

MINUTES OF A REGULAR MONTHLY BOARD  
MEETING OF THE PUBLIC SERVICE DISTRICT  
BOARD OF THE MINERAL WELLS PUBLIC  
SERVICE DISTRICT HELD THURSDAY, APRIL  
21, 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; William Byers, Operations Technician; Russell P. Hanna, Operations Technician; Margaret Batten, Office Manager; Nellie Radcliff, Office Clerk; Gene and Crystal Duckworth, residents of Mineral Wells, were present.

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

Mr. Lett made a motion to approve the Minutes of the April 5, 2005, Special Board Meeting as presented. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes.

Mr. Lett made a motion to approve the Minutes of the April 12, 2005, 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 March 31, 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 date March 31, 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 March 31, 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 29432 thru 29491 written between March 18, 2005 - April 20, 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 29492 written April 21, 2005, on the Water Revenue (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve check number 30996 thru 31056 written between March 18, 2005 - April 20, 2005 on the Sewer Revenue Checking Account (copy attached). Mr. Lett

MINERAL WELLS PUBLIC SERVICE DISTRICT  
MINUTES - APRIL 21, 2005  
PAGE 2

seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve check number 31057 written April 21, 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 1412 thru 1427 written on the Sewer Fund (copy attached) between March 17, 2005 - April 21, 2005. Mr. Lett seconded the motion. The motion passed unanimously.

The District had advertised a 1996 GMC Van to be auctioned off to the highest bidder at 5:30, but Gene Duckworth and his wife Crystal were the only ones present to place a bid. The Board decided to advertise the Van again and have another auction at the May 19, 2005, Board meeting. Gene and Crystal excused themselves from the rest of the meeting.

The only correspondence that Mrs. Batten had to discuss was Change Order No. 3 to Contract 4 to Panhandle Pipe/Hughes Supply for the District's Sycamore Run, Stephens Fork, Limestone Water Extension Project. This change order in the amount of \$2,200.00 is for the purchase of 4 Neptune Pocket Pro-readers. Mr. Radabaugh made a motion to accept Change Order No. 3 to Contract 4. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart signed Change Order No. 3 to Contract 4.

Mrs. Batten presented the Board with the new Water and Sewer Budget for the up coming year. She explained that due to the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project that a projection of 60/40 perspective should be an accurate equation to determine the water/sewer shared expenses for July 2005-June 2006. With the expansion of the new project the District will be serving 2250 water customers and 1620 sewer customers. Mr. Radabaugh made a motion to accept the Water and Sewer Budget July 2005-June 2006 as presented. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Shayne Brabham submitted to the Board his Letter of Resignation to be effective May 13, 2005. Mr. Radabaugh made a motion to accept his letter of resignation effective at the close of the workday May 13, 2005. Mr. Lett seconded the motion. The motion passed unanimously.

Mrs. Batten requested permission to purchase another fire proof filing cabinet for a cost of \$1,549.00. Mr. Radabaugh made a motion authorizing the purchase of a fire proof filing cabinet. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Brabham reported to the Board on the progress of the Sycamore, Stephens Fork, Limestone Water Extension Project. Sampling on Contract 2B has been done. The Contractor has done some improvements to the Dent property where the booster station was installed, but there are still issues that need to be taken care of.

MINERAL WELLS PUBLIC SERVICE DISTRICT  
MINUTES - APRIL 21, 2005  
PAGE 3

Lionel Thomas - Gates Ridge- has decided they cannot afford to install the service line from where the district would set their meter, therefore, that extension has been canceled.

Virginia McDonald gave the District a verbal approval to purchase the Radio Read meters for the water extension project. The District will start setting meters the first of next week.

A mud slide took out a sewer service line on Sam's Creek Road. The district has installed a jumper line to take care of the customer until the Department of Highways can get the slip removed. It has been turned over to their slip engineer.

The district has sent a letter to the Department of Highways in reference to the slip at the "VIP" Club. The District has a 3" sewer line in the ditch line and a 2" line going up the hill to the Criss resident on top of hill.

Mr. Radabaugh made a motion to go into an executive session at 6:50 p.m. Mr. Lett seconded the motion. The motion passed unanimously.

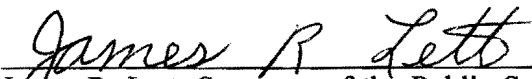
The meeting reconvened at 7:15 p.m. with no motions being made while in executive session.

Mr. Radabaugh made a motion to accept Russell Hanna's application for Operations Manager effective 4/25/05. His rate of pay is to increase \$1.50 per hour while he is in training. At the time he takes over as Operations Manager his pay is to increase to \$16.80. Mr. Lett seconded the motion. The motion passed unanimously.

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 8:00 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  
MARCH 31, 2005**

**CHECKING ACCOUNTS**

Water Revenue Fund Checking Account	
WesBanco Bank	\$ 11,628.53
Sewer Revenue Fund Checking Account	
WesBanco Bank	62,111.48
Stephens Fork Water Extension Construction Checking	
WesBanco Bank	<u>1,623.26</u>

**TOTAL IN CHECKING ACCOUNTS:** **\$ 75,363.27**

**WATER ACCOUNTS**

Depreciation Reserve Account	
WesBanco Bank	\$14,089.12
Revenue Reserve Account	
WesBanco Bank	29,305.11
Revenue Reserve Account-Sams Creek/Chesterville	
WesBanco Bank	21,778.74
Revenue Reserve Account-Rockport	
WesBanco Bank	7,060.46
Depreciation Reserve Account-Rockport	
WesBanco Bank	7,060.65
Revenue Reserve Account-Water Improvement	
WesBanco Bank	21,222.44
Depreciation Reserve Account-Water Improvement	
WesBanco Bank	21,224.79
Sycamore Run-Limestone Tap Fees,	
WesBanco Bank	33,487.15
Sycamore Run-Limestone Security Deposits	
WesBanco Bank	15,969.81
Security Deposit Account	
WesBanco Bank	<u>22,835.66</u>

**TOTAL IN WATER ACCOUNTS:** **\$194,033.93**

**SEWER ACCOUNTS**

Repair and Replacement Account	
WesBanco Bank	\$91,097.79
Reserve for Grinder Pump Maintenance	
Prime Rate Money Market-WesBanco Bank	31,173.69
Security Deposit Account	
WesBanco Bank	<u>20,986.53</u>

**TOTAL IN SEWER ACCOUNTS:** **\$143,258.01**

**TOTAL ALL FINANCES, MARCH 31, 2005** **\$412,655.21**

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
WATER REVENUE FUND CHECKING ACCOUNT  
MARCH 31, 2005**

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

**\$ 6,846.92**

**RECEIPTS:**

Water Sales	\$ 62,951.85
Water Buffalo Sales	635.00
Reconnection Fees	340.00
Reggie Grimmatt-Meters	255.00
Sycamore Security Deposit Refund	51.49
Security Deposit Refunds	<u>707.02</u>

