

MINUTES OF A REGULAR MONTHLY BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, DECEMBER 21, 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. James R. Lett, Secretary; Roy L. Radabaugh, Treasurer; Russell Hanna, Operations Manager; Linda K. Church, Office Manager; Cathy Dyer, Assistant Office Manager; Linda Watson, Office Clerk; Nellie Radcliff, Office Clerk; Eric Raper, Burgess & Niple, Inc.; Rodney Holbert, Burgess & Niple, Inc., and customer of the District were present.

No one from the public was present.

The first order of business was the opening of engineering proposals for the Miscellaneous Water Project. There were five proposals to be opened. Mr. Radabaugh made a motion to take the five proposals under advisement. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve the request for advertisement for bids of Contract 5- Tygart Creek-Saulsbury Waterline Replacement (Sycamore Run Stephens Fork Limestone Hill Waterline Extension Project). Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart signed Contract 5 - Tygart Creek-Saulsbury Waterline Replacement Project.

Mr. Radabaugh made a motion to approve the 30B Pass Thru Rate increase for the Water Treatment Plant Project recommended by George Blum, Cerrone Associates, Inc. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Lett made a motion to approve the Minutes of the November 16, 2006, Regular Board Meeting as presented. Mr. Radabaugh seconded the motion. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes.

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

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

Mr. Radabaugh made a motion to approve checks numbered 36914 thru 36010 written on the Consolidated-Water and Sewer Revenue Checking Account (copy attached) between November 16, 2006 thru December 21, 2006. Mr. Lett seconded the motion. The motion passed unanimously.

MINERAL WELLS PUBLIC SERVICE DISTRICT  
MINUTES - DECEMBER 21, 2006  
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Mr. Radabaugh made a motion to approve payroll checks numbered 1804 thru 1813 written on the Consolidated Payroll Account between November 16, 2006, thru December 21, 2006 (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

The following letters were discussed.

Letters 37 & 38 - Letter from Manning Frymier, Cerrone Associates, Inc., attaching copy of legal ad to run in local paper for request of Professional Engineering Services for the Miscellaneous Water improvements Project. The ad was faxed to Parkersburg News and Sentinel to be run in the November 30<sup>th</sup> and December 7<sup>th</sup> papers.

Letter 39 - Letter from Westfield Group notifying of additional premium due for period of August 6, 2005 thru August 6, 2006 for \$1,406.93 after their audit was conducted. This increase was due largely to the number of claims that the District has incurred.

Letter 64 - Letter from Sandra Squire-PSC ruling in favor of the District on the Betty Patrick complaint.

Letter 69 - Letter and package for signatures for the Saulsbury Waterline Replacement.

Letter 88 - Instruction booklet on "How to Select and Engineering or Architectural Company".

Letter 94- Letter from Debbie Britt - WV Rural Water Association Voting membership dues in the amount of \$669.03. Mr. Radabaugh made a motion to approve the membership dues as presented. Mr. Lett seconded the motion. The motion passed unanimously.

Letter 95 - Statement of Qualifications from Cerrone Associates for the Miscellaneous Water Improvements Project.

Letter 97 - Letter from Harmon Thompson effective January 1, 2007, merging with Suttle & Stalnaker.

Letter 101 - Statements of Qualifications from Dunn Engineers, Inc., for the Miscellaneous Water Improvements Project.

Letter 105 - Statements of Qualifications from Thrasher Engineering for the Miscellaneous Water Improvements Project.

Letter 109 - Statements of Qualifications from Swiss Valley Associates, Inc., for the Miscellaneous Water Improvements Project.

MINERAL WELLS PUBLIC SERVICE DISTRICT  
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Letter 110 - Statements of Qualifications from Floyd Browne Group for the Miscellaneous Water Improvements Project.

Mr. Radabaugh made a motion to approve the pay increase of Cathy Dyer and the promotion to Office Manager effective January 1, 2007. Mr. Lett seconded the motion. The motion carried unanimously.

Mr. Radabaugh made a motion to approve a pay rate increase of (.35) thirty-five cents per hour per employee effective January 1, 2007. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve and sign WesBanco Bank Inc., account cards for the Consolidated Checking Account adding Cathy Dyer to the account and delete Linda Church effective January 1, 2007. Mr. Lett seconded the motion. The motion passed unanimously.

There was nothing else that Ms. Dyer or Ms. Church needed to discuss, but Ms. Dyer thanked the Board for having hired her. Ms. Church thanked them, also, for having had the opportunity of working for the District for 22 years.

Mr. Hanna reported on the following items.

The Pond Creek Volunteer Fire Department has installed 900' of waterline and is on line.

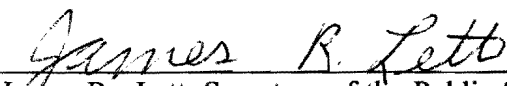
The Victory Assembly of God has agreed to approve thru their Board the easement for the right-of-way for the District's grinder pump that serves Sanctuary Heights. They are approving new board members in January 2007, then they will take care of this matter. The District needs to draft an agreement concerning the grate that is in the driveway of the church's parking lot.

There was a discussion concerning the "Employee Handbook" rule of computing overtime pay in regard to the floating holiday, holiday, comp time, sick leave & vacation pay. The Board took this under advisement and will discuss the matter in more detail at the next board meeting.

This concluded Mr. Hanna's report.

Rodney Holbert & Eric Raper was present to express their wish to do the engineering work for the utilities relocate at the time the work is done on the bridge replacement on Route 14.

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 6:00 p.m.

  
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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  
NOVEMBER 30, 2006**

**CHECKING ACCOUNTS**

Water Revenue Fund Checking Account WesBanco Bank	\$ 3,571.37
Sewer Revenue Fund Checking Account WesBanco Bank	55,945.24
Stephens Fork Water Extension Construction Checking WesBanco Bank	<u>1,016.33</u>

**TOTAL IN CHECKING ACCOUNTS: \$ 60,532.94**

**WATER ACCOUNTS**

Depreciation Reserve Account WesBanco Bank	\$ 13,049.39
Revenue Reserve Account WesBanco Bank	26,099.13
Revenue Reserve Account-Sams Creek/Chesterville WesBanco Bank	28,510.61
Revenue Reserve Account-Rockport WesBanco Bank	10,432.86
Depreciation Reserve Account-Rockport WesBanco Bank	10,432.62
Revenue Reserve Account-Water Improvement WesBanco Bank	31,359.19
Depreciation Reserve Account-Water Improvement WesBanco Bank	31,361.42
Depreciation Reserve Account-Sycamore 2004A WesBanco Bank	3,172.79
Sycamore Run-Limestone Tap Fees WesBanco Bank	14,942.70
Security Deposit Account WesBanco Bank	32,964.03
Sycamore Renewal/Replacement WesBanco Bank	<u>29,599.03</u>

