refund	51.24
Reimbursement-Sycamore, Stephens Fork Project	506.00
Void Checks	71.50
Deposit Error-Wrong Account	931.62
Wayne Johnson Extension	1,557.53
Security Deposit Refunds	859.43

TOTAL RECEIPTS: **\$72,254.49**

TOTAL CASH AVAILABLE: **\$96,575.84**

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	3,056.21
Salaries	6,748.68
Commissioner's Salaries	300.00
WV Public Employees Retirement System	1,586.63
WV State Tax Department	554.80
WV Public Employees Insurance Agency	1,350.96
U S Postal Service	296.40
AT&T State Calling Service	11.85
Action Answering Service Plus	42.95
Miss Utility of WV Inc.	29.12
Telepage Communications Systems	8.95
Water Environmental Testing	81.00
Cintas	118.60
Hughes Supply, Inc.	307.20
Miller Communications	30.00
BP Credit Card Company	370.09
Mineral Wells Public Service District	1,264.42

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FINANCIAL STATEMENT-SEPTEMBER, 2004
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Claywood Park Public Service District	14,201.29
Cutlip-Warner Development Co.	4,233.00
Dominion Hope	12.63
Haul Away Trash	32.50
Conner Cleaning Service	109.00
Verizon	114.96
Hardman Supply Company	91.46
Cardholder Services	35.66
Westco Internet	11.25
AZ Commercial	4.97
D. Mark Fetty	51.24
Fore Timber Company	13.70
W W Grainger, Inc.	11.93
Harman Thompson Mallory & Ice	1,500.00
Rockport Church of Christ	51.45
Wayne Johnson	51.88
Linde Gas LLC	12.67
Richard Craddock	50.39
Henry and Judy Williams	51.85
Teresa A. Flinn	54.25
Michael McCown	50.21
Sandra Hammer	34.16
David Wright	32.41
James C. Nichols	39.89
Sandra Francis	50.17
Joni R. Hudson	50.16
Terri J. & Michael Burdoff	50.17
Phillip & Donna Keller	50.17
Glotfelty Enterprises, Inc.	11.98
Midwest Pipe & Supply	900.28
R & R Pipeline, Inc.	3,190.10
Appalachian Software Inc.	17,020.04
AT&T Wireless Services	51.37
Michelle L. Shetron	27.85
Fasteners & Supply, Inc.	79.95
New Way Carpet Cleaning	199.35
Parkersburg Office Supply	146.41
State Electric Supply Co., Inc.	35.48
C. I. Thornburg	1,031.21
Hughes Supply, Inc.	491.00
WV Workers' Compensation	898.44
Wirt County Clerk	<u>6.00</u>

TOTAL EXPENDITURES:

\$83,271.74

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, SEPTEMBER 30, 2004**

\$13,304.10

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
SEWER REVENUE FUND CHECKING ACCOUNT
SEPTEMBER 30, 2004**

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, AUGUST 31, 2004**

\$50,644.79

RECEIPTS:

Sewer Sales	\$61,909.15
Security Deposit Refund	653.91
Reimbursement-WV DOH-Rest Area	107.00
Westfield Insurance Refund	109.60
Void Checks	<u>20.52</u>

TOTAL RECEIPTS:

\$62,800.18

TOTAL CASH AVAILABLE:

\$113,444.97

EXPENDITURES:

Municipal Bond Commission	\$16,852.52
WesBanco Bank-Parkersburg	1,453.24
WesBanco Bank-Parkersburg	3,600.56
Salaries	7,934.96
Commissioners' Salaries	300.00
WV Public Employees Insurance Agency	1,138.10
WV Public Employees Retirement System	1,863.51
WV Dept. of Tax & Revenue	647.20
U. S. Postal Service	313.01
AT&T - State Calling Service	11.86
AT&T Wireless Service	51.38
Action Answering Service Plus	42.95
Miss Utility of WV Inc.	29.13
Cutlip-Warner Development Co.	2,473.00
Telepage Communications System	8.95
Water Environmental Testing	307.00
Haul Away Trash	32.50
Danny's Lawn Service	300.00
Conner Cleaning Service	179.00
Cintas	118.60
Verizon	553.99
Allegheny Power	5,691.10
Miller Communications	30.00
AZ Commercial	4.97
Bosley Rental & Supply, Inc.	72.02
BP Credit Card Center	370.09

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FINANCIAL STATEMENT-SEWER-SEPTEMBER, 2004
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Fore Timber Co.	13.70
W. W. Grainer, Inc.	11.92
Mineral Wells Public Service District	293.87
Harman Thompson Mallory & Ice	1,500.00
Cardholder Services	35.65
Linde Gas LLC	12.68
Richard Craddock	50.39
Sandra Hammer	36.71
David Wright	40.39
Sandra Francis	50.17
Joni R. Hudson	50.16
Leah Mills	50.17
Terri J. & Michael Burdoff	50.17
Phillip & Donna Keller	50.17
Glotfelty Enterprises, Inc.	11.97
Midwest Pipe & Supply	502.86
Gary Parsons	586.73
Dominion Hope	12.63
Fasteners & Supply	556.39
Hardman Supply Company	169.12
Parkersburg Office Supply	146.44
R & R Pipeline, Inc.	1,387.25
State Electric Supply Co., Inc.	81.98
Hughes Supply, Inc.	224.00
Westco Internet	11.25
BNR, Inc.	405.96
WV Workers Compensation	977.00
WWT Electric	257.00
Appalachian Software	<u>3,474.54</u>

TOTAL EXPENDITURES:

