

MINUTES OF REGULAR MEETING OF THE
PUBLIC SERVICE DISTRICT BOARD OF THE
MINERAL WELLS PUBLIC SERVICE DISTRICT
HELD THURSDAY, MARCH 17, 2005, 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; R. Shayne Brabham, Operations Manager; Margaret Batten, Office Manager; Nellie Radcliff, Office Clerk and Rodney Holber, Burgess & Niple- Customer, were present.

Mr. Holbert was in attendance to discuss his interest in property somewhere other than on Rt. 14. There was a brief discussion concerning this matter but no motion was made.

Mr. Radabaugh made a motion to approve the Minutes of the February 17, 2005, Regular Board Meeting as presented.. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Minutes.

Mr. Radabaugh made a motion to approve the Minutes of the March 10, 2005, Special Board Meeting as presented. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Minutes.

Mr. Radabaugh made a motion to approve the Financial Statement dated February 28, 2005, 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 February 28, 2005, 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 February 28, 2005, for Sewer Revenue Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve check number 29362 thru 29417 written between February 18, 2005 thru March 16, 2005, 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 number 29418 thru check number 29431 written March 17, 2005, 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 30935 thru check number 30981 written between February 18, 2005 thru March 16, 2005, on the Sewer Revenue Checking Account (copy

MINERAL WELLS PUBLIC SERVICE DISTRICT
MINUTES - MARCH 17, 2005
PAGE 2

attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve check number 30982 thru 30995 written March 17, 2005, 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 number 1396 thru 1411 written on the Sewer Revenue Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve Change Order No. 2 to Contract 4 for Panhandle Pipe/Hughes Supply to supply 320 radio read meters for the Sycamore Water Extension Project for an amount of \$38,400. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart signed Change Order No. 2 to Contract 4.

Mrs. Batten presented the Board the following letters.

Letter 64 - Fax dated March 8, 2005, to Margaret Batten from D. Wayne Trimble, Trimble & Associates, containing one copy each of the Arbitrage Rebate Calculation for the Sewerage System Refunding Revenue Bonds, Series 1995, and the Sewerage System Revenue Bonds, Series 2003, along with an invoice in the amount of \$1,125.00. Mr. Radabaugh made a motion to accept the invoice in the amount of \$1,125.00. Mr. Lett seconded the motion. The motion passed unanimously.

Letter 104 - Letter dated March 16, 2005, to Director of Mineral Wells PSD from Rev. Rufus E. Holcraft relative to alleged damage to his farm on Stephens Fork Road caused by the installation of the water extension.

Letter 105 - Letter dated March 16, 2005, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for approval and signature six copies of Change Order No. 2 to Contract 4 of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.

Mrs. Batten had nothing further to report to the Board.

Mr. Brabham gave a brief report on the progress on the Sycamore, Stephens Fork, Limestone Water Line Extension Project. Contract 2A - Line from booster down through Pond Creek has been disinfected and BACT pulled. Will be collecting BACT March 18, 2005 on Tuckers Creek and Gates Ridge.

Contract 2B - United is still filling lines and pressure testing, they have not done any disinfecting.

MINERAL WELLS PUBLIC SERVICE DISTRICT
MINUTES - MARCH 17, 2005
PAGE 3

Contract 1 - District will finish installing meter in the next few days.

Charlie Beeson - a new customer on the Water Extension Project- has a problem with the location of where he wants the District to set his water meter. The Board advised Mr. Brabham to get with the District's legal council concerning this matter.

Matt Warner Development is getting underway. It will be approximately \$7,000.00 - \$10,000.00 to put water service to their new development.

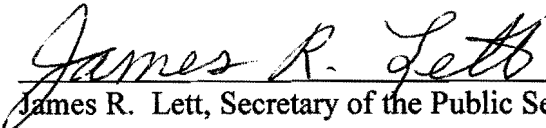
The District has retired the 1996 GMC Van and will auction it off to the highest bidder at the April Board meeting.

This concluded Mr. Brabham's report.

All business having been discussed, Mr. Radabaugh made a motion that the meeting be adjourned. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart adjourned the meeting at 6:35 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
FEBRUARY 28, 2005**

CHECKING ACCOUNTS

Water Revenue Fund Checking Account		
WesBanco Bank	\$ 6,846.92	
Sewer Revenue Fund Checking Account		
WesBanco Bank	53,349.41	
Stephens Fork Water Extension Construction Checking		
WesBanco Bank	<u>520.39</u>	
TOTAL IN CHECKING ACCOUNTS:		\$60,716.12

WATER ACCOUNTS

Depreciation Reserve Account		
WesBanco Bank	\$13,970.73	
Revenue Reserve Account		
WesBanco Bank	29,287.46	
Revenue Reserve Account-Sams Creek/Chesterville		
WesBanco Bank	21,451.99	
Revenue Reserve Account-Rockport		
WesBanco Bank	6,889.35	
Depreciation Reserve Account-Rockport		
WesBanco Bank	6,889.54	
Revenue Reserve Account-Water Improvement		
WesBanco Bank	20,708.09	
Depreciation Reserve Account-Water Improvement		
WesBanco	20,710.44	
Sycamore Run-Limestone Tap Fees		
WesBanco Bank	33,466.98	
Sycamore Run-Limestone Security Deposits		
WesBanco Bank	16,011.65	
Security Deposit Account		
WesBanco Bank	<u>22,837.81</u>	
TOTAL IN WATER ACCOUNTS:		\$192,224.04

SEWER ACCOUNTS

Repair and Replacement Account		
WesBanco Bank	\$89,899.82	
Reserve for Grinder Pump Maintenance		
Prime Rate Money Market-WesBanco Bank	31,149.79	
Security Deposit Account		
WesBanco Bank	<u>20,633.65</u>	
TOTAL IN SEWER ACCOUNTS:		\$141,683.26
TOTAL ALL FINANCES, FEBRUARY 28, 2005		\$394,624.02

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
WATER REVENUE FUND CHECKING ACCOUNT
FEBRUARY 28, 2005**

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, JANUARY, 2005** **\$10,092.00**

RECEIPTS:

Water Sales	\$55,850.87
Water Buffalo Sales	633.00
Reconnection Fees	40.00
Tap Fees	600.00
K. Miracle Re-deposit	95.47
FEMA Reimbursement	1,674.74
Sycamore Project Reimbursement	158.00
Security Deposit Refunds	<u>502.72</u>

TOTAL RECEIPTS: **\$59,554.80**

TOTAL CASH AVAILABLE: **\$69,646.80**

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	3,034.72
WesBanco Bank-Parkersburg	314.00
Salaries	6,592.72
Commissioner's Salaries	200.00
WV Public Employees Retirement System	1,598.68
WV State Tax Department	568.51
WV Public Employees Insurance Agency	1,570.61
U S Postal Service	229.23
AT&T State Calling Service	8.51
Action Answering Service Plus	37.33
Miss Utility of WV Inc.	7.00
Telepage Communications Systems	8.95
Water Environmental Testing	94.50
Cintas	115.70
BP Credit Card Company	456.82
Mineral Wells Public Service District	219.31
Claywood Park Public Service District	14,735.28
Cutlip-Warner Development Company	4,387.00
Conner Cleaning Service	109.00
Verizon	113.40