**TOTAL IN WATER ACCOUNTS: \$ 231,923.77**

**SEWER ACCOUNTS**

Repair and Replacement Account WesBanco Bank	\$ 12,721.79
Reserve for Grinder Pump Maintenance Prime Rate Money Market-WesBanco Bank	33,718.70
Security Deposit Account WesBanco Bank	<u>24,041.02</u>

**TOTAL IN SEWER ACCOUNTS: \$ 70,481.51**

**TOTAL ALL FINANCES - NOVEMBER 30, 2006 \$362,938.22**

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

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT  
WESBANCO BANK, OCTOBER 31, 2006** **\$7,968.43**  
**RECEIPTS:**

Water Sales	\$ 63,217.73
Water Buffalo Sales	394.25
Reconnection Fees	160.00
Tap Fees	300.00
Security Deposit Refunds	1,163.34
R. Shawver - Line Ext.	1,530.91
Dana Bee - Leigh Mason - meter	92.00
R. Young - Line Ext.	100.87
Lubeck PSD - Mobile Radios	<u>120.00</u>

**TOTAL RECEIPTS:** **\$ 67,079.10**

**TOTAL CASH AVAILABLE:** **\$75,047.53**

**EXPENDITURES:**

ABB Automation, Inc.	\$ 643.32
Action Answering Service	47.79
ADT Security Services	60.43
Aflac	47.83
Allegheny Power	269.43
Appalachian Software, Inc.	3,396.00
AT&T	8.30
BP Credit Card Company	499.64
Brickstreet Mutual Service	2,276.40
Cardholder Services	68.59
Check Deposit Tickets	9.81
Cingular Wireless	99.35
Cintas	115.20
Claywood Park PSD	4,292.01
Commissioners' Salaries	450.00
Conner Cleaning	130.80
Cutlip-Warner Development Company	945.00
Dominion Hope	293.38
Fasteners & Supply Inc.	11.10
HD Supply Waterworks, Ltd	42.00
Hall's Backhoe Service LLC	200.00
Hardman Supply Company	67.78
Haul Away Trash LLC	19.50
Jack Kress Body Shop, LLC	659.39
Innovative Business Products	18.97
Lowe's	48.88
Midwest Pipe & Supply	87.78
Mineral Wells Public Service District	483.85
Miller communications	265.00
Miss Utility of WV Inc.	36.90
Municipal Bond Commission	9,104.47
Ohio Valley Muffler & Brake	39.54
Parkersburg Office Supply	13.15
Peerless Block & Brick	32.40
Rural Economic & Development	13,365.00
Rural Development - USDA	5,252.00
Rural Development - USDA	<u>3,518.00</u>

**WATER REVENUE CHECKING ACCOUNT  
FINANCIAL STATEMENT - NOVEMBER 30, 2006  
PAGE 2**

**EXPENDITURES: (continued)**

Salaries	8,558.00
Telepage Communications Systems	28.68
Tesa	12.42
C. I. Thornburg	2,584.81
U. S. Postal Service	211.35
Valtronics Inc.	249.47
Verizon	128.95
WC Weil Company	242.07
Water Environmental Testing	67.50
WesBanco Bank-Parkersburg	314.00
WesBanco Bank-Parkersburg	176.00
WesBanco Bank-Parkersburg	1,004.00
WesBanco Bank-Parkersburg - Payroll Taxes	3,539.71
WesBanco Bank-Parkersburg	334.00
WesBanco Bank-Parkersburg - Sycamore R/R	2,280.74
Westco Internet Service	13.50
WV DOH-Division of Highways	146.20
WV Public Employees Insurance Agency	1,352.84
WV Public Employees Retirement System	1,985.12
WV State Tax Department	594.86
Adam Chestnut	37.56
Jason Duley	38.10
Michael Hinzman	28.13
Dorothy Dawson	3.97
Shawna or Samuel Mercer	3.19
Paul or Janette Metz	46.30
Joshua Thompson	50.14
David S. Courtney	50.13
James & Laura Amos	26.09
Willia L. Biles	51.72
Estate of Beulah Somerville	51.66
Kevin Sommerville	51.66
David Vore	51.38
Dale Archer	51.52
Gail Nolan Trent	50.12
Tim & Julie Couch	10.33
William R. Wigal	50.19
Christine Whitecotton	17.05
Premier Realty	13.57
Randall A. Davis	50.14

**TOTAL EXPENDITURES**

**\$ 71,476.16**

**BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT,  
WESBANCO BANK, NOVEMBER 30, 2006**

**\$3,571.37**

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

**BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
WESBANCO BANK, OCTOBER 31, 2006**

**\$ 57,422.59**

**RECEIPTS:**

Sewer Sales	\$ 52,224.19
Security Deposit Refunds	554.06
Reconnect Fees	20.00
WalMart Oil & Grease Testing	62.70
Bosely-Howell Grinder Pump Ext	3,660.00
Lowe's Home Center return refund	<u>4.08</u>

**TOTAL RECEIPTS:**

**\$ 56,525.03**

**TOTAL CASH AVAILABLE:**

**\$113,947.62**

**EXPENDITURES:**

ABB Automation, Inc.	428.88
Action Answering Service	31.86
ADT Security Services	40.28
Aflac	43.57
Allegheny Power	3,896.38
Appalachian Software, Inc.	2,264.00
AT&T State Calling Service	5.54
BP Credit Card Company	333.10
Brickstreet Mutual Insurance	1,517.60
Cardholder Services	45.72
Cingular Wireless	66.23
Cintas	76.80
Commissioners' Salaries	150.00
Conner Cleaning	157.20
Dominion Hope	195.58
Checking Deposit Tickets	6.54
Fasteners & Supply Inc.	98.65
W. W. Grainger, Inc.	41.95
Gene's Septic Tank Cleaning	100.00
HD Supply Waterworks, Ltd	28.00
Hardman Supply Company	57.91
Haul Away Trash	13.00
Johnstone Supply	5.26
Innovative Business Products	12.65
Jack Kress Body Shop LLC	439.59
Lowe's	32.59
Lowe's - Account refund overpayment	2,195.74
Mid-Ohio Valley Medical Group	65.00
Midwest Pipe & Supply	94.04
Mineral Wells Public Service District	295.02
Miss Utility of WV Inc.	24.60
Municipal Bond Commission	18,782.81
Ohio Valley Muffler & Brake	26.36
Parkersburg Office Supply	8.76
Salaries	7,038.32
Telepage Communications Systems	19.12