\$55,430.91

**BALANCE IN SEWER FUND CHECKING ACCOUNT
WESBANCO BANK, SEPTEMBER 30, 2004**

\$58,014.06

VENDOR CHECKS REPORT

** BANK: 1 131 200 00, FUND: WATER FUND **

** BEGINNING DATE: 9/17/04 - ENDING DATE: 10/21/04 **

** VENDOR RANGE: ALL VENDORS ** ** CHECK RANGE: ALL CHECKS **

ACCOUNT

VENDOR# VENDOR NAME POST-DT TRAN# CHK-DT CHECK AMOUNT CHECK#

11 200 00 CHECKING ACCOUNT WESBANCO BANK

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#	
639	STEVE FADLEVICH	9/21/04	45571	9/21/04	.00	1	VOID
843	DEBORAH L HARLESS	9/21/04	45573	9/21/04	.00	2	VOID
1,832	ROCKPORT CHURCH OF CHRIST	9/21/04	45577	9/21/04	.00	3	VOID
360	CUTLIP-WARNER DEVELOPMENT CO	9/21/04	45569	9/21/04	1,866.00	28,971	
369	CONNER CLEANING SERVICE	9/21/04	45570	9/21/04	109.00	28,972	
1,241	LINDE GAS LLC	9/21/04	45575	9/21/04	12.67	28,973	
1,302	MINERAL WELLS PSD	9/21/04	45576	9/21/04	931.62	28,974	
2,101	U S POSTAL SERVICE	9/21/04	45598	9/21/04	7.90	28,975	
486	RICHARD CRADDOCK	9/23/04	45811	9/23/04	50.39	28,976	
486	HENRY AND JUDY WILLIAMS	9/23/04	45812	9/23/04	51.85	28,977	
486	TERESA A FLINN	9/23/04	45813	9/23/04	54.25	28,978	
486	MICHAEL MC COWN	9/23/04	45814	9/23/04	50.21	28,979	
486	SANDRA HAMMER	9/23/04	45815	9/23/04	34.16	28,980	
486	DAVID WRIGHT	9/23/04	45816	9/23/04	32.41	28,981	
486	JAMES C NICHOLS	9/23/04	45817	9/23/04	39.89	28,982	
486	SANDRA FRANCIS	9/23/04	45818	9/23/04	50.17	28,983	
486	JONI R HUDSON &	9/23/04	45819	9/23/04	50.16	28,984	
486	TERRI J & MICHAEL BURDOFF	9/23/04	45821	9/23/04	50.17	28,985	
486	PHILIP & DONNA KELLER	9/23/04	45822	9/23/04	50.17	28,986	
742	GLOTFELTY ENTERPRISES, INC.	9/23/04	45823	9/23/04	11.98	28,987	
1,302	MINERAL WELLS PSD	9/23/04	45841	9/23/04	244.65	28,988	
1,311	MIDWEST PIPE & SUPPLY	9/23/04	45848	9/23/04	475.55	28,989	
1,608	POSTMASTER-MINERAL WELLS	9/23/04	45857	9/23/04	75.00	28,990	
1,805	RURAL DEVELOPMENT ADMN.	9/23/04	45858	9/23/04	2,112.00	28,991	
1,863	R & R PIPELINE, INC.	9/23/04	45865	9/23/04	3,190.10	28,992	
2,103	USDA-RURAL DEVELOPMENT	9/23/04	45884	9/23/04	3,140.00	28,993	
2,205	VERIZON	9/23/04	45885	9/23/04	114.96	29,015	
2,338	WESBANCO-WATER RES-SAMS-CV	9/23/04	45887	9/23/04	314.00	29,016	
2,101	U S POSTAL SERVICE	9/24/04	46171	9/24/04	48.30	29,017	
1,117	WAYNE JOHNSON	9/29/04	46370	9/30/04	51.88	29,018	
1,309	MINERAL WELLS PSD	9/29/04	46374	9/30/04	3,737.41	29,019	
2,313	WESBANCO BANK-PARKERSBURG	9/29/04	46407	9/30/04	1,554.83	29,020	
2,314	WV DEPT OF TAX & REVENUE	9/29/04	46408	9/30/04	554.80	29,021	
2,315	WV PUBLIC EMPLOYEES RETIREMENT	9/29/04	46409	9/30/04	1,586.63	29,022	
100	APPALACHIAN SOFTWARE INC	9/30/04	46703	9/30/04	17,020.04	29,023	
309	CLAYWOOD PARK PSD	9/30/04	46708	9/30/04	14,201.29	29,024	
314	AT&T WIRELESS SERVICES	9/30/04	46709	9/30/04	51.37	29,025	
360	CUTLIP-WARNER DEVELOPMENT CO	9/30/04	46710	9/30/04	2,367.00	29,026	
438	DOMINION HOPE	9/30/04	46711	9/30/04	12.63	29,027	
486	MICHELLE L SHETRON	9/30/04	46712	9/30/04	27.85	29,028	
600	FASTENERS & SUPPLY INC	9/30/04	46713	9/30/04	79.95	29,029	
832	HARDMAN SUPPLY COMPANY	9/30/04	46714	9/30/04	91.46	29,030	
840	HAUL AWAY TRASH L.L.C.	9/30/04	46722	9/30/04	32.50	29,031	
1,302	MINERAL WELLS PSD	9/30/04	46723	9/30/04	22.46	29,032	

VENDOR CHECKS REPORT

** BANK: 2 120 200 00, FUND: SEWER FUND **

** BEGINNING DATE: 9/17/04 - ENDING DATE: 10/21/04 **

** VENDOR RANGE: ALL VENDORS ** ** CHECK RANGE: ALL CHECKS **

ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
0 200 00	CHECKING ACCT-WESBANCO BANK					
2,307	HUGHES SUPPLY, INC.	9/30/04	46695	9/30/04	224.00	30,639
2,339	WESTCO INTERNET	9/30/04	46699	9/30/04	11.25	30,640
20,005	BNR, INC.	9/30/04	46700	9/30/04	405.96	30,641
124	AT&T - STATE CALLING SERVICE	10/12/04	47154	10/12/04	8.57	30,643
802	HARMAN THOMPSON MALLORY & ICE	10/12/04	47155	10/12/04	2,625.00	30,644
1,301	MISS UTILITY OF WV INC	10/12/04	47165	10/12/04	25.75	30,645
1,307	MUNICIPAL BOND COMMISSION	10/12/04	47166	10/12/04	16,852.52	30,646
1,339	MARK K MURPHY	10/12/04	47170	10/12/04	72.77	30,647
1,500	OHIO VALLEY MUFFLER & BRAKE	10/12/04	47171	10/12/04	12.98	30,648
1,863	R & R PIPELINE, INC.	10/12/04	47175	10/12/04	3,855.60	30,649
2,039	TELEPAGE COMMUNICATIONS SYSTEM	10/12/04	47195	10/12/04	8.95	30,650
2,101	U S POSTAL SERVICE	10/12/04	47196	10/12/04	111.38	30,651
2,306	WATER ENVIRONMENTAL TESTING	10/12/04	47197	10/12/04	327.00	30,652
2,308	WV PUBLIC EMPLOYEES INS AGENCY	10/12/04	47198	10/12/04	1,383.74	30,653
2,312	WESBANCO BANK-PARKERSBURG	10/12/04	47199	10/12/04	1,247.73	30,654
2,344	WORKINGMAN STORE	10/12/04	47200	10/12/04	71.98	30,655
2,310	WV WORKERS COMPENSATION	9/30/04	46786	10/15/04	977.00	30,642
1,036	SAMIR & NIKITA JAGAD	10/14/04	47344	10/15/04	34.28	30,656
2,101	U S POSTAL SERVICE	10/14/04	47361	10/15/04	24.31	30,657
2,313	WESBANCO BANK-PARKERSBURG	10/14/04	47362	10/15/04	1,236.08	30,658
2,101	U S POSTAL SERVICE	10/19/04	47460	10/19/04	70.63	30,659
106	ALLEGHENY POWER	10/21/04	47552	10/21/04	1,679.94	30,660
275	BP CREDIT CARD CENTER	10/21/04	47553	10/21/04	461.30	30,661
369	CONNER CLEANING SERVICE	10/21/04	47554	10/21/04	179.00	30,662
1,302	MINERAL WELLS PSD	10/21/04	47555	10/21/04	868.90	30,663
2,205	VERIZON	10/21/04	47572	10/21/04	551.65	30,664
2,316	WESTFIELD GROUP	10/21/04	47573	10/21/04	4,159.23	30,665
2,319	WV DEP	10/21/04	47575	10/21/04	200.00	30,666
2,342	WV STATE TREASURY	10/21/04	47576	10/21/04	20.52	30,667
	CHECKING ACCT-WESBANCO BANK				60,021.54	74 *

