

MINUTES OF A REGULAR MONTHLY BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, MAY 18, 2006, 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, Nellie Radcliff, Office Clerk, Brian Metz, Operations Technician; Linda K. Church, Office Manager; William Byers, Operations Technician and Russell Hanna, Operations Manager, were present.

The first order of business was the reading of the Minutes of the April 20, 2006, Regular Board Meeting. Mr. Lett made a motion to approve the Minutes as presented. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes.

Mrs. Church presented the proposal from the firm of Harman Thompson A.C. to perform the District's annual audit for Fiscal Year 2006. The amount of the proposal was \$9,200.00. Mr. Radabaugh made a motion to accept the proposal as stated. Mr. Lett seconded the motion. The motion passed unanimously.

Mrs. Church presented the Board with a list of Charge Offs for the Fiscal Year 2006. The total Charge Offs for the Fiscal Year 2006 is \$4,573.47 (see list attached). The total for water is \$2,502.41. The total for sewer is \$2,071.06. Mr. Radabaugh made a motion to approve the total amount of Charge Offs for Fiscal Year 2006. Mr. Lett seconded the motion. The motion passed unanimously.

Mrs. Church presented the Requisition No. 19 for the Sycamore Run, Stephens Fork Water Extension Project for approval. The amount of this requisition was \$8,514.56. Mr. Radabaugh made a motion to approve Requisition No. 19 as presented. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart signed Requisition 19.

Mr. Radabaugh made a motion to approve the Financial Statement dated April 30, 2006, 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, 2006, 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, 2006, for Sewer Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve checks numbered 36054 thru 36153 written on the Consolidated -Water and Sewer Revenue Fund Checking Account between April 21, 2006, thru May 18, 2006 (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

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Mr. Radabaugh made a motion to approve payroll checks numbered 1691 thru 1706 written on the Consolidated Payroll Account between April 21, 2006, thru May 18, 2006. Mr. Lett seconded the motion. The motion passed unanimously.

The following letters were discussed.

Letter 11- Letter received May 11, 2006, to Margaret Batten from the American Water Works Association attaching an application for the 2006 Utility Membership Application. The Board agreed the District would not participate in the association.

Letter 12 - Booklet from the West Virginia Rural Water Association containing information and registration forms for their 21<sup>st</sup> Annual Technical Conference scheduled for September 10 - 13, 2006, at Canaan Valley Resort. Also contains voting credentials that need to be approved should anyone choose to attend. The Board discussed that if Mr. Hanna decides to go he will have the Boards approval to be the proxy for the District.

Letter 29 - Memorandum dated April 25, 2006, to Insurance Coordinators, Non-State Agencies-County Commission-Towns and Cities, from Joe Estep, Supervisor, Premium Accounts, West Virginia Public Employees Insurance Agency, enclosing a copy of the new Plan Year 2007 Premium Rate Tables.

Letter 51 - Letter dated May 4, 2006, to the Commissioners from Harmon Thompson Ac attaching information on the Fiscal Year 2006 audit.

Letter 52 - Letter dated May 4, 2006, to Charles Stewart from Randall Cole, Project Administrator, Cerrone Associates, enclosing (5) copies for review and approval of Requisition No 19 for the District's water project.

Letter 72 - Certified letter dated May 11, 2006, to Charles Stewart from Sandra Squire, Executive Secretary, Public Service Commission, enclosing formal complaint by Betty Patrick (Case 06-0608-PWD-C) asking to not have to pay for (3) year agreement on water project.

Letter 84 - Letter dated May 12, 2006, to Linda Church from the Workplace Helpline Relationship Management Team containing her user name and pin for accessing free legal advice from Professional Governmental Underwrites, Inc. and Darwin. This service is a part of our new insurance coverage.

Letter 92 - Letter dated May 17, 2006, to Russell Hanna, from Michell Brenner, NPDES Team; West Virginia Department of Environmental Protection stating the District's Permit Modification was

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received by the agency on May 15<sup>th</sup> and has been determined to be administratively complete. They also stated that the average processing time for an application of this type is 180 days. Mrs. Church reported that because of the cash flow in Water Revenue Fund Checking Account being so close, the District may need to consider a rate increase. There was a brief discussion regarding a rate increase, but no motion was made. This concluded Mrs. Church's report.

Mr. Hanna discussed the following items with the Board.

Item #1 - Bogal Ridge Water Extension information has been put together, but the lady that was to be at this board meeting called and canceled.

Item #2 - Loraine Bartlett water line extension is progressing. Ms. Bartlett brought in payments from the potential customers.

Item #3 - Gene Duckworth's line extension is being installed. He is doing his work.

Item #4 - Progress has been very slow at the Wastewater Treatment Plant regarding the sludge removal.


Item #5 - The bill for the Security System may need to be looked at to see if it can be trimmed down in order to save the District money.

This concluded Mr. Hanna's report. There was a brief discussion on each of the items, but no motions were made.

All business having been discussed, Mr. Lett made a motion the meeting be adjourned. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Stewart adjourned the meeting at 7:30 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.

  
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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, 2006**

**CHECKING ACCOUNTS**

Water Revenue Fund Checking Account WesBanco Bank	\$ 2,798.81
Sewer Revenue Fund Checking Account WesBanco Bank	39,630.37
Stephens Fork Water Extension Construction Checking WesBanco Bank	<u>1,030.89</u>

**TOTAL IN CHECKING ACCOUNTS: \$ 43,460.07**

**WATER ACCOUNTS**

Depreciation Reserve Account WesBanco Bank	\$ 13,033.05
Revenue Reserve Account WesBanco Bank	26,066.44
Revenue Reserve Account-Sams Creek/Chesterville WesBanco Bank	25,919.48
Revenue Reserve Account-Rockport WesBanco Bank	9,251.84
Depreciation Reserve Account-Rockport WesBanco Bank	9,251.60
Revenue Reserve Account-Water Improvement WesBanco Bank	27,809.04
Depreciation Reserve Account-Water Improvement WesBanco Bank	27,811.37
Depreciation Reserve Account-Sycamore 2004A WesBanco Bank	1,937.80
Sycamore Run-Limestone Tap Fees WesBanco Bank	26,919.88
Security Deposit Account WesBanco Bank	39,930.12
Sycamore Renewal/Replacement WesBanco Bank	<u>16,279.03</u>

**TOTAL IN WATER ACCOUNTS: \$ 224,209.65**

**SEWER ACCOUNTS**

Repair and Replacement Account WesBanco Bank	\$ 3,480.39
Reserve for Grinder Pump Maintenance Prime Rate Money Market-WesBanco Bank	33,521.67
Security Deposit Account WesBanco Bank	<u>22,915.52</u>

**TOTAL IN SEWER ACCOUNTS: \$ 59,917.58**

**TOTAL ALL FINANCES, APRIL 30, 2006 \$327,587.70**

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
WATER REVENUE FUND CHECKING ACCOUNT  
APRIL 30, 2006**

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT  
WESBANCO BANK, MARCH 31, 2006** **\$ 3,092.53**

