

MINUTES OF A REGULAR MONTHLY BOARD
MEETING OF THE PUBLIC SERVICE DISTRICT
BOARD OF THE MINERAL WELLS PUBLIC
SERVICE DISTRICT HELD THURSDAY, MAY 19,
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; Russell Hanna, Operations Manager; Brian Metz, Operations Technician; Margaret Batten, Office Manager; Nellie Radcliff, Office Clerk; William Byers, Operations Technician; Dave and Shaun Daugherty; Jerry Toncray, Cutlip Warner Development; Gene Duckworth, and Jarrell Goodnight were present.

The first order of business was the reading and approving the Minutes of the April 21, 2005, Regular Board Meeting. Mr. Lett made a motion to approve the Minutes of the April 21, 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 May 10, 2005, Special Board Meeting as presented. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes of the Special Board Meeting.

Mr. Duckworth, Mr. Goodnight, Mr. Daugherty, and Mr. Toncray were present to attend the Auction of the 1996 GMC Van at 5:30 p.m. Mr. Radabaugh auctioned a 1996 GMC Van to the highest bidder. Mr. Duckworth was the highest bidder. The bid was \$2,800.00. Mr. Radabaugh made a motion to accept the bid of \$2,800.00. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to accept Change Order No. 4 to Contract 2B to extend the Substantial completion date and make the final quantity adjustments. The total increase was \$11,491.10. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart signed Change Order No. 4 to Contract 2B to extend the Substantial Completion.

The Board reviewed Addendum No. 4 to Engineering Agreement for additional engineering services related to the addition of Line 29A by Change Order No. 3, Contract 1 and the extensions along Brown's Ridge, Conger Ridge, and County Route 21 by Change Order No. 4 - Contract 2A for a total of an increase of \$9,600.00. Mr. Radabaugh made a motion to accept Addendum No. 4 to Engineering Agreement. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart signed Addendum No. 4 to Engineering Agreement of Line 29A by Change Order No. 3, Contract 1.

Mr. Radabaugh made a motion to approve Substantial Completion for Contract 2B-United Welding. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart signed the Substantial Completion for Contract 2B.

MINERAL WELLS PUBLIC SERVICE DISTRICT
MINUTES - MAY 19, 2005
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Mr. Radabaugh made a motion to approve Substantial Completion for Contract 2A-Stonegate Construction on May 17, 2005. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart signed the Substantial Completion for Contract 2A.

Mr. Radabaugh made a motion to approve the Financial Statement dated April 30, 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 April 30, 2005, for Water Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve the Financial Statement dated April 30, 2005, for Sewer Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve check number 29493 thru 1022 written between April 22, 2005 - May 18, 2005 on the Water Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve check number 1023 thru 1028 written May 19, 2005, on the Water Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve check number 31101 thru 31126 written between April 22, 2005 - May 18, 2005 on the Sewer Revenue Fund Checking Account (copy attached). The motion passed unanimously.

Mr. Radabaugh made a motion to approve check number 31127 thru 31128 written May 19, 2005 on the Sewer Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve Payroll check number 1428 thru 1509 written on the Sewer Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mrs. Batten had no letters or any business that needed to be discussed at this time.

Mr. Hanna reported on several items concerning the District.

He received a verbal from Mr. Frymier, P. E., Ceronne Associates, Inc., stating that the Sycamore, Stephens Fork, Limestone, Windy Ridge Water Extension Project was ninety per cent completed and that letters could go out informing the customers that they could start their hookups to the line.

MINERAL WELLS PUBLIC SERVICE DISTRICT
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Pond Creek Volunteer Fire Department is interested in getting water service established near the Rockport Community Building. They would like a 1" meter. The Board discussed this topic for a brief time and decided that the Fire Department would bear all the expense of doing the water tap. They, also, agreed that Pond Creek Fire Department would not haul water to fill individual's swimming pools.

Linda Burton is not going to be able to get a service water line to her residence because a neighbor will not give an easement. The District suggested since her brother - in - law will have water, maybe she could haul water from his tap and help pay on his bill.

Terry Bartley has sold some property and is in the process of installing a driveway right over the District's water line. The Board suggested Mr. Hanna inform him that he needs to install the driveway in another location.

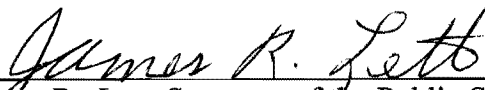
The District has received the easement from Sam's Creek Baptist Church to do the relocation of the Districts service lines in that area that a mudslide took out. That work will be done in the near future.

Mr. Robert Powell would like for the District to run a 1" waterline to a piece of property on top of Tower Ridge. The District will do a road crossing and set the meter on the customer's property, but the customer is to bear the cost of bringing the line to the road.

All business having been discussed, Mr. Lett made a motion that the meeting be adjourned. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Stewart adjourned the meeting at 6:45 p.m.

CERTIFICATION

I, James R. Lett, Secretary of the Public Service Board of the Mineral Wells Public Service District, a West Virginia corporation, do hereby certify that the foregoing and hereto annexed minutes are a true and accurate record of the meeting held at the time and place aforesaid.



James R. Lett, Secretary of the Public Service Board of the
Mineral Wells Public Service District, Mineral Wells, West
Virginia

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
APRIL 30, 2005**

CHECKING ACCOUNTS

Water Revenue Fund Checking Account WesBanco Bank	\$ 410.46	
Sewer Revenue Fund Checking Account WesBanco Bank	39,878.24	
Stephens Fork Water Extension Construction Checking WesBanco Bank	<u>573.96</u>	
TOTAL IN CHECKING ACCOUNTS:		\$ 40,862.66

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	22,092.74	
Revenue Reserve Account-Rockport WesBanco Bank	7,227.46	
Depreciation Reserve Account-Rockport WesBanco Bank	7,227.65	
Revenue Reserve Account-Water Improvement WesBanco Bank	21,726.44	
Depreciation Reserve Account-Water Improvement WesBanco Bank	21,726.79	
Sycamore Run-Limestone Tap Fees, WesBanco Bank	33,687.15	
Sycamore Run-Limestone Security Deposits WesBanco Bank	16,019.81	
Security Deposit Account WesBanco Bank	<u>23,438.34</u>	
TOTAL IN WATER ACCOUNTS:		\$196,540.61

SEWER ACCOUNTS

Repair and Replacement Account WesBanco Bank	\$92,631.34	
Reserve for Grinder Pump Maintenance Prime Rate Money Market-WesBanco Bank	31,200.17	
Security Deposit Account WesBanco Bank	<u>21,286.32</u>	
TOTAL IN SEWER ACCOUNTS:		<u>\$145,117.83</u>
TOTAL ALL FINANCES, APRIL 30, 2005		\$382,521.10

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
WATER REVENUE FUND CHECKING ACCOUNT
APRIL 30, 2005**

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
WESBANCO BANK, MARCH 31, 2005** **\$ 11,628.53**

RECEIPTS:

Water Sales	\$ 50,800.12
Water Buffalo Sales	690.75
Reconnection Fees	240.00
Tap Fees	300.00
Security Deposit Refunds	<u>652.11</u>

TOTAL RECEIPTS: **\$52,682.98**

TOTAL CASH AVAILABLE: **\$64,311.51**

EXPENDITURES:

Municipal Bond Commission	\$ 1,592.00
Rural Economic & Development	13,365.00
USDA-Rural Development	5,252.00
WesBanco Bank-Parkersburg	334.00
WesBanco Bank-Parkersburg	1,004.00
WesBanco Bank-Parkersburg	2,996.97
WesBanco Bank-Parkersburg	314.00
Salaries	6,540.94
Commissioner's Salaries	412.50
WV Public Employees Retirement System	1,567.22
WV State Tax Department	553.80
WV Public Employees Insurance Agency	1,804.04
U S Postal Service	231.93
AT&T State Calling Service	11.15
Miss Utility of WV Inc.	13.50
Telepage Communications Systems	8.95
Water Environmental Testing	472.50
Cintas	115.69
BP Credit Card Company	396.81
Mineral Wells Public Service District	221.70
Claywood Park Public Service District	14,381.74
Cutlip-Warner Development Company	3,347.00
Conner Cleaning Service	109.00
Verizon	111.27

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

Dominion Hope	85.18
Hardman Supply Company	107.31
Allegheny Power	604.19
Parkersburg Office Supply	32.36
Westco Internet	11.25
Cerrone Associates, Inc.	1,121.25
Innovative Business	249.92
WV Workers Compensation	906.14
Bosley Rental & Supply, Inc.	3.99
W. W. Grainger, Inc.	13.24
Miller Communications	15.00
Ryan Forshey	32.72
Information Products Inc.	229.55
Arvilla Pipeline Construction Co.	2,127.60
Haul Away Trash	16.25
Westfield Group	2,592.42
Melissa Hogson	50.28
R. D. Wilson Sons	51.59
Mary Ellen Miller	25.15
Cingular	92.64
Marilyn Carmichael	6.87
Joseph Modesitt	50.01
Action Answering Service	42.05
Donna Simmers	32.22
Edward E. Acree	6.03
Bradley David George	37.62
Eula Wine	50.12
Marilyn L. Whitt	50.12
Ted Socha	50.12
Joyce L. Radcliff	<u>50.12</u>

TOTAL EXPENDITURES:

\$63,901.02

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT,
WESBANCO BANK, APRIL 30, 2005**

\$ 410.49

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
SEWER REVENUE FUND CHECKING ACCOUNT
APRIL 30, 2005**

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

RECEIPTS:

Sewer Sales	\$37,715.70
Debbie Kent Bank Error	20.00
Security Deposit Refund	<u>804.61</u>

TOTAL RECEIPTS: **\$38,540.31**

TOTAL CASH AVAILABLE: **\$100,651.79**

EXPENDITURES:

Municipal Bond Commission	\$19,351.63
WesBanco Bank-Parkersburg	1,440.71
WesBanco Bank-Parkersburg	3,022.73
Salaries	6,841.34
Commissioners' Salaries	412.50
WV Public Employees Insurance Agency	1,467.34
WV Public Employees Retirement System	1,610.30
WV Dept. of Tax & Revenue	561.20
U. S. Postal Service	231.93
AT&T - State Calling Service	11.15
Action Answering Service Plus	42.05
Miss Utility of WV Inc.	13.50
Telepage Communications System	8.95
Water Environmental Testing	352.00
Conner Cleaning Service	179.00
Cintas	115.71
Verizon	546.14
Allegheny Power	5,434.92
BP Credit Card Center	417.81
Mineral Wells Public Service District	912.51
Parkersburg Office Supply	1,731.39
WV Workers Compensation	965.25
Dominion Hope	85.18
Bosley Rental & Supply	4.00
W. W. Grainger, Inc.	116.24
Cingular	92.65
Cutlip Warner Development Co.	2,923.00
Innovative Business Products	249.93
IVS Hydro Inc.	1,897.50

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT-SEWER-APRIL 30, 2005
PAGE 2**

Westco Internet	11.25
Trombold Equipment Co.	1,762.71
Glotfelty Enterprise	446.86
Miller Communications, Inc.	15.00
Precision Pump & Valve	2,850.00
Resa V	94.00
Haul Away Trash, L. L. C.	16.25
Westfield Group	3,311.61
R. D. Wilson Sons & Co.	51.59
Darla Batten	3.91
Grace Wesolow	2.89
Newark In One	14.08
Ryan Forshey	30.39
Melissa Hodgson	50.28
Cheryl Boggs	22.69
Autumn Roberts	19.83
Anthony & Amanda Mott	39.47
Rose Hardman	7.60
Marilyn Carmichael	5.02
Joseph Modesitt	50.01
Donna Simmers	35.62
Bradley David George	35.95
Howard C. Dean	50.12
Marvin L. Whitt	50.12
Ted Socha	50.12
Information Products	229.54
Parkersburg Sentinel Co.	231.43
Penalty Transfer Error	.20
Hardman Supply Company	<u>246.45</u>

TOTAL EXPENDITURES:

\$60,773.55

**BALANCE IN SEWER FUND CHECKING ACCOUNT
WESBANCO BANK, APRIL 30, 2005**

\$39,878.24

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 4/22/05 - ENDING DATE: 5/18/05 **

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

K ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
131 200 00	CHECKING ACCOUNT WESBANCO BANK					
486	RYAN FORSHEY	4/26/05	55123	4/26/05	32.72	29,493
1,302	MINERAL WELLS PSD	4/26/05	55126	4/26/05	17.85	29,494
106	ALLEGHENY POWER	4/27/05	55273	4/27/05	604.19	29,495
153	ACTION ANSWERING SERVICE PLUS	4/27/05	55276	4/27/05	42.05	29,496
161	ARVILLA PIPELINE CONSTR CO INC	4/27/05	55277	4/27/05	2,127.60	29,497
275	BP CREDIT CARD CENTER	4/27/05	55278	4/27/05	396.81	29,498
360	CUTLIP-WARNER DEVELOPMENT CO	4/27/05	55279	4/27/05	2,854.00	29,499
369	CONNER CLEANING SERVICE	4/27/05	55281	4/27/05	109.00	29,500
486	MELISSA HODGSON	4/27/05	55282	4/27/05	50.28	29,501
486	MARY ELLEN MILLER	4/27/05	55284	4/27/05	25.15	29,502
486	MARILYN CARMICHAEL	4/27/05	55288	4/27/05	6.87	29,503
486	JOSEPH MODESITT	4/27/05	55289	4/27/05	50.01	29,504
486	DONNA SIMMERS	4/27/05	55290	4/27/05	32.22	29,505
486	EDWARD E ACREE	4/27/05	55291	4/27/05	6.03	29,506
486	BRADLEY DAVID GEORGE	4/27/05	55292	4/27/05	37.62	29,507
486	EULA WINE	4/27/05	55294	4/27/05	50.12	29,508
486	MARVIN L WHITT	4/27/05	55295	4/27/05	50.12	29,509
486	TED SOCHA	4/27/05	55296	4/27/05	50.12	29,510
486	JOYCE L RADCLIFF	4/27/05	55297	4/27/05	50.12	29,511
832	HARDMAN SUPPLY COMPANY	4/27/05	55298	4/27/05	107.31	29,512
900	INFORMATION PRODUCTS INC	4/27/05	55315	4/27/05	229.55	29,513
1,302	MINERAL WELLS PSD	4/27/05	55323	4/27/05	192.88	29,514
1,805	RURAL DEVELOPMENT ADMN.	4/27/05	55340	4/27/05	2,112.00	29,515
1,843	CINTAS	4/27/05	55342	4/27/05	115.69	29,516
2,103	USDA-RURAL DEVELOPMENT	4/27/05	55350	4/27/05	3,140.00	29,517
2,205	VERIZON	4/27/05	55351	4/27/05	111.27	29,518
2,303	R D WILSON SONS & CO CLKG	4/27/05	55352	4/27/05	51.59	29,519
2,316	WESTFIELD GROUP	4/27/05	55356	4/27/05	2,592.42	29,520
2,338	WESBANCO-WATER RES-SAMS-CV	4/27/05	55359	4/27/05	314.00	29,521
1,302	MINERAL WELLS PSD	4/28/05	55529	4/29/05	10.97	29,522
2,313	WESBANCO BANK-PARKERSBURG	4/28/05	55551	4/29/05	1,464.70	29,523
2,314	WV DEPT OF TAX & REVENUE	4/28/05	55552	4/29/05	553.80	29,524
2,315	WV PUBLIC EMPLOYEES RETIREMENT	4/28/05	55553	4/29/05	1,567.22	29,525
314	CINGULAR	4/30/05	55681	4/30/05	92.64	29,526
360	CUTLIP-WARNER DEVELOPMENT CO	4/30/05	55682	4/30/05	493.00	29,527
438	DOMINION HOPE	4/30/05	55683	4/30/05	85.18	29,528
840	HAUL AWAY TRASH L.L.C.	4/30/05	55684	4/30/05	16.25	29,529
1,309	MINERAL WELLS PSD	4/30/05	55685	4/30/05	3,619.22	29,530
1,604	PARKERSBURG OFFICE SUPPLY	4/30/05	55689	4/30/05	32.36	29,531
2,339	WESTCO INTERNET	4/30/05	55705	4/30/05	11.25	29,532
486	LIONEL & GARNET THOMAS	5/05/05	55848	5/05/05	151.37	29,533
600	FASTENERS & SUPPLY INC	5/05/05	55849	5/05/05	42.75	29,534
1,311	MIDWEST PIPE & SUPPLY	5/05/05	55850	5/05/05	1,390.43	29,535
2,005	C I THORNBURG	5/05/05	55853	5/05/05	665.89	29,536
2,307	HUGHES SUPPLY, INC.	5/05/05	55857	5/05/05	2,265.79	29,537
224	BILL BAILEY INSURANCE AGENCY	5/05/05	55884	5/05/05	25.00	29,538