VENDOR CHECKS REPORT

** BANK: 2 120 200 00, FUND: SEWER FUND **

** BEGINNING DATE: 9/17/04 - ENDING DATE: 10/21/04 **

** VENDOR RANGE: ALL VENDORS ** ** CHECK RANGE: ALL CHECKS **

ACCOUNT

VENDOR# VENDOR NAME POST-DT TRAN# CHK-DT CHECK AMOUNT CHECK#

20 200 00 CHECKING ACCT-WESBANCO BANK

843	DEBORAH L HARLESS	9/21/04	45604	9/21/04	.00	1	VOID
2,033	TIM TYRRELL	9/21/04	45624	9/21/04	.00	2	VOID
360	CUTLIP-WARNER DEVELOPMENT CO	9/21/04	45602	9/21/04	687.00	30,596	
369	CONNER CLEANING SERVICE	9/21/04	45603	9/21/04	179.00	30,597	
1,241	LINDE GAS LLC	9/21/04	45606	9/21/04	12.68	30,598	
2,101	U S POSTAL SERVICE	9/21/04	45626	9/21/04	24.51	30,599	
106	ALLEGHENY POWER	9/23/04	45962	9/23/04	1,673.23	30,600	
402	DANNY'S LAWN SERVICE	9/23/04	45964	9/23/04	300.00	30,601	
486	RICHARD CRADDOCK	9/23/04	45965	9/23/04	50.39	30,602	
486	SANDRA HAMMER	9/23/04	45966	9/23/04	36.71	30,603	
486	DAVID WRIGHT	9/23/04	45967	9/23/04	40.39	30,604	
486	SANDRA FRANCIS	9/23/04	45968	9/23/04	50.17	30,605	
486	JONI R HUDSON &	9/23/04	45969	9/23/04	50.16	30,606	
486	LEAH MILLS	9/23/04	45970	9/23/04	50.17	30,607	
486	TERRI J & MICHAEL BURDOFF	9/23/04	45971	9/23/04	50.17	30,608	
486	PHILIP & DONNA KELLER	9/23/04	45972	9/23/04	50.17	30,609	
742	GLOTFELTY ENTERPRISES, INC.	9/23/04	45973	9/23/04	11.97	30,610	
1,302	MINERAL WELLS PSD	9/23/04	45990	9/23/04	224.94	30,611	
1,311	MIDWEST PIPE & SUPPLY	9/23/04	45996	9/23/04	404.46	30,612	
1,608	POSTMASTER-MINERAL WELLS	9/23/04	46005	9/23/04	75.00	30,613	
2,205	VERIZON	9/23/04	46030	9/23/04	553.99	30,614	
2,300	WWT ELECTRIC	9/23/04	46031	9/23/04	257.00	30,615	
106	ALLEGHENY POWER	9/24/04	46075	9/24/04	4,017.87	30,616	
200	BOSLEY RENTAL & SUPPLY INC	9/24/04	46076	9/24/04	8.70	30,617	
2,101	U S POSTAL SERVICE	9/24/04	46191	9/24/04	48.30	30,618	
1,660	GARY PARSON	9/24/04	46198	9/24/04	586.73	30,619	
1,204	JAMES R. LETT	9/29/04	46428	9/30/04	200.00	30,620	
1,806	ROY L RADABAUGH	9/29/04	46439	9/30/04	200.00	30,621	
1,912	CHARLES M. STEWART	9/29/04	46445	9/30/04	200.00	30,622	
2,313	WESBANCO BANK-PARKERSBURG	9/29/04	46463	9/30/04	1,828.87	30,623	
2,314	WV DEPT OF TAX & REVENUE	9/29/04	46464	9/30/04	647.20	30,624	
2,315	WV PUBLIC EMPLOYEES RETIREMENT	9/29/04	46465	9/30/04	1,863.51	30,625	
100	APPALACHIAN SOFTWARE INC	9/30/04	46625	9/30/04	3,474.54	30,626	
314	AT&T WIRELESS SERVICES	9/30/04	46629	9/30/04	51.38	30,627	
360	CUTLIP-WARNER DEVELOPMENT CO	9/30/04	46631	9/30/04	1,786.00	30,628	
438	DOMINION HOPE	9/30/04	46632	9/30/04	12.63	30,629	
600	FASTENERS & SUPPLY INC	9/30/04	46634	9/30/04	556.39	30,630	
832	HARDMAN SUPPLY COMPANY	9/30/04	46635	9/30/04	169.12	30,631	
840	HAUL AWAY TRASH L.L.C.	9/30/04	46651	9/30/04	32.50	30,632	
1,304	MILLER COMMUNICATIONS	9/30/04	46653	9/30/04	15.00	30,633	
1,311	MIDWEST PIPE & SUPPLY	9/30/04	46657	9/30/04	98.40	30,634	
1,604	PARKERSBURG OFFICE SUPPLY	9/30/04	46659	9/30/04	146.44	30,635	
1,843	CINTAS	9/30/04	46667	9/30/04	118.60	30,636	
1,863	R & R PIPELINE, INC.	9/30/04	46672	9/30/04	1,387.25	30,637	
1,908	STATE ELECTRIC SUPPLY CO INC	9/30/04	46673	9/30/04	81.98	30,638	

VENDOR CHECKS REPORT

** BANK: 1 131 200 00, FUND: WATER FUND **

** BEGINNING DATE: 9/17/04 - ENDING DATE: 10/21/04 **

** VENDOR RANGE: ALL VENDORS ** ** CHECK RANGE: ALL CHECKS **

ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
1 200 00	CHECKING ACCOUNT WESBANCO BANK					
1,304	MILLER COMMUNICATIONS	9/30/04	46724	9/30/04	15.00	29,033
1,311	MIDWEST PIPE & SUPPLY	9/30/04	46725	9/30/04	424.73	29,034
1,424	NEW WAY CARPET CLEANING	9/30/04	46728	9/30/04	199.35	29,035
1,604	PARKERSBURG OFFICE SUPPLY	9/30/04	46729	9/30/04	146.41	29,036
1,843	CINTAS	9/30/04	46737	9/30/04	118.60	29,037
1,908	STATE ELECTRIC SUPPLY CO INC	9/30/04	46742	9/30/04	35.48	29,038
2,005	C I THORNBURG	9/30/04	46754	9/30/04	1,031.21	29,039
2,307	HUGHES SUPPLY, INC.	9/30/04	46763	9/30/04	491.00	29,040
2,339	WESTCO INTERNET	9/30/04	46766	9/30/04	11.25	29,041
2,310	WV WORKERS COMPENSATION	9/30/04	46806	9/30/04	898.44	29,042
2,391	WIRT COUNTY CLERK	9/30/04	46837	9/30/04	6.00	29,043
124	AT&T - STATE CALLING SERVICE	10/12/04	47072	10/12/04	8.56	29,044
802	HARMAN THOMPSON MALLORY & ICE	10/12/04	47073	10/12/04	4,830.00	29,045
1,301	MISS UTILITY OF WV INC	10/12/04	47084	10/12/04	25.75	29,046
1,307	MUNICIPAL BOND COMMISSION	10/12/04	47089	10/12/04	1,592.00	29,047
1,339	MARK K MURPHY	10/12/04	47090	10/12/04	86.37	29,048
1,500	OHIO VALLEY MUFFLER & BRAKE	10/12/04	47091	10/12/04	12.97	29,049
2,039	TELEPAGE COMMUNICATIONS SYSTEM	10/12/04	47115	10/12/04	8.95	29,050
2,101	U S POSTAL SERVICE	10/12/04	47116	10/12/04	111.37	29,051
2,106	USDA-RURAL DEVELOPMENT	10/12/04	47117	10/12/04	3,325.00	29,052
2,107	USDA-RURAL DEVELOPMENT	10/12/04	47118	10/12/04	10,040.00	29,053
2,306	WATER ENVIRONMENTAL TESTING	10/12/04	47119	10/12/04	121.50	29,054
2,308	WV PUBLIC EMPLOYEES INS AGENCY	10/12/04	47122	10/12/04	1,153.18	29,055
2,311	WESBANCO BANK-PARKERSBURG	10/12/04	47123	10/12/04	110.00	29,056
2,344	WORKINGMAN STORE	10/12/04	47125	10/12/04	71.98	29,057
2,373	WESBANCO BANK-PARKERSBURG	10/12/04	47126	10/12/04	167.00	29,058
2,374	WESBANCO BANK-PARKERSBURG	10/12/04	47127	10/12/04	167.00	29,059
2,375	WESBANCO BANK-PARKERSBURG	10/12/04	47128	10/12/04	502.00	29,060
2,376	WESBANCO BANK-PARKERSBURG	10/12/04	47129	10/12/04	502.00	29,061
309	CLAYWOOD PARK PSD	10/14/04	47320	10/15/04	12,890.06	29,062
1,036	SAMIR & NIKITA JAGAD	10/14/04	47321	10/15/04	49.11	29,063
1,309	MINERAL WELLS PSD	10/14/04	47322	10/15/04	3,863.60	29,064
2,101	U S POSTAL SERVICE	10/14/04	47339	10/15/04	28.73	29,065
2,313	WESBANCO BANK-PARKERSBURG	10/14/04	47341	10/15/04	1,622.68	29,066
2,101	U S POSTAL SERVICE	10/19/04	47441	10/19/04	70.64	29,067
106	ALLEGHENY POWER	10/21/04	47524	10/21/04	578.91	29,068
275	BP CREDIT CARD CENTER	10/21/04	47525	10/21/04	452.31	29,069
369	CONNER CLEANING SERVICE	10/21/04	47526	10/21/04	109.00	29,070
1,863	R & R PIPELINE, INC.	10/21/04	47528	10/21/04	1,628.11	29,071
2,205	VERIZON	10/21/04	47545	10/21/04	112.63	29,072
2,316	WESTFIELD GROUP	10/21/04	47547	10/21/04	2,440.04	29,073
2,342	WV STATE TREASURY	10/21/04	47549	10/21/04	20.05	29,074
	CHECKING ACCOUNT WESBANCO BANK				104,638.63	86 *

**MINERAL WELLS PUBLIC SERVICE DISTRICT
SEWER REVENUE FUND CHECKING ACCOUNT
OCTOBER 21, 2004**

**PAYROLL CHECKS WRITTEN
BETWEEN SEPTEMBER 17, 2004, AND OCTOBER 21, 2004**

CHECK NO.	01305	Linda K. Church	\$ 877.70
	01306	Todd R. Anderson	740.00
	01307	Margaret J. Batten	1,027.89
	01308	R. Shayne Brabham	1,204.81
	01309	Dennis R. Brown	545.78
	01310	William H. Byers, Jr.	1,172.24
	01311	Russell P. Hanna	1,022.93
	01312	Nellie B. Radcliff	874.72
	01313	Todd R. Anderson	651.80
	01314	Margaret J. Batten	927.92
	01315	Richard Shayne Brabham	936.77
	01316	Dennis R. Brown	556.35
	01317	William H. Byers, Jr.	864.83
	01318	Linda K. Church	877.68
	01319	Russell P. Hanna	981.36
	01320	Nellie B. Radcliff	810.99