**TOTAL RECEIPTS:**

**\$ 64,940.36**

**TOTAL CASH AVAILABLE:**

**\$71,787.28**

**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	3,494.16
WesBanco Bank-Parkersburg	314.00
Salaries	7,465.99
Commissioner's Salaries	262.50
WV Public Employees Retirement System	1,790.85
WV State Tax Department	620.75
WV Public Employees Insurance Agency	1,962.19
U S Postal Service	980.90
AT&T State Calling Service	8.65
Miss Utility of WV Inc.	12.87
Telepage Communications Systems	8.95
Water Environmental Testing	108.00
Cintas	144.63
BP Credit Card Company	352.86
Mineral Wells Public Service District	464.53
Claywood Park Public Service District	14,601.59
Cutlip-Warner Development Company	1,265.00
Conner Cleaning Service	109.00
Verizon	106.25

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

Hardman Supply Company	\$ 68.02
Parkersburg Office Supply	33.61
C. I. Thornburg	136.00
Midwest Pipe and Supply, Inc.	269.75
Dominion Hope	270.56
Allegheny Power	174.96
AT&T Wireless Services	59.60
Westco Internet	11.25
Reagle & Padden, Inc.	1,616.05
Cardholder Services	29.74
Big Mac Printing	175.00
Auto Fleet & Industrial Supply	13.54
Fasteners & Supply	19.10
Christopher P. Hollihan	37.79
Gary Rigsby	29.37
Christina Cunningham	40.06
Michael Raber	7.48
Sondra Scott	2.52
Heath Kidder	51.49
Haul Away Trash	32.50
Ohio Valley Muffler & Brake	104.77
Poynter's Best Products	194.35
State Electric Supply Company	16.30
Melissa Cremeans	24.45
Glotfelty Enterprises, Inc.	255.51
Scantron Service Group	67.75
Tesa Company, Inc.	390.06
Dennis Brown	53.09
Cingular	51.51
Tony Daggett	54.24
Asphalt Maintenance	50.20
Action Answering Service	37.33
David Smith	<u>50.13</u>

**TOTAL EXPENDITURES:**

**\$60,158.75**

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT,  
WESBANCO BANK, MARCH 31, 2005**

**\$11,628.53**

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
SEWER REVENUE FUND CHECKING ACCOUNT  
MARCH 31, 2005**

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

**\$ 53,349.41**

**RECEIPTS:**

Sewer Sales	\$57,683.52
Tap Fees	300.00
Reconnection Fee	20.00
Security Deposit Refund	<u>401.53</u>

**TOTAL RECEIPTS:**

**\$58,405.05**

**TOTAL CASH AVAILABLE:**

**\$111,754.46**

**EXPENDITURES:**

Municipal Bond Commission	\$19,351.63
WesBanco Bank-Parkersburg	1,115.10
WesBanco Bank-Parkersburg	3,432.97
Salaries	7,499.10
Commissioners' Salaries	262.50
WV Public Employees Insurance Agency	1,309.19
WV Public Employees Retirement System	1,766.25
WV Dept. of Tax & Revenue	614.25
U. S. Postal Service	203.89
AT&T - State Calling Service	8.64
Action Answering Service Plus	37.32
Miss Utility of WV Inc.	12.88
Telepage Communications System	8.95
Water Environmental Testing	185.00
Conner Cleaning Service	179.00
Cintas	144.62
Verizon	509.14
Allegheny Power	4,228.20
BP Credit Card Center	352.87
Mineral Wells Public Service District	362.11
Parkersburg Office Supply	33.63
Reagle & Padden, Inc.	1,616.05
Dominion Hope	270.56
AT&T Wireless	59.60
AZ Commercial	100.00
W. W. Grainger, Inc.	78.79
Cingular	51.51
Cardholder Services	29.75

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT-SEWER-MARCH 31, 2005  
PAGE 2**

Westco Internet	11.25
C. I. Thornburg Co., Inc.	240.14
Trombold Equipment Co.	2,013.74
Trimble & Associates, Inc.	1,125.00
Glotfelty Enterprise	255.51
Christopher P. Hollihan	41.09
Gary William Rigsby	24.68
Michael W. Raber	4.43
Sondra Scott	12.74
Auto Fleet & Industrial Supply	13.54
Fastners & Supply, Inc.	55.55
Haul Away Trash, L. L. C.	32.50
Ohio Valley Muffler & Brake Service	104.78
Poynter's Best Products	194.34
State Electric Supply	47.65
D. R. Cummings	675.44
Melissa Cremeans	16.70
PM Construction	1.46
Newark In One	51.15
Sullivan, Inc.	160.00
Scantron Service Group	67.75
USA Blue Book	612.13
Hardman Supply Company	<u>57.91</u>