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 4/22/05 - ENDING DATE: 5/18/05 **

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

K ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
131 200 00	CHECKING ACCOUNT WESBANCO BANK					
1,600	PARKERSBURG SENTINEL CO	5/05/05	55889	5/05/05	132.37	29,539
309	CLAYWOOD PARK PSD	5/10/05	55974	5/10/05	14,895.72	29,540
1,304	MILLER COMMUNICATIONS	5/06/05	56004	5/10/05	15.00	29,541
1,307	MUNICIPAL BOND COMMISSION	5/06/05	56005	5/10/05	1,592.00	29,542
2,039	TELEPAGE COMMUNICATIONS SYSTEM	5/06/05	56006	5/10/05	8.95	29,543
2,306	WATER ENVIRONMENTAL TESTING	5/06/05	56009	5/10/05	567.00	29,544
1,302	MINERAL WELLS PSD	5/11/05	56029	5/11/05	50.12	29,545
1,309	MINERAL WELLS PSD	5/12/05	56138	5/13/05	4,958.64	1,004
2,313	WESBANCO BANK-PARKERSBURG	5/12/05	56142	5/13/05	2,450.51	1,005
124	AT&T - STATE CALLING SERVICE	5/18/05	56220	5/19/05	6.34	1,016
200	BOSLEY RENTAL & SUPPLY INC	5/18/05	56221	5/19/05	143.10	1,017
369	CONNER CLEANING SERVICE	5/18/05	56225	5/19/05	109.00	1,018
1,301	MISS UTILITY OF WV INC	5/18/05	56226	5/19/05	22.87	1,019
1,302	MINERAL WELLS PSD	5/18/05	56227	5/19/05	23.49	1,020
1,500	OHIO VALLEY MUFFLER & BRAKE	5/18/05	56229	5/19/05	10.47	1,021
2,308	WV PUBLIC EMPLOYEES INS AGENCY	5/18/05	56232	5/19/05	1,695.33	1,022
	CHECKING ACCOUNT WESBANCO BANK				54,728.32	62 *

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 5/19/05 - ENDING DATE: 5/19/05 **

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

K ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
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131 200 00 CHECKING ACCOUNT WESBANCO BANK

275	BP CREDIT CARD CENTER	5/19/05	56293	5/19/05	446.91	1,023
2,101	U S POSTAL SERVICE	5/19/05	56296	5/19/05	199.00	1,024
2,373	WESBANCO BANK-PARKERSBURG	5/19/05	56299	5/19/05	167.00	1,025
2,374	WESBANCO BANK-PARKERSBURG	5/19/05	56300	5/19/05	167.00	1,026
2,375	WESBANCO BANK-PARKERSBURG	5/19/05	56301	5/19/05	502.00	1,027
2,376	WESBANCO BANK-PARKERSBURG	5/19/05	56302	5/19/05	502.00	1,028

CHECKING ACCOUNT WESBANCO BANK					1,983.91	6 *
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VENDOR CHECKS REPORT

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

** BEGINNING DATE: 4/22/05 - ENDING DATE: 5/18/05 **

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

K ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
120 200 00	CHECKING ACCT-WESBANCO BANK					
486	DARLA BATTEN	4/26/05	55132	4/26/05	3.91	31,058
486	GRACE WESOLOW	4/26/05	55133	4/26/05	2.89	31,059
486	RYAN FORSHEY	4/26/05	55134	4/26/05	30.39	31,060
106	ALLEGHENY POWER	4/27/05	55392	4/27/05	5,434.92	31,061
153	ACTION ANSWERING SERVICE PLUS	4/27/05	55395	4/27/05	42.05	31,062
275	BP CREDIT CARD CENTER	4/27/05	55396	4/27/05	417.81	31,063
360	CUTLIP-WARNER DEVELOPMENT CO	4/27/05	55397	4/27/05	2,923.00	31,064
369	CONNER CLEANING SERVICE	4/27/05	55398	4/27/05	179.00	31,065
486	MELISSA HODGSON	4/27/05	55399	4/27/05	50.28	31,066
486	CHERYL BOGGS	4/27/05	55400	4/27/05	22.69	31,067
486	AUTUMN ROBERTS	4/27/05	55401	4/27/05	19.83	31,068
486	ANTHONY & AMANDA MOTT	4/27/05	55402	4/27/05	39.47	31,069
486	ROSE HARDMAN	4/27/05	55403	4/27/05	7.60	31,070
486	MARILYN CARMICHAEL	4/27/05	55404	4/27/05	5.02	31,071
486	JOSEPH MODESITT	4/27/05	55405	4/27/05	50.01	31,072
486	DONNA SIMMERS	4/27/05	55406	4/27/05	35.62	31,073
486	BRADLEY DAVID GEORGE	4/27/05	55407	4/27/05	35.95	31,074
486	HOWARD C DEAN	4/27/05	55408	4/27/05	50.12	31,075
486	MARVIN L WHITT	4/27/05	55409	4/27/05	50.12	31,076
486	TED SOCHA	4/27/05	55410	4/27/05	50.12	31,077
832	HARDMAN SUPPLY COMPANY	4/27/05	55411	4/27/05	246.45	31,078
900	INFORMATION PRODUCTS INC	4/27/05	55427	4/27/05	229.54	31,079
1,204	JAMES R. LETT	4/27/05	55428	4/27/05	300.00	31,080
1,204	JAMES R. LETT	4/28/05	55509	4/27/05	300.00	31,080 VOID
1,302	MINERAL WELLS PSD	4/27/05	55429	4/27/05	306.67	31,081
1,600	PARKERSBURG SENTINEL CO	4/27/05	55442	4/27/05	231.43	31,082
1,806	ROY L RADABAUGH	4/27/05	55450	4/27/05	300.00	31,083
1,806	ROY L RADABAUGH	4/28/05	55510	4/27/05	300.00	31,083 VOID
1,843	CINTAS	4/27/05	55451	4/27/05	115.71	31,084
1,912	CHARLES M. STEWART	4/27/05	55455	4/27/05	300.00	31,085
1,912	CHARLES M. STEWART	4/28/05	55511	4/27/05	300.00	31,085 VOID
2,004	TROMBOLD EQUIPMENT CO INC	4/27/05	55456	4/27/05	495.38	31,086
2,205	VERIZON	4/27/05	55459	4/27/05	514.28	31,087
2,303	R D WILSON SONS & CO CLKG	4/27/05	55460	4/27/05	51.59	31,088
2,316	WESTFIELD GROUP	4/27/05	55464	4/27/05	3,311.61	31,089
1,204	JAMES R. LETT	4/28/05	55587	4/29/05	275.00	31,090
1,302	MINERAL WELLS PSD	4/28/05	55590	4/29/05	10.98	31,091
1,806	ROY L RADABAUGH	4/28/05	55602	4/29/05	275.00	31,092
1,912	CHARLES M. STEWART	4/28/05	55605	4/29/05	275.00	31,093
2,313	WESBANCO BANK-PARKERSBURG	4/28/05	55613	4/29/05	1,525.56	31,094
2,314	WV DEPT OF TAX & REVENUE	4/28/05	55614	4/29/05	561.20	31,095
2,315	WV PUBLIC EMPLOYEES RETIREMENT	4/28/05	55615	4/29/05	1,610.30	31,096
314	CINGULAR	4/30/05	55709	4/30/05	92.65	31,097
438	DOMINION HOPE	4/30/05	55710	4/30/05	85.18	31,098
840	HAUL AWAY TRASH L.L.C.	4/30/05	55711	4/30/05	16.25	31,099
1,604	PARKERSBURG OFFICE SUPPLY	4/30/05	55715	4/30/05	1,731.39	31,100