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
SEPTEMBER 17, 2004 - OCTOBER 21, 2004**

1. **West Virginia Rural Water Association INFRASTRUCTURE COUNCIL REPORT NEWSLETTER** dated Oct. 19, 2004, Vol. 9, Issue 10.
2. Letter received from Gus R. Douglass, Commissioner, West Virginia Department of Agriculture, relative to the District being classified as a "Regulated Pesticide Application Business".
3. Letter of Transmittal to Larry Morris, Mid-Atlantic Storage Systems, Inc., from Jim Ruckman, Cerrone Associates, Inc., containing an approved shop drawing for fence elevation at the new water storage tank located on Windy Ridge Road.
4. Copy of a letter dated August 20, 2004, to Harman, Thompson, Mallory & Ice, A.C., from Charles Stewart, Roy Radabaugh, James Lett, and Margaret Batten stating that the District did not withhold any information from the auditing firm during the preparation of the District's annual audit for FY 2004.
5. Memorandum dated September 13, 2004, to All Benefit Coordinators from Barbara Beane, PEIA Membership Supervisor, enclosing a copy of the **West Virginia PEIA 2005 Summary Plan Description** for the District's files.
6. Letter dated September 15, 2004, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for signature six copies of Change Order No. 2 to Contract #1, Stonegate Construction, Inc.
7. Letter of transmittal dated September 15, 2004, to the District from Jeanette Morris, Mid-Atlantic Storage Systems, Inc., containing copies of certified payrolls 4 through 6 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
8. Letter dated September 16, 2004, to Charles Stewart from the West Virginia Department of Environmental Protection stating that effective September 22, 2004, all correspondence should be forwarded to WV Department of Environmental Protection, Division of Water and Waste Management, Permitting and Engineering Branch, 601 57th Street SE, Charleston, WV 25304-2345.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
OCTOBER 21, 2004
PAGE 2**

9. Letter dated September 16, 2004, to Charles Stewart from Manning Frymier, P.E., Director of Engineering, Cerrone Associates, Inc., containing a *construction progress report* on the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
10. Letter dated September 16, 2004, to Shayne Brabham from Steven R. Hardman, Attorney; Bowles Rice McDavid Graff & Love, enclosing a certified copy of the Dismissal Order in Civil Action No. 04-C-24—MWPSD vs. Harlan Leroy Lott.
11. Memo dated September 16, 2004, to All Miss Utility of West Virginia, Inc. Members from Jim Kovach stating that the Third Quarter Meeting for the corporation will be held at Cacapon Resort State Park, Berkley Springs, West Virginia on October 21, 2004, beginning at 9 a.m.
12. Memorandum dated September 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 \$754,642.00 have been approved for payment of invoices for the Sycamore Run, Stephens Fork, Limestone Ridge Water Project.
13. Copy of a letter dated September 16, 2004, to the West Virginia Water Development Authority from Margaret Batten stating that deposits were made to the West Virginia Municipal Bond Commission on behalf of the District on September 15, 2004, in the amount of \$5,688.40 to the Revenue Fund and in the amount of \$568.82 to the Reserve Fund for the District's 1995 Sewage System Revenue Bonds.
14. Copy of a letter dated September 17, 2004, to Mary Rader, Wood County Commission, from Margaret Batten enclosing an approved copy of the Minutes of the August 19, 2004, regular Board meeting and an approved copy of the Minutes of the September 9, 2004, special Board meeting.
15. Copy of a letter dated September 17, 2004, to Allyn G. Turner, Director, Division of Water and Waste Management, from R. Shayne Brabham, Operations Manager, containing a quarterly compliance report for the District's WV NPDES Permit No. 0081141 as required by an Order issued by the West Virginia Department of Environmental Protection.

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
OCTOBER 21, 2004
PAGE 3

16. Copy of a letter dated September 17, 2004, to Steve Cooper, WV Department of Environmental Protection, from Linda Church enclosing a copy of Mr. Brabham's letter dated September 17, 2004, to Allyn G. Turner, Division of Water and Waste Management, containing a quarterly compliance report for the District's WV NPDES Permit No. 0081141.
17. Copy of a letter dated September 20, 2004, to Sara Boardman, West Virginia Municipal Bond Commission, from Margaret Batten enclosing District Check No. 1026 in the amount of \$3,576.00 for payment to the account name of Mineral Wells Public Service District 03-1-Sewer Reserve, Account No. MIW-S-2-03-A-WO-06.
18. Copy of a letter dated September 20, 2004, to Velmeda L. Batten from Margaret Batten enclosing her check no. 679 in the amount of \$42.69 which was returned to the District marked NSF.
19. Copy of a letter dated September 20, 2004, to Bloomberg Municipal Repository from Margaret Batten enclosing a copy of the District's audit report for FY 2004.
20. Copy of a letter dated September 20, 2004, to The Bond Buyer from Margaret Batten enclosing a copy of the District's audit report for FY 2004.
21. Copy of a letter dated September 20, 2004, to Attorney Steven Hardman, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing a copy of the District's audit report for FY 2004.
22. Copy of a letter dated September 20, 2004, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the District's audit report for FY 2004.
23. Copy of a letter dated September 20, 2004, to Disclosure, Inc., from Margaret Batten enclosing a copy of the District's annual audit report for FY 2004.
24. Copy of a letter dated September 20, 2004, to Moody's NRSIR Public Finance from Margaret Batten enclosing a copy of the District's annual audit for FY 2004.

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
OCTOBER 21, 2004
PAGE 4

25. Copy of a letter dated September 20, 2004, to Virginia McDonald, Rural Development Specialist, Rural Development Service, from Margaret Batten enclosing a copy of the District's annual audit report for FY 2004 and a copy of the Data Collection For Reporting Audits of States, Local Governments, and Non-Profit Organizations.
26. Letter dated September 20, 2004, to Shayne Brabham from The County Commission of Wood County requesting information regarding the District's legal counsel and outside accounting services.
27. Copy of a certified letter dated September 20, 2004, to Carrie L. Grimm, ERSII, State Revolving Fund Program, WV Division of Environmental Protection, from Margaret Batten enclosing a copy of the District's annual audit report for FY 2004.
28. Copy of a certified letter dated September 20, 2004, to the West Virginia State Tax Department from Margaret Batten enclosing two copies of the District's annual audit report for FY 2004.
29. Copy of a certified letter dated September 20, 2004, to Daniel Yonkosky, Director, Water Development Authority, from Margaret Batten enclosing a copy of the District's annual audit for FY 2004.
30. Copy of a letter dated September 20, 2004, to James F. Aucremanne, Utility Analyst, Public Service Commission of West Virginia, from Margaret Batten and Shayne Brabham relative to Todd VanMeter's request for water service.
31. Copy of a letter dated September 20, 2004, to James F. Aucremanne, Utility Analyst, Public Service Commission of West Virginia, from Margaret Batten and Shayne Brabham relative to the District's inability to provide water service to customers on Bogal Ridge located beyond the District's hydraulic limits.
32. Letter dated September 20, 2004, to Charles Stewart from Carrie L. Grimm, ERSII, State Revolving Fund Program, stating that the District should be in the process of procuring an independent certified public accountant to perform an audit of the District's records for FY04 per the District's State Revolving Fund Loan Agreement for SRF No. C-544373

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
OCTOBER 21, 2004
PAGE 5**

Project.