**TOTAL EXPENDITURES: \$49,642.98**

**BALANCE IN SEWER FUND CHECKING ACCOUNT  
WESBANCO BANK, MARCH 31, 2005 \$ 62,111.48**



VENDOR CHECKS REPORT

\*\* BANK: 1 131 200 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 3/18/05 - ENDING DATE: 4/20/05 \*\*  
 \*\* 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					
1,302	MINERAL WELLS PSD	3/18/05	53736	3/18/05	16.05	29,432
2,101	U S POSTAL SERVICE	3/24/05	53878	3/24/05	49.45	29,433
106	ALLEGHENY POWER	3/30/05	54089	3/31/05	174.96	29,434
153	ACTION ANSWERING SERVICE PLUS	3/30/05	54091	3/31/05	37.33	29,435
275	BP CREDIT CARD CENTER	3/30/05	54092	3/31/05	352.86	29,436
360	CUTLIP-WARNER DEVELOPMENT CO	3/30/05	54094	3/31/05	1,265.00	29,437
369	CONNOR CLEANING SERVICE	3/30/05	54097	3/31/05	109.00	29,438
438	DOMINION HOPE	3/30/05	54098	3/31/05	270.56	29,439
486	TONY DAGGETT	3/30/05	54099	3/31/05	54.24	29,440
486	ASPHALT MAINTENANCE	3/30/05	54100	3/31/05	50.20	29,441
486	DAVID SMITH	3/30/05	54101	3/31/05	50.13	29,442
486	MELISSA M CREMEANS &	3/30/05	54102	3/31/05	24.45	29,443
742	GLOTFELTY ENTERPRISES, INC.	3/30/05	54104	3/31/05	255.51	29,444
832	HARDMAN SUPPLY COMPANY	3/30/05	54109	3/31/05	68.02	29,445
1,302	MINERAL WELLS PSD	3/30/05	54120	3/31/05	150.42	29,446
1,302	MINERAL WELLS PSD	3/30/05	54123	3/31/05	13.26	29,447
1,309	MINERAL WELLS PSD	3/30/05	54124	3/31/05	3,958.81	29,448
1,805	RURAL DEVELOPMENT ADMN.	3/30/05	54130	3/31/05	2,112.00	29,449
1,843	CINTAS	3/30/05	54132	3/31/05	144.63	29,450
1,928	SCANTRON SERVICE GROUP	3/30/05	54141	3/31/05	67.75	29,451
2,001	TESA COMPANY INC	3/30/05	54142	3/31/05	390.06	29,452
2,103	USDA-RURAL DEVELOPMENT	3/30/05	54146	3/31/05	3,140.00	29,453
2,200	CARDHOLDER SERVICES	3/30/05	54147	3/31/05	29.74	29,454
2,205	VERIZON	3/30/05	54152	3/31/05	106.25	29,455
2,313	WESBANCO BANK-PARKERSBURG	3/30/05	54154	3/31/05	1,748.90	29,456
2,314	WV DEPT OF TAX & REVENUE	3/30/05	54155	3/31/05	620.75	29,457
2,315	WV PUBLIC EMPLOYEES RETIREMENT	3/30/05	54156	3/31/05	1,790.85	29,458
2,338	WESBANCO-WATER RES-SAMS-CV	3/30/05	54157	3/31/05	314.00	29,459
20,006	DENNIS BROWN	3/30/05	54158	3/31/05	53.09	29,460
314	CINGULAR	3/31/05	54263	3/31/05	51.51	29,461
1,610	POYNTER'S BEST PRODUCTS	3/31/05	54267	3/31/05	192.00	29,462
600	FASTENERS & SUPPLY INC	3/31/05	54336	3/31/05	8.25	29,463
840	HAUL AWAY TRASH L.L.C.	3/31/05	54339	3/31/05	16.25	29,464
1,311	MIDWEST PIPE & SUPPLY	3/31/05	54340	3/31/05	269.75	29,465
1,604	PARKERSBURG OFFICE SUPPLY	3/31/05	54342	3/31/05	33.61	29,466
2,005	C I THORNBURG	3/31/05	54345	3/31/05	136.00	29,467
2,339	WESTCO INTERNET	3/31/05	54347	3/31/05	11.25	29,468
309	CLAYWOOD PARK PSD	4/08/05	54468	4/08/05	14,381.74	29,469
						** ERROR **
742	GLOTFELTY ENTERPRISES, INC.	4/14/05	54621	4/15/05	.00	1
						** ERROR **
300	CERRONE ASSOCIATES INC	4/14/05	54617	4/15/05	1,121.25	29,470
904	INNOVATIVE BUSINESS PRODUCTS	4/14/05	54626	4/15/05	249.92	29,471
1,309	MINERAL WELLS PSD	4/14/05	54639	4/15/05	3,334.22	29,472
2,101	U S POSTAL SERVICE	4/14/05	54643	4/15/05	37.49	29,473
2,308	WV PUBLIC EMPLOYEES INS AGENCY	4/14/05	54649	4/15/05	1,804.04	29,474

VENDOR CHECKS REPORT

\*\* BANK: 1 131 200 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 3/18/05 - ENDING DATE: 4/20/05 \*\*  
 \*\* 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					
2,310	WV WORKERS COMPENSATION	4/14/05	54650	4/15/05	906.14	29,475
2,313	WESBANCO BANK-PARKERSBURG	4/14/05	54653	4/15/05	1,532.27	29,476
124	AT&T - STATE CALLING SERVICE	4/14/05	54740	4/15/05	11.15	29,477
200	BOSLEY RENTAL & SUPPLY INC	4/14/05	54741	4/15/05	3.99	29,478
733	W. W. GRAINGER, INC.	4/14/05	54742	4/15/05	13.24	29,479
1,301	MISS UTILITY OF WV INC	4/14/05	54750	4/15/05	13.50	29,480
1,304	MILLER COMMUNICATIONS	4/14/05	54751	4/15/05	15.00	29,481
1,307	MUNICIPAL BOND COMMISSION	4/14/05	54756	4/15/05	1,592.00	29,482
2,039	TELEPAGE COMMUNICATIONS SYSTEM	4/14/05	54761	4/15/05	8.95	29,483
2,106	USDA-RURAL DEVELOPMENT	4/14/05	54762	4/15/05	3,325.00	29,484
2,306	WATER ENVIRONMENTAL TESTING	4/14/05	54764	4/15/05	472.50	29,485
2,373	WESBANCO BANK-PARKERSBURG	4/14/05	54768	4/15/05	167.00	29,486
2,374	WESBANCO BANK-PARKERSBURG	4/14/05	54769	4/15/05	167.00	29,487
2,375	WESBANCO BANK-PARKERSBURG	4/14/05	54770	4/15/05	502.00	29,488
2,376	WESBANCO BANK-PARKERSBURG	4/14/05	54771	4/15/05	502.00	29,489
2,101	U S POSTAL SERVICE	4/19/05	54903	4/19/05	143.73	29,490
2,107	USDA-RURAL DEVELOPMENT	4/19/05	54904	4/19/05	10,040.00	29,491
	CHECKING ACCOUNT WESBANCO BANK				58,481.02	61 *

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 3/18/05 - ENDING DATE: 4/20/05 \*\*