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 4/22/05 - ENDING DATE: 5/18/05 **

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

K ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
120 200 00	CHECKING ACCT-WESBANCO BANK					
2,004	TROMBOLD EQUIPMENT CO INC	4/30/05	55722	4/30/05	1,267.33	31,101
2,339	WESTCO INTERNET	4/30/05	55731	4/30/05	11.25	31,102
600	FASTENERS & SUPPLY INC	5/05/05	55872	5/05/05	758.25	31,103
1,311	MIDWEST PIPE & SUPPLY	5/05/05	55873	5/05/05	655.50	31,104
2,005	C I THORNBURG	5/05/05	55875	5/05/05	433.50	31,105
2,307	HUGHES SUPPLY, INC.	5/05/05	55878	5/05/05	1,260.24	31,106
1,304	MILLER COMMUNICATIONS	5/06/05	55982	5/10/05	15.00	31,111
1,307	MUNICIPAL BOND COMMISSION	5/06/05	55983	5/10/05	19,351.63	31,112
2,039	TELEPAGE COMMUNICATIONS SYSTEM	5/06/05	55990	5/10/05	8.95	31,113
2,306	WATER ENVIRONMENTAL TESTING	5/06/05	55994	5/10/05	242.00	31,114
2,312	WESBANCO BANK-PARKERSBURG	5/06/05	55996	5/10/05	1,624.39	31,115
20,007	BULLETIN BOARD	5/06/05	56001	5/10/05	35.00	31,116
1,302	MINERAL WELLS PSD	5/11/05	56032	5/11/05	50.12	31,117
2,313	WESBANCO BANK-PARKERSBURG	5/12/05	56151	5/13/05	2,441.08	31,118
224	BILL BAILEY INSURANCE AGENCY	5/05/05	55893	5/15/05	25.00	31,107
402	DANNY'S LAWN SERVICE	5/05/05	55895	5/15/05	300.00	31,108
1,600	PARKERSBURG SENTINEL CO	5/05/05	55897	5/15/05	363.81	31,109
1,837	RESA V	5/05/05	55899	5/15/05	25.00	31,110
124	AT&T - STATE CALLING SERVICE	5/18/05	56240	5/19/05	6.34	31,119
369	CONNER CLEANING SERVICE	5/18/05	56244	5/19/05	179.00	31,120
1,301	MISS UTILITY OF WV INC	5/18/05	56245	5/19/05	22.88	31,121
1,302	MINERAL WELLS PSD	5/18/05	56246	5/19/05	23.50	31,122
1,424	NEW WAY CARPET CLEANING	5/18/05	56247	5/19/05	1,243.30	31,123
1,500	OHIO VALLEY MUFFLER & BRAKE	5/18/05	56248	5/19/05	10.48	31,124
2,308	WV PUBLIC EMPLOYEES INS AGENCY	5/18/05	56251	5/19/05	1,576.05	31,125
130,016	MID-OHIO VALLEY MEDICAL GROUP	5/18/05	56256	5/19/05	65.00	31,126
	CHECKING ACCT-WESBANCO BANK				53,406.57	66 *

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 5/19/05 - ENDING DATE: 5/19/05 **

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

K ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
120 200 00	CHECKING ACCT-WESBANCO BANK					
275	BP CREDIT CARD CENTER	5/19/05	56305	5/19/05	446.91	31,127
2,101	U S POSTAL SERVICE	5/19/05	56308	5/19/05	199.00	31,128
	CHECKING ACCT-WESBANCO BANK				645.91	2 *

**MINERAL WELLS PUBLIC SERVICE DISTRICT
PAYROLL CHECKS
SEWER REVENUE FUND CHECKING ACCOUNT
APRIL 22, 2005 - MAY 19, 2005**

CHECK NO.

1428	Todd R. Anderson	\$ 852.86
1429	Margaret J. Batten	913.89
1430	Richard Shayne Brabham	932.87
1431	Dennis R. Brown	588.57
1432	William H. Byers, Jr.	914.47
1433	Linda K. Church	828.55
1434	Russell P. Hanna	910.99
1435	Nellie B. Radcliff	750.43
1501	Todd R. Anderson	617.25
1502	Margaret J. Batten	917.10
1503	Richard Shayne Brabham	996.84
1504	Dennis R. Brown	492.76
1505	William H. Byers, Jr.	750.74
1506	Linda K. Church	819.43
1507	Russell P. Hanna	949.64
1508	Nellie B. Radcliff	724.98
1509	Richard Shayne Brabham	3,454.57

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
APRIL 22, 2005 - MAY 19, 2005**

1. **West Virginia Rural Water Association INFRASTRUCTURE COUNCIL REPORT NEWSLETTER**, a publication of the West Virginia Rural Water Association, dated May 5, 2005, Vol. 11, Issue 5.
2. Flyer from the Environmental Training Center, Ripley, West Virginia, pertaining to the following training courses: Activated Sludge Process Control Part I scheduled for June 1 - 3, 2005, in Ripley, WV, and August 16 - 18, 2005, in Beckley, WV; and Wastewater Lagoon Optimization, Troubleshooting, and Process Control scheduled for June 15 - 17, 2005, in Ripley, WV.
3. Letter (no date) from Teresa L. Deppner, Clerk, U.S. Bankruptcy Court, pertaining to Bankruptcy Proceeding No.: 4:00-bk-40056, Chapter 7, for Delores Diane Smith, P. O. Box 1034, Parkersburg, WV 26101.
4. Fax of completed application for Russell Hanna to attend the Public Service Commission's **The Main Extension Seminar** scheduled for May 19, 2005, at the Days Inn, Flatwoods, WV.
5. Letter (no date) to Charles Stewart from George L. Shuff, Certified Backflow Prevention Assembly Testing and Repair, stating that he is qualified and willing to write a Cross Connection and Backflow Prevention Policy for District as required by a law enacted by the 2004 West Virginia State Legislature.
6. Letter dated March 31, 2005, to the District from the Workers' Compensation Commission of West Virginia enclosing the District's Quarterly Employer Loss Activity Statement (ELAS) for the Period July 1, 2001, through March 31, 2005.
7. Copy of a letter dated April 19, 2005, to Ms. Dianne Wolfe, Bowles Rice McDavid Graff & Love, from James M. Ruckman, P.S., Cerrone Associates, Inc., enclosing an Easement Schedule and one set each of half size and legal size easement drawings for the preparation of easements for some change order extensions proposed for the District's Sycamore Run, Stephens Fork Water Extension Project.
8. Letter dated April 19, 2005, to the District from Wanda Philippi, Regional Inspector General, United States Department of Agriculture, asking the

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MAY 19, 2005
PAGE 2**

District to verify the loan information for Loan No. 06 listed in the letter with its records and to reply back if there should be a discrepancy. Mrs. Batten stated that the listed information was correct.