33. Fax dated September 21, 2004, to James F. Aucremanne, Water and Wastewater Division, Public Service Commission of West Virginia, from Margaret Batten containing a copy of the District's letter dated September 20, 2004, to Mr. Aucremanne relative to Todd VanMeter's request for water service and a copy of the District's letter dated September 20, 2004, relative to the District's inability to provide water service to customers on Bogal Ridge located beyond the District's hydraulic limits.
34. Copy of a letter dated September 21, 2004, to Rockport Church of Christ from Margaret Batten enclosing District Check No. 28969 in the amount of \$51.45 for refund of a security deposit paid to the District on September 9, 1998. This check was mailed to replace District Check No. 26519 which was mailed to the Church on January 28, 2002, and was either lost in the mail or was not cashed for some reason.
35. Copy of a letter dated September 21, 2004, to Timothy Raper from Margaret Batten enclosing District Check No. 30560 in the amount of \$22.63 as a refund of the remainder of the security deposit paid by Allison Raper after her final bill was taken from the security deposit. Ms. Raper moved and did not leave a forwarding address, thus the check was mailed to her brother, Timothy.
36. Copy of a letter dated September 21, 2004, to Wayne Johnson from Margaret Batten enclosing a signed copy of agreement dated September 2, 2004, by and between him and the District for a water line extension.
37. Copy of a letter dated September 22, 2004, to Howard Deem from Linda Church enclosing a copy of a preliminary cost estimate for extending the District's water main along Slate Creek Road to his residence.
38. Fax dated September 22, 2004, to Shayne Brabham from Manning Frymier, P.E., Cerrone & Associates, Inc., questioning the distance of the proposed water line extension on Slate Creek Road to serve the Howard Deem residence.
39. Copy of a certified letter dated September 22, 2004, to David Jarrett, Utilities Division, Public Service Commission of West Virginia, from

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
OCTOBER 21, 2004
PAGE 6**

Margaret Batten enclosing the District's Public Service Commission Annual Report for FY 2004.

40. ****Fax dated September 22, 2004, to Shayne Brabham from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing an opinion of probable cost for the proposed line extension on Slate Creek Road to serve the Howard Deem residence.
41. Fax dated September 23, 2004, to John O'Neal, Chapman Construction, from Margaret Batten enclosing the cost of the water lost by Rodney Watson due to his service line being cut by Chapman Construction.
42. Letter dated September 23, 2004, to Charles M. Stewart from Virginia McDonald, Rural Development Specialist, Rural Utilities Service, stating that seven invoices in the amount of \$755,142.46 as shown on Requisition No. 4 for the Stephens Fork Water Extensions have been approved for payment.
43. Copy of a letter dated September 23, 2004, to Karen Hiehle, Stonegate Construction, Inc., from Margaret Batten enclosing District Check No. 1015 in the amount of \$153,636.12 for Contract No. 1 and District Check No. 1016 in the amount of \$233,904.41 for Contract No. 2 as payment for the amounts billed on Requisition No. 4 of the Sycamore Run, Stephens Fork Waterline Extension Project.
44. Facsimile to Margaret from Janet Priselac, WesBanco Bank, Mineral Wells Branch, containing a copy of the Wire Transfer Advice for a deposit to the District's Stephens Fork Waterline Extensions Construction Project from Rural Utilities Service.
45. Fax dated September 23, 2004, to Virginia McDonald, Rural Utilities Services, from Margaret Batten enclosing a copy of the attached Wire Transfer Advice from WesBanco Bank, Mineral Wells Branch, for the Stephens Fork Water Extensions Construction Checking Account in the amount of \$755,642.00.
46. Copy of a letter dated September 23, 2004, to Cerrone Associates, Inc., from Jesse E. Sheppard, District Three Utilities Supervisor, West Virginia Division of Highways, enclosing a copy of plan sheet no. 1-15 of the

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
OCTOBER 21, 2004
PAGE 7

Sycamore Run Stephens Fork Waterline Extension Project with a new C/A R/W drawn on it in red. Mr. Sheppard requested that the engineering firm make the same change to the drawing on the cad and mail five corrected copies to his office.

47. Letter of transmittal dated September 23, 2004, to United Welding, Inc. from Manning H. Frymier, P.E., Cerrone Associates, Inc., enclosing a copy of approved shop drawings for PSI Plastic Casing Spacers for the Sycamore Run, Stephens Fork Waterline Extension Project.
48. Copy of a letter dated September 24, 2004, to Rodney Watson from Margaret Batten enclosing an invoice in the amount of \$1,064.52 for the cost of relocating his water service on Slate Creek Road.
49. Copy of a letter dated September 24, 2004, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing District Check No. 1021 in the amount of \$58,603.97 for payment as shown on Requisition No. 4 of the Sycamore Run, Stephens Fork Waterline Extension Project.
50. Copy of a letter dated September 24, 2004, to United Welding, Inc. from Margaret Batten enclosing District Check No. 1017 in the amount of \$282,202.43 as payment for work done on Contract 2B as shown on Requisition No. 4 of the Sycamore Run, Stephens Fork Waterline Extension Project.
51. Copy of a letter dated September 24, 2004, to Mid-Atlantic Storage Systems, Inc., from Margaret Batten enclosing District Check No. 1018 in the amount of \$25,515.10 for work done on Contract 3 as shown on Requisition No. 4 of the Sycamore Run, Stephens Fork Waterline Extension Project.
52. Copy of a letter dated September 24, 2004, to Steven Hardman, Attorney At Law, Bowles Rice McDavid Graff & Love, from James M. Ruckman, PS, Director of Field Activities, Cerrone Associates, Inc., containing two copies each of the revised legal description and plat with his original stamp and signature for the relocated Limestone Booster Station site on the Dent property.

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
OCTOBER 21, 2004
PAGE 8

53. Copy of a letter dated September 24, 2004, to Bowles Rice McDavid Graff & Love from Margaret Batten enclosing District Check No. 1019 in the amount of \$774.43 for payment of legal services as shown on Requisition No. 4 of the Sycamore Run, Stephens Fork Waterline Extension Project.
54. Fax dated September 27, 2004, to the **PARKERSBURG SENTINEL** from Margaret Batten enclosing a notice to be published in the first available issue of the newspaper containing the District's schedule for flushing its water mains.
55. Fax dated September 27, 2004, to the **PARKERSBURG NEWS** from Margaret Batten enclosing a notice to be published in the first available issue of the newspaper containing the District's schedule for flushing its water mains.
56. Letter dated September 27, 2004, to Wood County Boards and Commissions from the County Commission of Wood County requesting that all individuals recommended for an appointment to one of the Boards or Commissions submit a brief resume or letter of qualifications to the Commission so that the Commissioners can be adequately informed about the nominee.
57. Copy of a letter dated September 27, 2004, to Rick Modesitt, President, County Commission of Wood County, from Margaret Batten responding to the Wood County Commission's letter dated September 20, 2004, requesting information regarding the District's employment of outside accounting services and legal services.
58. Copy of a letter dated September 28, 2004, to Whom It May Concern from Nellie Radcliff stating that Joseph and Jody Johnson paid the District a security deposit for water service at Route 1, Box 213B, Mineral Wells, WV, on October 18, 2000 and remained a customer of the District until August 2, 2004.
59. Memorandum dated September 28, 2004, to All Benefit Coordinators from Barbara Beane, Manager of Membership, West Virginia Public Employees Insurance Agency, enclosing a supply of revised Change-In-Status, Policyholder Termination of Coverage, Basic Life Enrollment and Health Benefits Enrollment Forms.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
OCTOBER 21, 2004
PAGE 9**

60. Copy of a letter dated September 28, 2004, to Kenneth Carpenter from Margaret Batten requesting that Mr. Carpenter come to the District Office and pick up his NSF check in the amount of \$150.00 within ten days of the date of the letter or the District will be forced to turn the matter over to the Wood County Magistrate Court.
61. Note to Payroll Clerk from Margo, West Virginia Public Employees Insurance Agency, enclosing a Provident Evidence of Insurability Application For Coverage to be completed by Dennis Brown and returned to the Insurance Agency before his requested \$200,000.00 life insurance policy can be issued.
62. Copy of correspondence instructions dated September 29, 2004, to the Wood County Clerk from Margaret Batten enclosing a right-of-way easement signed by Larry R. and Sharon S. Rice to be recorded and returned to the District Office.
63. Copy of a letter dated September 29, 2004, to Eddie B. Smith from Nellie Radcliff enclosing Mr. Smith's check no. 2174 in the amount of \$346.80. This check was returned because it was a duplicate—Mr. Smith left two checks for this amount in the drop box.
64. Fax dated September 29, 2004, to Karen Hiehle, Stonegate Construction, from Manning Frymier, P.E., Cerrone Associates, Inc., relative to portions of contract no. 1 that are completed and ready for substantial completion.
65. Letter dated September 29, 2004, to Shayne Brabham from Steve Hardman, Attorney; Bowles Rice McDavid Graff & Love, enclosing two deeds relating to Mrs. Dent's property located on Limestone Hill at the site of the new lift station.
66. Letter dated September 29, 2004, to the Mineral Wells PSD from Bernie McCormick, V.P. Sales & Service Midwest and Northeast W & S Region, Hughes Supply, Inc., stating that the company is converting to a new computer system called "Hughes Unified".
67. Notice of Chapter 7 Bankruptcy Case, Meeting of Creditors & Deadlines for Joyce Elaine Pursley dba K & J Trucking Services, fka Joy Elaine

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
OCTOBER 21, 2004
PAGE 10

McCoy, 6329 Pike Street, Mineral Wells, WV 26150, from the United States Bankruptcy Court, District of Southern District of West Virginia.