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

C. I. Thornburg	1,438.66
Trombold Equipment Co. Inc.	6,294.98
U. S. Postal Service	131.62
USA Blue Book	576.78
Verizon	545.06
Water Environmental Testing	185.00
WesBanco Bank-Parkersburg-Sewer R/R	1,462.08
WesBanco Bank-Parkersburg-Payroll Taxes	2,866.47
WV Public Employees Insurance Agency	2,081.73
WV Public Employees Retirement System	1,628.36
WV State Tax Department	479.14
Westco Internet Service	9.00
WWT Electric	1,403.80
Adam Chestnut	39.69
Jason Duley	37.55
Dorothy Dawson	2.01
Joshua Thompson	50.14
David S. Courtney	50.13
Tim & Julie Couch	29.93
Christine Whitecotton	20.84
Premier Realty	30.76

**TOTAL EXPENDITURES:**

**\$ 58,002.38**

**BALANCE IN SEWER FUND CHECKING ACCOUNT  
WESBANCO BANK, NOVEMBER 30, 2006**

**\$ 55,945.24**



## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 11/17/06 - ENDING DATE: 12/21/06 \*\*

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
101 000 00	CONSOLIDATED BANK ACCOUNT					
2,101	U S POSTAL SERVICE	11/21/06	80804	11/21/06	61.78	36,914
309	CLAYWOOD PARK PSD	11/21/06	80809	11/21/06	4,292.01	36,916
2,302	WV DOH - DIVISION OF HIGHWAYS	11/22/06	80829	11/22/06	146.20	36,917
2,313	WESBANCO BANK-PARKERSBURG	11/29/06	81154	11/29/06	1,824.23	2
100	APPALACHIAN SOFTWARE INC	11/29/06	81164	11/30/06	3,396.00	36,918
102	ABB AUTOMATION, INC	11/29/06	81166	11/30/06	643.32	36,919
145	ADT SECURITY SERVICES	11/29/06	81170	11/30/06	60.43	36,921
314	CINGULAR WIRELESS	11/29/06	81171	11/30/06	99.35	36,922
486	JOSHUA THOMPSON	11/29/06	81172	11/30/06	50.14	36,923
486	DAVID S. COURTNEY	11/29/06	81173	11/30/06	50.13	36,924
486	JAMES & LAURA AMOS	11/29/06	81174	11/30/06	26.09	36,925
486	WILLA L. BILES	11/29/06	81175	11/30/06	51.72	36,926
486	ESTATE OF BEULAH SOMERVILLE	11/29/06	81176	11/30/06	51.66	36,927
486	KEVIN SOMERVILLE	11/29/06	81177	11/30/06	51.66	36,928
486	DAVID VORE	11/29/06	81178	11/30/06	51.38	36,929
486	DALE ARCHER	11/29/06	81179	11/30/06	51.52	36,930
486	GAIL NOLAN TRENT	11/29/06	81180	11/30/06	50.12	36,931
486	TIM & JULIE COUCH	11/29/06	81181	11/30/06	10.33	36,932
486	WILLIAM R WIGAL	11/29/06	81182	11/30/06	50.19	36,933
486	CHRISTINE WHITECOTTON	11/29/06	81183	11/30/06	17.05	36,934
832	HARDMAN SUPPLY COMPANY	11/29/06	81184	11/30/06	67.78	36,935
1,148	AFLAC	11/29/06	81197	11/30/06	47.83	36,937
1,204	JAMES R. LETT	11/29/06	81198	11/30/06	150.00	36,938
1,302	MINERAL WELLS PSD	11/29/06	81199	11/30/06	196.97	36,939
1,304	MILLER COMMUNICATIONS	11/29/06	81205	11/30/06	265.00	36,940
1,500	OHIO VALLEY MUFFLER & BRAKE	11/29/06	81206	11/30/06	39.54	36,941
1,604	PARKERSBURG OFFICE SUPPLY	11/29/06	81208	11/30/06	13.15	36,942
1,806	ROY L RADABAUGH	11/29/06	81210	11/30/06	150.00	36,943
1,843	CINTAS LOC #531	11/29/06	81211	11/30/06	115.20	36,944
1,912	CHARLES M. STEWART	11/29/06	81215	11/30/06	150.00	36,945
2,001	TESA COMPANY INC	11/29/06	81216	11/30/06	12.42	36,946
2,005	C I THORNBURG	11/29/06	81218	11/30/06	2,584.81	36,948
2,205	VERIZON	11/29/06	81234	11/30/06	128.95	36,949
2,314	WV DEPT OF TAX & REVENUE	11/29/06	81235	11/30/06	594.86	36,950
2,315	WV PUBLIC EMPLOYEES RETIREMENT	11/29/06	81236	11/30/06	1,985.12	36,951
2,338	WESBANCO-WATER RES-SAMS-CV	11/29/06	81237	11/30/06	314.00	36,952
2,385	W C WEILL COMPANY	11/29/06	81238	11/30/06	242.07	36,953
20,010	BRICKSTREET MUTUAL INSURANCE	11/29/06	81239	11/30/06	2,276.40	36,954
438	DOMINION HOPE	11/30/06	81288	11/30/06	293.38	36,956

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 11/17/06 - ENDING DATE: 12/21/06 \*\*  
 \*\* VENDOR RANGE: ALL VENDORS \*\* \*\* CHECK RANGE: ALL CHECKS \*\*

