

MINUTES OF A SPECIAL BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD IN THE CONFERENCE ROOM OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT ON AUGUST 29, 2007, AT 1:00 P.M. IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA.

Mr. Charles Stewart, Chairman, called the meeting to order at 1:00 p.m. He asked everyone present to sign the attendance roster. Roy L. Radabaugh, Treasurer; James R. Lett, Secretary; Todd Anderson, Operations Manager; Cathy Dyer, Office Manager; Linda Watson, Office Clerk; Mark A. Dennis; Karen Hiehle, Stonegate Construction; and Randy Cole, Cerrone Associates.

There was no one from the public present.

The first order of business was to Approve/Disapprove bid for Sludge Disposal at the Wastewater Treatment Plant.

Mr. Radabaugh made a motion to approve the submitted bid for the Chairman to sign the contract from Stonegate Construction for the Sludge Disposal at the Wastewater Treatment Plant. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart and Mr. Radabaugh signed the Specifications for Mineral Wells Public Service District Sludge Disposal Re-Bid.

Mr. Radabaugh moved for recess at 1:10 pm to sign contracts.  
Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart reconvened the meeting at 1:20 pm.

Mrs. Dyer reported to the Board that she received an E-mail from the Public Service Commission in WV in regards to our 19A rate increase, they have recommended that we do a 13.6% rate increase, thus making the minimum bill \$45.12 rather than \$39.72. They also recommended changes to our tariff, those including the Reconnect Fee be changed from \$20.00 to \$25.00, Water & Sewer Tap Fees from \$300.00 to \$350.00 and a Returned check fee of \$25.00 (only if our Financial Institution would ever charge us).

Mrs. Dyer had nothing further to discuss.

Mr. Anderson reported to the board that he had a phone call from Donna Florence in regards to us providing sewer to property on Lost Pavement Road that will be sold. Mr. Anderson informed her that they would need two (2) Grinders and would need to do two (2) Road punches. The Board stated to Mr. Anderson that we would pay for the 1<sup>st</sup> road punch, the second and all other expenses would be theirs to pay; and of course all proper easements would need to be signed.

Mr. Anderson had nothing further to discuss.

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
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Mr. Radabaugh made a motion at 1:45 pm to go into Executive Session. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart reconvened the meeting at 2:00 pm. No action was taken.

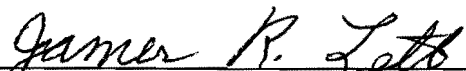
Mr. Radabaugh made a motion that Mark A. Dennis would fill the position of Maintenance Technician, effective, August 29, 2007 at 2:00 pm at the rate of \$9.00 per hour and after the 90 days of satisfactory probation a \$1.00 per hour rate increase would take effect. Mr. Lett seconded the motion. The motion passed unanimously.

All business being discussed, Mr. Lett made a motion to adjourn. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Stewart adjourned the meeting at 2:15 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.

IN WITNESS WHEREOF, I have hereunto set my hand on this the 27<sup>th</sup> day of September, 2007.

  
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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  
August 31, 2007**

**Checking Accounts**

Water Revenue Fund Checking Account	
WesBanco Bank - 1131.2	\$ 22,926.27
Sewer Revenue Fund Checking Account	
WesBanco Bank - 2120.2	57,263.63
Stephens Fork Water Extension Construction Checking	
WesBanco Bank - 1131.8	\$ <u>70.79</u>
<b>Total in Checking Accounts:</b>	<b>\$ 80,260.69</b>

**Water Accounts**

Depreciation Reserve Account	
WesBanco Bank - 1125.31	\$ 13,065.66
Revenue Reserve Account	
WesBanco Bank - 1125.21	23,007.44
Revenue Reserve Account - Sams Creek/Chesterville	
WesBanco Bank - 1125.22	24,747.93
Revenue Reserve Account - Rockport	
WesBanco Bank - 1125.32	11,956.18
Depreciation Reserve Account - Rockport	
WesBanco Bank - 1125.23	11,955.94
Revenue Reserve Account - Water Improvement	
WesBanco Bank - 1125.24	15,850.01
Depreciation Reserve Account - Water Improvement	
WesBanco Bank - 1125.33	35,940.49
Depreciation Reserve Account - Sycamore 2004A	
WesBanco Bank - 1125.27	1,244.79
Sycamore Run-Limestone Tap Fees	
WesBanco Bank - 1131.7	-
Security Deposit Account	
WesBanco Bank - 1134.0	33,270.96
Sycamore Renewal/Replacement	
WesBanco - Bank 1125.34	<u>38,973.47</u>
<b>Total In Water Accounts:</b>	<b>\$ 210,012.87</b>