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-WATER-FEBRUARY, 2005
PAGE 2**

Miller Communications	\$ 30.00
Hardman Supply Company	134.80
Parkersburg Office Supply	35.74
C. I. Thornburg	425.44
Hughes Supply, Inc.	1,044.91
Discount Industrial Supply	15.95
Dominion Hope	703.55
Allegheny Power	832.45
Poynter's Best Products	48.50
Westco Internet	22.50
Valvoline Express Care & Wash	74.97
Cardholder Services	24.75
Fore Timber Company, Inc.	108.02
Glotfelty Enterprises, Inc.	23.98
Midwest Pipe & Supply	2,750.60
Wilbert L. & Donna J. Mullen	50.19
Brenda Ross	23.82
Chad Ashley Graham	32.12
Jeanette Linger	50.09
Chris Lord	50.10
Grace M. Weslow	50.01
Bryan & Lyndsey Guinn	50.07
Ed Vanscoy	50.12
ADT Security Services	48.42
WW Grainger, Inc.	10.39
Hope Van Buren	<u>50.12</u>

TOTAL EXPENDITURES:

62,799.88

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT,
WESBANCO BANK, FEBRUARY 28, 2005**

\$ 6,846.92

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
SEWER REVENUE FUND CHECKING ACCOUNT
FEBRUARY 28, 2005**

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, JANUARY 31, 2005** **\$ 50,972.17**

RECEIPTS:

Sewer Sales	\$44,604.14
Tap Fees	300.00
FEMA Reimbursement	1,527.27
Security Deposit Refund	<u>502.72</u>

TOTAL RECEIPTS: **\$46,934.13**

TOTAL CASH AVAILABLE: **\$ 97,906.30**

EXPENDITURES:

Municipal Bond Commission	\$19,351.63
WesBanco Bank-Parkersburg	1,464.40
WesBanco Bank-Parkersburg	2,582.10
Salaries	5,882.27
Commissioners' Salaries	200.00
WV Public Employees Insurance Agency	1,700.77
WV Public Employees Retirement System	1,381.04
WV Dept. of Tax & Revenue	496.49
U. S. Postal Service	229.25
AT&T - State Calling Service	8.51
Action Answering Service Plus	37.32
Miss Utility of WV Inc.	7.00
Cutlip-Warner Development Co.	150.00
Telepage Communications System	8.95
Water Environmental Testing	242.00
Conner Cleaning Service	179.00
Cintas	115.70
Verizon	591.64
Allegheny Power	4,767.14
BP Credit Card Center	456.83
Mineral Wells Public Service District	631.79
Parkersburg Office Supply	35.75
Bosley Rental & Supply, Inc.	19.95
Dominion Hope	703.54
Discount Industrial Supply	139.97
Gene's Septic Tank Cleaning Service	300.00
Cardholders Services	434.90
Poynter's Best Products	48.50

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-SEWER-FEBRUARY, 2005
PAGE 2**

Miller Communications	30.00
Westco Internet	22.50
C. I. Thornburg Co., Inc.	432.94
Mid Ohio Valley Medical	304.00
Valvoline Express Care & Wash	74.97
Wilbert L. & Donna J. Mullen	50.19
Brenda S. Ross	22.35
Chad Ashley Graham	40.07
Jeanette Linger	50.09
Chris Lord	50.10
Grace M. Weslow	50.01
Bryan & Lindsey Guinn	50.07
Ed Vanscoy	50.12
Hope Van Buren	50.12
Fore Timber Co., Inc.	108.03
Glotfelty Enterprises, Inc.	23.97
Hardman Supply Company	124.86
Somerville Fabricators, Inc.	45.00
WWT Electric	623.61
ADT Security Services	48.42
Wesbanco	100.00
Deposit Ticket Charge	28.63
W. W. Grainer, Inc.	<u>10.40</u>

TOTAL EXPENDITURES:

\$44,556.89

**BALANCE IN SEWER FUND CHECKING ACCOUNT
WESBANCO BANK, FEBRUARY 28, 2005**

\$ 53,349.41

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 2/18/05 - ENDING DATE: 3/16/05 **

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
1 131 200 00 CHECKING ACCOUNT WESBANCO BANK						
275	BP CREDIT CARD CENTER	2/23/05	52319	2/23/05	456.82	29,362
2,101	U S POSTAL SERVICE	2/23/05	52348	2/23/05	48.76	29,363
106	ALLEGHENY POWER	2/25/05	52544	2/28/05	8.00	29,364
636	FORE TIMBER CO INC	2/25/05	52545	2/28/05	108.02	29,365
742	GLOTFELTY ENTERPRISES, INC.	2/25/05	52546	2/28/05	23.98	29,366
832	HARDMAN SUPPLY COMPANY	2/25/05	52547	2/28/05	134.80	29,367
1,311	MIDWEST PIPE & SUPPLY	2/25/05	52560	2/28/05	2,750.60	29,368
1,805	RURAL DEVELOPMENT ADMN.	2/25/05	52562	2/28/05	2,112.00	29,369
1,843	CINTAS	2/25/05	52564	2/28/05	115.70	29,370
2,103	USDA-RURAL DEVELOPMENT	2/25/05	52573	2/28/05	3,140.00	29,371
2,338	WESBANCO-WATER RES-SAMS-CV	2/25/05	52577	2/28/05	314.00	29,372
153	ACTION ANSWERING SERVICE PLUS	2/25/05	52660	2/28/05	37.33	29,373
486	WILBERT L & DONNA J MULLEN	2/25/05	52661	2/28/05	50.19	29,374
486	BRENDA S ROSS	2/25/05	52662	2/28/05	23.82	29,375
486	CHAD ASHLEY GRAHAM	2/25/05	52663	2/28/05	32.12	29,376
486	JEANETTE LINGER	2/25/05	52664	2/28/05	50.09	29,377
486	CHRIS LORD	2/25/05	52665	2/28/05	50.10	29,378
486	GRACE M WESLOW	2/25/05	52666	2/28/05	50.01	29,379
486	BRYAN & LINDSEY GUINN	2/25/05	52667	2/28/05	50.07	29,380
486	ED VANSKOY	2/25/05	52668	2/28/05	50.12	29,381
486	HOPE VAN BUREN	2/25/05	52669	2/28/05	50.12	29,382
1,302	MINERAL WELLS PSD	2/25/05	52670	2/28/05	96.08	29,383
1,309	MINERAL WELLS PSD	2/25/05	52673	2/28/05	2,952.59	29,384
2,313	WESBANCO BANK-PARKERSBURG	2/25/05	52681	2/28/05	1,246.28	29,385
2,314	WV DEPT OF TAX & REVENUE	2/25/05	52682	2/28/05	568.51	29,386
2,315	WV PUBLIC EMPLOYEES RETIREMENT	2/25/05	52683	2/28/05	1,598.68	29,387
145	ADT SECURITY SERVICES	2/28/05	52785	2/28/05	48.42	29,388
733	W. W. GRAINGER, INC.	2/28/05	52787	2/28/05	10.39	29,389
1,304	MILLER COMMUNICATIONS	2/28/05	52789	2/28/05	15.00	29,390
1,604	PARKERSBURG OFFICE SUPPLY	2/28/05	52790	2/28/05	35.74	29,391
2,005	C I THORNBURG	2/28/05	52792	2/28/05	425.44	29,392
2,307	HUGHES SUPPLY, INC.	2/28/05	52801	2/28/05	1,044.91	29,393
2,339	WESTCO INTERNET	2/28/05	52802	2/28/05	11.25	29,394
360	CUTLIP-WARNER DEVELOPMENT CO	2/28/05	52834	2/28/05	1,738.00	29,395
438	DOMINION HOPE	2/28/05	52835	2/28/05	317.64	29,396
1,302	MINERAL WELLS PSD	2/28/05	52860	2/28/05	95.47	29,397
309	CLAYWOOD PARK PSD	3/10/05	53148	3/10/05	14,601.59	29,398
1,814	REAGLE & PADDEN, INC	3/10/05	53166	3/10/05	1,616.05	29,399
2,101	U S POSTAL SERVICE	3/10/05	53171	3/10/05	777.00	29,400
1,307	MUNICIPAL BOND COMMISSION	3/14/05	53352	3/15/05	1,592.00	29,401
1,309	MINERAL WELLS PSD	3/14/05	53355	3/15/05	3,769.68	29,402
2,106	USDA-RURAL DEVELOPMENT	3/14/05	53362	3/15/05	3,325.00	29,403
2,107	USDA-RURAL DEVELOPMENT	3/14/05	53363	3/15/05	10,040.00	29,404
2,311	WESBANCO BANK-PARKERSBURG	3/14/05	53371	3/15/05	110.00	29,405
2,313	WESBANCO BANK-PARKERSBURG	3/14/05	53374	3/15/05	1,745.26	29,406
2,373	WESBANCO BANK-PARKERSBURG	3/14/05	53375	3/15/05	167.00	29,407