**RECEIPTS:**

Water Sales	\$ 63,880.25
Water Buffalo Sales	367.25
Reconnection Fees	160.00
Tap Fees	600.00
Cingular Rebate	100.39
Laurine Bartlett Water Extension	4,160.00
Security Deposit Refunds	<u>553.74</u>

**TOTAL RECEIPTS:** **\$ 69,821.63**

**TOTAL CASH AVAILABLE:** **\$ 72,914.16**

**EXPENDITURES:**

Action Answering Service	\$ 44.79
Aflac	38.98
Allegheny Power	849.48
AT&T State Calling Service	5.24
AZ Commercial	5.99
Blue Line Imaging	14.40
Bowles Rice McDavid Graff & Love	97.86
BP Credit Card Company	650.42
Cardholder Services	56.51
Cingular Wireless	186.27
Cintas	113.70
Claywood Park PSD	14,990.79
Commissioners' Salaries	225.00
Conner Cleaning Service	130.80
Cutlip-Warner Development Company	1,350.00
Dominion Hope	81.42
Fasteners & Supplies, Inc.	20.10
Hardman Supply Company	219.78
Haul Away Trash, LLC	19.50
Information Products, Inc.	388.43
Midwest Pipe & Supply	516.80
Mineral Wells Public Service District	358.17
Miss Utility of WV Inc.	27.60
Municipal Bond Commission	10,696.47
Noe Office Equipment	12.85
Pitney Bowes, Inc.	11.99
Parkersburg Office Supply	113.99
Rural Economic & Development	\$ 13,365.00
Rural Development - USDA	5,252.00
Salaries	6,369.11
Telepage Communications Systems	10.74
C. I. Thornburg	606.08
U. S. Postal Service	152.16
Verizon	134.15
Water Environmental Testing	67.50
WesBanco Bank-Parkersburg	314.00
WesBanco Bank-Parkersburg	176.00

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL REPORT-WATER-APRIL 30, 2006  
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**EXPENDITURES (continued):**

WesBanco Bank-Parkersburg	1,004.00
WesBanco Bank-Parkersburg - Payroll Taxes	2,590.38
WesBanco Bank-Parkersburg	334.00
WesBanco Bank-Parkersburg - Sycamore R/R	1,815.85
Westco Internet	13.50
Westfield Group	2,792.74
WV Public Employees Insurance Agency	1,618.04
WV Public Employees Retirement System	1,484.06
WV State Tax Department	452.35
Rick & Patricia Bailey	44.27
Michelle R. Griffen	44.14
Russell P. Hanna	6.90
Eddie Horton	50.36
Penny Roupe	50.71
Melissa J. Shaffer	7.86
Sandra K. Simmons	101.18
Teresa L. Strawn	30.94

**TOTAL EXPENDITURES** **\$70,115.35**

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT,  
WESBANCO BANK, APRIL 30, 2006** **\$ 2,798.81**

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
SEWER REVENUE FUND CHECKING ACCOUNT  
APRIL 30, 2006**

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
WESBANCO BANK, MARCH 31, 2006** **\$ 118,042.28**

**RECEIPTS:**

Sewer Sales	\$ 38,236.72
Security Deposit Refunds	402.34
Reconnect Fees	20.00
Cingular Rebate	<u>66.93</u>

**TOTAL RECEIPTS:** **\$ 38,725.99**

**TOTAL CASH AVAILABLE:** **\$ 156,768.27**

**EXPENDITURES:**

Action Answering Service	29.86
Aflac	52.42
Allegheny Power	3,906.42
AT&T State Calling Service	3.50
AZ Commercial	3.99
Blueline Imaging	9.60
BNR Inc.	297.24
BP Credit Card Company	433.61
Cardholder Services	273.68
Cingular Wireless	124.19
Cintas	75.80
Commissioners' Salaries	150.00
Conner Cleaning Service	157.20
Cutlip-Warner Development Company	540.00
Danny's Lawn Service	300.00
Dominion Hope	54.28
Dowler's Tractor Sales & Service	37.80
Fasteners & Supply Inc.	42.40
General Glass Co.	145.75
Gene's Septic Tank Cleaning	175.00
Hardman Supply Company	166.37
Haul Away Trash, LLC	13.00
Information Products	258.96
IVS Hydro, Inc.	53,679.50
Midwest Pipe	404.91
Mineral Wells Public Service District	502.28
Miss Utility of WV Inc.	18.40
Municipal Bond Commission	18,782.81
Noe Office Equipment	8.57
Oldcastle Precast Inc.	2,200.00

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FINANCIAL REPORT-SEWER-APRIL 30, 2006  
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**EXPENDITURES (continued):**

Overnite Transportation	608.89
Parkersburg Office Supply	75.99
Pitney Bowes, Inc.	8.00
Ramco Aeration, Inc.	10,938.49
Salaries	6,391.28
State Electric Supply Co., Inc.	200.02
Sullivan, Inc.	237.49
Telepage Communications Systems	7.16
Tesa Company, Inc.	18.48
C. I. Thornburg Co., Inc.	477.25
U. S. Postal Service	180.16
Verizon	524.84
Water Environmental Testing	360.00
Westco Internet	9.00
WesBanco Bank-Parkersburg-Sewer R/R	1,372.47
WesBanco Bank-Parkersburg-Payroll Taxes	2,611.58
Westfield Group	3,702.01
WV Public Employees Insurance Agency	1,732.41
WV Public Employees Retirement System	1,485.09
WV State Tax Department	447.65
WWT Electric	2,658.24
Rich & Patricia Bailey	45.36
Russell P. Hanna	4.60
Eddie Horton	50.36
Michelle R. Griffin	47.14
Andrew J. May	7.31
Chris & Carrie Smith	51.16
Teresa L. Strawn	37.93