9. Fax dated April 20, 2005, to Margaret Batten from Randall M. Cole, Cerrone Associates, Inc., enclosing completed Bond Status Inquiry Forms for Stonegate Construction for the Sycamore Run, Stephens Fork Water Extension Project.
10. Copy of a letter dated April 20, 2005, to Charles M. Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for signature two copies of the completed Request for Release of Final Settlement from the State Tax Department for Panhandle Pipe/Hughes Supply for Contract No. 4 of the Sycamore Run, Stephens Fork, Water Extension Project.
11. Letter dated April 20, 2005, to Charles M. Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for the District's files an approved copy of Change Order No. 2 to Contract 4 of the Sycamore Run, Stephens Fork Water Extension Project.
12. Copy of a letter dated April 21, 2005, to Mr. Darrel Murray from Amy L. Swann, Director, Water and Wastewater Division, Public Service Commission of West Virginia, enclosing his check in the amount of \$89.83 payable to the Mineral Wells Public Service District with instructions to send his payment to the District's Office in Mineral Wells, West Virginia.
13. Copy of a letter dated April 22, 2005, to Karen Hiehle, Stonegate Construction, Inc., from Margaret Batten enclosing District Check No. 1056 in the amount of \$806.52 for Contract No. 1 and District Check No. 1057 in the amount of \$56,164.13 for Contract No. 2A as payment for amounts shown on Requisition No. 12 of the Sycamore Run, Stephens Fork Waterline Extension Project.
14. Fax dated April 22, 2005, to Elisha, **PARKERSBURG NEWS & SENTINEL**, enclosing a classified ad for a full-time employee for operation and maintenance work to be published in the April 25th, 26th, and 27th issues of the newspapers.

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MAY 19, 2005
PAGE 3

15. Copy of a letter dated April 22, 2005, to Manning Frymier, P.E., Cerrone Associates, Inc., from Margaret Batten enclosing District Check No. 1058 in the amount of \$22,976.65 for payment as shown on Requisition No. 12 of the Sycamore Run, Stephens Fork Water Extension Project.
16. Copy of a letter dated April 22, 2005, to Randall M. Cole, Project Administrator, from Margaret Batten enclosing six signed copies of Change Order No. 3 to Contract No. 4 of the Sycamore Run, Stephens Fork Water Extension Project.
17. Letter dated April 22, 2005, to Charles M. Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for signature two copies of the completed Request for Release of Final Settlement from the State Tax Department for Panhandle Pipe/Hughes Supply for their contract with the District for the Sycamore Run, Stephens Fork Water Extension Project.
18. One copy each of certified payrolls for the weeks of April 2nd, 9th, and 16th from Stonegate Construction, Inc. for Contract No. 1 and Contract No. 2-A. These payrolls were received on April 22, 2005, and were signed by Nicole Hiehle Patel.
19. Fax dated April 25, 2005, to Water Utility Director, from Ron Perrin, Water Technologies, stating that his company does water storage tank inspections and provides the owners with clear sharp digital photos inside and outside of the tank, some of which allow the owners to see the floor of their tank.
20. Copy of a fax dated April 25, 2005, to Don Cottrill, United Welding, Inc., from Jim Ruckman, P.S., Cerrone Associates, Inc., instructing him to contact the office of Cerrone Associates, Inc. to schedule the Substantial Completion Inspection once samples from all the water lines in Contract No. 2B have been tested and passed and all clean up completed.
21. Fax dated April 25, 2005, to Sherry Burnett, Legal Advertising, **PARKERSBURG NEWS & SENTINEL**, from Margaret Batten enclosing a legal notice, pertaining to the sale of the District's 1996 GMC Van, to be published in the May 4th, 11th and 19th issues of the both newspapers.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MAY 19, 2005
PAGE 4**

22. Letter dated April 25, 2005, to Shayne Brabham from Steven R. Hardman, Bowles Rice McDavid Graff & Love, enclosing a copy of a recent article from a Jefferson County newspaper about a sewer impact fee that has been approved by the Public Service Commission.
23. Certified letter dated April 25, 2005, to Charles Stewart from Steven R. Hardman, Bowles Rice McDavid Graff & Love, enclosing a copy of the PSC Notice of Filing for an Application for a Certificate of Convenience and Necessity to construct, operate, and maintain water treatment plant improvements which was issued to Claywood Park Public Service District on April 8, 2005.
24. A letter dated April 25, 2005, to Shayne Brabham from Kevin Kisner, Cintas, containing a quote for providing the District's uniforms for a period of one year.
25. Letter dated April 25, 2005, to Shayne Brabham from the West Virginia Department of Agriculture, Plant Industries Division, Pesticide Regulatory Programs, listing Russell P. Hanna as the District's only certified pesticide applicator and registered technician currently employed by the District.
26. Letter dated April 26, 2005, to the District from Fred D. Clark, Chief Executive Officer, IVS Hydro, Inc., stating that his company must impose a 3% economic surcharge on all its work and materials beginning May 1, 2005, to help offset their drastically increasing expense costs.
27. Copy of a letter dated April 26, 2005, to Ms. Dee Webb, West Virginia Tax Department, Accounts Monitoring Unit, from Margaret Batten enclosing a Request for Release of Final Settlement for Panhandle Pipe/Hughes Supply of Martinsburg, West Virginia, for the supply of water service meters for the Sycamore Run, Stephens Fork Water Extension Project.
28. Fax dated April 26, 2005, to Jim Ruckman, P.S., Cerrone Associates, Inc., from Shayne Brabham containing a copy of the Columbia Gas Agreement dated October 21, 2004, pertaining to the Sycamore Run, Stephens Fork Water Extension Project.
29. Letter dated April 27, 2005, to Charles Stewart from Carrie L. Grimm, ERSII, State Revolving Fund Program, West Virginia Department of

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MAY 19, 2005
PAGE 5**

Environmental Protection, stating that the District must submit approved water and/or sewer budgets for FY06 to her for SRF Project Nos. C-544102 and C-544373.