68. Letter dated September 30, 2004, to the District from the Workers' Compensation Commission of West Virginia containing the District's Employer Loss Activity Statement for the period July 1, 2001 through September 30, 2004.
69. Letter dated September 30, 2004, to Charles Stewart from The Pipeline Group-Midwest, Inc. inviting District equipment operating employees to a complimentary dinner and brief program on damage prevention related to excavation activities.
70. Copies of certified payrolls dated August 29, 2004 through September 25, 2004, from Stonegate Construction, Inc., for the Sycamore Run, Stephens Fork Waterline Extension Project.
71. Copy of a letter dated September 30, 2004, to Michael Montgomery, Safety Manager, Pepsi Cola Bottling Group, from R. Shayne Brabham enclosing a copy of the District's **Resolution Regulating the Use of Sanitary Sewers**.
72. Copy of a letter dated September 30, 2004, to Wayne Johnson from Margaret Batten enclosing the actual invoice for the installation of the water line to serve his property and District Check No. 29018 in the amount of \$51.88—the unused portion of his deposit.
73. Letter dated October 1, 2004, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., containing an executed copy of Change Order No. 1 to Panhandle Pipe/Hughes Supply for the water meter supply contract of the District's Sycamore Run, Limestone Ridge Water Extension Project.
74. Letter of transmittal dated October 1, 2004, to the United Welding, Inc. from James M. Ruckman, Cerrone Associates, Inc., containing a copy of approved specifications for Pipe & Fittings -Polyethylene Water Service Pipe, Sil-O-Flex Alternative PE Service Vs Oil Creek Plastic.
75. Copy of a letter dated October 1, 2004, to Jesse Sheppard, Utilities

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
OCTOBER 21, 2004
PAGE 11

Supervisor, WV Division of Highways (District 3) from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing for approval five copies of revised Construction Drawing #1-15 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.

76. Fax dated October 1, 2004, to Christy Pitsenbarger, West Virginia Bureau of Public Health, from Margaret Batten enclosing the District's Monthly Operational Report for the month of September 2004.
77. Copy of correspondence instructions dated October 1, 2004, to Leigh A. Boise from Nellie Radcliff returning Ms. Boise's check no. 441 in the amount of \$43.10 which was replaced by a money order.
78. Fax dated October 4, 2004, to Dee Webb, West Virginia State Tax Department from Margaret Batten enclosing a copy of Mrs. Batten's letter dated August 2, 2004, containing a Request for Release of Final Settlement for Panhandle Pipe/Hughes Supply to supply water service meters for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
79. Letter dated October 4, 2004, to the District from Barbara K. Oates, Tax Unit Supervisor, West Virginia State Tax Department, instructing the District **not** to release the final payment to Panhandle Pipe/Hughes Supply for Contract No. 4 of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
80. Copy of a letter dated October 4, 2004, to Katie Robison, PWP Industries, from Margaret Batten enclosing a copy of the District's **2003 Drinking Water Quality Report**.
81. Copy of a letter dated October 4, 2004, to Dianne Wolfe, Legal Assistant, Bowles Rice McDavid Graff & Love, from Margaret Batten enclosing a copy of two recorded rights-of-way easements for Willa L. Biles and Larry R. and Sharon S. Rice for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
82. Fax dated October 4, 2004, to the Wirt County Journal from Margaret Batten enclosing a notice to be published in the October 12, 2004, issue of the newspaper stating that the District will hold a special meeting on

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Thursday, October 14, 2004, beginning at 1:30 p.m. to review and approve Requisition No. 5 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.

83. Fax dated October 5, 2004, to Cerrone Associates, Inc. from Shayne Brabham containing a copy of the Bac-T results from water samples taken on Slate Camp Run Road on the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
84. Copy of a letter dated October 5, 2004, to Margo, West Virginia Public Employees Insurance Agency, from Margaret Batten enclosing a completed Evidence of Insurability Application For Coverage for Dennis R. Brown for \$200,000.00 optional life insurance.
85. Copy of a letter dated October 5, 2004, to Carrie L. Grimm, ERSII, WV Department of Environmental Protection, Division of Water and Waste Management, from Margaret Batten enclosing the Monthly Financial Report for the month of September 2004 for the Dover Drive/Dechlorination Project.
86. Copy of a letter dated October 5, 2004, to Daniel Yonkosky, Director, West Virginia Water Development Authority, from Margaret Batten enclosing the Monthly Financial Report for September 2004 for the District's Dover Drive/Dechlorination Project.
87. Fax dated October 5, 2004, to **JACKSON HERALD NEWSPAPERS** from Margaret Batten containing a notice to be published in the October 12, 2004, issue of the newspaper stating that the District will hold a special Board meeting on Thursday, October 14, 2004, at 1:30 p.m. in the District's office.
88. Letter dated October 5, 2004, to the District from Richard D. Genthmer, P.E., Director, Materials Control, Soils and Testing Division, West Virginia Division of Highways, enclosing the discharge monitoring report for the period July through September for the I-77 Rest Area.
89. Letter dated October 5, 2004, to Shayne Brabham from J. Lee Thorne, P.E., District Maintenance Engineer, West Virginia Division Of Highways, approving the installation of the proposed waterline on Controlled Access

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Right of Way along the southbound lanes of I-77 just north of the Mineral Wells Rest Area as part of Permit No. 03-04-0243 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.

90. Letter dated October 6, 2004, to Shayne Brabham from James M. Ruckman, PS, Cerrone Associates, Inc., enclosing one half size revised Limestone Booster Station Site Plan Drawing #BS2-1 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
91. Fax dated October 6, 2004, to **PARKERSBURG NEWS** from Margaret Batten enclosing a notice to be published in the first available issue of the newspaper stating that the District will hold a special board meeting on Thursday, October 14, 2004, beginning at 1:30 p.m.
92. Fax dated October 6, 2004, to the **PARKERSBURG SENTINEL** from Margaret Batten enclosing a notice to be published in the first available issue of the newspaper stating that the District will continue to flush its water mains through Friday, October 22, 2004.
93. Fax dated October 6, 2004, to the **PARKERSBURG NEWS** from Margaret Batten enclosing a notice to be published in the first available issue of the newspaper stating that the District will continue to flush its water mains through Friday, October 22, 2004.
94. Fax dated October 6, 2004, to Randall M. Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the District's letter from Barbara Oates, West Virginia State Tax Department, requesting that the District **not** release the final payment to Panhandle Pipe/Hughes Supply for providing water service meters for Contract No. 4 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
95. Fax dated October 6, 2004, to Shayne Brabham from Jim Ruckman, PS, Cerrone Associates, Inc., enclosing a copy of a letter dated October 5, 2004, to Shayne Brabham from J. Lee Thorne, P.E., District Maintenance Engineer, West Virginia Department of Transportation, granting approval for the installation of the waterline along Interstate 77 to the Rest Area on for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.