**TOTAL EXPENDITURES: \$ 117,137.90**

**BALANCE IN SEWER FUND CHECKING ACCOUNT  
WESBANCO BANK, APRIL 30, 2006 \$ 39,630.37**



VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*

\*\* BEGINNING DATE: 4/21/06 - ENDING DATE: 5/18/06 \*\*

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

BANK ACCOUNT

3 101 000 00 CONSOLIDATED BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
2,107	USDA-RURAL DEVELOPMENT	4/21/06	69855	4/21/06	10,040.00	36,054
106	ALLEGHENY POWER	4/27/06	70318	4/28/06	849.48	36,055
133	AZ COMMERCIAL	4/27/06	70322	4/28/06	5.99	36,056
153	ACTION ANSWERING SERVICE PLUS	4/27/06	70323	4/28/06	44.79	36,057
205	BOWLES RICE MC DAVID GRAFF &	4/27/06	70324	4/28/06	97.86	36,058
314	CINGULAR WIRELESS	4/27/06	70325	4/28/06	103.37	36,059
360	CUTLIP-WARNER DEVELOPMENT CO	4/27/06	70326	4/28/06	1,350.00	36,060
369	CONNER CLEANING SERVICE	4/27/06	70329	4/28/06	130.80	36,061
486	EDDIE HORTON	4/27/06	70330	4/28/06	50.36	36,062
486	PENNY ROUPE	4/27/06	70331	4/28/06	50.71	36,063
486	TERESA L STRAWN	4/27/06	70333	4/28/06	30.94	36,065
600	FASTENERS & SUPPLY INC	4/27/06	70335	4/28/06	20.10	36,067
832	HARDMAN SUPPLY COMPANY	4/27/06	70337	4/28/06	219.78	36,069
900	INFORMATION PRODUCTS INC	4/27/06	70359	4/28/06	388.43	36,070
1,148	AFLAC	4/27/06	70360	4/28/06	38.98	36,071
1,204	JAMES R. LETT	4/27/06	70361	4/28/06	75.00	36,072
1,302	MINERAL WELLS PSD	4/27/06	70362	4/28/06	69.43	36,073
1,302	MINERAL WELLS PSD	4/27/06	70365	4/28/06	16.62	36,074
1,311	MIDWEST PIPE & SUPPLY	4/27/06	70366	4/28/06	516.80	36,075
1,425	NOE OFFICE EQUIPMENT	4/27/06	70368	4/28/06	12.85	36,076
1,604	PARKERSBURG OFFICE SUPPLY	4/27/06	70371	4/28/06	113.99	36,079
1,663	PITNEY BOWES, INC	4/27/06	70377	4/28/06	11.99	36,080
1,805	RURAL DEVELOPMENT ADMN.	4/27/06	70378	4/28/06	2,112.00	36,081
1,806	ROY L RADABAUGH	4/27/06	70379	4/28/06	75.00	36,082
1,843	CINTAS LOC #531	4/27/06	70380	4/28/06	113.70	36,083
1,912	CHARLES M. STEWART	4/27/06	70386	4/28/06	75.00	36,086
2,005	C I THORNBURG	4/27/06	70387	4/28/06	606.08	36,087
2,103	USDA-RURAL DEVELOPMENT	4/27/06	70393	4/28/06	3,140.00	36,088
2,200	CARDMEMBER SERVICES	4/27/06	70394	4/28/06	56.51	36,089
2,205	VERIZON	4/27/06	70395	4/28/06	134.15	36,090
2,306	WATER ENVIRONMENTAL TESTING	4/27/06	70397	4/28/06	67.50	36,091
2,313	WESBANCO BANK-PARKERSBURG	4/27/06	70400	4/28/06	1,240.31	36,092
2,314	WV DEPT OF TAX & REVENUE	4/27/06	70401	4/28/06	452.35	36,093
2,315	WV PUBLIC EMPLOYEES RETIREMENT	4/27/06	70402	4/28/06	1,484.06	36,094
2,316	WESTFIELD GROUP	4/27/06	70403	4/28/06	2,792.74	36,095
2,338	WESBANCO-WATER RES-SAMS-CV	4/27/06	70404	4/28/06	314.00	36,096
23,006	BLUELINE IMAGING	4/27/06	70405	4/28/06	14.40	36,097
840	HAUL AWAY TRASH L.L.C.	4/30/06	70443	4/28/06	19.50	36,101
2,339	WESTCO INTERNET	4/30/06	70448	4/28/06	13.50	36,106

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*

\*\* BEGINNING DATE: 4/21/06 - ENDING DATE: 5/18/06 \*\*

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
3 101 000 00 CONSOLIDATED BANK ACCOUNT						
1,302	MINERAL WELLS PSD	4/30/06	70529	4/28/06	50.00	36,108
438	DOMINION HOPE	4/30/06	70539	4/28/06	81.42	36,109
309	CLAYWOOD PARK PSD	5/04/06	70589	5/04/06	15,140.83	36,111
1,302	MINERAL WELLS PSD	5/04/06	70595	5/04/06	131.09	36,112
108	AT&T	5/12/06	71035	5/15/06	6.34	36,113
224	BILL BAILEY INSURANCE AGENCY	5/12/06	71037	5/15/06	125.00	36,114
486	JACK L WRIGHT	5/12/06	71039	5/15/06	31.51	36,115
486	HARLEY DALE LOTT	5/12/06	71041	5/15/06	14.94	36,117
1,200	LOWE'S	5/12/06	71043	5/15/06	74.48	36,118
1,301	MISS UTILITY OF WV INC	5/12/06	71044	5/15/06	25.35	36,119
1,302	MINERAL WELLS PSD	5/12/06	71045	5/15/06	166.75	36,120
1,307	MUNICIPAL BOND COMMISSION	5/12/06	71051	5/15/06	10,696.47	36,121
1,662	PRESORT PLUS INC	5/12/06	71060	5/15/06	47.38	36,122
2,039	TELEPAGE COMMUNICATIONS SYSTEM	5/12/06	71061	5/15/06	10.74	36,123
2,101	U S POSTAL SERVICE	5/12/06	71062	5/15/06	936.00	36,124
2,306	WATER ENVIRONMENTAL TESTING	5/12/06	71065	5/15/06	67.50	36,125
2,308	WV PUBLIC EMPLOYEES INS AGENCY	5/12/06	71067	5/15/06	1,738.67	36,126
2,313	WESBANCO BANK-PARKERSBURG	5/12/06	71069	5/15/06	1,472.44	36,128
2,373	WESBANCO BANK-PARKERSBURG	5/12/06	71071	5/15/06	167.00	36,130
2,374	WESBANCO BANK-PARKERSBURG	5/12/06	71072	5/15/06	167.00	36,131
2,375	WESBANCO BANK-PARKERSBURG	5/12/06	71073	5/15/06	502.00	36,132
2,376	WESBANCO BANK-PARKERSBURG	5/12/06	71074	5/15/06	502.00	36,133
23,004	WESBANCO BANK INC	5/12/06	71075	5/15/06	176.00	36,134
23,005	WESBANCO BANK, INC.	5/12/06	71076	5/15/06	1,597.01	36,135
2,101	U S POSTAL SERVICE	5/18/06	71266	5/18/06	141.08	36,136
106	ALLEGHENY POWER	5/18/06	71213	5/18/06	151.45	36,137
148	ADVANCED ALARM TECHNOLOGIES	5/18/06	71215	5/18/06	54.00	36,138
202	BIG MAC PRINTING	5/18/06	71216	5/18/06	225.00	36,139
205	BOWLES RICE MC DAVID GRAFF &	5/18/06	71217	5/18/06	41.88	36,140
275	BP	5/18/06	71218	5/18/06	682.18	36,141
360	CUTLIP-WARNER DEVELOPMENT CO	5/18/06	71220	5/18/06	3,141.00	36,142
369	CONNER CLEANING SERVICE	5/18/06	71222	5/18/06	130.80	36,143
600	FASTENERS & SUPPLY INC	5/18/06	71225	5/18/06	251.93	36,146
1,655	PEERLESS BLOCK & BRICK	5/18/06	71238	5/18/06	30.30	36,147
2,044	TRACTOR SUPPLY CREDIT PLAN	5/18/06	71245	5/18/06	66.82	36,148
2,106	USDA-RURAL DEVELOPMENT	5/18/06	71247	5/18/06	3,325.00	36,149
2,107	USDA-RURAL DEVELOPMENT	5/18/06	71248	5/18/06	10,040.00	36,150
2,200	CARDMEMBER SERVICES	5/18/06	71249	5/18/06	300.00	36,151
2,205	VERIZON	5/18/06	71251	5/18/06	134.74	36,153
CONSOLIDATED BANK ACCOUNT					79,593.17	78 *