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
120 200 00	CHECKING ACCT-WESBANCO BANK					
1,302	MINERAL WELLS PSD	3/18/05	53753	3/18/05	28.78	30,996
2,101	U S POSTAL SERVICE	3/24/05	53897	3/24/05	49.45	30,997
106	ALLEGHENY POWER	3/30/05	54172	3/31/05	4,228.20	30,998
153	ACTION ANSWERING SERVICE PLUS	3/30/05	54175	3/31/05	37.32	30,999
275	BP CREDIT CARD CENTER	3/30/05	54176	3/31/05	352.87	31,000
313	D. R. CUMMINGS, INC.	3/30/05	54177	3/31/05	675.44	31,001
369	CONNER CLEANING SERVICE	3/30/05	54178	3/31/05	179.00	31,002
438	DOMINION HOPE	3/30/05	54179	3/31/05	270.56	31,003
486	MELISSA M CREMEANS &	3/30/05	54180	3/31/05	16.70	31,004
486	PM CONSTRUCTION INC.	3/30/05	54181	3/31/05	1.46	31,005
742	GLOTFELTY ENTERPRISES, INC.	3/30/05	54182	3/31/05	255.51	31,006
832	HARDMAN SUPPLY COMPANY	3/30/05	54187	3/31/05	57.91	31,007
1,204	JAMES R. LETT	3/30/05	54195	3/31/05	125.00	31,008
1,302	MINERAL WELLS PSD	3/30/05	54196	3/31/05	50.03	31,009
1,302	MINERAL WELLS PSD	3/30/05	54197	3/31/05	14.74	31,010
1,426	NEWARK IN ONE	3/30/05	54198	3/31/05	51.15	31,011
1,806	ROY L RADABAUGH	3/30/05	54203	3/31/05	200.00	31,012
1,843	CINTAS	3/30/05	54204	3/31/05	144.62	31,013
1,854	SULLIVAN INC.	3/30/05	54209	3/31/05	160.00	31,014
1,908	STATE ELECTRIC SUPPLY CO INC	3/30/05	54211	3/31/05	31.35	31,015
1,912	CHARLES M. STEWART	3/30/05	54212	3/31/05	200.00	31,016
1,928	SCANTRON SERVICE GROUP	3/30/05	54213	3/31/05	67.75	31,017
2,200	CARDHOLDER SERVICES	3/30/05	54217	3/31/05	29.75	31,018
2,205	VERIZON	3/30/05	54222	3/31/05	509.14	31,019
2,313	WESBANCO BANK-PARKERSBURG	3/30/05	54223	3/31/05	1,994.80	31,020
2,314	WV DEPT OF TAX & REVENUE	3/30/05	54224	3/31/05	614.25	31,021
2,315	WV PUBLIC EMPLOYEES RETIREMENT	3/30/05	54225	3/31/05	1,766.25	31,022
314	CINGULAR	3/31/05	54275	3/31/05	51.51	31,023
1,302	MINERAL WELLS PSD	3/31/05	54276	3/31/05	50.36	31,024
1,610	POYNTER'S BEST PRODUCTS	3/31/05	54279	3/31/05	191.99	31,025
2,004	TROMBOLD EQUIPMENT CO INC	3/31/05	54280	3/31/05	281.99	31,026
2,109	USA BLUE BOOK	3/31/05	54284	3/31/05	612.13	31,027
600	FASTENERS & SUPPLY INC	3/31/05	54351	3/31/05	32.75	31,028
840	HAUL AWAY TRASH L.L.C.	3/31/05	54354	3/31/05	16.25	31,029
1,604	PARKERSBURG OFFICE SUPPLY	3/31/05	54355	3/31/05	33.63	31,030
2,005	C I THORNBURG	3/31/05	54357	3/31/05	240.14	31,031
2,339	WESTCO INTERNET	3/31/05	54359	3/31/05	11.25	31,032
904	INNOVATIVE BUSINESS PRODUCTS	4/14/05	54708	4/15/05	249.93	31,033
1,302	MINERAL WELLS PSD	4/14/05	54712	4/15/05	20.00	31,034
2,101	U S POSTAL SERVICE	4/14/05	54724	4/15/05	37.49	31,035
2,308	WV PUBLIC EMPLOYEES INS AGENCY	4/14/05	54730	4/15/05	1,467.34	31,036
2,310	WV WORKERS COMPENSATION	4/14/05	54731	4/15/05	965.25	31,037
2,313	WESBANCO BANK-PARKERSBURG	4/14/05	54733	4/15/05	1,497.17	31,038
124	AT&T - STATE CALLING SERVICE	4/14/05	54774	4/15/05	11.15	31,039
200	BOSLEY RENTAL & SUPPLY INC	4/14/05	54775	4/15/05	4.00	31,040
733	W. W. GRAINGER, INC.	4/14/05	54776	4/15/05	116.24	31,041

VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 3/18/05 - ENDING DATE: 4/20/05 \*\*

\*\* 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					
742	GLOTFELTY ENTERPRISES, INC.	4/14/05	54779	4/15/05	446.86	31,042
907	IVS HYDRO, INC.	4/14/05	54783	4/15/05	1,897.50	31,043
1,301	MISS UTILITY OF WV INC	4/14/05	54784	4/15/05	13.50	31,044
1,304	MILLER COMMUNICATIONS	4/14/05	54785	4/15/05	15.00	31,045
1,307	MUNICIPAL BOND COMMISSION	4/14/05	54786	4/15/05	19,351.63	31,046
1,622	PRECISION PUMP & VALVE SERVICE	4/14/05	54792	4/15/05	2,850.00	31,047
1,837	RESA V	4/14/05	54793	4/15/05	94.00	31,048
2,039	TELEPAGE COMMUNICATIONS SYSTEM	4/14/05	54794	4/15/05	8.95	31,049
2,306	WATER ENVIRONMENTAL TESTING	4/14/05	54796	4/15/05	352.00	31,050
2,312	WESBANCO BANK-PARKERSBURG	4/14/05	54797	4/15/05	1,440.71	31,051
1,426	NEWARK IN ONE	4/18/05	54846	4/18/05	14.08	31,052
1,302	MINERAL WELLS PSD	4/19/05	54913	4/19/05	50.72	31,053
2,101	U S POSTAL SERVICE	4/19/05	54914	4/19/05	143.72	31,054
2,205	VERIZON	4/19/05	54916	4/19/05	31.86	31,055
1,302	MINERAL WELLS PSD	4/19/05	54924	4/19/05	524.14	31,056
	CHECKING ACCT-WESBANCO BANK				45,237.27	61 *

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
PAYROLL CHECKS  
SEWER REVENUE FUND CHECKING ACCOUNT  
MARCH 18, 2005, - APRIL 21, 2005**

**CHECK NO.**

1412 Todd R. Anderson	\$ 873.54
1413 Margaret J. Batten	1,065.25
1414 Richard Shayne Brabham	1,139.24
1415 Dennis R. Brown	714.06
1416 William H. Byers, Jr.	1,258.47
1417 Linda K. Church	977.97
1418 Russell P. Hanna	1,122.35
1419 Nellie B. Radcliff	872.73
1420 Todd R. Anderson	688.20
1421 Margaret J. Batten	942.69
1422 Richard Shayne Brabham	952.37
1423 Dennis R. Brown	563.88
1424 William H. Byers, Jr.	955.98
1425 Linda K. Church	906.43
1426 Russell P. Hanna	908.90
1427 Nellie B. Radcliff	771.20

VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 4/21/05 - ENDING DATE: 4/21/05 \*\*

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
131 200 00	CHECKING ACCOUNT WESBANCO BANK					
1,608	POSTMASTER-MINERAL WELLS	4/21/05	55002	4/21/05	50.71	29,492
	CHECKING ACCOUNT WESBANCO BANK				50.71	1 *

VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 4/21/05 - ENDING DATE: 4/21/05 \*\*

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
120 200 00	CHECKING ACCT-WESBANCO BANK					
1,608	POSTMASTER-MINERAL WELLS	4/21/05	55010	4/21/05	50.72	31,057
	CHECKING ACCT-WESBANCO BANK				50.72	1 *

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE**  
**MARCH 18, 2005 - APRIL 21, 2005**