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 2/18/05 - ENDING DATE: 3/16/05 **

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
1 131 200 00	CHECKING ACCOUNT WESBANCO BANK					
2,374	WESBANCO BANK-PARKERSBURG	3/14/05	53376	3/15/05	167.00	29,408
2,375	WESBANCO BANK-PARKERSBURG	3/14/05	53377	3/15/05	502.00	29,409
2,376	WESBANCO BANK-PARKERSBURG	3/14/05	53378	3/15/05	502.00	29,410
486	CHRISTOPHER P HOLLIHAN	3/14/05	53439	3/15/05	37.79	29,411
486	GARY WILLIAM RIGSBY	3/14/05	53440	3/15/05	29.37	29,412
486	CHRISTINA CUNNINGHAM	3/14/05	53441	3/15/05	40.06	29,413
486	MICHAEL W RABER	3/14/05	53442	3/15/05	7.48	29,414
486	SONDRA SCOTT	3/14/05	53443	3/15/05	2.52	29,415
486	HEATH KIDDER	3/14/05	53444	3/15/05	51.49	29,416
1,302	MINERAL WELLS PSD	3/14/05	53452	3/15/05	284.80	29,417
	CHECKING ACCOUNT WESBANCO BANK				59,229.14	56 *

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 3/17/05 - ENDING DATE: 3/17/05 **

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
1 131 200 00	CHECKING ACCOUNT WESBANCO BANK					
114	AUTO FLEET & INDUSTRIAL SUPPLY	3/17/05	53600	3/17/05	13.54	29,418
124	AT&T - STATE CALLING SERVICE	3/17/05	53601	3/17/05	8.65	29,419
202	BIG MAC PRINTING	3/17/05	53603	3/17/05	175.00	29,420
314	AT&T WIRELESS SERVICES	3/17/05	53604	3/17/05	59.60	29,421
600	FASTENERS & SUPPLY INC	3/17/05	53606	3/17/05	10.85	29,422
840	HAUL AWAY TRASH L.L.C.	3/17/05	53612	3/17/05	16.25	29,423
1,301	MISS UTILITY OF WV INC	3/17/05	53613	3/17/05	12.87	29,424
1,500	OHIO VALLEY MUFFLER & BRAKE	3/17/05	53615	3/17/05	104.77	29,425
1,610	POYNTER'S BEST PRODUCTS	3/17/05	53616	3/17/05	2.35	29,426
1,908	STATE ELECTRIC SUPPLY CO INC	3/17/05	53617	3/17/05	16.30	29,427
2,039	TELEPAGE COMMUNICATIONS SYSTEM	3/17/05	53619	3/17/05	8.95	29,428
2,306	WATER ENVIRONMENTAL TESTING	3/17/05	53625	3/17/05	108.00	29,429
2,308	WV PUBLIC EMPLOYEES INS AGENCY	3/17/05	53626	3/17/05	1,962.19	29,430
2,101	U S POSTAL SERVICE	3/17/05	53671	3/17/05	154.45	29,431
	CHECKING ACCOUNT WESBANCO BANK				2,653.77	14 *

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 2/18/05 - ENDING DATE: 3/16/05 **