**Sewer Accounts**

Repair and Replacement Account	
WesBanco Bank - 2123.4	\$ 119,485.26
Reserve for Grinder Pump Maintenance	
Prime Rate Money Market - WesBanco Bank - 2121.5	33,971.74
Security Deposit Account	
WesBanco Bank - 2121.3	<u>26,068.45</u>
<b>Total in Sewer Accounts:</b>	<b>\$ 179,525.45</b>

**Total All Finances - August 31, 2007** **\$ 469,799.01**

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 WATER REVENUE FUND CHECKING ACCOUNT  
 August 31, 2007

BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, JULY 31, 2007 \$4,629.63

RECEIPTS:

Water Sales	\$88,767.09
Water Buffalo Sales	906.75
Reconnection Fees	260.00
Tap fees	900.00
Security Deposit Refunds	1,407.55
MBC 1969 refund	9.40
Westfield Insurance refund	2,542.19

Total Receipts: \$94,792.98

Total Cash Available: \$99,422.61

Expenditures:

Action Answering Service	47.79
ADT Security Services	60.43
Allegheny Power	1,033.52
Aflac	22.32
At & T	1.87
At & T Mobility	210.59
Auto Zone	16.19
BP Credit Card Company	751.90
Bowles Rice McDavid Graff & Love	42.69
Cardholder Services	65.64
Cintas	131.26
Claywood Park PSD	16,863.87
Commissioner's Salaries	225.00
Conner Cleaning	130.80
Cutlip-Warner Development Co	1,574.26
Dominion Hope	17.47
WW Grainger	117.77
Reggie Grimmett	15.31
Hardman Supply Company	54.56
HD Supply Waterworks, Ltd	1,085.00
Lowe's	29.56
Mahone Tire Service	582.02
Matheny Motor Truck Co.	182.76
Mineral Wells PSD	894.06
Miss Utility of WV Inc.	34.35
Municipal Bond Commission	9,104.47
Parkersburg Office Supply	189.25
Pitney Bowes, Inc.	81.52
Presort Plus Inc.	47.69
Rural Development Admin 91-02	2,112.00
Rural Development - USDA 91-03	3,140.00
Rural Development - USDA 91-06	10,040.00
Rural Development - USDA 91-09	3,518.00
Rural Development - USDA 91-07	3,325.00

Salaries	7,162.96
Somerville Fabricators Inc.	48.00
Steers Heating & Cooling Inc.	130.80
Taylor's Disposal Inc.	27.15
Telepage Communications Systems	19.71
Tesa Company	13.09
C. I. Thornburg	1,376.29
US Postal Service	175.65
Verizon	143.38
Water Environmental Testing	67.50
WesBanco	12.50
WesBanco Bank-Parkersburg - Rockport	334.00
WesBanco Bank-Parkersburg - Water Imprv	1,004.00
WesBanco Bank-Parkersburg - Stephens Fk	176.00
WesBanco Bank-Parkersburg - Wtr Res Sams	314.00
WesBanco Bank-Parkersburg - 79 Res	217.00
WesBanco Bank-Parkersburg- Payroll taxes	3,031.07
WesBanco Bank-Parkersburg-Sycamore R/R	1,069.34
Westco Internet	13.50
WV Environ. Training Center	230.40
WV Public Employees Insurance Agency	2,340.34
WV Public Employees Retirement System	1,614.02
WV State Tax Department	489.49
Larry & Barbara LeMasters	50.31
John W. Hegedus	50.20
Theodore L. Martin	50.19
David Burke	54.69
Kenneth J. Lauer	50.30
Linda Alexander	51.62
Danny & Linda Burton	50.18
Darrell Boice	51.69
Eric & Rhonda Curfman	51.66
Carl & Loretta DeVaughn	51.61
Heather & Derek Slack	50.18
Shane Parmer	50.18
Ronald D. Lott	40.96
Britney Brookover	50.01
Betsy Morris	31.46
Barbara DeBerry South	1.99

Total Expenditures: \$76,496.34

Balance in Water Revenue Fund Checking Account,  
WesBanco Bank, August 31, 2007 \$22,926.27