1. Flyer from the West Virginia Public Service Commission containing information about a "Safety Seminar" scheduled for May 17 & 18, 2005, at the Days Inn in Flatwoods, West Virginia. A registration form was also enclosed.
2. Flyer from the West Virginia Public Service Commission containing information about a "Bookkeeping/Annual Reports Seminar" scheduled for April 21 & 22, 2005, at the Holiday Inn in Parkersburg, West Virginia. A registration form was also enclosed.
3. Flyer from the West Virginia Public Service Commission containing information about a "Termination Seminar" scheduled for May 20, 2005, at the Days Inn in Flatwoods, West Virginia. A registration form was also enclosed.
4. Flyer from the West Virginia Public Service Commission containing information about a "Main Extension Seminar" scheduled for May 19, 2005, at the Days Inn in Flatwoods, West Virginia. A registration form was also enclosed.
5. **WV Rural Water Association LEGISLATIVE UPDATE**, a publication of the West Virginia Rural Water Association, dated March 18, 2005.
6. **WV Rural Water Association LEGISLATIVE UPDATE**, a publication of the West Virginia Rural Water Association, dated March 28, 2005.
7. **WV Rural Water Association LEGISLATIVE UPDATE**, a publication of the West Virginia Rural Water Association, dated April 13, 2005.
8. **West Virginia Rural Water Association INFRASTRUCTURE COUNCIL REPORT NEWSLETTER**, a publication of the West Virginia Rural Water Association, dated April 11, 2005, Vol. 11, Issue 4.
9. **PIPELINE, News & Views From WV Bureau for Public Health, WV Department of Environmental Protection & Public Service Commission of WV**, dated March - April 2005.
10. Letter dated February 16, 2005, to Employer from Wade Wolfingbarger, Assistant Director, UC Contribution Accounting, West Virginia Bureau of



**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
APRIL 21, 2005  
PAGE 2**

Employment Programs, explaining the Limited Liability Companies Policy Change relevant to reportable wages for Unemployment Compensation purposes.

11. Copy of the ***Notice of Hearing of the Debtors' Second Omnibus Objection to Claims*** for the United States Bankruptcy Court, Southern District of New York, prepared by Kirkland & Ellis LLP, Citigroup Center, Matthew A. Cantor (MC-7727), attorneys for the Reorganized Debtors, Cornerstone Propane, L.P., et al.
12. Letter to all MUWV Members from MUWV Board of Directors (undated) containing a copy of the District's information for Miss Utility of West Virginia's database. MUWV also requested that the District review the information, make any corrections necessary, and returned the corrections within thirty days.
13. Letter dated March 10, 2005, to ASI Customer from Walter Frazier, Appalachian Software, Inc., requesting a completed WV Tax Exemption Certificate for the District.
14. MEMO dated March 15, 2005, to All MUWV Members from Norm Launi stating that 2005 First Quarter Board of Directors Meeting for Miss Utility of West Virginia will be held on April 21, 2005, at the Lakeview Resort off Exit 10 of Interstate 68 east of Morgantown, WV.
15. Copy of a letter dated March 17, 2005, to David Stewart, West Virginia Department of Health and Human Services, Bureau for Public Health, Office of Environmental Health Services, Environmental Engineering Division, from Margaret Batten stating that the District has prepared the required 2004 Consumer Confidence Report and has provided a copy of the report to all its water customers by First Class United States Mail. A copy of the report and a signed certification stating that a copy of the report was mailed to every water customer in the District.
16. Copy of a letter dated March 18, 2005, to Mr. Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing six signed copies of Change Order No. 2 to Contract No. 4 for Panhandle Pipe to supply 320 radio read water meters.

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
APRIL 21, 2005  
PAGE 3**

17. Copy of a letter dated March 18, 2005, to Karen Hiehle, Stonegate Construction, Inc., from Margaret Batten enclosing District Check No. 1052 in the amount of \$8,893.59 for Contract No. 1 and District Check No. 1053 in the amount of \$22,511.13 for Contract No. 2A as payment for items billed on Requisition No. 10 of the Sycamore Run, Stephens Fork, Waterline Extension Project.
18. Copy of a letter dated March 18, 2005, to Mary Rader, Wood County Commission, from Margaret Batten enclosing a copy of the Minutes of the February 17, 2005, Regular Board Meeting and a copy of the Minutes of the March 10, 2005, Special Board Meeting.
19. Copy of a letter dated March 18, 2005, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing District Check No. 1054 in the amount of \$21,801.55 for payment as shown on Requisition No. 10 of the Sycamore Run, Stephens Fork Water Extension Project.
20. Copy of a letter dated March 18, 2005, to Miller Communications from Margaret Batten enclosing District Check No. 1055 in the amount of \$8,012.11 as payment for telemetry as shown on Requisition No. 11 for Sycamore Run, Stephens Fork Water Extension Project.
21. Copy of a letter dated March 18, 2005, to Daniel A. Parker, Environmental Resources Specialist, Environmental Engineering Division, West Virginia Department of Health and Human Resources, Bureau For Public Health, Office of Environmental Health Services, from Margaret Batten enclosing a copy of the District's 2004 Consumer Confidence Report, a copy of the 2004 Certification Letter to David Stewart, and a copy of the Certification of Mailing.
22. Fax dated March 21, 2005, to Shayne Brabham from Jim Ruckman, P.S., Cerrone Associates, Inc., enclosing a list of the phone extensions for the office of Cerrone Associates, Inc.
23. Copy of a letter dated March 22, 2005, to Walter Frazier, Appalachian Software, Inc., from Margaret Batten enclosing a signed West Virginia Exemption Certificate for the District as requested in his March 10, 2005, letter.

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE**  
**APRIL 21, 2005**  
**PAGE 4**

24. Memorandum dated March 23, 2005, to Insurance Coordinators, Non-State Agencies - County Commissions - Towns and Cities, Other Political Subdivisions, from Jason Haught, CFO/Acting Co-Director, West Virginia Public Employees Insurance Agency, enclosing a copy of the new WVPEIA premium rates tables that will become effective on July 1, 2005.
25. Fax dated March 24, 2005, to Jim Ruckman, P.S., Cerrone Associates, Inc., from Margaret Batten copies of the Water Bacteriological Reports showing the results of tests taken on March 23, 2005, for the Sycamore Run, Stephens Fork Water Extension Project.
26. Letter dated March 24, 2005, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing the fully signed copy of the Certificate of Substantial Completion for Contract 1 of the District's Sycamore Run, Stephens Fork Water Extension Project.
27. Fax dated March 28, 2005, to Randall M. Cole, Project Administrator, Cerrone Associates, Inc., from Margaret Batten containing a copy of the District's letter dated March 28, 2005, relative to the purchase of the Neptune Pocket Pro Readers for the Sycamore Run, Stephens Fork Water Extension Project.
28. Copy of a letter dated March 28, 2005, to Randall Cole, Project Administrator, Cerrone Associates, Inc., from Margaret Batten requesting that the enclosed copy of an invoice from Hughes Supply for the purchase of five Neptune 12110-100 Pocket Pro Readers be included in the next requisition for the Sycamore Run, Stephens Fork Water Extension Project.
29. Fax dated March 29, 2005, to Sherry Burnett, Legal Advertising, **PARKERSBURG NEWS & SENTINEL**, from Margaret Batten enclosing a copy of legal notice relative to the sale of the District's 1996 GMC Van to be published in the April 6, 13, and 20, 2005 editions of both newspapers.
30. Fax dated March 29, 2005, to **JACKSON HERALD NEWSPAPERS** from Margaret Batten enclosing a notice about the April 12, 2005, Special Board Meeting to be published in the April 5, 2005, issue of the newspaper.