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*

\*\* BEGINNING DATE: 4/21/06 - ENDING DATE: 5/18/06 \*\*

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
3 101 000 00 CONSOLIDATED BANK ACCOUNT						
106	ALLEGHENY POWER	4/27/06	70318	4/28/06	3,906.42	36,055
133	AZ COMMERCIAL	4/27/06	70322	4/28/06	3.99	36,056
153	ACTION ANSWERING SERVICE PLUS	4/27/06	70323	4/28/06	29.86	36,057
314	CINGULAR WIRELESS	4/27/06	70325	4/28/06	68.92	36,059
360	CUTLIP-WARNER DEVELOPMENT CO	4/27/06	70326	4/28/06	540.00	36,060
369	CONNER CLEANING SERVICE	4/27/06	70329	4/28/06	157.20	36,061
486	EDDIE HORTON	4/27/06	70330	4/28/06	50.36	36,062
486	CHRIS AND CARRIE SMITH	4/27/06	70332	4/28/06	51.16	36,064
486	TERESA L STRAWN	4/27/06	70333	4/28/06	37.93	36,065
491	DOWLER'S TRACTOR SALES & SERV	4/27/06	70334	4/28/06	37.80	36,066
600	FASTENERS & SUPPLY INC	4/27/06	70335	4/28/06	42.40	36,067
744	GENERAL GLASS COMPANY	4/27/06	70336	4/28/06	145.75	36,068
832	HARDMAN SUPPLY COMPANY	4/27/06	70337	4/28/06	166.37	36,069
900	INFORMATION PRODUCTS INC	4/27/06	70359	4/28/06	258.96	36,070
1,148	AFLAC	4/27/06	70360	4/28/06	52.42	36,071
1,204	JAMES R. LETT	4/27/06	70361	4/28/06	50.00	36,072
1,302	MINERAL WELLS PSD	4/27/06	70362	4/28/06	380.20	36,073
1,302	MINERAL WELLS PSD	4/27/06	70365	4/28/06	11.08	36,074
1,311	MIDWEST PIPE & SUPPLY	4/27/06	70366	4/28/06	404.91	36,075
1,425	NOE OFFICE EQUIPMENT	4/27/06	70368	4/28/06	8.57	36,076
1,511	OVERNITE TRANSPORTATION COM	4/27/06	70369	4/28/06	608.89	36,077
1,601	OLDCASTLE PRECAST INC.	4/27/06	70370	4/28/06	2,200.00	36,078
1,604	PARKERSBURG OFFICE SUPPLY	4/27/06	70371	4/28/06	75.99	36,079
1,663	PITNEY BOWES, INC	4/27/06	70377	4/28/06	8.00	36,080
1,806	ROY L RADABAUGH	4/27/06	70379	4/28/06	50.00	36,082
1,843	CINTAS LOC #531	4/27/06	70380	4/28/06	75.80	36,083
1,867	RAMCO AERATION, INC	4/27/06	70384	4/28/06	7,880.00	36,084
1,908	STATE ELECTRIC SUPPLY CO INC	4/27/06	70385	4/28/06	33.83	36,085
1,912	CHARLES M. STEWART	4/27/06	70386	4/28/06	50.00	36,086
2,005	C I THORNBURG	4/27/06	70387	4/28/06	295.25	36,087
2,200	CARDMEMBER SERVICES	4/27/06	70394	4/28/06	273.68	36,089
2,205	VERIZON	4/27/06	70395	4/28/06	524.84	36,090
2,306	WATER ENVIRONMENTAL TESTING	4/27/06	70397	4/28/06	360.00	36,091
2,313	WESBANCO BANK-PARKERSBURG	4/27/06	70400	4/28/06	1,458.69	36,092
2,314	WV DEPT OF TAX & REVENUE	4/27/06	70401	4/28/06	447.65	36,093
2,315	WV PUBLIC EMPLOYEES RETIREMENT	4/27/06	70402	4/28/06	1,485.09	36,094
2,316	WESTFIELD GROUP	4/27/06	70403	4/28/06	3,702.01	36,095
23,006	BLUELINE IMAGING	4/27/06	70405	4/28/06	9.60	36,097
907	IVS HYDRO, INC.	4/28/06	70415	4/28/06	53,679.50	36,098
2,991	BNR, INC	4/28/06	70417	4/28/06	297.24	36,099
402	DANNY'S LAWN SERVICE	4/30/06	70442	4/28/06	300.00	36,100

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*

\*\* BEGINNING DATE: 4/21/06 - ENDING DATE: 5/18/06 \*\*

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
3 101 000 00 CONSOLIDATED BANK ACCOUNT						
840	HAUL AWAY TRASH L.L.C.	4/30/06	70443	4/28/06	13.00	36,101
1,854	SULLIVAN INC.	4/30/06	70444	4/28/06	137.47	36,102
1,867	RAMCO AERATION, INC	4/30/06	70445	4/28/06	3,058.49	36,103
2,005	C I THORNBURG	4/30/06	70446	4/28/06	182.00	36,104
2,300	WWT ELECTRIC	4/30/06	70447	4/28/06	1,155.34	36,105
2,339	WESTCO INTERNET	4/30/06	70448	4/28/06	9.00	36,106
1,908	STATE ELECTRIC SUPPLY CO INC	4/30/06	70468	4/28/06	166.19	36,107
438	DOMINION HOPE	4/30/06	70539	4/28/06	54.28	36,109
702	GENE'S SEPTIC TANK CLEANING	4/30/06	70540	4/28/06	175.00	36,110
1,302	MINERAL WELLS PSD	5/04/06	70595	5/04/06	129.90	36,112
108	AT&T	5/12/06	71035	5/15/06	4.22	36,113
224	BILL BAILEY INSURANCE AGENCY	5/12/06	71037	5/15/06	25.00	36,114
486	JACK L WRIGHT	5/12/06	71039	5/15/06	31.78	36,115
486	MARY M VARNER	5/12/06	71040	5/15/06	38.53	36,116
1,200	LOWE'S	5/12/06	71043	5/15/06	84.31	36,118
1,301	MISS UTILITY OF WV INC	5/12/06	71044	5/15/06	16.90	36,119
1,302	MINERAL WELLS PSD	5/12/06	71045	5/15/06	87.69	36,120
1,307	MUNICIPAL BOND COMMISSION	5/12/06	71051	5/15/06	18,782.81	36,121
1,662	PRESORT PLUS INC	5/12/06	71060	5/15/06	31.58	36,122
2,039	TELEPAGE COMMUNICATIONS SYSTEM	5/12/06	71061	5/15/06	7.16	36,123
2,306	WATER ENVIRONMENTAL TESTING	5/12/06	71065	5/15/06	110.00	36,125
2,308	WV PUBLIC EMPLOYEES INS AGENCY	5/12/06	71067	5/15/06	1,611.78	36,126
2,312	WESBANCO BANK-PARKERSBURG	5/12/06	71068	5/15/06	955.92	36,127
2,313	WESBANCO BANK-PARKERSBURG	5/12/06	71069	5/15/06	1,294.82	36,128
2,319	WV DEP	5/12/06	71070	5/15/06	50.00	36,129
2,101	U S POSTAL SERVICE	5/18/06	71266	5/18/06	94.06	36,136
106	ALLEGHENY POWER	5/18/06	71213	5/18/06	41.76	36,137
148	ADVANCED ALARM TECHNOLOGIES	5/18/06	71215	5/18/06	36.00	36,138
275	BP	5/18/06	71218	5/18/06	454.79	36,141
369	CONNER CLEANING SERVICE	5/18/06	71222	5/18/06	157.20	36,143
486	BRYAN AND MICHELE BOISE	5/18/06	71223	5/18/06	300.00	36,144
486	JENNIFER K. PETERSON	5/18/06	71224	5/18/06	53.98	36,145
600	FASTENERS & SUPPLY INC	5/18/06	71225	5/18/06	167.96	36,146
2,044	TRACTOR SUPPLY CREDIT PLAN	5/18/06	71245	5/18/06	44.55	36,148
2,200	CARDMEMBER SERVICES	5/18/06	71249	5/18/06	200.00	36,151
2,205	VERIZON	5/18/06	71250	5/18/06	36.85	36,152
2,205	VERIZON	5/18/06	71251	5/18/06	490.13	36,153
CONSOLIDATED BANK ACCOUNT					110,510.81	78 *