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
2 120 200 00 CHECKING ACCT-WESBANCO BANK						
275	BP CREDIT CARD CENTER	2/23/05	52393	2/23/05	456.83	30,935
2,101	U S POSTAL SERVICE	2/23/05	52422	2/23/05	48.76	30,936
						** ERROR **
1,302	MINERAL WELLS PSD	2/28/05	52872	2/28/05	.00	1
						** ERROR **
106	ALLEGHENY POWER	2/25/05	52611	2/28/05	2,793.87	30,937
153	ACTION ANSWERING SERVICE PLUS	2/25/05	52613	2/28/05	37.32	30,938
486	WILBERT L & DONNA J MULLEN	2/25/05	52614	2/28/05	50.19	30,939
486	BRENDA S ROSS	2/25/05	52615	2/28/05	22.35	30,940
486	CHAD ASHLEY GRAHAM	2/25/05	52616	2/28/05	40.07	30,941
486	JEANETTE LINGER	2/25/05	52617	2/28/05	50.09	30,942
486	CHRIS LORD	2/25/05	52618	2/28/05	50.10	30,943
486	GRACE M WESLOW	2/25/05	52619	2/28/05	50.01	30,944
486	BRYAN & LINDSEY GUINN	2/25/05	52620	2/28/05	50.07	30,945
486	ED VANSCOY	2/25/05	52621	2/28/05	50.12	30,946
486	HOPE VAN BUREN	2/25/05	52622	2/28/05	50.12	30,947
636	FORE TIMBER CO INC	2/25/05	52623	2/28/05	108.03	30,948
742	GLOTFELTY ENTERPRISES, INC.	2/25/05	52624	2/28/05	23.97	30,949
832	HARDMAN SUPPLY COMPANY	2/25/05	52625	2/28/05	124.86	30,950
1,302	MINERAL WELLS PSD	2/25/05	52635	2/28/05	89.60	30,951
1,806	ROY L RADABAUGH	2/25/05	52640	2/28/05	200.00	30,952
1,843	CINTAS	2/25/05	52641	2/28/05	115.70	30,953
1,912	CHARLES M. STEWART	2/25/05	52645	2/28/05	200.00	30,954
1,961	SOMERVILLE FABRICATORS INC.	2/25/05	52646	2/28/05	45.00	30,955
2,300	WWT ELECTRIC	2/25/05	52653	2/28/05	623.61	30,956
2,313	WESBANCO BANK-PARKERSBURG	2/25/05	52654	2/28/05	1,196.88	30,957
2,314	WV DEPT OF TAX & REVENUE	2/25/05	52656	2/28/05	496.49	30,958
2,315	WV PUBLIC EMPLOYEES RETIREMENT	2/25/05	52657	2/28/05	1,381.04	30,959
145	ADT SECURITY SERVICES	2/28/05	52805	2/28/05	48.42	30,960
733	W. W. GRAINGER, INC.	2/28/05	52807	2/28/05	10.40	30,961
1,302	MINERAL WELLS PSD	2/28/05	52808	2/28/05	514.45	30,962
1,302	MINERAL WELLS PSD	2/28/05	52849	2/28/05	514.45	30,962 VOID
1,304	MILLER COMMUNICATIONS	2/28/05	52809	2/28/05	15.00	30,963
1,604	PARKERSBURG OFFICE SUPPLY	2/28/05	52810	2/28/05	35.75	30,964
2,005	C I THORNBURG	2/28/05	52812	2/28/05	432.94	30,965
2,339	WESTCO INTERNET	2/28/05	52818	2/28/05	11.25	30,966
360	CUTLIP-WARNER DEVELOPMENT CO	2/28/05	52842	2/28/05	150.00	30,967
438	DOMINION HOPE	2/28/05	52843	2/28/05	317.64	30,968
2,313	WESBANCO BANK-PARKERSBURG	2/28/05	52877	2/28/05	100.00	30,969
1,814	REAGLE & PADDEN, INC	3/10/05	53209	3/10/05	1,616.05	30,970
733	W. W. GRAINGER, INC.	3/14/05	53387	3/15/05	78.79	30,971
1,307	MUNICIPAL BOND COMMISSION	3/14/05	53395	3/15/05	19,351.63	30,972
2,004	TROMBOLD EQUIPMENT CO INC	3/14/05	53404	3/15/05	1,731.75	30,973
2,023	TRIMBLE & ASSOCIATES	3/14/05	53405	3/15/05	1,125.00	30,974
2,312	WESBANCO BANK-PARKERSBURG	3/14/05	53414	3/15/05	1,115.10	30,975
2,313	WESBANCO BANK-PARKERSBURG	3/14/05	53415	3/15/05	1,438.17	30,976

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 2/18/05 - ENDING DATE: 3/16/05 **

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
2 120 200 00	CHECKING ACCT-WESBANCO BANK					
486	CHRISTOPHER P HOLLIHAN	3/14/05	53478	3/15/05	41.09	30,977
486	GARY WILLIAM RIGSBY	3/14/05	53479	3/15/05	24.68	30,978
486	MICHAEL W RABER	3/14/05	53480	3/15/05	4.43	30,979
486	SONDRA SCOTT	3/14/05	53481	3/15/05	12.74	30,980
1,302	MINERAL WELLS PSD	3/14/05	53489	3/15/05	218.20	30,981
	CHECKING ACCT-WESBANCO BANK				36,234.11	47 *

VENDOR CHECKS REPORT

** BANK: 2 120 200 00, FUND: SEWER FUND **
 ** BEGINNING DATE: 3/17/05 - ENDING DATE: 3/17/05 **
 ** VENDOR RANGE: ALL VENDORS ** ** CHECK RANGE: ALL CHECKS **

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
2 120 200 00	CHECKING ACCT-WESBANCO BANK					
114	AUTO FLEET & INDUSTRIAL SUPPLY	3/17/05	53630	3/15/05	13.54	30,982
124	AT&T - STATE CALLING SERVICE	3/17/05	53631	3/15/05	8.64	30,983
133	AZ COMMERCIAL	3/17/05	53632	3/15/05	100.00	30,984
314	AT&T WIRELESS SERVICES	3/17/05	53633	3/15/05	59.60	30,985
600	FASTENERS & SUPPLY INC	3/17/05	53635	3/15/05	22.80	30,986
840	HAUL AWAY TRASH L.L.C.	3/17/05	53641	3/15/05	16.25	30,987
1,301	MISS UTILITY OF WV INC	3/17/05	53642	3/15/05	12.88	30,988
1,500	OHIO VALLEY MUFFLER & BRAKE	3/17/05	53644	3/15/05	104.78	30,989
1,610	POYNTER'S BEST PRODUCTS	3/17/05	53645	3/15/05	2.35	30,990
1,908	STATE ELECTRIC SUPPLY CO INC	3/17/05	53646	3/15/05	16.30	30,991
2,039	TELEPAGE COMMUNICATIONS SYSTEM	3/17/05	53648	3/15/05	8.95	30,992
2,308	WV PUBLIC EMPLOYEES INS AGENCY	3/17/05	53654	3/15/05	1,309.19	30,993
2,101	U S POSTAL SERVICE	3/17/05	53702	3/17/05	154.44	30,994
2,306	WATER ENVIRONMENTAL TESTING	3/17/05	53709	3/17/05	185.00	30,995
	CHECKING ACCT-WESBANCO BANK				2,014.72	14 *

**MINERAL WELLS PUBLIC SERVICE DISTRICT
PAYROLL CHECKS
SEWER REVENUE FUND CHECKING ACCOUNT
FEBRUARY 28 & MARCH 15, 2005**

CHECK NO.