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96. Copy of Inspection Report-USDA-FmHA Form 1924-12- dated October 6, 2004, for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project completed and signed by Russell L. Henderson, Contract Specialist, Rural Utilities Service.
97. Two copies of the minutes of Progress Meeting for Contract #3-Mid Atlantic Storage Systems, Inc. held on September 21, 2004.
98. Fax dated October 7, 2004, to the **PARKERSBURG SENTINEL** from Margaret Batten enclosing a notice to be published in the first available issue of the newspaper stating that the District will hold a special board meeting on Thursday, October 14, 2004, beginning at 1:30 p.m. in the District Office.
99. Letter dated October 7, 2004, to the Wirt County Clerk from Margaret Batten enclosing one right-of-way easement from Harley D. Lott to be recorded along with District Check No. 29043 in the amount of \$6.00 to pay the recording fee.
100. Fax dated October 7, 2004, to Shayne Brabham from N. Wadhwa, WV Department of Environmental Protection, containing an Application For WV/NPDES Water Pollution Control Permit Modification and stating that the District's fee for flow less than 1,000 gpd will be \$200.00.
101. Memorandum dated October 7, 2004, to the Wood County Commission, City of Parkersburg, City of Vienna, City of Williamstown, and Wood County Public Service Districts from Ed Hupp, Emergency Services Director, relative to a meeting scheduled for 10 a.m. on Wednesday, October 13, 2004, at which time Lewis Howard, Public Assistance Coordinator for FEMA, will discuss applications for assistance which must be submitted by October 20, 2004.
102. Letter dated October 7, 2004, to Shayne Brabham from James M. Ruckman, Cerrone Associates, Inc., enclosing one copy each of half-size revised drawings 1-05, 1-15, and 1-15A for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
103. Copy of a letter dated October 7, 2004, to Steven R. Hardman, Esquire, Bowles Rice McDavid Graff & Love, from Marcia B. Hill, Utilities Division,

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Public Service Commission of West Virginia, enclosing four copies of tariff P.S.C. W. Va. No. 7 reflecting rates and charges by Recommended Decision of February 18, 2003, which became Final Order on March 20, 2003, in Case No. 02-1050-PWD-CN, the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project. Ms. Hill requested that all copies be signed and returned to her attention in the enclosed envelope.

104. Letter dated October 7, 2004, to Payroll Clerk from Margo, West Virginia Public Employees Insurance Agency enclosing the completed Provident Evidence of Insurability Application for Coverage for Dennis R. Brown with instructions to complete a new Optional Life Enrollment Form and resubmit both documents.
105. Copy of a letter dated October 8, 2004, to the West Virginia Central Credit Union from Linda Church stating that Grant and Shari Vermilye must pay a water tap fee in the amount of three hundred dollars before water service can be installed to their new home on Buck Run Road.
106. Letter dated October 8, 2004, to Shayne Brabham from Manning Frymier, P.E., Cerrone Associates, Inc. enclosing for review potential change order drawings with cost estimates for the proposed line extension on Slate Camp Run Road and Browns Ridge Road.
107. Letter dated October 8, 2004, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for the Board's consideration four copies of proposed Addendum No. 3 to the Agreement for Engineering Services for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
108. Letter dated October 11, 2004, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for review and approval five copies of Requisition No. 5 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
109. Fax dated October 11, 2004, to Shayne Brabham from Lewis Howard, Federal Emergency Management Agency, Region III, Disaster Field Office, enclosing an instruction sheet entitled "Required Documentation for Project Worksheet".

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110. Fax dated October 12, 2004, to John Fox, Mid-Atlantic Storage; Karen Hiehle, Stonegate Construction; Allen Ferrell, Sr., United Welding; Shayne Brabham, Mineral Wells PSD; Virginia McDonald, RUS; Russ Henderson, RUS; Jesse Sheppard, DOH, and Manning Frymier, P.E., Cerrone Associates; from Jim Ruckman, PS, Cerrone Associates, Inc.; stating that progress meetings for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project will be held at the District's maintenance garage on October 19, 2004, beginning at 10 a.m.
111. Fax dated October 12, 2004, to Shayne Brabham from Stephen Knight, Evans Engineering, Inc., enclosing the requested site diagram and stating that he should use a flow rate of 50 gpd for the permit.
112. Two copies of the minutes of the progress meeting held on September 21, 2004, for United Welding, Inc., for Contract #2-B of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
113. Copy of a letter dated October 12, 2004, to Margo, West Virginia Public Employees Insurance Agency from Margaret Batten enclosing a completed Provident Evidence of Insurability Application For Coverage and a WV PEIA Optional Life Insurance and Dependent Life Insurance Enrollment Form for Dennis R. Brown for Optional Life Insurance in the amount of \$200,000.00.
114. Fax dated October 12, 2004, to John Fox, Mid Atlantic Storage; Karen Hiehle, Stonegate Construction; Allen Ferrell, Sr., United Welding; Shayne Brabham, Mineral Wells PSD; Virginia McDonald, RUS; Russ Henderson, RUS; Jesse Sheppard, WV DOH; and Manning Frymier, P.E., Cerrone Associates, Inc.; from Jim Ruckman, PS, Cerrone Associates, Inc., stating that the date of the progress meetings for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project has been changed from Tuesday, October 19, 2004, to Wednesday, October 20, 2004.
115. Fax dated October 12, 2004, to Shayne Brabham from Stephen M. Knight, EIT, Project Designer, Evans Engineering, Inc., enclosing the completed permit modifications forms (pretreatment section: industrial users) that he received earlier in the day.

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116. Letter of transmittal dated October 12, 2004, to Larry Morris, Mid Atlantic Storage Systems, Inc., from James M. Ruckman, Cerrone Associates, Inc., enclosing an approved set of shop drawings for water level gauge versus liquid level indicator.
117. Copy of correspondence instructions dated October 13, 2004, to Staci Layton from Linda Church enclosing Ms. Layton's check no. 1027 in the amount of \$73.13 which was returned to the District from the bank marked Account Closed.
118. Billing reprints for final bills mailed to the following list of customers stating that the bills are now more than thirty days past due and requesting that they give them their immediate attention:
 1. Diane Gore
 2. Harold G. Rutherford
 3. Joseph and Jody Johnson
 4. Reginald Grimmett
 5. Harold Jackson
 6. Jennifer Johnson
 7. Daniel & Mary Johnson
 8. Michael A Miller
119. Letters dated October 14, 2004, mailed to the following list of customers who owe final bills that are now more than sixty days delinquent giving them ten days to make payment arrangements or the bills will be sent to magistrate court for collection:
 1. Jessica Satterfield
 2. Amy Byers Leisure
 3. Roger Lee Colebank
 4. Annette D Miller
 5. Randal Donahue
 6. Shawn & Ashley Brown
 7. Darla Lott
 8. Cathy Cunningham
 9. Duck's Auto Sales
 10. Michelle Barker
 11. Ronald Frame

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12. Franklin L. Cooper
 13. Peg St. Clair
 14. Eric L. Williams
 15. Erica McCloy
 16. Shannon & Troy Jolly
 17. Michele Kapple
-
120. Copy of a letter dated October 14, 2004, to Samir & Nikita Jagad from Linda Church enclosing District Sewer Check No. 30656 in the amount of \$34.28 and District Water Check No. 29063 in the amount of \$49.11 as a refund for overpayment of their final bill.
 121. Copy of a letter dated October 14, 2004, to Mark Murphy from Linda Church enclosing District Water Check No. 29048 in the amount of \$86.37 and District Sewer Check No. 30647 in the amount of \$72.77 as a refund of health and life insurance premiums that were deducted from his July payroll checks.
 122. Copy of the minutes of the Progress Meeting for Contracts #1 and #2A from Stonegate Construction, Inc., for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Contract.
 123. Copy of a letter dated October 14, 2004, to Carrie L. Grimm, ERSII, WV Department of Environmental Protection, from Margaret Batten enclosing a copy of the receipt from the West Virginia Municipal Bond Commission dated September 21, 2004, showing that \$3,576.00 received from the DEP office was deposited in the 03-A Sewer Reserve Account.
 124. Letter dated October 12, 2004, to the District from the Office of the Wood County Clerk's Office returning the District's deed from Gladys Dent unrecorded because there was no sales listing form included with the letter requesting that it be recorded.
 125. Copy of a letter dated October 12, 2004, to Dianne Wolfe, Legal Assistant, from Margaret Batten enclosing two deeds to be recorded: one from Mineral Wells Public Service District to Gladys Pearl Dent and the other from Gladys Pearl Dent to the Mineral Wells Public Service District.
 126. Letter dated October 13, 2004, to the District from Michael Johnson,

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Claims Representative, Westfield Group, stating that the District must pay \$1,000.00 to Westfield Insurance Company within the next fifteen days as its deductible portion of the September 8, 2004, claim filed by Steve Cockerham in the amount of \$11,970.43 for damages to his basement as a result of a sewage backup.