NK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
101 000 00 CONSOLIDATED BANK ACCOUNT						
486	PREMIER REALTY	11/30/06	81289	11/30/06	13.57	36,957
486	RANDALL A DAVIS	11/30/06	81290	11/30/06	50.14	36,958
1,302	MINERAL WELLS PSD	11/30/06	81291	11/30/06	36.46	36,959
1,805	RURAL DEVELOPMENT ADMN.	11/30/06	81292	11/30/06	2,112.00	36,960
2,039	TELEPAGE COMMUNICATIONS SYSTEM	11/30/06	81293	11/30/06	17.94	36,961
2,103	USDA-RURAL DEVELOPMENT	11/30/06	81294	11/30/06	3,140.00	36,962
840	HAUL AWAY TRASH L.L.C.	11/30/06	81329	11/30/06	19.50	36,963
2,339	WESTCO INTERNET	11/30/06	81330	11/30/06	13.50	36,964
1,655	PEERLESS BLOCK & BRICK	11/30/06	81341	11/30/06	32.40	36,965
2,005	C I THORNBURG	11/30/06	81342	11/30/06	13.92	36,966
600	FASTENERS & SUPPLY INC	11/30/06	81367	11/30/06	11.10	36,968
1,311	MIDWEST PIPE & SUPPLY	11/30/06	81368	11/30/06	87.78	36,969
1,512	HD SUPPLY WATERWORKS, LTD	11/30/06	81370	11/30/06	42.00	36,970
309	CLAYWOOD PARK PSD	12/06/06	81461	12/06/06	16,330.98	36,973
2,318	WV STATE EMERGENCY RESPONSE	12/06/06	81462	12/06/06	25.00	36,974
2,313	WESBANCO BANK-PARKERSBURG	12/14/06	81940	12/15/06	2,214.51	3
108	AT&T	12/14/06	81962	12/15/06	2.46	36,977
153	ACTION ANSWERING SERVICE PLUS	12/14/06	81963	12/15/06	50.49	36,978
275	BP	12/14/06	81964	12/15/06	529.04	36,979
900	INFORMATION PRODUCTS INC	12/14/06	81967	12/15/06	687.35	36,980
1,200	LOWE'S	12/14/06	81969	12/15/06	55.17	36,982
1,301	MISS UTILITY OF WV INC	12/14/06	81970	12/15/06	26.25	36,983
1,302	MINERAL WELLS PSD	12/14/06	81971	12/15/06	46.77	36,984
1,307	MUNICIPAL BOND COMMISSION	12/14/06	81972	12/15/06	9,104.47	36,985
1,600	PARKERSBURG SENTINEL CO	12/14/06	81981	12/15/06	308.13	36,986
2,005	C I THORNBURG	12/14/06	81984	12/15/06	332.22	36,988
2,039	TELEPAGE COMMUNICATIONS SYSTEM	12/14/06	81987	12/15/06	10.74	36,989
2,044	TRACTOR SUPPLY CREDIT PLAN	12/14/06	81988	12/15/06	20.03	36,990
2,107	USDA-RURAL DEVELOPMENT	12/14/06	81990	12/15/06	10,040.00	36,991
2,113	USDA-RURAL UTILITIES SERVICE	12/14/06	81992	12/15/06	3,518.00	36,993
2,308	WV PUBLIC EMPLOYEES INS AGENCY	12/14/06	81995	12/15/06	2,131.57	36,996
2,316	WESTFIELD GROUP	12/14/06	81998	12/15/06	844.16	36,998
2,321	WV DEPT OF HEALTH AND HUMAN	12/14/06	81999	12/15/06	300.00	36,999
2,373	WESBANCO BANK-PARKERSBURG	12/14/06	82000	12/15/06	167.00	37,000
2,374	WESBANCO BANK-PARKERSBURG	12/14/06	82001	12/15/06	167.00	37,001
2,375	WESBANCO BANK-PARKERSBURG	12/14/06	82002	12/15/06	502.00	37,002
2,376	WESBANCO BANK-PARKERSBURG	12/14/06	82003	12/15/06	502.00	37,003

VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 11/17/06 - ENDING DATE: 12/21/06 \*\*

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
101 000 00	CONSOLIDATED BANK ACCOUNT					
23,004	WESBANCO BANK INC	12/14/06	82004	12/15/06	176.00	37,004
23,005	WESBANCO BANK, INC.	12/14/06	82005	12/15/06	1,580.44	37,005
2,106	USDA-RURAL DEVELOPMENT	12/19/06	82131	12/19/06	3,325.00	37,008
1,608	POSTMASTER-MINERAL WELLS	12/19/06	82126	12/19/06	88.62	37,009
1,608	POSTMASTER-MINERAL WELLS	12/21/06	82306	12/21/06	62.64	37,010
	CONSOLIDATED BANK ACCOUNT				79,401.14	81 *

VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 11/17/06 - ENDING DATE: 12/21/06 \*\*

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
101 000 00	CONSOLIDATED BANK ACCOUNT					
2,101	U S POSTAL SERVICE	11/21/06	80804	11/21/06	41.18	36,914
2,313	WESBANCO BANK-PARKERSBURG	11/29/06	81154	11/29/06	1,398.93	2
100	APPALACHIAN SOFTWARE INC	11/29/06	81164	11/30/06	2,264.00	36,918
102	ABB AUTOMATION, INC	11/29/06	81166	11/30/06	428.88	36,919
106	ALLEGHENY POWER	11/29/06	81167	11/30/06	2,720.26	36,920
145	ADT SECURITY SERVICES	11/29/06	81170	11/30/06	40.28	36,921
314	CINGULAR WIRELESS	11/29/06	81171	11/30/06	66.23	36,922
486	JOSHUA THOMPSON	11/29/06	81172	11/30/06	50.14	36,923
486	DAVID S. COURTNEY	11/29/06	81173	11/30/06	50.13	36,924
486	TIM & JULIE COUCH	11/29/06	81181	11/30/06	29.93	36,932
486	CHRISTINE WHITECOTTON	11/29/06	81183	11/30/06	20.84	36,934
832	HARDMAN SUPPLY COMPANY	11/29/06	81184	11/30/06	57.91	36,935
1,035	JOHNSTONE SUPPLY	11/29/06	81196	11/30/06	5.26	36,936
1,148	AFLAC	11/29/06	81197	11/30/06	43.57	36,937
1,204	JAMES R. LETT	11/29/06	81198	11/30/06	50.00	36,938
1,302	MINERAL WELLS PSD	11/29/06	81199	11/30/06	149.54	36,939
1,500	OHIO VALLEY MUFFLER & BRAKE	11/29/06	81206	11/30/06	26.36	36,941
1,604	PARKERSBURG OFFICE SUPPLY	11/29/06	81208	11/30/06	8.76	36,942
1,806	ROY L RADABAUGH	11/29/06	81210	11/30/06	50.00	36,943
1,843	CINTAS LOC #531	11/29/06	81211	11/30/06	76.80	36,944
1,912	CHARLES M. STEWART	11/29/06	81215	11/30/06	50.00	36,945
2,004	TROMBOLD EQUIPMENT CO INC	11/29/06	81217	11/30/06	332.11	36,947
2,005	C I THORNBURG	11/29/06	81218	11/30/06	695.96	36,948
2,205	VERIZON	11/29/06	81234	11/30/06	545.06	36,949
2,314	WV DEPT OF TAX & REVENUE	11/29/06	81235	11/30/06	479.14	36,950
2,315	WV PUBLIC EMPLOYEES RETIREMENT	11/29/06	81236	11/30/06	1,628.36	36,951
20,010	BRICKSTREET MUTUAL INSURANCE	11/29/06	81239	11/30/06	1,517.60	36,954
130,016	MID-OHIO VALLEY MEDICAL GROUP	11/29/06	81240	11/30/06	65.00	36,955
438	DOMINION HOPE	11/30/06	81288	11/30/06	195.58	36,956
486	PREMIER REALTY	11/30/06	81289	11/30/06	30.76	36,957
1,302	MINERAL WELLS PSD	11/30/06	81291	11/30/06	19.27	36,959
2,039	TELEPAGE COMMUNICATIONS SYSTEM	11/30/06	81293	11/30/06	11.96	36,961
840	HAUL AWAY TRASH L.L.C.	11/30/06	81329	11/30/06	13.00	36,963
2,339	WESTCO INTERNET	11/30/06	81330	11/30/06	9.00	36,964
2,005	C I THORNBURG	11/30/06	81342	11/30/06	8.00	36,966

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 11/17/06 - ENDING DATE: 12/21/06 \*\*