1396 Todd R. Anderson	\$ 534.49
1397 Margaret J. Batten	797.66
1398 Richard Shayne Brabham	788.70
1399 Dennis R. Brown	432.49
1400 William H. Byers, Jr.	749.48
1401 Linda K. Church	723.84
1402 Russell P. Hanna	850.11
1403 Nellie B. Radcliff	648.90
1404 Todd R. Anderson	727.76
1405 Margaret J. Batten	973.28
1406 Richard Shayne Brabham	1,012.86
1407 Dennis R. Brown	553.02
1407 William H. Byers, Jr.	1,081.14
1408 Linda K. Church	899.52
1409 Russell P. Hanna	922.72
1410 Nellie B. Radcliff	771.18

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
FEBRUARY 18, 2005 - MARCH 17, 2005

1. Postcard from the West Virginia Environmental Training Center, Cedar Lakes, Ripley, West Virginia, containing a registration form for the following classes: "Activated Sludge—Think Microbiologically" scheduled for April 11 - 14, 2005, and "Wastewater Collections Systems Certification" scheduled for May 2 - 6, 2005.
2. Postcard from the West Virginia Environmental Training Center, Cedar Lakes, Ripley, West Virginia, containing a registration form for a "Class IV Management Institute" seminar scheduled for March 14 -18, 2005.
3. Flyer from West Virginia Public Employees Insurance Agency containing a registration form for an Open Enrollment Training session scheduled for several locations beginning on March 14 and ending on March 23, 2005.
4. **WV Rural Water Association LEGISLATIVE UPDATE**, a publication of the West Virginia Rural Water Association dated February 18, 2005.
5. **West Virginia Rural Water Association INFRASTRUCTURE COUNCIL REPORT NEWSLETTER** dated March 8, 2005, Vol. 11, Issue 3.
6. **WV Rural Water Association LEGISLATIVE UPDATE**, a publication of the West Virginia Rural Water Association dated March 14, 2005.
7. **The West Virginia Water Hammer**, dated March 2, 2005, Volume 13, No. 1, along a copy of a letter from Katy Mallory, WV Infrastructure Council, and a form to be completed listing water system needs and sewer system needs. After completion, the form is to be mailed or faxed to the Infrastructure Council by April 15, 2005.
8. Copy of a letter dated February 12, 2005, to Cornerstone Creditors from Kurtzman Carson Consultants, LLC, c/o Cornerstone Claims Processing, containing a check in the amount of \$56.14 to be applied toward the balance of Hall's Propane Account for water and sewer.
9. Letter dated February 16, 2005, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for the District's files one approved copy each of Change Order No. 5 to Contract 1 and Change Order No. 2 to Contract 2A for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 17, 2005
PAGE 2

10. Copy of a letter dated February 18, 2005, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing District Check No. 1051 in the amount of \$18,181.79 as payment for services shown on Requisition No. 9 for the Sycamore Run, Stephens Fork Limestone Ridge Water Extension Project.
11. Copy of a letter dated February 18, 2005, to Karen Hiehle, Stonegate Construction, Inc., from Margaret Batten enclosing District Check No. 1047 in the amount of \$59,368.39 for Contract No. 1 and District Check No. 1048 in the amount of \$21,713.42 for Contract No. 2A as billed on Requisition No. 9 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
12. Copy of a letter dated February 18, 2005, to Mary Rader, Wood County Commission, from Margaret Batten enclosing an approved copy of the January 20, 2005, regular board meeting and a copy of the February 10, 2005, special board meeting.
13. Fax dated February 18, 2005, to Bernie Dunlap, Stonegate Construction, Inc., from Jim Ruckman, PS, Cerrone Associates, Inc., containing a copy of the "Preliminary Punch List" for Contracts 1 and 2A of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
14. Letter of Transmittal dated February 21, 2005, to Alan Litman, Stonegate Construction, Inc., from Manning H. Frymier, P.E., Cerrone Associates, Inc., enclosing an approved copy of a shop drawing for a PRV Plate Strainer.
15. Copy of a letter dated February 22, 2005, to Manning H. Frymier, P.E., Cerrone Associates, Inc., from R. Shayne Brabham enclosing aerial photographs showing line and customers locations for the Central Ridge/Bogal Ridge Water Extension.
16. Fax dated February 22, 2005, to Cerrone Associates, Inc. from Tim Kelley, Inspector, Cerrone Associates, Inc., containing his time sheet for the week ending February 19, 2005.
17. Fax dated February 22, 2005, to Karen, Hiehle, Stonegate Construction, Inc.; Shayne Brabham, Mineral Wells PSD; Virginia McDonald, Rural

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 17, 2005
PAGE 3

Utilities Service; Russ Henderson, Rural Utilities Service; Jesse Sheppard, Division of Highways; and Manning H. Frymier, P.E., Cerrone Associates, Inc.; from Jim Ruckman, P.S., Cerrone Associates, Inc.; stating that a Substantial Completion Walk-Thru for the residual for Contract #1 on February 24, 2005, at 9:45 a.m.

18. Copy of a letter dated February 22, 2005, to Kurtzman Carson Consultants LLC, c/o Cornerstone Claims Processing, from Linda Church enclosing the completed page two of their memo verifying the District's receipt of their check in the amount of \$56.14.
19. Memo dated February 23, 2005, to Pauline Pearson from R. Shayne Brabham stating that water service is now available to her on Slate Camp Road and that billing will begin on the day she connects to the service or thirty days from the date of the letter, whichever comes first.
20. Copy of a letter dated February 23, 2005, to James Ruckman, Cerrone Associates, Inc., from R. Shayne Brabham relative to the warranty inspection of the Dover Drive/Dechlorination Project. Mr. Brabham listed a few issues with the new controls at the Wastewater Plant.
21. Fax dated February 23, 2005, to the Mineral Wells Public Service District, c/o Margaret and Shayne, from James F. Aucremanne, West Virginia Public Service Commission, enclosing a copy of a letter dated December 27th to Senator Robert Byrd from Michael and Karen Barber requesting help with an on-going problem with the private sewage lagoon located in the Anderson Subdivision along Butcher Bend Road.
22. Copy of a letter dated February 23, 2005, to Mr. James F. Aucremanne, Utility Analyst, Public Service Commission of West Virginia, from R. Shayne Brabham responding to Mr. Aucremanne's request for a response to Senator Byrd's letter relative to the private sewage lagoon located in the Anderson Subdivision along Butcher Bend Road.
23. Fax dated February 23, 2005, to Mr. James F. Aucremanne, Utility Analyst, Public Service Commission of West Virginia, from Margaret Batten enclosing a copy of Mr. Brabham's letter dated February 23rd responding to Senator Byrd's letter dated December 27th inquiring about the private sewage lagoon located in the Anderson Subdivision along

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 17, 2005
PAGE 4**

Butcher Bend Road.

24. Copy of a letter dated February 22, 2005, to Kurtzman Carson Consultants LLC, c/o Cornerstone Claims Processing, from Linda Church enclosing page two of their memo dated February 12, 2005, verifying that the District received a check in the amount of \$56.14 toward the water and sewer account for Hall's Propane which was part of the bankruptcy case of Cornerstone.
25. Letter dated February 23, 2005, to Shayne Brabham from Todd Grinstead, Asst. Manager, Claywood Park PSD, enclosing a copy of Claywood Park PSD's "Annual Drinking Water Quality Report".
26. Fax dated February 24, 2005, to Karen Hiehle, Stonegate Construction; Shayne Brabham, Mineral Wells PSD; Virginia McDonald, Rural Utilities Service; Russ Henderson, Rural Utilities Service; Jesse Sheppard, Division of Highways; and Manning Frymier, P.E., Cerrone Associates, Inc.; from Jim Ruckman, P.S., Cerrone Associates, Inc.; stating that the Substantial Completion Walk Thru for Contract No. 1 of the Sycamore Run, Stephens Fork Water Extension Project scheduled for the 24th was canceled and will be rescheduled for the next week.
27. Letter dated February 24, 2005, to Shayne Brabham from Vincent J. D. Shaw, Project Representative, Cerrone Associates, Inc., requesting that the enclosed existing system map to be marked showing the locations of the District's existing fire hydrants.
28. Letter dated February 24, 2005, to Payroll Personnel from Monta Boggs, Outreach Office, West Virginia Consolidated Public Retirement Board, enclosing a questionnaire concerning the ADH/Lockbox and Web Reporting to the Retirement Agency with instructions to complete and return.
29. Fax dated February 28, 2005, to Newark Electronics from Russell Hanna enclosing a completed West Virginia Tax Exemption Certificate for the District.
30. Copy of a letter dated February 28, 2005, to Vincent JD Shaw, Project Representative, Cerrone Associates, Inc., from R. Shayne Brabham

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 17, 2005
PAGE 5**

enclosing a system map showing the proper fire hydrant locations within the District.