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
APRIL 21, 2005  
PAGE 5**

31. Copy of a letter dated March 29, 2005, to Virginia McDonald, USDA-Rural Development Specialist, Rural Utilities Service, from Manning Frymier, P.E., Cerrone Associates, Inc., containing a copy of the quote from Packaged Systems, Inc. for upgrading the equipment in the Saulsbury Booster Station, which is the primary feed to the southern portions of the Mineral Wells PSD Water System. Mr. Frymier requested that the quote be approved as an acceptable use of bid underrun funds for the Sycamore Run, Stephens Fork Water Extension Project.
32. Letter dated March 20, 2005, to the District from Valerie V. Comer, Acting Director, Employment Service Division, West Virginia Bureau of Employment Programs, asking for support for their campaign, "Hire Vets First".
33. Fax dated March 30, 2005, to the **WIRT COUNTY JOURNAL** from Margaret Batten enclosing a notice about the District Special Board Meeting scheduled for April 12, 2005, to be published in the April 5, 2005, issue of the newspaper.
34. Copy of a letter dated March 31, 2005, to Jesse Sheppard, WV Department of Transportation, from Margaret Batten enclosing a Completed Form BF-125 per his telephone request of Shayne Brabham.
35. IMPORTANT NOTICE dated March 31, 2005, to Public Water Systems from Charles H. Robinette, P.E., Special Projects Coordinator, Environmental Engineering Division, Office of Environmental Health Services, containing a new mailing address for the agency and enclosing a revised Monthly Operational Report Form to be used for all future reporting.
36. Fax dated March 31, 2005, to Editors, **PARKERSBURG NEWS & SENTINEL** from Margaret Batten containing a notice about the District's Special Board Meeting scheduled for April 5, 2005, to be published in the first available issue of the newspapers.
37. One copy each of certified payrolls from Stonegate Construction, Inc. for Contract No. 1 and Contract No. 2-A for the weeks of March 6<sup>th</sup>, March 13<sup>th</sup>, and March 20<sup>th</sup>. These payrolls were certified by Nicole Hiehle Patel and were received by the District on April 1, 2005.

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
APRIL 21, 2005  
PAGE 6**

38. Fax dated April 1, 2005, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing copies of seven Water Bacteriological Reports for the Sycamore Run, Stephens Fork Water Extension Project.
39. Letter dated April 1, 2005, to Mineral Wells PSD from Debbie Britt, WVRWA Executive Director, enclosing a registration form for the 20<sup>th</sup> Annual WVRWA Training and Technical Assistance Conference scheduled for September 11 - 14, 2005, at Canaan Valley and Resort in Tucker County.
40. Copy of a fax dated April 1, 2005, to Christy Pitsenbarger, West Virginia Bureau of Public Health, from Margaret Batten enclosing the District's Monthly Operational Report for the month of March 2005.
41. Copy of a letter dated April 4, 2005, to Registration, WV Environmental Training Center, Cedar Lakes Conference Center, from R. Shayne Brabham enclosing Class Reservation for William Byers to attend the Waste Water Collection Class On May 2 - May 6, 2005.
42. Letter dated April 4, 2005, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing three copies of the State Revolving Loan Fund Project Priority List Fact Sheet for the District's proposed sewer project at the WV Interstate Fairgrounds and the 4-H Camp on Butcher Bend Road. These Fact Sheets need to be signed and returned to the WV Division of Environmental Protection not later than April 14, 2005.
43. Letter dated April 5, 2005, to Charles Stewart from R. Shayne Brabham stating that he is resigning as Operations Manager of the Mineral Wells Public Service District effective May 13, 2005.
44. Copy of a letter dated April 5, 2005, to Jeffrey E. Smith, R.S., Office of Environmental Health Services, from R. Shayne Brabham stating that he is resigning as Operations Manager of the Mineral Wells Public Service District effective May 13, 2005.
45. Fax dated April 5, 2005, to Editors, **PARKERSBURG NEWS & SENTINEL**, from Margaret Batten enclosing a notice about the District's

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
APRIL 21, 2005  
PAGE 7**

Special Board Meeting scheduled for April 12, 2005, to be published in the first available issues of the newspapers.

46. Copy of a letter dated April 6, 2005, to Carrie L. Grimm, ERSII, WV Department of Environmental Protection, Division of Water and Waste Management, State Revolving Fund Program, from Margaret Batten enclosing the Monthly Sewer Financial Report for March 2005 for the Dover Drive/Dechlorination Project.
47. Copy of a letter dated April 6, 2005, to Daniel Yonkosky, Director, West Virginia Water Development Authority, from Margaret Batten enclosing the Monthly Sewer Financial Report for March 2005 for the District's Dover Drive/Wastewater Plant Dechlorination Construction Project.
48. Letter dated April 6, 2005, to Charles M. Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for review and approval five copies of Requisition No. 12 for the Sycamore Run, Stephens Fork Water Extension Project.
49. Fax dated April 7, 2005, to Manning Frymier, P.E., Cerrone Associates, Inc., from Shayne Brabham enclosing copies of six Water Bacteriological Reports for the Sycamore Run, Stephens Fork Water Extension Project.
50. Fax dated April 7, 2005, to Christy Pitsenbarger, West Virginia Bureau of Public Health, from Margaret Batten enclosing a corrected sheet to the Monthly Operational Report for the District for the month of March 2005.
51. Copy of a letter dated April 7, 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 the month of March 2005 for the District's Stephens Fork Water Construction Project.
52. Copy of a letter dated April 7, 2005, to Katy Mallory, Executive Secretary, West Virginia Infrastructure & Jobs Development Council, from Margaret Batten enclosing a copy of the Districts' Monthly Water Financial Report for March 2005 for the Stephens Fork Water Construction Project.
53. Copy of a letter dated April 7, 2005, to Jeff Smith, Office of Environmental Health Services, Regulatory Development and Compliance

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
APRIL 21, 2005  
PAGE 8**

Unit, from Linda Church enclosing a copy of the March 2005 WV National Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR), a copy of the March 2005 WV Summary of Waste Water Treatment Plant Operations (ES59), and a copy of a letter dated April 7, 2005, to Ms. Allyn G. Turner, Director, Division of Water and Waste Management, from R. Shayne Brabham pertaining to the Quarterly Compliance Report WV0081141 in response to an Order issued by DEP pursuant to the District's Wastewater Treatment Plant WV NPDES Permit.