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
101 000 00	CONSOLIDATED BANK ACCOUNT					
2,300	WWT ELECTRIC	11/30/06	81343	11/30/06	1,403.80	36,967
600	FASTENERS & SUPPLY INC	11/30/06	81367	11/30/06	98.65	36,968
1,311	MIDWEST PIPE & SUPPLY	11/30/06	81368	11/30/06	94.04	36,969
1,512	HD SUPPLY WATERWORKS, LTD	11/30/06	81370	11/30/06	28.00	36,970
2,004	TROMBOLD EQUIPMENT CO INC	11/30/06	81371	11/30/06	3,660.00	36,971
2,109	USA BLUE BOOK	11/30/06	81372	11/30/06	576.78	36,972
2,318	WV STATE EMERGENCY RESPONSE	12/06/06	81462	12/06/06	75.00	36,974
907	IVS HYDRO, INC.	12/08/06	81543	12/08/06	9,000.00	36,975
1,608	POSTMASTER-MINERAL WELLS	12/12/06	81606	12/12/06	78.48	36,976
2,313	WESBANCO BANK-PARKERSBURG	12/14/06	81940	12/15/06	1,691.59	3
108	AT&T	12/14/06	81962	12/15/06	1.64	36,977
153	ACTION ANSWERING SERVICE PLUS	12/14/06	81963	12/15/06	33.66	36,978
275	BP	12/14/06	81964	12/15/06	352.69	36,979
900	INFORMATION PRODUCTS INC	12/14/06	81967	12/15/06	458.23	36,980
1,035	JOHNSTONE SUPPLY	12/14/06	81968	12/15/06	9.99	36,981
1,200	LOWE'S	12/14/06	81969	12/15/06	36.78	36,982
1,301	MISS UTILITY OF WV INC	12/14/06	81970	12/15/06	17.50	36,983
1,302	MINERAL WELLS PSD	12/14/06	81971	12/15/06	36.54	36,984
1,307	MUNICIPAL BOND COMMISSION	12/14/06	81972	12/15/06	18,782.81	36,985
1,908	STATE ELECTRIC SUPPLY CO INC	12/14/06	81983	12/15/06	251.16	36,987
2,005	C I THORNBURG	12/14/06	81984	12/15/06	740.69	36,988
2,039	TELEPAGE COMMUNICATIONS SYSTEM	12/14/06	81987	12/15/06	7.16	36,989
2,044	TRACTOR SUPPLY CREDIT PLAN	12/14/06	81988	12/15/06	13.35	36,990
2,109	USA BLUE BOOK	12/14/06	81991	12/15/06	171.74	36,992
2,300	WWT ELECTRIC	12/14/06	81993	12/15/06	818.80	36,994
2,306	WATER ENVIRONMENTAL TESTING	12/14/06	81994	12/15/06	235.00	36,995
2,308	WV PUBLIC EMPLOYEES INS AGENCY	12/14/06	81995	12/15/06	1,770.98	36,996
2,312	WESBANCO BANK-PARKERSBURG	12/14/06	81997	12/15/06	1,305.60	36,997
2,316	WESTFIELD GROUP	12/14/06	81998	12/15/06	562.77	36,998
23,012	CECIL I WALKER MACHINERY CO	12/14/06	82006	12/15/06	213.06	37,006
130,016	MID-OHIO VALLEY MEDICAL GROUP	12/14/06	82008	12/15/06	90.00	37,007
1,608	POSTMASTER-MINERAL WELLS	12/19/06	82126	12/19/06	59.08	37,009
1,608	POSTMASTER-MINERAL WELLS	12/21/06	82306	12/21/06	41.76	37,010
	CONSOLIDATED BANK ACCOUNT				55,897.13	68 *

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
PAYROLL CHECKS  
CONSOLIDATED REVENUE FUND CHECKING ACCOUNT  
NOVEMBER 30, 2006 – DECEMBER 15, 2006**

**CHECK NO.**

1804	Todd R. Anderson	\$765.75
1805	Dennis R. Brown	611.57
1806	William H. Byers Jr.	1017.21
1807	Linda K. Church	1043.84
1808	Russell P. Hanna	1177.26
1809	Brian W. Metz	772.48
1810	Cathy J. Dyer	993.55
1811	Linda K. Watson	775.63
1812	Nellie B. Radcliff	710.26
1813	Todd R. Anderson	1084.18
1814	Dennis R. Brown	715.35
1815	William H. Byers Jr.	1325.87
1816	Linda K. Church	1108.85
1817	Russell P. Hanna	1345.56
1818	Brian W. Metz	916.12
1819	Cathy J. Dyer	1063.31
1820	Linda K. Watson	853.77
1821	Nellie B. Radcliff	784.34

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
NOVEMBER 16, 2006 – DECEMBER 21, 2006**

1. Flyer from Lorman Education Services seminar to be held February 7, 2007 in Charleston, WV on Building Codes in West Virginia.
2. Newsletter from WesBanco, November, 2006 issue of Your Money Matters.
3. Newsletter from WesBanco, December, 2006 issue of Your Money Matters.
4. Newsletter from Currency Notes, Fall 2006 issue of Facts and Figures from West Virginia State Treasurer John Perdue.
5. Flyer from West Virginia Environmental Training Center for 2007 Wastewater Winter Courses.
6. Flyer from West Virginia Environmental Training Center for 2007 Water Winter Courses.
7. Newsletter dated December 12, 2006 from West Virginia Rural Water Association.
8. Newsletter from The Pipeline, for November-December 2006.
9. Flyer from National Stormwater Center for Certified Stormwater Inspector for NPDES Stormwater Permit Compliance to be held January 8 & 9, 2007.
10. Invoice dated November 16, 2006, to Claywood Park Public Service District, from Mineral Wells PSD stating amount due for 4 Motorola Radio's for a total of \$280.00.
11. Invoice dated November 16, 2006, to Lubeck Public Service District, from Mineral Wells PSD stating amount due for 2 Motorola Radio's for a total of \$120.00.
12. Copy of letter dated November 16, 2006, to Marty Seufer, Wood County Commission, from Cathy Dyer enclosing the Minutes of the Regular Board Meeting held October 19, 2006.
13. License Agreement dated November 17, 2006, to Mineral Wells PSD, from Appalachian Software, Inc. stating an agreement for ASI Inventory.