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 SEWER REVENUE FUND CHECKING ACCOUNT  
 August 31, 2007

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, JULY 31, 2007 \$52,989.54

RECEIPTS:

Sewer Sales	55424.06
Security Deposit Refunds	1289.81
Westfield Insurance Refund	1694.79
Pepsi - sampling	65.00
Ron's Porta John - WV Fair	385.00
Wal-Mart - sampling	65.23

Total Receipts: \$58,923.89

Total Cash Available: \$111,913.43

Expenditures:

Action Answering Service	31.86
ADT Security Services	40.28
Aflac	17.08
Allegheny Power	4963.54
Applied Industrial Tech	243.45
At & T	1.24
At & T Mobility	140.4
Auto Zone	97.78
BP Credit Card Company	501.27
C. I. Thornburg	754.46
Cardmember Services	43.75
Cintas	87.50
Commissioner's Salaries	375.00
Conner Cleaning	157.20
Cutlip-Warner Development Co.	720.00
Danny's Lawn Service	425.00
Dominion Hope	11.65
Fasteners & Supply Inc.	39.10
Ferguson Waterworks	305.11
WW Grainger	78.52
Hardman Supply Company	171.00
Lowe's	223.20
Mahone Tire Service	388.02
Matheny Motor Truck Co.	121.84
Mineral Wells PSD	1,635.61
Miss Utility of WV Inc.	22.90
Municipal Bond Commission	18,310.28
Northrop Gruman - CIS	1,855.00
Omni-Site Net	22.00
Parkersburg Office Supply	126.17
Parkersburg Sentinel Co.	488.12
Parkersburg Utility Board	100.00
Pitney Bowes, Inc	54.34
Presort Plus Inc	31.79
Ron's Porta Johns, Inc.	1,362.50

Salaries	6,866.47
Steers Heating & Cooling, Inc	87.20
Taylor's Disposal Inc	18.10
Telepage Communications Systems	13.14
Teas Company Inc	13.77
Trombold Equipment Co Inc	2,126.74
US Postal Service	189.93
Verizon	618.67
Water Environmental Testing	185.00
WesBanco	8.33
WesBanco Bank-Parkersburg-Sewer R/R	1,397.95
WesBanco Bank-Parkersburg-Payroll Taxes	3,192.01
Westco Internet	9.00
WV Environmental Training Center	153.60
WV Public Employees Insurance Agency	2,277.68
WV Public Employees Retirement System	1,631.67
WV State Tax Department	508.51
WWT Electric	220.50
Larry & Barbara LeMasters	50.31
Fiesta Beauty Salon	0.57
Crystal Vucelick	40.51
Brian C. Teller	83.98
Joyce L. Hickman	80.02
Robert Strobl	75.15
Jessica Schatz	86.26
Kimberly A. Barringer	98.51
Shane Parmer	50.18
Jessica Lynn Powell	14.59
Britney Brookover	50.01
Silk Plus Floral	53.70
Adam Munson	22.39
Kim Lukasiak	77.26
Michael A. Holman	19.44
Barbara DeBerry South	1.06
Janette L. Buskirk	235.16
Roger D. Bradley	145.47

Total Expenditures: \$54,649.80

Balance in Sewer Revenue Fund Checking Account, \$57,263.63  
WesBanco Bank, August 31, 2007

VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 8/17/07 - ENDING DATE: 9/30/07 \*\*