30. Fax dated April 27, 2005, to Allen Ferrell, Sr., United Welding; Shayne Brabham, Mineral Wells PSD; Virginia McDonald, Rural Utilities Service; Harry Taylor, Russ Henderson, Rural Utilities Service; Jesse Sheppard, WV Department 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 Inspection for contract #2B is scheduled for Monday, May 2, 2005, at 9:30 a.m. at the Maintenance Garage behind the Mineral Wells PSD Office.
31. Letter dated April 28, 2005, to Russell Hanna from Amy L. Swann, Director, Water and Wastewater Division, Public Service Commission of West Virginia, confirming receipt of his request to register for the Main Extension Seminar scheduled for May 19, 2005, at the Days Inn in Flatwoods, West Virginia.
32. Copy of a letter dated April 28, 2005, to James Tenney from R. Shayne Brabham containing all the necessary documents for a 340 ft. two inch water main extension on Paddle Run Road.
33. Copy of a letter dated April 28, 2005, to Margo, West Virginia Public Employees Insurance Agency, from Linda Church enclosing completed Tobacco Affidavits for Todd R. Anderson, Margaret Batten, Dennis R. Brown, William H. Byers, Jr., Linda K. Church, Russell P. Hanna, and Nellie B. Radcliff.
33. Certificate dated April 29, 2005, to the Mineral Wells Public Service District from Denise R. Watson, Tax Unit Supervisor, Administrative Support Unit, Internal Auditing Division, West Virginia Department of Revenue, State Tax Department, authorizing the release of final payment to Panhandle Pipe/Hughes Supply for Contract No. 4 of the Sycamore Run, Stephens Fork Water Extension Project.
34. Copy of a letter dated May 2, 2005, to Carrie L. Grimm, State Revolving Program, WV Division of Water & Waste Management, from Margaret Batten enclosing a copy of the District's annual budget for FY06.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MAY 19, 2005
PAGE 6**

35. Copy of a letter dated May 2, 2005, to Daniel B. Yonkosky, Administrative Assistant, Water Development Authority, from Margaret Batten enclosing a copy of the District's May 2, 2005, letter to Carrie L. Grimm, ERSII, West Virginia Department of Environmental Protection, enclosing a copy of the District's annual budget for FY06.
36. Copy of a letter dated May 2, 2005, to Rosalie Brodersen, WV Division of Environmental Protection, Division of Water & Waste Management, from Margaret Batten enclosing a copy of the District's May 2, 2005, letter to Carrle L. Grimm, ERSII, West Virginia Department of Environmental Protection enclosing a copy of the District's annual budget for FY06.
37. Fax dated May 2, 2005, to Christy Pitsenbarger, West Virginia Bureau of Public Health, Office of Environmental Health Services, from Margaret Batten enclosing the District's Monthly Operational Report for the month of April 2005.
38. Letter dated May 2, 2005, to ASI Customers from Walter Frazier announcing that Appalachian Software, Inc. will be holding its annual 2005 Users Conference at Canaan Valley on Saturday, September 10th.
39. Form FmHA 1924-12 Inspection Report dated May 2, 2005, for the Sycamore Run, Stephens Fork Water Extension Project. The form was completed by Russell L. Henderson, Contract Specialist, Rural Utilities Service.
40. Fax dated May 3, 2005, to Cerrone Associates, Inc., from Rick Robinson containing a copy of his Daily Report - Water dated May 3, 2005, for the Sycamore Run, Stephens Fork Water Extension Project.
41. Copy of the Walk-Thru Inspection Punch List dated May 2, 2005, for United Welding, Contract #2B, of the Sycamore Run, Stephens Fork Water Extension Project.
42. Letter dated May 3, 2005, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for signature two copies of the completed Request for Release of Final Settlement from the State Tax Department for United Welding, Inc., for Contract #2B of the Sycamore Run, Stephens Fork Water Extension Project.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MAY 19, 2005
PAGE 7**

43. Copy of correspondence instructions dated May 2, 2005, to Joyce Radcliff from Nellie Radcliff enclosing Joyce's check no. 2092 in the amount of \$36.17 to pay her final water bill which had already been paid by her son.
44. Fax dated May 4, 2005, to **JACKSON HERALD NEWSPAPERS** from Margaret Batten enclosing a notice about the May 10, 2005, Special Board Meeting to be published in the May 5th issue of the newspaper.
45. Fax dated May 4, 2005, to Editors, **PARKERSBURG NEWS & SENTINEL**, from Margaret Batten enclosing a notice about the May 10, 2005, Special Board Meeting to be published in the first available issue of both newspapers.
46. Letter dated May 4, 2005, to the Mineral Wells Public Service District from Lionel and Garnet Thomas requesting a refund of the \$100 tap fee and \$50 security deposit that they paid for service to their farm located on Gates Ridge.
47. Fax dated May 5, 2005, to Rick Robinson, Cerrone Associates, Inc., from Kari Frymier, Cerrone Associates, Inc., containing a Right-of-Way Chain of Custody Form.
48. Copy of a letter dated May 5, 2005, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of a letter from the WV State Tax Department dated April 29, 2005, containing the Certificate of Release of Final Payment for Panhandle Pipe/Hughes Supply for Contract No. 4 of the Sycamore Run, Stephens Fork Water Extension Project.
49. Copy of a letter dated May 5, 2005, to Katy Mallory, Executive Secretary, West Virginia Infrastructure & Jobs Development Council, from Margaret Batten enclosing a copy of the District's Monthly Water Financial Report for the month of April 2005 for the District's Sycamore Run, Stephens Fork Water Extension Project.
50. Memorandum dated May 6, 2005, to Benefits Coordinators from Janice E. Long, Communications Manager, West Virginia Public Employees Insurance Agency, enclosing blank tobacco affidavits for future use and containing a reminder about the next quarterly benefit coordinator workshop to be held in Morgantown on July 26th.

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MAY 19, 2005
PAGE 8**

51. Copy of a letter dated May 6, 2005, to Daniel Yonkosky, Director, State of West Virginia Water Development Authority, from Margaret Batten enclosing a copy of the District's April 2005 Water Financial Statement for the Series 2003A Sewerage System Revenue Bonds.
52. Copy of an important reminder from the West Virginia Rural Water Association requiring all water systems that withdraw more than 750,000 gallons of water in any given month from WV surface and/or ground water in 2003 or 2004 to fill out a mandatory online survey.
53. Fax dated May 9, 2005, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing the Status Inquiry from Gulf Insurance Company for United Welding and a copy of an Invoice from the Division of Water and Wastewater Management for the Annual Permit Fee for the Sycamore Run, Stephens Fork Water Project.
54. Received on May 9, 2005, from the Public Service Commission of West Virginia a copy of a **NOTICE OF FILING** dated April 8, 2005, for Case No. 05-0479-PWD-CN for Claywood Park Public Service District to construct, operate and maintain water treatment plant improvements to serve approximately 3,300 customers of the District in Wood and Wirt Counties and the Mineral Wells Public Service District and the Town of Elizabeth (resale customers).
55. Letter dated May 9, 2005, to Charles M. Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for review and approval five copies of Requisition No. 13 for the District's Sycamore Run, Stephens Fork Water Extension Project.
56. Copy of a letter dated May 9, 2005, to Mr. & Mrs. David L. Todd, 7071 S. Rangeline Road, Englewood, Ohio, from James M. Ruckman, P.S., Cerrone Associates, Inc., enclosing an easement document with a map attached illustrating the proposed water line and the necessary appurtenances location for this proposed right-of-way. Mr. Ruckman requested that if Mr. & Mrs. Todd find no problems with the documents that they sign and return them so the District's water project can be completed.
57. Letter dated May 9, 2005, to the Mineral Wells Public Service District from

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MAY 19, 2005
PAGE 9**

Gregory A. Burton, Executive Director, West Virginia Workers' Compensation Commission, relative to the July 1, 2005, - December 31, 2005, Rate Notification and Senate Bill 1004 which provides the framework for privatizing West Virginia's workers' compensation insurance market.