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
PAYROLL CHECKS  
CONSOLIDATED REVENUE FUND CHECKING ACCOUNT  
APRIL 30, 2006 - MAY 15, 2006**

**CHECK NO.**

1691 Todd R. Anderson	\$ 685.69
1692 Dennis R. Brown	531.02
1693 William H. Byers, Jr.	1,002.76
1694 Linda K. Church	953.93
1695 Russell P. Hanna	1,103.01
1696 Brian Wayne Metz	822.58
1697 Cathy J. Dyer	772.66
1698 Nellie B. Radcliff	669.25
1699 Todd R. Anderson	788.47
1700 Dennis R. Brown	605.91
1701 William H. Byers, Jr.	1,020.15
1702 Linda K. Church	997.89
1703 Russell P. Hanna	1,059.65
1704 Brian Wayne Metz	734.95
1705 Cathy J Dyer	763.48
1706 Nellie B. Radcliff	670.72

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
APRIL 21, 2006 – MAY 18, 2006**

1. Letter dated April 28, 2006, to Shane Brabham from the Wood County Planning Commission enclosing information on workshop to be held May 10, 2006, 8:00am to 11:30am on Stakeholders Workshop 1 Current Trends and Issues.
2. Flyer received from WesBanco spring 2006 issue of **Your Money Matters.**
3. Received the March-April 2006 issue of **Pipeline.**
4. Letter dated April 24, 2006, from Gregory A. Burton, President and CEO, Brickstreet Insurance enclosing information that they would begin to transact business through independent insurance agencies.
5. Flyer for the **2006 Spring Fund Drive** from the Mineral Wells Volunteer Fire Department.
6. Flyer from **Pitney Bowes** enclosing pricing for Xerox printers.
7. Received May 1, 2006, the **WVPEIA** shoppers guide.
8. May 4, 2006 newsletter issue of **West Virginia Rural Water Association Infrastructure Council Report.**
9. Booklet from WV Department of Health Human Resources **A Health Guide for the Public in Disaster Planning and Recovery.**
10. Information letter dated May 8, 2006, from **Water Security Channel** on available free online services.
11. \*\*\*\*Letter received May 11, 2006, to Margaret Batten from the American Water Works Association attaching an application for the **2006 Utility Membership Application.**
12. \*\*\*\*Booklet from the West Virginia Rural Water Association containing information and registration forms for their 21<sup>st</sup> Annual Technical Conference scheduled for September 10 – 13, 2006, at Canaan Valley Resort. Also contains voting credentials that need to be approved should anyone choose to attend.
13. **CURRENCY NOTES**, Facts and Figures From West Virginia State Treasurer, John Perdue, dated Spring 2006.

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
MAY 18, 2006  
PAGE 2**

14. Copy of letter dated April 17, 2006, to Rosalie Broderson, WV Division of Environmental Protection, Division of Water & Waste Management from Linda Church enclosing copy of the Water and Sewer Budget for FY07 approved by the Board on April 20, 2006.
15. Copy of Certified letter dated April 21, 2006, to Ted Socha, Woodridge Plantation Golf Course from Linda Church enclosing information on the new Security Deposits for Commerical Customers approved by the Board on April 20, 2006. The new deposit is required to continue service at the Woodridge Plantation Golf Course under the direction of Jim Aucremanne, Consumer Affairs Technician, Public Service Commission of West Virginia.
16. Fax dated April 21, 2006, to Brenda Snyder, Corporate Banking, WesBanco Bank, Inc. from Linda Church attaching signed forms by the Board of Directors for the Mineral Wells PSD to change limit and change name on the District's Visa account.
17. Copy of Certified letter dated April 21, 2006, to Sandra K. Simmons from Linda Church enclosing District check #36051 in the amount of \$101.18, to refund monies owed her by order of the Public Service Commission case #06-0107-PWD-C.
18. Copy of Certified letter dated April 21, 2006, to Betty Patrick from Linda Church enclosing notification of her responsibility of money owed to the Mineral Wells PSD for property she owns per the signed agreement with the Mineral Wells PSD for the Stephens Fork Water Project.
19. Copy of Certified letter dated April 21, 2006, to Karen Hiehle, Stonegate Construction, Inc. from Linda Church requesting payment of \$638.53 to reimburse Mineral Wells PSD for the repair of gas line on Philip Lemley's property damaged by Stonegate in the construction of the new water lines.
20. Copy of letter dated April 21, 2006, to Mary Rader, Wood County Commission from Linda Church enclosing an approved copy of the Minutes of the Regular Board Meeting held Thursday, March 16, 2006.
21. Copy of letter dated April 21, 2006, to Jefferson Brady, P.E. Executive Secretary, West Virginia Infrastructure & Jobs Development Council from Linda Church enclosing a copy of letter send to Daniel Yonkosky, Director, WV Water Development Authority, enclosing the District's annual water

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
MAY 18, 2006  
PAGE 3**

budget for July 1, 2006 thru June 30, 2007. The budget was presented and approved by the Board of Commissioners at the regular monthly board meeting held Thursday, April 20, 2006.