31. Fax dated February 28, 2005, to Terry Romine, Specialty Piping Corporation, from Jim Ruckman, P.S., Cerrone Associates, Inc., enclosing a copy of the Mr. Brabham's letter dated February 23rd listing some warranty items that need to be addressed prior to the Warranty Inspection in early April.
32. Letter of Transmittal dated March 1, 2005, to Alan Litman, Stonegate Construction, Inc., from Jim Ruckman, P.S., Cerrone Associates, Inc., enclosing approved shop drawings for Schedule 80 Pipe and Fittings - PRV Vaults and True Union "Y" Strainer for Rt 21 PRV.
33. Letter dated March 1, 2005, to Charles Stewart from Virginia McDonald, Rural Development Specialist, Rural Utilities Service, stating that the District's request to purchase radio read meters for the customers of the Stephens Fork/Sycamore Run Waterline Extension Project has been approved. She also stated that the District's request for funds to paint the District's two older water storage tanks has been denied.
34. Water Line Extension Request signed by 36 individuals requesting a water extension for the Central Ridge area and brought to the District Office on March 1, 2005, by Laken Casto.
35. Letter of Transmittal dated March 1, 2005, to the District from Jim Ruckman, P.S., Cerrone Associates, Inc., enclosing copies of completed complaint records for Roger Adams, Mrs. Gary Wigal, and Mary Daugherty, customers on the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
36. Fax dated March 1, 2005, to Karen Hiehle, Stonegate Construction; Shayne Brabham, Mineral Wells PSD; Virginia McDonald, Rural Utilities Service; Russ Henderson, Rural Utilities Service; Jesse Sheppard, Division of Highways; and Manning Frymier, P.E., Cerrone Associates, Inc.; from Jim Ruckman, P.S., Cerrone Associates, Inc.; stating that a Substantial Completion Walk-Thru for the residual for Contraction No. 1 of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project is scheduled for March 2, 2005, beginning at 9:45 a.m.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 17, 2005
PAGE 6**

37. Fax dated March 1, 2005, to Christy Pitsenbarger, West Virginia Bureau of Public Health, from Margaret Batten enclosing the District's Monthly Operational Report for February 2005.
38. Copy of a letter dated March 2, 2005, to Mineral Wells Public Service District Water Customers-Sugar Camp Road from R. Shayne Brabham stating that it will be necessary to shut down the existing water main to make some necessary repairs/tie-in beginning at 9 a.m. on Thursday, March 3, 2005.
39. Letter dated March 2, 2005, to Shayne Brabham from David P. Fueg, Cerrone Associates, Inc., enclosing two copies of the District's water system map for the District's use relative to updating the Mineral Wells Volunteer Fire Department's fire insurance rating as determined by ISO.
40. Fax dated March 2, 2005, to Mr. James F. Aucremanne, Public Service Commission of West Virginia, from Margaret Batten enclosing a copy of a District letter written by Attorney Steven R. Hardman, Bowles Rice McDavid Graff & Love, relative to customers signing three year agreements for water service and later not wanting to pay the minimum bill for the term of the agreement.
41. Copy of the history of Darla Batten's account, a copy of her check no. 1163 in the amount of \$129.07, and copy of her bill stub due by March 10, 2005 along with a message asking her to send a check in the amount \$45.69, the balance of her account, since her security deposit was applied to the account.
42. Copy of a letter dated March 2, 2005, to Daniel Yonkosky, Director, West Virginia Water Development Authority, from Margaret Batten enclosing a copy of the District's Monthly Water Financial Report for February 2005 as required by the District's Water Revenue Bonds, Series 2004-A.
43. Client Alert: Class Action Fairness Act, dated March 2, 2005, from Steptoe & Johnson PLLC. This "Act" was signed into law on February 18, 2005, and it applies to all civil actions filed from that date forward. The Act is designed to curtail class action lawsuit abuse in state courts.
44. Form FmHA 1924-12, Inspection Report, dated March 2, 2005, and

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 17, 2005
PAGE 7

completed by Russell L. Henderson, Contract Specialist, Rural Utilities Service, for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.

45. Copy of a letter dated March 2, 2005, to Katy Mallory, Executive Secretary, West Virginia Infrastructure & Jobs Development Council, from Margaret Batten enclosing a copy the District's Monthly Water Financial Water Report for February 2005 as required by the District's Water Revenue Bonds, Series 2004-A.
46. Copy of a letter dated March 2, 2005, to Daniel Yonkosky, Director, West Virginia Water Development Authority, from Margaret Batten enclosing a copy of the District's Monthly Sewer Financial Report for February 2005 as required by the District's Sewerage System Revenue Bonds, Series 2003-A.
47. Copy of a letter dated March 2, 2005, to Carrie L. Grimm, ERSII, WV Department of Environmental Protection, from Margaret Batten enclosing the District's Monthly Financial Report for February 2005 as required for the Dover Drive/Dechlorination Sewer Project.
48. Fax dated March 3, 2005, to Shayne Brabham from Manning Frymier, P.E., Cerrone Associates, Inc., stating that the remaining areas of Contract No. 1 of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project is now substantially complete and customers may begin connecting to the service.
49. Memo dated March 3, 2005, to the new water customers along Tygart Road, Shingletree Lane, Sycamore Run, and Stephens Fork Road from R. Shayne Brabham informing them that they may begin connecting to the new water service immediately and that billing for the service will begin on the day the meter is turned on or thirty days from the date of the letter, whichever comes first.
50. Fax dated March 3, 2005, to Manning Frymier, P.E., Cerrone Associates, Inc., or Jim Ruckman, P.S., Cerrone Associates, inc. from Tim Kelley containing his Daily Report for Water dated February 25, 2005.
51. Fax dated March 3, 2005, to the Editors, **PARKERSBURG NEWS &**

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 17, 2005
PAGE 8**

SENTINEL, from Margaret Batten enclosing a notice about the District's special board meeting scheduled for March 10, 2005, at 1:30 p.m., to be published in the first available issue of the newspapers.