58. Letter dated May 9, 2005, to Shayne Brabham from Timothy T. Miller, President, Millers Communications, Inc., requesting final payment of \$6,958.81 for Project M10-17W-Mis. Water Ext. - Limestone Water Project.
59. Fax dated May 10, 2005, to Karen Hiehle, Stonegate Construction, Inc.; Shayne Brabham, Mineral Wells PSD; Virginia McDonald, Rural Utilities Service; Harry Taylor, Rural Utilities Service; Russ Henderson, Rural Utilities Service; Jesse Sheppard, WV Division of Highways; and Manning H. Frymier, P.E., Cerrone Associates, Inc.; from Jim Ruckman, P.S., Cerrone Associates, Inc.; stating that there will be a Final Completion Walk-Thru for Contract #1 and a Substantial Completion Walk-Thru for Contract #2A on Tuesday May 17, 2005, beginning at 9:30 a.m.
60. Copy of a letter dated May 10, 2005, to Century Surety Underwriters from Margaret Batten enclosing a Contract Bond Statue Query for United Welding, for Contract #2B of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
61. Copy of a letter dated May 10, 2005, to Dale Meadows, Permit Supervisor, WV Department of Transportation, District Three, from Charles M. Stewart asking permission to reduce District Bond No. 5939548 for Permit No. 03-040243 from \$100,000.00 to \$10,000.00 for the Sycamore Run, Stephens Fork Water Extension Project.
62. Letter dated May 10, 2005, to R. Shayne Brabham from Jesse E. Sheppard, District Three Utilities Supervisor, West Virginia Division of Highways, containing a punch list of items of concern involved with the substantial completion of Contract No. 2-B, United Welding, for the Sycamore Run, Stephens Fork, Water Extension Project.
63. Letter dated May 10, 2005, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for the District's

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MAY 19, 2005
PAGE 10**

file an approved copy of Change Order No. 4 to Contract No. 2A for the Sycamore Run, Stephens Fork Water Project.

64. Copy of a letter dated May 11, 2005, to Lionel and Garnet Thomas from Linda Church enclosing District Check No. 29533 in the amount of \$151.37 as a refund of the water tap fee and security deposit that they paid on June 26, 2005, for a water tap on Gates Ridge as a part of the Sycamore Run, Stephens Fork Water Project.
65. Copy of a letter dated May 11, 2005, to Virginia McDonald, Rural Development Specialist, Rural Utilities Service, from Margaret Batten enclosing four signed copies of Requisition No. 13 for the Sycamore Run, Stephens Fork Water Extension Project.
66. Copy of a letter dated May 11, 2005, to Katy Mallory, Executive Secretary, WV Infrastructure & Jobs Development Council from Margaret Batten enclosing a signed copy of Requisition No. 13 for the Sycamore Run, Stephens Fork Water Extension Project.
67. Copy of a letter dated May 11, 2005, to Jesse Sheppard, WV Department of Transportation, District Three, from Margaret Batten enclosing a copy of the District's letter dated May 10, 2005, to Dale Meadows, West Virginia Department of Transportation, requesting reduction of the bond for the Sycamore Run, Stephens Fork Water Project.
68. Copy of a letter dated May 11, 2005, to Ms. Dee Webb, West Virginia Tax Department, Accounts Monitoring Unit, from Margaret Batten enclosing a Request for Release of Final Settlement for United Welding, Inc., of Ripley, West Virginia, for Contract No. 2B of the Limestone Area Water Project.
69. Letter dated May 11, 2005, to Charles Stewart from Virginia McDonald, Rural Development Specialist, Rural Utilities Service, stating that funds in the amount of \$102,000.00 will be electronically deposited into the Stephens Fork Water Extensions Construction Account at WesBanco Bank on May 13, 2005.
70. Fax dated May 11, 2005, to Project Manager, Mineral Wells Public Service District, from Bill Hnat, Century Surety Underwriters, containing a Status

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
MAY 19, 2005
PAGE 11**

Inquiry Sheet Gulf Insurance Company for United Welding, Inc., for Contract No. 2-B of the Sycamore Run, Stephens Fork Water Extension Project to be completed and returned. This inquiry sheet will be used to determine if the insurance company can issue a consent of surety to final payment.

71. Fax dated May 11, 2005, to Bill Hnat, Century Surety Underwriters, from Margaret Batten enclosing a copy of her letter dated May 10, 2005, to Century Surety Underwriters containing the completed Contract Bond Statue Query for United Welding for Contract No. 2B of the Sycamore Run, Stephens Fork Water Extension Project.
72. Fax dated May 11, 2005, to Dale Meadows, WV Department of Transportation, from Margaret Batten containing a copy of Mrs. Batten's letter to Mr. Meadows dated May 10, 2005, requesting that the District's Bond for the Sycamore Run, Stephens Fork Water Extension Project be reduced from \$100,000 to \$10,000.
73. Copy of a letter dated May 11, 2005, to the West Virginia Water Development Authority from Margaret Batten stating that deposits in the amounts of \$5,688.40 and \$568.82 were deposited with the West Virginia Municipal Bond Commission to be paid to Revenue Fund and Reserve Fund respectively for the Districts's Sewage System Revenue Bonds, Series 1995.
74. Copy of a letter dated May 11, 2005, to the West Virginia Municipal Bond Commission enclosing District Check No. 31112 in the amount of \$19,351.63 for bond payments to the following accounts:
 1. Account #MIW-S-97-R-W0-06-Revenue \$9,302.30
 2. Account #MIW-S-1-95-X-W0-06-Revenue \$5,688.40
 3. Account #MIW-S-2-95-X-W0-06 Reserve \$ 568.82
 4. Account #MIW-S-1-85-B-W0-06 Revenue \$1,293.00
 5. Account #MIW-S-1-03-A-W0-06 Revenue \$2,288.88
 6. Account #MIW-S-2-03-A-W0-06 Reserve \$ 210.23

Also enclosed was District Water Check No. 29542 in the amount of \$1,592.00 for payment to Account #MIW-W-1-69-W0-06 69 Water Revenue.

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75. Copy of a letter dated May 11, 2005, to the Bulletin Board enclosing District Check No. 31116 in the amount of \$35.00 as payment for a one column by five inches ad to be published in the May 18, 2005, issue of the publication.
76. Fax dated May 12, 2005, to Cerrone Associates, Inc. from Rick Robinson, Inspector, Cerrone Associates, Inc., containing a copy of his Daily Report - Water for Thursday, May 12, 2005.
77. Fax dated May 12, 2005, to the Editor, **PARKERSBURG NEWS/SENTINEL** from Margaret Batten enclosing a notice and an agenda for the May 19th Regular Board Meeting to be published in the first available issues of the newspapers.
78. Fax dated May 12, 2005, to Bernie Dunlap, Stonegate Construction, Inc.; Allen Ferrell, Sr., Untied Welding, Inc.; and Larry Morris, Mid-Atlantic Storage Systems, Inc., from Jim Ruckman, P.S., Cerrone Associates, Inc., informing the contractors that they must supply the necessary copies of the O & M data for the Sycamore Run, Stephens Fork Water Extension Project.
79. Fax dated May 12, 2005, to **JACKSON HERALD NEWSPAPERS** from Margaret Batten containing a notice about the May 19, 2005, Regular Board Meeting to be published in the next issue of the newspaper.
80. Copy of a letter dated May 12, 2005, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten dated May 9, 2005, from Timothy T. Miller, Miller Communications relative to the final payment for telemetry for the Sycamore Run, Stephens Fork Water Project.
81. Fax dated May 12, 2005, to the **WIRT COUNTY JOURNAL** from Margaret Batten enclosing a notice about the May 19, 2005, Regular Board Meeting to be published in the Tuesday, May 17, 2005, issue of the newspaper.
82. Notice of Chapter 7 Bankruptcy Case, Meeting of Creditors & Deadlines, dated May 12, 2005, from the United States Bankruptcy Court, District of Southern District of West Virginia for Michael Ray Burch aka Mike R. Burch.