22. Copy of letter dated April 21, 2006, to Daniel Yonkosky, Director, State of West Virginia Water Development Authority, from Linda Church enclosing a copy of letter to Jefferson Brady, WV Infrastructure, enclosing the District's annual water budget for July 1, 2006 thru June 30, 2007. The budget was presented and approved by the Board of Commissioners at the regular monthly board meeting held Thursday, April 20, 2006.
23. Copy of letter dated April 21, 2006, to Daniel Yonkosky, Director, State of West Virginia Water Development Authority, from Linda Church enclosing a copy of letter to Carrie L. Grimm, ERSII, WV Department of Environmental Protection, enclosing the District's annual water budget for July 1, 2006 thru June 30, 2007. The budget was presented and approved by the Board of Commissioners at the regular monthly board meeting held Thursday, April 20, 2006.
23. Copy of letter dated April 21, 2006, to Carrie L. Grimm, State Revolving Program WV Division of Environmental Protection Division of Water & Waste Management from Linda Church enclosing a copy of the District's annual budget for the year July 1, 2006 thru June 30, 2006. The proposed budget was presented and approved by the Board at the regular monthly Board meeting held on Thursday, April 20, 2006.
24. Fax dated April 21, 2006, to Eric Gumm, Rural Utilities Services from Linda Church attaching copies of the January, February, and March 2006 bank statements for Stephens Fork Water Extensions Construction Account at WesBanco.
25. Letter dated April 20, 2006, from the United States Bankruptcy Court Southern District of West Virginia rescheduling hearing from May 12, 2006 to June 7, 2006.
26. Copy of letters dated April 24, 2006 from Linda Church sent to the following for delinquent bills:

James Layne	\$34.41	7/18/05-10/6/05
Diana Williams	\$38.07	11/17/05-1/24/06
Eddie Payne	\$84.40	11/15/05-2/7/06



**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
MAY 18, 2006  
PAGE 4**

Terri Gilmore            \$81.85            8/9/05-10/14/05

27. E-mail dated April 25, 2006, to Cathy Dyer from Jan Long announcing the change location of the Wheeling Benefit Fair to be held April 26, 2006.
28. Fax dated April 25, 2006, to Sharra, Public Service Commission from Nellie Radcliff attaching letters to Sandra Simmons and Betty Patrick per her request.
29. \*\*\*\*Memorandum dated April 25, 2006, to Insurance Coordinators, Non-State Agencies-County Commission- Towns and Cities, from Joe Estep, Supervisor, Premium Accounts, West Virginia Public Employees Insurance Agency, enclosing a copy of the New Plan Year 2007 Premium Rate Tables.
30. Fax dated April 26, 2006, to Pitney Bowes, Tax Department from Cathy Dyer attaching the Mineral Wells PSD tax exempt certificate.
31. Letter dated April 26, 2006, to Russ Hanna from Robert Kelly, Ramco Aeration, Inc. enclosing information on shipment of April 24, 2006 to pre-drill the holes in the venture rings using a 1/16<sup>th</sup> bit to prevent cracking the rings.
32. Fax dated April 26, 2006, to Carrie Grimm, ERSII, State Revolving Fund Program from Linda Church attaching the District's approved sewer budget for FY2007.
33. E-mail dated April 26, 2006, to Cathy Dyer from Mark Underwood, C.I. Thornburg, attaching a MSDS for hydrogen peroxide.
34. Letter dated April 27, 2006, to Mineral Wells PSD from West Virginia Department of Agriculture Pesticide Regulatory Program listing the District's certified applicator: Russell P. Hanna. Also, enclosing flyer with free online services websites.
35. Letter dated April 27, 2006, to the Board of Directors from Larry Dawson, President & CEO, IVS Hydro requesting additional monies for pond cleaning project.
36. Copy of letter dated April 28, 2006, to Larry Dawson, President & CEO, IVS Hydro enclosing District check #36098 in the amount for \$53,679.50 as second partial lump sum payment for the sludge removal project.

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
MAY 18, 2006  
PAGE 5**

37. Notice received April 28, 2006, from the United States Bankruptcy Court for the Southern District of West Virginia order granting debtor, Newblakor, Inc. motion to expand exclusivity period for gaining acceptance of plan of reorganization until August 22, 2006.
38. Notice received April 28, 2006, from the United States Bankruptcy Court for the Southern District of West Virginia rescheduling hearing between Newblakor, Inc. and Joseph W. Caldwell.
39. Received April 28, 2006 the Mineral Wells PSD's new VISA Business card.
40. Fax dated April 28, 2006, to Linda Church from Eric Gumm, USDA attaching copies of the District's loans from 7/1/04 to 6/30/05.
41. E-mail dated April 28, 2006 to Cathy Dyer from Jan Long, WVPEIA extending open enrollment to May 19, 2006.
42. E-mail dated May 1, 2006, to Cathy Dyer from Jan Long, WVPEIA extending open enrollment to May 19, 2006 and that the Shopper's Guides were mailed to all plan members.
43. E-mail dated May 1, 2006, to Cathy Dyer from Jan Long, WVPEIA announcing that the Benefit Coordinator Site would be down until Wednesday 5/3/06.
44. Fax dated May 1, 2006, to Eric Gumm, Rural Utilities Services, from Linda Church attaching copy of the April 2006 bank statement for the Stephens Fork Water Extensions Construction Account at WesBanco.
45. Copy of letter dated May 1, 2006, to Virginia McDonald, Rural Development Specialist, USDA-Rural Development enclosing two copies of Form RD-442-2, Statement of Budget, Income and Equity for the fiscal year beginning July 1, 2006, the budget was presented and approved at the regular Board Meeting held on Thursday, April 20, 2006.
46. Fax dated May 2, 2006, to Steve Holbert, CPA from Linda Church attaching copy of the final bill for the New Parkersburg Truck Stop #3-03511-00 per his request.
47. Fax dated May 2, 2006, to Linda Church from Missy, WesBanco attaching copies of bank statements for the Water and Sewer Security Deposits.

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE**  
**MAY 18, 2006**  
**PAGE 6**

48. Statement dated April 19, 2006 from Erie Insurance Group Certificate of Insurance for Larry's Trenching Service.
49. Letter dated May 3, 2006, to Charles Stewart from Virginia McDonald, Rural Development Specialist, USDA enclosing a copy of the Certificate of Substantial Completion for the contract between the Mineral Wells PSD and Stonegate Construction, Inc. – Stephens Fork/Sycamore Run Waterline Extensions Project.
50. Fax dated May 3, 2006, to Christy Pitsenbarger, West Virginia Bureau of Public Health, Office of Environmental Health Services, attaching the Monthly Operational Report for the month of April 2006.
51. \*\*\*\*Letter dated May 4, 2006 to the Commissioners from Harman Thompson AC attaching information on the FY2006 audit.
52. \*\*\*\*Letter dated May 4, 2006, to Charles Stewart from Randall Cole, Project Administrator, Cerrone Associates, enclosing (5) copies for review and approval of Requisition No 19 for the District's water project.
53. Letter dated May 5, 2006, to Russ Hanna from Deborah L. Britt, Executive Director, West Virginia Rural Water Association, enclosing a salary survey to be filled out and returned to the WVRWA.
54. Letter dated May 5, 2006, to Deborah L. Britt, Executive Director, West Virginia Rural Water Association enclosing the completed salary and benefits survey per her request.
55. Letter dated May 5, 2006, to Jamie Six, Clerk of Wood County, enclosing a right-of-easement between Dana McCrady and the Mineral Wells PSD for recording.
56. Copy of letter dated May 5, 2006, to Daniel Yonkosky, Director, State of West Virginia Water Development Authority, from Linda Church enclosing the Monthly Financial Report for the month of April 2006 for the Mineral Wells PSD's Stephens Fork Water Construction Project – Water Revenue Bonds, Series 2004A.
57. Copy of letter dated May 5, 2006, to Jefferson Brady, PE, Executive Secretary, West Virginia Infrastructure and Jobs Development Council, from Linda