54. Copy of a letter dated April 7, 2005, to Manning Frymier, P.E., Cerrone Associates, Inc., from Linda Church enclosing a copy of the March 2005 WV National Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR), a copy of the March 2005 WV Summary of Waste Water Treatment Plant Operations (ES59), a list of data about the wastewater treatment plant for the month of March 2005, and a copy of a letter dated April 7, 2005, to Ms. Allyn G. Turner, Director, Division of Water and Waste Management, from R. Shayne Brabham pertaining to the Quarterly Compliance Report WV0081141 in response to an Order issued by DEP pursuant to the District's Wastewater Treatment Plant WV NPDES Permit.
55. Copy of letter dated April 7, 2005, to Steve Cooper, West Virginia Department of Environmental Protection, from Linda Church enclosing a copy of the March 2005 WV National Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR), a copy of the March 2005 WV Summary of Waste Water Treatment Plant Operations (ES59), and a copy of a letter dated April 7, 2005, to Ms. Allyn G. Turner, Division of Water and Waste Management, from R. Shayne Brabham pertaining to the Quarterly Compliance Report WV0081141 in response to an Order issued by DEP pursuant to the District's Wastewater Treatment Plant WV NPDES Permit.
56. Copy of a letter dated April 7, 2005, to the WV Department of Environmental Protection, Division of Water and Waste Management, Permitting and Engineering Branch, from Linda Church enclosing a copy of the March 2005 WV National Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR), a copy of the March 2005 WV Summary of Waste Water Treatment Plant Operations (ES59) and a copy of a letter dated April 7, 2005, to Ms. Allyn G. Turner, Division of Water

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
APRIL 21, 2005  
PAGE 9**

and Waste Management, from R. Shayne Brabham pertaining to the Quarterly Compliance Report WV 0081141 in response to an Order issued by DEP pursuant to the District's Wastewater Treatment Plant WV NPDES Permit.

57. Copy of a letter dated April 7, 2005, to Ms. Allyn G. Turner, Director, Division of Water and Waste Management, from R. Shayne Brabham relative to the Quarterly Compliance Report WV 0081141 in response to an Order issued by DEP pursuant to the District's Wastewater Treatment Plant WV NPDES Permit.
58. Letter dated April 7, 2005, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., containing for the District's files an approved copy of Change Order No. 6 to Contract 1 and Change Order No. 3 to Contract 2A for the District's Sycamore Run, Stephens Fork Water Project.
59. Copy of a memorandum dated December 16, 2005, (received April 8, 2005) to Ed Campbell, Right-of-Way, District 3, from Clifford W. Essig, ADEB, District 3, enclosing preliminary right-of-way plans for the West Hill Ford Bridge 53-1/3-0.02, Wirt County.
60. Copy of a letter dated April 11, 2005, to Rosalie Brodersen, WV Department of Environmental Protection, Division of Water and Wastewater Management, from Margaret Batten enclosing a signed copy of the State Revolving Loan Fund Project Priority List Fact Sheet for the proposed Mineral Wells PSD-Fairgrounds and 4-H Camp Gravity Collection System.
61. Letter of Transmittal dated April 11, 2005, to the Mineral Wells Public Service District from Jim Ruckman, P.S., Cerrone Associates, Inc., enclosing a copy of a completed complaint form for Randall Knotts relative to the Sycamore Run, Stephens Fork Water Extension Project.
62. Copy of a letter dated April 12, 2005, to Randall M. Cole, Project Administrator, Cerrone Associates, Inc., from Margaret Batten enclosing a signed copy of Project Priority List Fact Sheet for the Fairgrounds and 4-H Camp Gravity Collection System, Cerrone Project #M110-24S.



**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
APRIL 21, 2005  
PAGE 10**

63. Fax dated April 12, 2005, to Margaret Batten from Manning Frymier, P.E., Cerrone Associates, Inc., containing a copy of a Construction Progress Report for the Sycamore Run, Stephens Fork Water Extension Project.
64. Letter dated April 12, 2005, to Charles Stewart from Manning Frymier, P.E., Cerrone Associates, Inc., containing a report on the construction progress of the Sycamore Run, Stephens Fork Water Extension Project.
65. Copy of a letter dated April 12, 2005, to Larry Edens, President, Packaged Systems, Inc., from R. Shayne Brabham authorizing Packaged Systems, Inc., to complete the necessary upgrades needed at the Saulsbury Booster Station.
66. Fax dated April 12, 2005, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the Mr. Brabham's letter dated April 12, 2005, to Larry Edens, President, Packaged Systems, Inc., to proceed with the necessary upgrades needed at the Saulsbury Booster Station.
67. Letter dated April 12, 2005, to Charles M. Stewart from Virginia McDonald, Rural Development Specialist, Rural Utilities Service, stating that project funds in the amount of \$78,900.00 will be electronically deposited into the Mineral Wells Public Service District Stephens Fork Water Extensions Construction Account at WesBanco Bank, Inc., on April 14, 2005.
68. Letter dated April 12, 2005, to the Mineral Wells Public Service District from Richard D. Genthner, P.E., Director, Materials Control, Soils and Testing Division, West Virginia Department of Transportation, Division of Highways, enclosing the Discharge Monitoring Report for the I-77 Lift Station for the period January through March, 2005.
69. Copy of a fax dated April 13, 2005, to Larry Morris, Mid Atlantic Storage Systems, Inc., from Jim Ruckman, P.S., Cerrone Associates, Inc., reminding him to request a Final Inspection for Contract No. 3 of the Sycamore Run, Stephens Fork Water Extension Project.
70. Copy of a fax dated April 13, 2005, to Karen Hiehle, Stonegate Construction, Inc., from Jim Ruckman, P.S., Cerrone Associates, Inc.,

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE**  
**APRIL 21, 2005**  
**PAGE 11**

reminding her to request Substantial Completion for Contract No. 2A and Final Inspection for Contract No. 1 of the Sycamore Run, Stephens Fork Water Extension Project.