**Mineral Wells PSD**  
**List of Correspondence**  
**December 21, 2006**  
**Page 2**

14. Letter to Mineral Wells PSD, from The West Virginia Labor Law Poster Service, enclosing to purchase poster for the New Minimum Wage Requirements, Effective July 1, 2006.
15. Letter dated November 9, 2006, to Mineral Wells PSD, from Gregory A. Burton, President and CEO, Brickstreet Insurance, announcing the implementation of StreetSelect.
16. Copy of letter dated November 17, 2006, to Shawn Boggs of Waterman and Douglas Associates, from Russell Hanna regarding the Carney Development in the Price Road area.
17. Copy of letter dated November 17, 2006, to Roger Shawver, from Cathy Dyer enclosing a copy of the agreement for the water main extension, and a copy of the Right-of-Way Easement.
18. Copy of letter dated November 17, 2006, to Harmon Thompson, AC, from Cathy Dyer enclosing the approved contract for the FY 2007 audit and additional reports.
19. Letter dated November 16, 2006, to Mineral Wells PSD, from Reagle and Padden, Inc., enclosing the January 1, 2007 renewal of our Worker's Compensation/Employer Liability Coverage from Brickstreet.
20. Copy of letter dated November 21, 2006, to Ms. Aubrey Woods, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at #156 Mineral Park Estates, Mineral Wells, Account # 9-05213-04.
21. Copy of letter dated November 21, 2006, to Mr. Roger A. Wood, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at #132 Mineral Park Estates, Mineral Wells, Account #9-05253-01.
22. Copy of letter dated November 21, 2006, to Mr. & Mrs. Jeremy Mills, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at #53 Mt. Pleasant Estates, Mineral Wells, Account #9-09141-09.
23. Copy of letter dated November 21, 2006, to Mr. Emmanuel Ogwude, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at #3 Wells Pointe, Mineral Wells, Account #9-07721-04.



**Mineral Wells PSD**  
**List of Correspondence**  
**December 21, 2006**  
**Page 3**

24. Copy of letter dated November 21, 2006, to Ms. Brandy Shultz, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at #9 Skyview Acres, Mineral Wells, Account #9-03043-03.
25. Copy of letter dated November 21, 2006, to Ms. Lisa Batten, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at RR 5 Box 444-A-1/180 Joy St., Mineral Wells, Account #9-00196-06.
26. Copy of letter dated November 21, 2006, to Mr. Jay A. Powell, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at #3 Skyview Acres, Mineral Wells, Account #9-03013-06.
27. Copy of letter dated November 21, 2006, to Ms. Teresa Lowe, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at #10 Deerfield MHP, Mineral Wells, Account #9-01406-03.
28. Copy of letter dated November 21, 2006, to Ms. Trinity Regard, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at #15 Wells Pointe, Mineral Wells, Account #9-07841-01.
29. Copy of letter dated November 21, 2006, to Mr. Chuck McCoy, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at Rt. 3 Box 172A, Elizabeth, Account #9-11865-01.
30. Copy of letter dated November 21, 2006, to Ms. Teresa D. Buskirk, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at Rt. 2 Box 188, Mineral Wells, Account #9-04493-02.
31. Copy of letter dated November 21, 2006, to Ms. Jacqueline A. Tanner, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at 501 Jameson Street, Mineral Wells, Account #9-03033-04.
32. Copy of letter dated November 21, 2006, to Mr. & Mrs. Scott Short, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at #20 Skyview Acres, Mineral Wells, Account #9-03100-02.
33. Copy of letter dated November 21, 2006, to Ms. Krystal Sidwell, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at RR 2 Box 138, Mineral Wells, Account #9-11204-01.

**Mineral Wells PSD**  
**List of Correspondence**  
**December 21, 2006**  
**Page 4**

34. Copy of letter dated November 21, 2006, to Mr. David R. Westfall, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at #10 Dogwood Estates, Mineral Wells, Account #9-09352-03.
35. Copy of letter dated November 21, 2006, to Mr. Shayne McCroskey, from Cathy Dyer in regards to a delinquency for Water & Sewer Service at 162 High Knob Road, Mineral Wells, Account #9-10674-06.
36. Letter dated November 16, 2006, to Mineral Wells PSD, from J. Lee Thorne/P.E., Maintenance Engineer, WV Dept. of Transportation, Division of Highways, enclosing an approved copy of the subject permit that describes the Utility-Water work. (2" Road bore under Badgley Fork Rd.)
37. \*\*\*\*Letter dated November 20, 2006, to Charles M. Stewart, Chairman, Mineral Wells PSD, from Manning H. Frymier, PE, Cerrone Associates, providing information regarding the requirements of the West Virginia Code as it relates to the process of selection of engineers for a public project.
38. \*\*\*\* Fax dated November 22, 2006, to **Parkersburg News & Sentinel**, from Linda K. Church, in regards to publishing Legal Ads.
39. \*\*\*\* Letter dated November 21, 2006, to Mineral Wells PSD, from Reagle & Padden, Inc. (Westfield Group), an annual audit resulted in an additional premium on policy period 08/06/05 to 08/06/06.
40. Fax dated November 27, 2006, to Verizon, from Mineral Wells PSD, requesting new service installed at 326 Stoops Rd., Mineral Wells, WV.
41. Fax dated November 28, 2006, to United Property Managements, from Mineral Wells PSD, attaching a copy of the water and sewer bill for Jordyn Terrace Apartments for the period of August 3, 2006 thru October 3, 2006.
42. Fax dated November 29, 2006, to Linda Watson, from Sheila Vogel, Traders Bank, stating name of attorney for Newblakor (Marshall Spradling), also attaching a claim form for our use.
43. Copy of letter dated November 29, 2006, to Bankruptcy Court Southern District of West Virginia, from Mineral Wells PSD, enclosing two (2) copies of the United States Bankruptcy Court Southern District of West Virginia Proof of Claim forms for monies owed to the Mineral Wells PSD by Newblakor, Inc. aka Woodridge Plantation Golf Course.

**Mineral Wells PSD**  
**List of Correspondence**  
**December 21, 2006**  
**Page 5**

44. Copy of check dated November 30, 2006 from Sylvia Melrose payable to Dominion Hope, it was received along with her water payment, she was contacted and it was returned to her via mail on November 30, 2006 by Nellie Radcliff.
45. Copy of invoice dated November 30, 2006 to Jeff Minner, Pond Creek VFD, from Mineral Wells PSD, stating an amount due of \$218.40 for 520 2" x 20' SDR-21 R/T Pipe ordered thru C.I. Thornburg Co., Inc.
46. \*\*\*\*Letter dated November 29, 2006, to Charles M. Stewart, Chairman, Mineral Wells PSD, from Virginia M. McDonald, Rural Development Specialist, advising that Addendum No. 5 to the Engineering Agreement dated March 16, 2000, between the District and Cerrone Associates, Inc., is acceptable to Rural Development.
47. Fax dated November 30, 2006, to Ms. Christy Pitsenbarger, West Virginia Bureau of Public Health, Office of Environmental Health Services, from Cathy Dyer, attaching the Monthly Operational Report for the Mineral Wells PSD for the month of November, 2006.
48. Documents dated November 30, 2006, to Mineral Wells PSD, from United States Bankruptcy Court Southern District of West Virginia enclosing stamped Proof of Claim form for the Woodridge/Newblakor bankruptcy.
49. Letter dated November 29, 2006, to Mineral Wells PSD, from Brickstreet Insurance enclosing our classification codes, base rate and experience modification factors.
50. Memorandum dated December 1, 2006, to Mineral Wells PSD, from James J. Gianato, Chairman WV SERC, regarding SARA Title III Tier Two Reporting.
51. Fax dated December 5, 2006, to Eric Gumm, Rural Utilities Services, from Cathy Dyer, attaching a copy of the November 2006 bank statement for the Stephens Fork Water Extensions Construction Account at WesBanco.
52. Application for credit dated December 6, 2006, to Cecil I. Walker Machinery Co., from Mineral Wells PSD.
53. Fax dated December 5, 2006, to Russ Hanna, from United States Environmental Protection Agency, attaching a Certification of Completion of an Emergency Response Plan.