127. ****Certified letter dated October 13, 2004, to Shayne Brabham from Charles A. Moses, Environmental Inspector Supervisor, West Virginia Department of Environmental Protection, enclosing the compliance inspection report for the inspection conducted on June 15 - 16, 2004, at the District's wastewater treatment plant. The District has twenty days to advise Mr. Moses about the corrective actions they plan to take to eliminate the deficiencies.
128. Fax dated October 14, 2004, to the Editor, **PARKERSBURG SENTINEL**, from Margaret Batten enclosing a notice about the District's October 21, 2004, regular board meeting to be published in the first available issue of the newspaper.
129. Fax dated October 14, 2004, to the Editor, **PARKERSBURG NEWS**, from Margaret Batten enclosing a notice about the District's October 21, 2004, regular board meeting to be published in the first available issue of the newspaper.
130. Fax dated October 14, 2004, to the **JACKSON HERALD NEWSPAPERS** from Margaret Batten enclosing a notice about the District's October 21, 2004, regular board meeting to be published in the October 19, 2004, issue of the newspaper.
131. Fax dated October 14, 2004, to the **WIRT COUNTY JOURNAL** from Margaret Batten enclosing a notice about the District's October 21, 2004, regular board meeting to be published in the October 19, 2004, issue of the newspaper.
132. Copies of certified payrolls from Stonegate Construction, Inc. for the weeks of September 26, 2004, and October 3, 2004, for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
133. Copy of a letter dated October 14, 2004, to Kay Mallory, Executive

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Secretary, WV Infrastructure & Jobs Development Council, from Margaret Batten enclosing a signed copy of Requisition No. 5 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Line Extension Project.

134. Fax dated October 14, 2004, to Margaret Batten from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing a construction progress report for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
135. Copy of a letter dated October 14, 2004, to Virginia McDonald, Rural Utilities Service, from Margaret Batten enclosing four signed copies of Requisition No. 5 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
136. Copy of a letter dated October 15, 2004, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing one copy each of the District's letters to Virginia McDonald and Katy Mallory enclosing Requisition No. 5 for the Sycamore Run, Stephens Fork and Limestone Ridge Water Extension Project.
137. Fax dated October 14, 2004, to Margaret Batten from Dave Fueg, Cerrone Associates, Inc., enclosing a copy of the Notice of Termination of Coverage Under a NPDES General Permit for Storm Water Discharges Associated with Construction Activity for the I-77 Rest Area Sewer Extension.
138. Letter dated October 14, 2004, to Charles Stewart from Manning Frymier, P.E., Cerrone Associates, Inc., containing a report on the construction progress of the Sycamore Run, Stephens Fork, Limestone Ridge Water Project.
139. Copy of a letter dated October 15, 2004, to Mavis Lucas, WV Department of Environmental Protection, Division of Water and Waste Management, Permitting and Engineering Branch, from Margaret Batten enclosing a completed form "Notice of Termination (NOT) of Coverage Under a NPDES General Permit" for Permit No. WVG072625 1-77 Rest Area Sewer Extension Project.
140. Fax dated October 15, 2004, to Mavis Lucas, WV Department of

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Environmental Protection, Permitting & Engineering Branch, from Margaret Batten enclosing a copy of a completed form, "Notice of Termination (NOT) of Coverage Under a NPDES General Permit" for Permit No. WVG0726251I-77 Rest Area Sewer Extension Project.

141. Copy of a letter dated October 15, 2004, to the West Virginia Municipal Bond Commission from Margaret Batten enclosing District Sewer Check No. 30646 in the amount of \$16,752.52 as bond payments to the following accounts:

1. \$9,302.30 - Account #MIW-S-1-97-R-WO-06 - Sewer 97 Revenue
2. \$5,688.40 - Account #MIW-S-1-95-X-WO-06 - Sewer 85 Revenue
3. \$ 568.82 - Account # MIW-S-2-X-WO-06 - Sewer 95 Reserve
4. \$1,293.00 - Account #MIW-S-1-85-WO-06 - Sewer 85-B Revenue

District Water Check No. 29047 in the amount of \$1,592.00 was also enclosed for payment to Bond Account # MIW-W-1-69-WO-06 -69 Water Revenue.

142. Copy of a letter dated October 15, 2004, to the West Virginia Water Development Authority from Margaret Batten stating that the following deposits were made to the West Virginia Municipal Bond Commission:

1. \$5,688.40 - MWPSD Sewage System Revenue Bonds, Series 1995 Revenue Fund
2. \$568.82 - MWPSD Sewage System Revenue Bonds, Series 1995 Reserve Fund

143. Copy of a letter dated October 15, 2004, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the District's 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 September 2004.

144. Copy of a letter dated October 15, 2004, to Jeff Smith, West Virginia Bureau for Public Health, Office of Environmental Health Services/EED, Regulatory Development and Compliance Unit, from Margaret Batten enclosing a copy of the District's WV National Pollutant Discharge

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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 September 2004.

145. Copy of a letter dated October 15, 2004, to the Office of Water Resources (DNR) from Margaret Batten enclosing a copy of the District's 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 September 2004.
146. Copy of a letter dated October 15, 2004, to Steve Cooper, West Virginia Department of Environmental Protection and Natural Resources, from Margaret Batten enclosing a copy of the District's 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 September 2004.
147. ****Copy of a letter dated October 15, 2004, to Matt Warner, Cutlip-Warner Development, from R. Shayne Brabham stating that the District has sufficient capacity to provide water and sewer service to the proposed housing project planned for the Daugherty property located along Route 21.
148. Fax dated October 18, 2004, to Shayne Brabham from Jim Ruckman, PS, Cerrone Associates, Inc., enclosing a "punch list" of items for the water tank site contract for Mid-Atlantic Storage Systems for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
149. Fax dated October 18, 2004, to Shayne Brabham from the Federal Emergency Management Agency, Region III, Disaster Field Office, enclosing a Federal Emergency Management Agency Force Account Labor Summary Record.
150. Letter dated October 18, 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 for the District's Sycamore Run, Stephens Fork Water Project. This change order is for the addition of Line 31A along Slate Creek Road.

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151. Memorandum dated October 19, 2004, to the Wood County Commission, City of Parkersburg, City of Vienna, City of Williamstown, and Wood County Public Service Districts from Ed Hupp, Emergency Services Director, stating that Wood County qualifies for category A & B Public Assistance from FEMA.
152. ****Fax dated October 19, 2004, to Shayne Brabham from Jim Ruckman, PS, Cerrone Associates, Inc., enclosing a copy of the current project budget for the ongoing Miscellaneous Extension Project—a part of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
153. Fax dated October 19, 2004, to Karen Hiehle, President, Stonegate Construction, Inc., from Jim Ruckman, PS, Cerrone Associates, Inc., enclosing a copy of the "Punch List" for the Lee Creek (Rockcamp Run), Wolf Run, and Grassy Run sections of Contract #1 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
154. Fax dated October 20, 2004, to Kim McClead, WesBanco Bank, Inc., from Margaret Batten containing instructions to close account no. 324143156, Bonds Construction Trust Fund.
155. Facsimile to Linda Church from Cindy Braman, Innovative Business Products, Inc. containing pricing for laser utility bills and termination notices.
156. Letter dated October 18, 2004, to All Payroll Locations from Karen S. Copeland, Membership Manager, West Virginia Consolidated Public Retirement Board, enclosing a copy of the 2004 Edition of the **West Virginia Consolidated Public Retirement Board (CPRD) Laws and Rules**.
157. Copy of a letter dated October 21, 2004, to the Office of Water Resources (DNR) from Linda Church enclosing a revised copy of the September 2004 National Pollutant Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR) for the District's wastewater treatment plant.
158. Copy of a letter dated October 21, 2004, to Manning Frymier, P.E., Cerrone Associates, Inc., from Linda Church enclosing a revised copy of

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the September 2004 National Pollutant Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR) for the District's wastewater treatment plant.

159. Copy of a letter dated October 21, 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 revised copy of the September 2004 National Pollutant Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR) for the District's wastewater treatment plant.
160. Copy of a letter dated October 21, 2004, to Steve Cooper, West Virginia Department of Environmental Protection, from Linda Church enclosing a revised copy of the September 2004 National Pollutant Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR) for the District's wastewater treatment plant.