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83. Fax dated May 13, 2005, to Margaret Batten from Cindy Braman, Innovative Business Products, Inc., containing the latest versions of the laser checks for the water and sewer revenue account and the payroll account for approval of all MICR information.
84. Copy of correspondence instructions dated May 13, 2005, to the Wood County Clerk from Margaret Batten enclosing rights-of-ways easements signed by Helen Moore, Ronald and Mary Clark, Ronald & Marian Buchanan, and Timothy and Tisha Windland to be recorded.
85. Letter dated May 13, 2005, to R. Shayne Brabham from Jesse E. Shepard, District Three Utilities Supervisor, West Virginia Department of Transportation, Division of Highways, enclosing a list of concerns for the cleanup operation for Contract #2-A of the Sycamore Run, Stephens Fork, Limestone Water Extension Project.
86. Certificate of Release of Final Payment dated May 13, 2005, to the District from Denise R. Watson, Tax Unit Supervisor, Administrative Support Unit, Internal Auditing Division, West Virginia State Tax Department, authorizing the release of final payment to United Welding, Inc., for Contract No. 2B of Sycamore Run, Stephens Fork Water Extension Project.
87. Fax dated May 16, 2005, to the Mineral Wells PSD from the Wood County PSD's containing the meeting agenda for its May 17, 2005, meeting scheduled to begin at 12 p.m.
88. Copy of a letter dated May 16, 2005, to West Virginia New Hire Reporting Center from Margaret Batten enclosing a West Virginia New Hire Reporting Form for Brian W. Metz who was hired by the District on May 16, 2005.
89. Fax dated May 16, 2005, to Tim Kelley from Jim Ruckman, P.S., Cerrone Associates, Inc., enclosing a copy of a revised drawing #1-10 showing the location of the proposed water service to the Charles Beeson property running through the Windland property.
90. Letter dated May 16, 2005, to Charles Stewart from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., enclosing for signature

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six copies each of Change Order No. 4 to Contract 2B for United Welding, Inc., of the Sycamore Run, Stephens Fork, Limestone Water Extension Project.

91. Copy of a letter dated May 17, 2005, to Mrs. Toby Ducellier from Linda Church enclosing an Application For Service to be signed and returned with a check in the amount of \$50.00 for a security deposit for water service at Route 2, Box 95 B, Mineral Wells, WV.
92. Copy of a letter dated May 17, 2005, to Margo Perkins, WV Public Employees Insurance Agency, from Linda Church enclosing a completed Basic Life Insurance Enrollment Form and a completed Optional Life Insurance and Dependent Life Insurance Enrollment Form for the District's new employee, Brian W. Metz.
93. Copy of a letter dated May 17, 2005, to the West Virginia Consolidated Public Retirement Board from Linda Church enclosing a completed Membership Enrollment Form Public Employees Retirement System and a Pre-Retirement Beneficiary Options-PERS for the District's new employee, Brian W. Metz.
94. Copy of correspondence instructions dated May 17, 2005, to Mrs. Pennock from Nellie Radcliff enclosing Mrs. Pennock's check in the amount of \$85.75 since her account has a credit balance.
95. Fax dated May 17, 2005, to Don, United Welding, Inc., from Margaret Batten containing a copy of Change Order No. 4 to Contract 2B of the Sycamore Run, Stephens Fork Water Extension Project.
96. Copy of a letter dated May 17, 2005, to Randall Cole, Cerrone Associates, Inc., from Margaret Batten enclosing a copy of the Certificate of Release of Final Payment for United Welding for Contract 2B of the Sycamore Run, Stephens Fork Water Extension Project.
97. Fax dated May 17, 2005, to Virginia McDonald, Rural Utilities Services, from Margaret Batten enclosing a copy of the Wire Transfer Advice for the May 13, 2005, deposit in the amount of \$28,900.00 to the Stephens Fork Water Extensions Construction Account at WesBanco Bank, Inc.

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98. Copy of a letter dated May 18, 2005, to Manning Frymier, P.E., Cerrone Associates, Inc., from Linda Church enclosing a copy of the National Pollutant Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR) and a copy of the WV Summary of Waste Water Treatment Plant Operations (ES59) for the month of April 2005 for the District's wastewater treatment plant. Also enclosed was a list of data pertinent to the daily operation of the wastewater treatment plant during the month of April.
99. Copy of a letter dated May 18, 2005, to Steve Cooper, West Virginia Department of Environmental Protection, Parkersburg, WV, from Linda Church enclosing a copy of the National Pollutant Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR) and a copy of the Summary of Waste Water Treatment Plant Operations for the month of April 2005 for the District's wastewater treatment plant.
100. Copy of a letter dated May 18, 2005, to Jeff Smith, Office of Environmental Health Services, Regulatory Development and Compliance Unit, from Linda Church enclosing a copy of the National Pollutant Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR) and a copy of the Summary of Waste Water Treatment Plant Operations for the month of April 2005 for the District's wastewater treatment plant.
101. Copy of a letter dated May 18, 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 National Pollutant Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR) and a copy of the Summary of Waste Water Treatment Plant Operations for the month of April 2005 for the District's wastewater treatment plant.
102. Letter dated May 18, 2005, sent by fax to Russ Hanna from Manning Frymier, P.E., Cerrone Associates, Inc., stating that all remaining service areas of the Sycamore Run, Stephens Fork Water Extension Project are now substantially completed, and customers may begin immediately to connect to the main for service.
103. Fax dated May 18, 2005, to Karen Hiehle, Stonegate Construction, Inc.,

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from Jim Ruckman, P.S., Cerrone Associate, Inc., containing a copy of the Final Inspection "Punch List" conducted on May 17, 2005, with the inspection attendees list attached for Contract #1.

104. Fax dated May 18, 2005, to Margaret Batten from Julie Bowers, Century Surety asking that the attached status query be completed and faxed backed to her since United Welding has requested a Consent of Surety to Final Pay and has indicated that the job was completed 5/2/05 for \$1,625,000.00.
105. Copy of correspondence instructions dated May 18, 2005, to the Wood County Commission from Margaret Batten enclosing rights-of-way easements signed by the trustees of the Sams Creek Baptist Church and Gladys P. Dent to be recorded.
106. **NOTICE OF MOTION TO COMPROMISE** from the United States Bankruptcy Court for the Southern District of West Virginia for Delores Diane Smith, Bankruptcy Case No. 00-40056, Chapter 7.
107. Letter dated May 18, 2005, to Russ Hanna from Manning Frymier, P.E., Cerrone Associates, Inc., stating that all remaining service areas of the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project are now substantially completed and customers may begin connecting in these areas.
108. Fax dated May 19, 2005, to Randall M. Cole, Project Administrator, Cerrone Associates, Inc., from Margaret Batten containing a copy of the status query from Century Surety Underwriters for United Welding, Inc., for Contract 2B and a copy of the West Virginia State Tax Certificate of Release of Final Payment for United Welding .
109. Copy of a letter dated May 19, 2005, to Dianne Wolfe, Legal Assistant, Bowles Rice McDavid Graff & Love; from Margaret Batten enclosing a copy of a recorded rights-of-way easements for Ronald L. Buchanan, Ronald Clark, Helen Moore, and Timothy Windland for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project.
110. Copy of letter dated May 20, 2005, to Customers of the Sycamore Run, Stephens Fork, Limestone Ridge Water Project - Contracts Nos. 2A and

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2B - stating that the project is substantially completed and that they may call the office and schedule an inspection to turn on the water service.