**Mineral Wells PSD  
List of Correspondence  
December 21, 2006  
Page 6**

54. Copy dated December 6, 2006, to U.S. Environmental Protection Agency, from Russ Hanna, attaching a completed copy of a Certification of Completion of an Emergency Response Plan.
55. Copy of letter dated December 6, 2006, to Mr. Ed Hupp, Wood County Local Emergency Planning Commission, Mr. Jay Parsons, Chief, Mineral Wells Volunteer Fire Department, and Mr. Charles Wright, Chief, Pond Creek Volunteer Fire Department, enclosing the Annual Tier Two Report.
56. Copy of letter dated December 6, 2006, to Mr. James J. Gianato, Chairman West Virginia State Emergency Response Commission, enclosing the completed annual Tier Two Filing Worksheet, Tier Two Emergency and Hazardous Chemical Inventory Sheet, diagram of the wastewater treatment plant blower building, a detailed drawing of the wastewater treatment plant site, a drawing of the District's water booster stations, and a check in the amount of \$100.00 for the annual filing fee.
57. Letter dated November 30, 2006 to Mineral Wells PSD, from Peerless, stating they will be implementing a 5% price increase on all manufactured products, effective January 1, 2007.
58. Copy of letter dated December 7, 2006, to Steve Cooper, West Virginia Department of Environmental Protection and Natural Resources, from Linda K. Watson, enclosing a copy of the WV National Pollutant Discharge Elimination System Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of November 2006.
59. Copy of letter dated December 7, 2006, to WV Department of Environmental Protection Division of Water and Waste Management Permitting and Engineering Branch, from Linda K. Watson, enclosing a copy of the National Pollutant Discharge Elimination System Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of November 2006.
60. Copy of letter dated December 7, 2006, to Jeff Smith, Office of Environmental Health Services Regulatory Development and Compliance Unit, from Linda K. Watson, enclosing a copy of the National Pollutant Discharge Elimination System Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of November 2006.

**Mineral Wells PSD  
List of Correspondence  
December 21, 2006  
Page 7**

61. Copy of letter dated December 7, 2006, to Manning Frymier, P.E., Cerrone Associates, Inc., from Linda K. Watson, enclosing a copy of the National Pollutant Discharge Elimination System Discharge Monitoring Report, copy of the WV Summary of Waste Water Treatment Plant Operations, and in addition, data to the daily operation of the wastewater treatment plant.
62. Fax dated December 5, 2006, to Manning Frymier, Cerrone Associates, Inc., from Cathy Dyer, attaching an estimate for computer upgrades from Appalachian Software for the Misc. Water Projects.
63. Copy of letter dated December 6, 2006, to Appalachian Software, Inc., from Cathy Dyer, enclosing the signed license agreement between Appalachian Software, Inc. and the Mineral Wells PSD.
64. \*\*\*\*Certified letter dated December 6, 2006, to Mineral Wells PSD, from Public Service Commission of West Virginia, enclosing the recommended order issued in Case No. 06-0608-PWD-C (Betty L. Patrick v. Mineral Wells PSD).
65. Fax dated December 5, 2006, to Mineral Wells PSD, from Walter Frazier, Appalachian Software, Inc., stating an estimate for computer upgrades.
66. Copy of letter dated December 11, 2006, to Doris Westbrook, Premier Realty, from Cathy Dyer, enclosing an invoice for service at #206 Windsor Drive.
67. Copy of letter dated December 11, 2006, to Mr. Daniel Yonkosky, Director State of West Virginia Water Development Authority, from Cathy Dyer, enclosing the Monthly Financial Report for the month of November 2006 for the Mineral Wells PSD Stephens Fork Water Construction Project.
68. Copy of letter dated December 11, 2006, to Mr. Jefferson Brady, P.E., Executive Secretary West Virginia Infrastructure & Jobs Development Council, from Cathy Dyer, enclosing the Monthly Financial Report for the month of November 2006, for the Mineral Wells PSD Stephens Fork Water Construction Project.

**Mineral Wells PSD  
List of Correspondence  
December 21, 2006  
Page 8**

69. \*\*\*\*Copy of letter dated December 7, 2006 to Russ Hanna, from Manning H. Frymier, PE, Cerrone Associates, Inc. enclosing five (5) copies of the Public Water Supply System Forms EW100 and EG5, two (2) copies of the Public Land Corporation Stream Activity Application, and six (6) copies of the WV Division of Highways Forms MM-109 and BF-125, all in regards to Mineral Wells PSD Tygart Creek-Saulsbury Waterline Replacement Cerrone Project #M110-17W.
70. Fax dated December 5, 2006, to Mineral Wells PSD, from WV PSC Water and Wastewater Division enclosing the Holiday Schedule for 2007.
71. Copy of letter dated December 12, 2006, to Presort Plus Inc., from Cathy Dyer, enclosing a diskette for updating our zip plus four addresses for customers of the Mineral Wells PSD.
72. Letter dated December 8, 2006, to Mineral Wells PSD from United States Bankruptcy Court, Southern District of West Virginia regarding a hearing for Newblakor, Inc. dba Woodridge Plantation Golf Club.
73. Fax dated December 12, 2006, to Russ Hanna, from IVS Hydro, Inc. enclosing a copy of a letter that was submitted to Mr. Thomas Sawers, Department of Environmental Protection regarding the disposal figures for Sludge.
74. Copy of letter dated December 13, 2006, to Ms. Lisa McClung, Director Division of Water and Waste Management Dept. of Environmental Protection Permits Section, from Russell P. Hanna, regarding the Mineral Wells PSD Waste Water Treatment Plant sludge removal project that was performed during February 2006 thru September 2006.
75. Carbon Copy sent to Tom Sowers, Permit writer DEP, of letter dated December 13, 2006, to Ms. Lisa McClung, Director Division of Water and Waste Management Dept. of Environmental Protection Permits Section, from Russell P. Hanna, regarding the Mineral Wells PSD Waste Water Treatment Plant sludge removal project that was performed during February 2006 thru September 2006.
76. Fax dated December 13, 2006, to Manning Frymier, Cerrone Associates, from Cathy Dyer, enclosing a revised estimate for the new computers and software.