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE**  
**MAY 18, 2006**  
**PAGE 7**

- Church enclosing the Monthly Financial Report for the month of April 2006 for the Mineral Wells PSD's Stephens Fork Water Construction Project – Water Revenue Bonds, Series 2004A.
58. Fax dated May 5, 2006, to Linda Church from Mavis Lucas, West Virginia Department of Environmental Protection, Division of Water and Waste Management, attaching copy of Notice of Termination (NOT) of Coverage Under a NPDES General Permit for Storm Water Discharges Associated with Construction Activity.
  59. Fax dated May 8, 2006, to Keith Lynch, DOH from Russ Hanna attaching copy of the 2005 Blanket Permit.
  60. Copy of letter dated May 9, 2006, to Manning Frymier, PE, Cerrone Associates from Cathy Dyer enclosing copies of the National Pollutant Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR) and the WV Summary of Waste Water Treatment Plant Operations (ES59) for the month of April 2006.
  61. Copy of letter dated May 9, 2006, to Jeff Smith, Office of Environmental Health Services, Regulatory Development and Compliance Unit, from Cathy Dyer enclosing copies of the National Pollutant Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR) and the WV Summary of Waste Water Treatment Plant Operations (ES59) for the month of April 2006.
  62. Copy of letter dated May 9, 2006, to Steve Cooper, West Virginia Department of Environmental Protection and Natural Resources, from Cathy Dyer enclosing copies of the National Pollutant Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR) and the WV Summary of Waste Water Treatment Plant Operations (ES59) for the month of April 2006.
  63. Copy of letter dated May 9, 2006, to West Virginia Department of Environmental Protection, Division of Water and Waste Management, Permitting and Engineering Branch, from Cathy Dyer enclosing copies of the National Pollutant Discharge Elimination System (NPDES) Discharge Monitoring Report (DMR) and the WV Summary of Waste Water Treatment Plant Operations (ES59) for the month of April 2006.
  64. Fax dated May 10, 2006, to Tim Thomas, from Linda Church attaching applications for service at the Woodridge Plantation Golf Course.

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
MAY 18, 2006  
PAGE 8**

65. Fax dated May 11, 2006, to Jackson Herald Newspaper from Linda Church attaching notice of the Monthly Board Meeting to run in the Tuesday, May 16, 2006 issue.
66. Fax dated May 11, 2006, to Wirt County Journal from Linda Church attaching notice of the Monthly Board Meeting to run in the Tuesday, May 16, 2006 issue.
67. Statement of Billing received from the West Virginia National Pollutant Discharge Elimination System permit from the West Virginia Department of Environmental Protection, Division of Water and Waste Management attaching permit #WV0081141.
68. Letter dated May 11, 2006, to Mavis Lane, Department of Environmental Protection, Division of Water and Waste Management, from Linda Church enclosing the completed Notice of Termination for the District's permit #WVG072539 for the Sycamore Run, Stephens Fork Water Project.
69. Letter dated May 8, 2006, to Charles Stewart from Virginia McDonald, Rural Development Specialist, USDA, advising the District of project funds in the amount of \$8,500.00 were ordered May 8, 2006 to be electronically deposited in the Mineral Wells PSD Stephens Fork Water Extensions Construction Account.
70. Fax dated May 11, 2006, to Linda Church from WesBanco Bank attaching confirmation of \$8,500.00 deposited in the Mineral Wells PSD Stephens Fork Water Extensions Construction Account.
71. Fax dated May 11, 2006, to Virginia McDonald, Rural Utilities Services, from Linda Church attaching copy of wire transfer advice for the \$8,500.00 deposit made to the Stephens Fork Water Extensions Construction account on May 10, 2006.
72. \*\*\*\*Certified letter dated May 11, 2006, to Charles Stewart from Sandra Squire, Executive Secretary, Public Service Commission, enclosing formal complaint by Betty Patrick (Case 06-0608-PWD-C) asking to not have to pay for (3) year agreement on water project.
73. Fax dated May 12, 2006, to Russ Hanna from Manning Frymier, PE, Cerrone Associates, attaching copy of estimated cost from March 2005 for the Central Ridge and Bogal Ridge extensions.

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
MAY 18, 2006  
PAGE 9**

74. Letter received May 12, 2006, dated May 9, 2006, to Roy Radabaugh from BP Business Plus enclosing the new Mineral Wells PSD gasoline credit cards.
75. Copy of letter dated May 12, 2006, to Department of Environmental Protection, Division of Water and Waste Management Permit Section, from Linda Church enclosing District check #36129 in the amount of \$50.00 for Statement of Billing for Existing Permit No. WV0081141 application for WV/NPDES Water Pollution Control Permit Modification.
76. Fax dated May 12, 2006 to Russ Hanna from Larry Dawson, IVS Hydro, attaching letter dated May 12, 2006 confirming verbal commitments made by his staff regarding the repair of the dikes at Mineral Wells PSD. Also received hard copy of letter by U. S. Mail.
77. Copy of correspondence dated May 12, 2006, to Tim Thomas, Newblakor, Inc., from Linda Church enclosing receipt for security deposits for Woodridge Plantation Golf Course.
78. Fax dated May 12, 2006, to Editors, PARKERSBURG NEWS/SENTINEL attaching a notice about the May 18, 2006, regular board meeting to be published in the first available issue of the newspapers.
79. Copy of letter dated May 15, 2006, to the West Virginia Municipal Bond Commission from Linda Church enclosing District Check No 36121 in the amount of \$29,479.20 as bond payments for the following accounts:

MIW-S-1-97-R-W0-06	\$ 9,302.30
MIW-S-1-95-A-W0-06	\$ 5,688.40
MIW-S-1-85-B-W0-06	\$ 1,293.00
MIW-S-1-03-A-W0-06	\$ 2,288.88
MIW-S-2-03-A-W0-06	\$ 210.23
MIW-W-1-69-X-W0-06	\$ 1,592.00
MIW-W-2-04-B-W0-06	\$ 175.90
MIW-W-2-04-A-W0-06	\$ 811.69
MIW-W-1-04-A-W0-06	\$ 8,116.88

80. Copy of a letter dated May 15, 2006, to West Virginia Water Development Authority from Linda Church enclosing a copy of the May 15, 2006, letter to the Municipal Bond Commission stating that the Revenue Fund Payment of

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
MAY 18, 2006  
PAGE 9**

\$2,288.88 and the Reserve Payment of \$210.23 were made on May 15, 2006, for the Sewage System Revenue Bonds, Series 2003.