52. Fax dated March 3, 2005, to the **JACKSON HERALD NEWSPAPERS** from Margaret Batten enclosing a notice about the District's special board meeting scheduled for March 10, 2005, at 1:30 p.m., to be published in the March 8, 2005, issue of the newspaper.
53. Fax dated March 3, 2005, to the **WIRT COUNTY JOURNAL** from Margaret Batten enclosing a notice about the District's special board meeting scheduled for March 10, 2005, at 1:30 p.m., to be published in the March 8, 2005, issue of the newspaper.
54. Letter dated March 3, 2005, to Shayne Brabham from Manning Frymier, P.E., Cerrone Associates, Inc., stating that the remaining areas of Contract No. 1 of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project are now substantially complete and customers may begin to connect to the service immediately.
55. Copy of a letter dated March 4, 2005, to The Honorable Robert C. Byrd, United States Senator, from Amy L. Swann, Water and Wastewater Division, Public Service Commission of West Virginia, responding to his inquiry about the problems with the private sewage lagoon located in the Anderson Subdivision located off Butcher Bend Road.
56. Copy of a letter dated March 4, 2005, to Mr. Jay Parsons, Chief, Mineral Wells Volunteer Fire Department, from R. Shayne Brabham containing information necessary for the Fire Department's ISO Rating.
57. Fax dated March 4, 2005, to Shayne Brabham from Manning H. Frymier, P.E., Cerrone Associates, Inc., requesting that the District check the water pressure at the home of customer no. 0805-1, Donald Murphy, on Stephens Fork Road.
58. Copies of the completed forms for the West Virginia Public Service Commission containing the District's 2004 Gross Intrastate Revenue for both water and sewer to be used to calculate the District's annual assessment fees to the Commission. These forms were completed by

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 17, 2005
PAGE 9**

Margaret Batten.

59. Fax dated March 7, 2005, to Katy Mallory, Executive Secretary, WV Infrastructure & Jobs Development Council, from Margaret Batten attaching completed water and sewer Inventory & Needs Assessment Forms for the District.
60. Fax dated March 7, 2005, to Jim Ruckman, Cerrone Associates, Inc., from Margaret Batten for Tim Kelley enclosing a drawing of the area around the Route 21 PRV Vault for the Stephens Fork, Sycamore Run, Limestone Ridge Water Extension Project.
61. Business Memo dated March 7, 2005, to Margaret Batten from John Padden, Reagle & Padden, Inc., enclosing The Public Officials and Employment Practices Liability Renewal Policy for the District for the period of March 19, 2005, to March 19, 2006.
62. Letter of Transmittal dated March 7, 2005, to Alan Litman, Stonegate Construction, Inc., from James M Ruckman, P.S., Cerrone Associates, Inc., containing three copies of approved shop drawings for the "Y" Strainer for the Route 21 PRV bypass.
63. Fax dated March 8, 2005, to Bernie Dunlap, Stonegate Construction, Inc., from Jim Ruckman, P.S., Cerrone Associates, Inc., containing a copy of the Substantial Completion Walk Through Punch List compiled from the inspection held on March 3, 2005, for Contract No. 1 of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
64. Fax dated March 8, 2005, to Margaret Batten from D. Wayne Trimble, Trimble & Associates, containing one copy each of the Arbitrage Rebate Calculation for the Sewerage System Refunding Revenue Bonds, Series 1995, and the Sewerage System Revenue Bonds, Series 2003, along with an invoice in the amount of \$1,125.00.
65. Fax dated March 9, 2005, to Jim Ruckman, P.S., Cerrone Associates, Inc., from Tim Kelley enclosing a list of water mains on Contract No. 2-A of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project that passed inspection.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 17, 2005
PAGE 10**

66. One copy each of certified payrolls for Contracts Nos. 1 and 2A of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project for the weeks of January 23, January 30, February 6, February 13, February 20, and February 27, 2005, signed and dated by Nicole Patel.
67. Letter dated March 9, 2005, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for signature six copies of the Certificate of Substantial Completion to Stonegate Construction for all of the remaining areas of Contract No. 1.
68. Letter dated March 9, 2005, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for signature six copies each of Change Order No. 6 to Contract No. 1 and Change Order No. 3 to Contract 2A for Stonegate Construction for the District's Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
69. Letter dated March 9, 2005, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for review and approval five copies of Requisition No. 10 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
70. Letter dated March 9, 2005, to Shayne Brabham from Manning Frymier, P.E., Cerrone Associates, Inc., enclosing Drawings Nos. 2-B-1 and 2-B-2 with highlighted lines showing the areas that have been pressure tested in the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
71. Letter of Transmittal dated March 9, 2005, to Mineral Wells Public Service District from Jim Ruckman, P.S., Cerrone Associates, Inc., enclosing seventeen completed complaint forms for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
72. Note dated March 10, 2005, to Roy & Andrea Joy from Nellie Radcliff enclosing the District's rate card as requested by Mr. & Mrs. Joy.
73. Copy of a letter dated March 10, 2005, to Virginia McDonald, Rural Development Specialist, Rural Utilities Service, containing four signed copies of Requisition No. 10 and Requisition No. 11 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 17, 2005
PAGE 11

74. Copy of a letter dated March 10, 2005, to WV Department of Environmental Protection, Division of Water and Waste Management, Permitting and Engineering Branch, 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 Operations (ES59) for the month of February 2005 for the District's wastewater treatment plant.
75. Copy of a letter dated March 10, 2005, 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), a copy of the WV Summary of Waste Water Treatment Plant Operations (ES59), and a list of data operations pertinent to the daily operations of the treatment plant for the month of February 2005 for the District's wastewater treatment plant.
76. Copy of a letter dated March 10, 2005, to Jeff Smith, Office of Environmental Health Services, 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 Operations (ES59) for the month of February 2005 for the District's wastewater treatment plant.
77. Copy of a letter dated March 10, 2005, 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-82) and a copy of the WV Summary of Waste Water Treatment Plant Operations (ES59) for the month of February 2005 for the District's wastewater treatment plant.
78. Copy of a letter dated March 10, 2005, to Katy Mallory, Executive Secretary, WV Infrastructure & Jobs Development Council, from Margaret Batten enclosing one signed copy each of Requisition No. 10 and Requisition No. 11 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
79. Fax dated March 10, 2005, to Margaret Batten from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., containing a copy of

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 18, 2005
PAGE 12**

Requisition No. 11 for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project along with instructions to make five additional copies to be presented for approval at the March 10th Special Board Meeting.