**Mineral Wells PSD  
List of Correspondence  
December 21, 2006  
Page 9**

77. Letter dated December 7, 2006, to Russ Hanna, from Manning Frymier, PE, Cerrone Associates, enclosing information and files are plans and specifications for the referenced project, also enclosed is a easement schedule.
78. Letter dated December 13, 2006, to Russ Hanna, from Mark E. Pennington MS, PE, Civil Tech Engineering, Inc., revising the Sanitary Sewer & Grinder Lift Station Plans, Proposed Holiday Inn Express.
79. Fax dated December 14, 2006, to **Parkersburg News/Sentinel**, from Cathy Dyer attaching notice for Board Meeting to be held Thursday, December 21, 2006.
80. Fax dated December 14, 2006, to **Jackson Herald Newspapers**, from Cathy Dyer attaching notice for Board Meeting to be held Thursday, December 21, 2006.
81. Fax dated December 14, 2006, to **Wirt County Journal**, from Cathy Dyer attaching notice for Board Meeting to be held Thursday, December 21, 2006.
82. Letter dated December 15, 2006, to Ms. Stephanie McPherson, from Cathy Dyer, regarding a delinquency for water & sewer service, acct #1-00660-01 at 42 Mt. Pleasant Estates, Mineral Wells, WV 26150.
83. Notice of Service Interruption scheduled for Monday, December 18, 2006 for the Microtel Inn, to tie service for the Holiday Inn Express.
84. Copy of letter dated December 15, 2006, to West Virginia Municipal Bond Commission from Cathy Dyer enclosing District check #036985 in the amount of \$27,887.28 for the following bond payments:

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

**Mineral Wells PSD  
List of Correspondence  
December 21, 2006  
Page 10**

85. Copy of letter dated December 15, 2006, to Jefferson Brady, PE, Executive Secretary, Infrastructure Council from Cathy Dyer attaching copy of District check # 36985 referencing Water System Revenue Bonds, Series 2004, deposit made for sinking fund:

Water Revenue-04-A	\$8,116.88
Reserve Fund-04-A	811.69
Reserve Fund-04-B	175.90

86. Copy of letter dated December 15, 2006, West Virginia Water Development Authority from Cathy Dyer attaching copy of District check #36985 referencing Sewage System Revenue Bonds, Series 2003 deposit made for sinking fund:

Revenue Fund	\$2,288.88
Reserve Fund	210.23

87. Copy of letter dated December 15, 2006, to West Virginia Water Development Authority from Cathy Dyer attaching copy of District check #36985 referencing Sewage System Revenue Bonds, Series 1995 deposit made for sinking fund:

Revenue Fund	\$5,688.40
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88. \*\*\*\*E-mail dated December 15, 2006, regarding How to Select an Engineering or Architectural Company for Your Project.
89. Certificate of Insurance dated 12/11/2006 to Mineral Wells Public Service District, from Erie Insurance for Cutlip-Warner A Partnership.
90. Copy of letter dated December 18, 2006, to Edward and Deborah Boyd from Linda K. Church enclosing an unsigned check and bill stub.
91. Fax dated December 18, 2006, to Chapman Tech Group, from Cathy Dyer requesting a copy of the legal ad for Professional Engineering Services.



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92. Letter dated December 12, 2006 to Mineral Wells PSD, from The United States Bankruptcy Court for the Southern District of West Virginia regarding Newblakor, Inc. dba Woodridge Plantation Golf Club, converting case to a Chapter 7 liquidation case.
93. Letter dated December 14, 2006 to Mineral Wells PSD, from Magistrate Court of Wood County, enclosing Civil Summons for Emmanuel Ogwude.
94. \*\*\*\*Letter dated December 14, 2006, to Russell Hanna, from Debbie Britt, West Virginia Rural Water Association, Voting Membership dues are due for renewal on February 1, 2007.
95. \*\*\*\*Statement of Qualifications to Mineral Wells PSD, from Cerrone Associates, Inc. for Miscellaneous Water Improvements Project.
96. Fax dated December 19, 2006, to Mineral Wells PSD, from Wood County PSD, regarding Public Service Meeting at Claywood Park PSD on Thursday, December 21, 2006.
97. \*\*\*\*Letter dated December 18, 2006, to Mineral Wells PSD, from Harman Thompson A.C., announcing that effective January 1, 2007 they will merge with Suttle & Stalnaker, PLLC.
98. Fax dated December 19, 2006, to Mark Husk, Bosley Construction, from Russell Hanna, attaching the approval for the Holiday Inn Express.
99. Letter dated December 13, 2006, to Mineral Wells PSD, from Verizon, enclosing the 911 address for the Jackson Run Lift Station.
100. Copy of letter dated December 21, 2006, to Ms. Christa A. Burch Sutherland, from Cathy Dyer, regarding delinquent account no. 1-00615-00 for water and sewer service at 33 Mt. Pleasant Estates, Mineral Wells, WV 26150.
101. \*\*\*\*Statement of Qualifications for Consulting Engineering Services to Mineral Wells PSD, from Dunn Engineers, Inc. for Water System Extensions and Improvements Project.
102. Memo from Miss Utility of West Virginia will hold its 2006 4<sup>th</sup> Quarter Board of Directors meeting on Thursday, January 18, 2007 at the Ramada Inn in South Charleston.

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103. Copy of letter dated December 20, 2006, to Information Products, Inc. from Linda K. Watson, attaching billing cards to be sent back to company for inspection.
104. Copy of letter dated December 20, 2006, to Mr. & Mrs. Robert Cisneros, from Cathy Dyer in regards to Returned NSF Check in the amount of \$65.59.
105. \*\*\*\*Statement of Qualifications for Consulting Engineering Services to Mineral Wells PSD, from Thrasher Engineering, for Water Service Extension and Upgrades Project.
106. Copy of letter dated December 20, 2006, to Ms. Barbara Brown, from Cathy Dyer, enclosing a check in the amount of \$41.33 in which you replaced with cash.
107. Copy of letter dated December 20, 2006, to Mr. Dale E. Smith, from Cathy Dyer, enclosing a check in the amount of \$28.81 because it was damaged at the Post Office.
108. Copy of letter dated December 20, 2006, to Victory Assembly of God, from Russell Hanna, regarding Right-of-way Road Access Agreement.
109. \*\*\*\*Statement of Qualifications for Consulting Engineering Services to Mineral Wells PSD, from Swiss Valley Associates, Inc., for Water System Extensions and Improvements.
110. \*\*\*\*Statement of Qualifications for Consulting Engineering Services to Mineral Wells PSD, from Floyd Browne Group, for Water System Improvements.