81. Copy of a letter dated May 15, 2006, to the West Virginia Water Development Authority from Linda Church enclosing a copy of the May 15, 2006, letter to the Municipal Bond Commission stating that the Revenue Fund Payment of \$5,688.40 was made on May 15, 2006, for the Sewage System Revenue Bonds, Series 1995.
82. Copy of a letter dated May 15, 2006, to Jefferson Brady, P.E., Executive Secretary, West Virginia Infrastructure Council, from Linda Church enclosing a copy of the May 15, 2006, letter to the Municipal Bond Commission stating that the following payments were made for the Water System Revenue Bonds, Series 2004:

Water Revenue-04-A	\$ 8,116.88
Reserve Fund-04-A	\$ 811.69
Reserve Fund-04-B	\$ 175.90
83. Letter from Brickstreet Insurance containing the company's new schedule for issuing policy packets and invoices.
84. \*\*\*\*Letter dated May 12, 2006, to Linda Church from the Workplace Helpline Relationship Management Team containing her user name and pin for accessing free legal advice from Professional Governmental Underwrites, Inc. and Darwin. This service is a part of our new insurance coverage.
85. Letter to the District from Raymond Wright, Assistant Chief, Mineral Wells Volunteer Fire Department stating that the Department used 150 gallons of water for fire fighting during the month of February.
86. Letter to the District from Raymond Wright, Assistance Chief, Mineral Wells Volunteer Fire Department stating that the Department did not use any water for fire fighting purposes during the month of March.
87. Letter dated May 15, 2006, to the Mineral Wells Public Service District from Bryan and Michelle Boise requesting that the sewer tap fee that they paid for a tap in the Bonnievale area be refunded since the sale of the land fell through.

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
MAY 18, 2006  
PAGE 10**

88. Copy of an Application for Public Water System Operator Certification for the renewal of Todd R. Anderson's Drinking Water ID Certificate Renewal dated May 16, 2006.
89. Copy of a letter dated May 19, 2006, to the West Virginia Public Employees Insurance Agency from Cathy Dyer containing completed Tobacco Affidavits for FY 2007 for all eight of the District's employees.
90. Fax dated May 17, 2006, to Russ Hanna from Water Environmental Testing containing test results from samples taken from ponds 3 and 4 at the District's wastewater treatment plant.
91. Fax dated May 17, 2006, to Wal-Mart Stores from Linda Church enclosing seven invoices for testing of oil and grease samples taken from the Car Care Center at the Patriot Plaza Wal-Mart.
92. \*\*\*\*Letter dated May 17, 2006, to Russell Hanna, from Michelle Brenner, NPDES Team; West Virginia Department of Environmental Protection stating the District's Permit Modification was received by the agency on May 15<sup>th</sup> and has been determined to be administratively complete. They also stated that the average processing time for an application of this type is 180 days.
93. Letter dated May 15, 2006, to the Mineral Wells Public Service District from Geert F. Bakker, Chief Utilities Manager, Water and Wastewater Division, Public Service Commission of West Virginia, enclosing a form to be completed and returned by July 15, 2006, certifying the District's number of customers.



**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**POST OFFICE BOX 266**  
**MINERAL WELLS, WEST VIRGINIA 26150-0266**  
**(304) 489-2915 - OFFICE - (304) 489-2971 - FAX**

**CHARGE OFFS FOR FY 2006**

<u>NAME</u>	<u>ACCT. NO.</u>	<u>WATER</u>	<u>SEWER</u>	<u>TOTAL</u>
Linda Wood	1-00510-01	\$ 34.42	\$ 19.10	\$ 53.52
Kelly Bock	1-01385-00	83.19	81.42	164.61
Kristie & Chris Culbertson	1-01485-04	43.02	38.84	81.86
Mary Wigal	1-01930-00	48.84	32.67	81.51
David E. Bostaph	2-00270-3	113.36	87.84	201.20
Franklin L. Cooper	2-01530-00	130.25	104.42	234.67
Betty J. Koehler	4-07400-04	2.40		2.40
Michael Meyer	4-08535-01	19.80		19.80
Kim Renee' White	5-04350-00	70.17		70.17
Lydia E. Posey	6-00328-00		65.53	65.53
Naomi Fluharty	6-02080-03		69.16	69.16
Christopher & Lorie Williams	9-02693-03		406.09	406.09
Connie Gore	7-01250-00	340.71		340.71
Harold & Dina Joy	7-01450-00	55.97		55.97
Ryan David O'Donnell	9-00196-05		20.19	20.19
William Mendonca	9-00296-03		48.62	48.62
Rachel D. Wilson	9-01846-03		26.77	26.77
Brandi Hayes	9-01846-04		9.10	9.10
Tiffany Backus	9-01886-06		11.68	11.68
Eary J. & Shannon Adkins	9-03003-01	57.54	50.19	107.73
Melinda Vandergrift	9-03003-03	25.50	24.82	50.32
Dani DeSenze	9-03003-04	52.38	46.76	99.14
Sheri Adkins	9-03033-02	12.95	14.88	27.83
Katherine Haggerty	9-03033-03	41.16	28.46	69.62
Sarah Scott	9-03043-01	42.99	35.80	78.79
Holly Mathews	9-03043-02	44.69	42.09	86.78
Kathleen Wright	9-03093-01	11.37	10.01	21.38
Shelly Holbrooks	9-03103-02	10.75	7.45	18.20

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
CHARGE OFFS FOR FY 2006  
MAY 18, 2006  
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<u>NAME</u>	<u>ACCT. NO.</u>	<u>WATER</u>	<u>SEWER</u>	<u>TOTAL</u>
Brian E. Schiller	9-03103-05	\$ 24.51	\$ 23.62	\$ 48.13
Craig Lucas	9-03123-02	47.99	46.17	94.16
Darlene Harris	9-03133-02	68.84	53.52	122.36
Denver R. Hoover	9-03133-03	13.04	13.33	26.37
Terri A Gilmore	9-03173-03	44.17	37.68	81.85
Eddie Payne	9-03173-04	45.67	38.73	84.40
Diana K. Williams	9-03223-02	19.24	18.83	38.07
Kermit & Paulette Lemon	9-04293-04	19.74	15.63	35.37
Daniel Demartelove (Deceased)	9-04729-01	18.13	16.81	34.94
James Travis Layne	9-04933-01	17.32	17.09	34.41
Michelle Barker	9-04983-03	36.24	34.98	71.22
Liza L. Lamb	9-05193-02	74.75	68.98	143.73
Tammy Bennett	9-05193-03	235.89	212.85	448.74
End Time Harvest	9-05463-02	3.80	2.04	5.84
Linda Deem	9-05523-03	48.88	41.33	90.21
Wendy Smith	9-05593-09	146.90	88.52	235.42
Frank Billera	9-05823-02	43.57		43.57
Dawn Murphy	9-05833-03	8.71	7.60	16.31
Kimberly Miracle	9-05843-02	41.34	33.29	74.63
Linda Thomas	9-06183-01	43.20		43.20
Pizza Den	9-07502-03	19.95	9.92	29.87
Amanda Huddleston	9-08041-04	2.92	2.60	5.52
Brandi J. Drake	9-08051-05	3.33	1.84	5.17
Tammy J. Schiller	9-09291-06	4.32	3.81	8.13
Michael Starcher	9-09452-06	68.24		68.24
Deborah Ralph Miller	9-10954-01	20.36		20.36
Jason E. Durham	9-11554-05	4.89		4.89
Sharon R. Jarvis	9-11905-03	116.32		116.32
Heather Hopkins	9-12425-01	18.69		18.69
<b>TOTALS</b>		<b>\$ 2,502.41</b>	<b>\$2,071.06</b>	<b>\$4,573.47</b>