71. Copy of a fax dated April 13, 2005, to Allen Ferrell, United Welding, Inc., from Jim Ruckman, P.S., Cerrone Associates, Inc., reminding him to request Substantial Completion for Contract No. 2 of the Sycamore Run, Stephens Fork Water Extension Project.
72. Copy of a letter dated April 13, 2005, to Virginia McDonald, Rural Development Specialist, Rural Utilities Service, from Margaret Batten enclosing four copies of Requisition No. 12 for the Sycamore Run, Stephens Fork Water Extension Project.
73. Copy of a letter dated April 14, 2005, to Katy Mallory, Executive Secretary, WV Infrastructure & Jobs Development Council, from Margaret Batten enclosing a signed copy of Requisition No. 12 for the Sycamore Run, Stephens Fork Water Extension Project.
74. Copy of a letter dated April 14, 2005, to The Honorable John D. Rockefeller, IV, United States Senator, from Amy L. Swann, Director, Water and Wastewater Division, Public Service Commission of West Virginia, in response to Ronald Dolly's letter dated April 6, 2005, concerning the sewage lagoon that serves the "Butcher Bend Road" area near Mineral Wells in Wood County.
75. Copy of a letter dated April 14, 2005, to Mr. Jesse Sheppard, Utilities Supervisor, WV Division of Highways, District 3, from James M. Ruckman, P.S., Director of Field Activities, Cerrone Associates, Inc., enclosing two copies of Change Order #4 to Contract #2A of the Sycamore Run, Stephens Fork Water Extension Project.
76. \*\*\*\*Letter dated April 14, 2005, to Charles M. Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for signature six copies each of Change Order No. 3 to Contract 4 for Panhandle Pipe/Hughes Supply for the Sycamore Run, Stephens Fork Water Extension Project.
77. Memorandum dated April 14, 2005, from Jan Long, West Virginia Public

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
APRIL 21, 2005  
PAGE 12**

Insurance Agency, enclosing Shopper's Guides.

78. Letter dated April 15, 2005, from Virginia McDonald, USDA Rural Development, enclosing annual management reports required in accordance with the loan agreement.
79. Fax dated April 15, 2005, to Editor, **PARKERSBURG NEWS/SENTINEL** from Margaret Batten enclosing a notice about the April 21, 2005, Regular Board Meeting to be published in the first available issue of the newspapers.
80. Fax dated April 15, 2005, to **JACKSON HERALD NEWSPAPER** from Margaret Batten enclosing a notice about the April 21, 2005, Regular Board Meeting to be published in the April 19, 2005, issue of the newspaper.
81. Copy of a letter dated April 15, 2005, to Frank Douglas from R. Shayne Brabham stating that the District can provide water and sewer service to the former Webster property located behind the Oakbrook Subdivision.
82. Fax dated April 15, 2005, to the **WIRT COUNTY JOURNAL** from Margaret Batten enclosing a notice about the April 21, 2005, Regular Board Meeting to be published in the April 19, 2005, issue of the newspaper.
83. Copy of a letter dated April 15, 2005, to Manning Frymier, P.E., Cerrone Associates, Inc., from Virginia McDonald, Rural Utilities Specialist, Rural Utilities Service, stating that Change Order No. 2 to Contract No. 2B is being returned unapproved as it would require a modification of the previously approved contract documents.
84. Copy of a fax dated April 18, 2005, to Bernie Dunlap, Stonegate Construction, Inc., from Jim Ruckman, P.S., Cerrone Associates, Inc., enclosing a revised copy of the Substantial Completion Walk Thru Inspection Punch List for Contract #1 and a revised copy of the Preliminary Punch List for Contract #2A both dated April 11, 2005.
85. Copy of a fax dated April 18, 2005, to Allen Ferrell, Sr. and Don Cottrill, United Welding, Inc., from Jim Ruckman, P.S., Cerrone Associates, Inc.,

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
APRIL 21, 2005  
PAGE 13**

enclosing a revised copy of the Preliminary Punch List for Contract #2B which was updated on April 13, 2005.

86. Copy of a fax dated April 18, 2005, to Larry Morris, Mid Atlantic Storage Systems, Inc., from Jim Ruckman, P.S., Cerrone Associates, inc., enclosing a revised copy of the Substantial Completion Walk Thru Punch List for Contract #3 of the Sycamore Run, Stephens Fork Water Line Extension.
87. Letter dated April 18, 2005, from Virginia McDonald, USDA Rural Development, enclosing copies of approved Requisition No. 12.
88. Fax dated April 19, 2005, to Randall M. Cole, Project Administrator, Cerrone Associates, Inc., from Margaret Batten enclosing copies of two contract bond statue queries from Liberty Mutual for Stonegate Construction, Inc., for Contract # 1 and #2A of the Sycamore Run, Stephens Fork Water Extension Project.
89. Copy of letter dated April 19, 2005, to Eric Gumm, Rural Utilities Services, from Margaret Batten enclosing copy of bank statements for the Stephens Fork Water Extension Project Checking Account, from July, 2004 thru March, 2005.
90. Facsimile transmission dated April 19, 2005, from Kim McClead, WesBanco Bank, attaching verification of the \$78,900.00 electronic deposit into the Stephens Fork Water Extension Project Checking Account.
91. Copy of Fax Message dated April 19, 2005, to Virginia McDonald, USDA Rural Utilities Services, attaching copy of Wire Transfer Advise for the Stephens Fork Water Extension Checking Account.
92. Copy of letter dated April 19, 2005, to West Virginia Municipal Bond Commission from Margaret Batten enclosing sewer check number 031046 in the amount of \$19,315.63 as bond payments to the following accounts:
  1. MIW-S-1-97-R-W0-06, Sewer 97 Revenue, \$9,302.30
  2. MIW-S-1-95-X-W0-06, Sewer 85 Revenue, \$5,688.40

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
APRIL 21, 2005  
PAGE 14**

3. MIW-s-2-95-x-w0-06, Sewer 95 Reserve \$ 568.82
4. MIW-S-1-85-W0-06, Sewer 85-B Revenue, \$1,293.00
5. MIW-S-1-03-A-W0-06, Sewer 03-1 Revenue \$2,288.88
6. MIW-S-2-03-A-W0-06, Sewer 03-A Reserve, \$ 210.23

93. Copy of letter dated April 19, 2005, to West Virginia Water Development Authority from Margaret Batten stating that payments in the amount of \$2,288.88 and \$210.23 respectively were made to the Municipal Bond Commission on April 19<sup>th</sup>, 2005 for the Mineral Wells Public Service District Sewerage System Revenue Bonds, Series 1995 and Series 2003.
94. Memorandum dated April 19, 2005, from Diane Cole, West Virginia Consolidated Public Retirement Board, enclosing Annual Retirement Statements for the District's employees.
95. Fax dated April 20, 2005, from Randall M. Cole, Cerrone Associates, Inc. to Margaret Batten enclosing completed Bond Status Inquiry Form for Stonegate Construction Contract #1 and Contract #2A for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
96. Copy of letter dated April 20, 2005, from the District to Liberty Mutual Surety enclosing completed Contract Bond Status Query for Stonegate Construction, Inc. for Contract 1 and Contract 2A of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.