80. Fax dated March 10, 2005, to Margaret Batten from Manning H. Frymier, P.E., Cerrone Associates, Inc., enclosing a construction progress report for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
81. Fax dated March 10, 2005, to Margaret Batten from Manning H. Frymier, P.E., Cerrone Associates, Inc., containing a letter dated March 10, 2005, to Shayne Brabham from Mr. Frymier listing pertinent information relative to the proposed Central Ridge Water Extension Project.
82. Copy of a letter dated March 10, 2005, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing six signed copies each of Change Order No. 6 to Contract 1 and Change Order No. 3 to Contract 2-A of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
83. Copy of a letter dated March 10, 2005, to Randall Cole, Project Administrator, Cerrone Associates, Inc., from Margaret Batten enclosing six signed copies of the Certificate of Substantial Completion to Stonegate Construction for Contract #1.
84. Fax dated March 10, 2005, to Margaret Batten from Randall M. Cole, Cerrone Associates, Inc., enclosing one copy each of Change Order No. 6 to Contract 1 and Change Order No. 3 to Contract 2-A of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
85. Letter dated March 10, 2005, to Charles Stewart from Virginia McDonald, Rural Development Specialist, Rural Utilities Service, stating that project funds in the amount of \$61,200.00 will be electronically deposited into the Stephens Fork Water Extensions Construction Account at WesBanco Bank, Inc. on March 14, 2005.
86. Letter dated March 10, 2005, to Shayne Brabham from Manning H. Frymier, P.E., Cerrone Associates, Inc., containing a "Report of Probable

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 17, 2005
PAGE 13**

Cost" for the proposed Central Ridge Water Extension Project.

87. Letter dated March 10, 2005, to Charles Stewart from Manning Frymier, P.E., Cerrone Associates., Inc. containing a Construction Progress Report for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
88. Fax dated March 10, 2005, to Editors, **PARKERSBURG NEWS/SENTINEL**, from Margaret Batten enclosing a notice about the March 17, 2005, regular board meeting scheduled for 5 p.m. in the District's Office to be published in the first available issue of the newspaper.
89. Fax dated March 11, 2005, to the **WIRT COUNTY JOURNAL** from Margaret Batten enclosing a notice about the March 17, 2005, regular board meeting scheduled for 5 p.m. in the District's Office to be published in the March 15th issue of the newspaper.
90. Fax dated March 11, 2005, to **JACKSON HERALD NEWSPAPERS** from Margaret Batten enclosing a notice about the March 17, 2005, regular board meeting scheduled for 5 p.m. in the District's Office to be published in the March 15th issue of the newspaper.
91. Copy of the Mineral Wells Public Service District's **2004 Drinking Water Quality Report** that was mailed to all water customers of the District on March 11, 2005.
92. Certified letter dated March 11, 2005, to Charles Stewart from Steven R. Hardman, Attorney, Bowles Rice McDavid Graff & Love, enclosing a copy of the PSC Tariff Form 10 Notice of Application to Change Rates which was issued by the Public Service Commission of West Virginia on February 22, 2005, for Claywood Park Public Service District.
93. Copy of a letter dated March 11, 2005, to Chief Andy Rawson, Pond Creek Volunteer Fire Department, from the Public Protection Department, Insurance Services Office, Inc., thanking Mr. Rawson and other community officials for their cooperation during the recent Public Protection Classification Survey and enclosing a summary of the ISO analysis of the area's fire suppression services.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 17, 2005
PAGE 14**

94. Letter dated March 11, 2005, addressed To Whom It May Concern from Bill Jensen, Product Manager, Cam Spray, relative to a potential problem with the wiring harness of the District's trailer that is used to haul its Jetter.
95. Fax dated March 11, 2005, to the District from Chrissy, Information Products, Inc., attaching a proof for the District's shut-off notice.
96. Fax dated March 14, 2005, to Gina, Information Products, Inc., from Margaret Batten enclosing a copy of the District's current shut-off notice.
97. Letter dated March 14, 2005, to Charles Stewart from Virginia M. McDonald, Rural Development Specialist, Rural Utilities Service, stating that the following invoices for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project have been approved for payment:
- | | |
|----------------------------------------|--------------|
| 1. Stonegate Construction-Contract 1 | \$ 8,893.59 |
| 2. Stonegate Construction-Contract 2-A | \$ 22,511.13 |
| 3. Cerrone Associates, Inc. | \$ 20,680.30 |
| 4. Miller Communications, Inc. | \$ 8,012.11 |
98. Copy of Tariff Form No. 10 - Notice of Application To Change Rates (Tariff Rule No. 19-A) Case No. 04-0521-PWD-19A, Claywood Park Public Service District received from the Public Service Commission on March 15, 2005.
99. Copy of a letter dated March 15, 2005, to the West Virginia Municipal Bond Commission from Margaret Batten enclosing District Sewer Check No. 30972 in the amount of \$19,351.63 as payment to the following sewer bond accounts:
1. \$9,302.30 - Account # MIW-S-1-97-R-W0-06
 2. \$5,688.40 - Account # MIW-S-1-95-X-W0-06
 3. \$ 568.82 - Account # MIW-S-2-95-X-W0-06
 4. \$1,293.00 - Account # MIW-S-1-85-B-W0-06
 5. \$2,288.88 - Account # MIW-S-1-03-A-W0-06
 6. \$ 210.23 - Account # MIW-S-2-03-A-W0-06
- Water Check No. 29401 in the amount of \$1,592.00 was enclosed for payment to Account #MIW-W-1-69-X-W0-06.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MARCH 17, 2005
PAGE 15**

100. Copy of a letter dated March 15, 2005, to the West Virginia Water Development Authority from Margaret Batten stating that payments in the amounts of \$2,288.88 and \$210.23 were made to the West Virginia Municipal Bond Commission for District's Sewage System Revenue Bonds, Series 2003 Revenue Fund and Reserve Fund respectively.
101. Copy of a letter dated March 15, 2005, to the West Virginia Water Development Authority from Margaret Batten stating that payments in the amounts of \$5,688.40 and \$568.82 were made to the West Virginia Municipal Bond Commission for the District's Sewage System Revenue Bonds, Series 1995 Revenue Fund and Reserve Fund respectively.
102. Memorandum dated March 15, 2005, to Fiscal Year 2006-07 Priority List, Consulting Engineers, Regional Planning and Development Councils, Other Interested Parties from Rosalie Brodersen, Program Manager, State Revolving Fund Program, West Virginia Department of Environmental Protection, enclosing a Fact Sheet to be completed and returned prior to April 14, 2005, should the District have any projects that they wish to be considered for a loan commitment between October 1, 2005, and September 30, 2005.
103. Fax dated March 16, 2005, to Virginia McDonald, Rural Utilities Specialist, Rural Utilities Service, from Margaret Batten enclosing a copy of the Wire Transfer Advice from WesBanco Bank, Inc. for the Stephens Fork Water Extensions Construction Account.
104. ****Letter dated March 16, 2005, to Director of Mineral Wells PSD from Rev. Rufus E. Hoalcraft relative to alleged damage to his farm on Stephens Fork Road caused by the installation of the water extension.
105. ****Letter dated March 16, 2005, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for approval and signature six copies of Change Order No. 2 to Contract 4 of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
106. Fax dated March 17, 2005, to Russ Hanna from Crystal @ Newark Tech Support containing information about a GE mini contactor, MCOA 301AT Model 1.