\*\* 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						
2,101	U S POSTAL SERVICE	8/17/07	99509	8/17/07	91.88	37,795
2,101	U S POSTAL SERVICE	8/23/07	99967	8/23/07	62.17	37,796
2,313	WESBANCO BANK-PARKERSBURG	8/30/07	100411	8/30/07	1,589.81	9
106	ALLEGHENY POWER	8/30/07	100617	8/31/07	1,033.52	37,797
145	ADT SECURITY SERVICES	8/30/07	100621	8/31/07	60.43	37,798
306	WV ENVIRONMENTAL TRAINING CENT	8/30/07	100622	8/31/07	230.40	37,799
314	AT&T MOBILITY	8/30/07	100623	8/31/07	210.59	37,800
360	CUTLIP-WARNER DEVELOPMENT CO	8/30/07	100624	8/31/07	1,259.26	37,801
369	CONNOR CLEANING SERVICE	8/30/07	100626	8/31/07	130.80	37,802
486	BRITNEY BROOKOVER AND	8/30/07	100628	8/31/07	50.01	37,804
486	BETSY MORRIS	8/30/07	100632	8/31/07	31.46	37,807
733	W. W. GRAINGER, INC.	8/30/07	100635	8/31/07	34.82	37,810
832	HARDMAN SUPPLY COMPANY	8/30/07	100637	8/31/07	54.56	37,811
1,204	JAMES R. LETT	8/30/07	100651	8/31/07	75.00	37,812
1,364	MATHENY MOTOR TRUCK CO. DBA	8/30/07	100655	8/31/07	182.76	37,815
1,512	HD SUPPLY WATERWORKS, LTD	8/30/07	100656	8/31/07	591.00	37,816
1,604	PARKERSBURG OFFICE SUPPLY	8/30/07	100658	8/31/07	189.25	37,818
1,805	RURAL DEVELOPMENT ADMN.	8/30/07	100664	8/31/07	2,112.00	37,819
1,806	ROY L RADABAUGH	8/30/07	100665	8/31/07	75.00	37,820
1,843	CINTAS LOC #531	8/30/07	100667	8/31/07	131.26	37,821
1,912	CHARLES M. STEWART	8/30/07	100671	8/31/07	75.00	37,822
1,961	SOMERVILLE FABRICATORS INC.	8/30/07	100673	8/31/07	48.00	37,823
1,963	STEERS HEATING & COOLING, INC.	8/30/07	100674	8/31/07	130.80	37,824
2,001	TESA COMPANY INC	8/30/07	100675	8/31/07	13.09	37,825
2,005	C I THORNBURG	8/30/07	100677	8/31/07	125.00	37,826
2,103	USDA-RURAL DEVELOPMENT	8/30/07	100679	8/31/07	3,140.00	37,827
2,205	VERIZON	8/30/07	100680	8/31/07	143.38	37,828
2,314	WV DEPT OF TAX & REVENUE	8/30/07	100682	8/31/07	489.49	37,829
2,315	WV PUBLIC EMPLOYEES RETIREMENT	8/30/07	100683	8/31/07	1,614.02	37,830
2,338	WESBANCO-WATER RES-SAMS-CV	8/30/07	100684	8/31/07	314.00	37,831
19,004	BARBARA DeBERRY SOUTH	8/30/07	100685	8/31/07	1.99	37,832
309	CLAYWOOD PARK PSD	8/31/07	100739	8/31/07	16,863.87	37,837
438	DOMINION HOPE	8/31/07	100740	8/31/07	17.47	37,838
733	W. W. GRAINGER, INC.	8/31/07	100742	8/31/07	82.95	37,840
2,101	U S POSTAL SERVICE	8/31/07	100744	8/31/07	21.60	37,842
2,339	WESTCO INTERNET	8/31/07	100745	8/31/07	13.50	37,843



VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 8/17/07 - ENDING DATE: 9/30/07 \*\*  
 \*\* 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#
2,313	WESBANCO BANK-PARKERSBURG	9/13/07	101581	9/14/07	1,761.68	9
124	AT&T - STATE CALLING SERVICE	9/13/07	101594	9/14/07	12.20	37,846
153	ACTION ANSWERING SERVICE PLUS	9/13/07	101596	9/14/07	54.09	37,847
205	BOWLES RICE MC DAVID GRAFF &	9/13/07	101597	9/14/07	51.00	37,848
275	BP	9/13/07	101598	9/14/07	651.35	37,849
360	CUTLIP-WARNER DEVELOPMENT CO	9/13/07	101599	9/14/07	1,967.76	37,850
486	MARK DECICCO	9/13/07	101608	9/14/07	50.20	37,858
486	TIM F AYERS	9/13/07	101610	9/14/07	50.20	37,859
486	WILLIAM A DOTSON	9/13/07	101612	9/14/07	50.18	37,860
486	ROBERT AND LINDA KNIGHT	9/13/07	101614	9/14/07	50.19	37,861
486	GEORGE & JOYCE BROWN	9/13/07	101616	9/14/07	50.20	37,862
486	MELINDA MC CORD DE VAUGHN	9/13/07	101618	9/14/07	50.27	37,863
1,200	LOWE'S	9/13/07	101622	9/14/07	90.59	37,867
1,300	MULLEN MOTORS	9/13/07	101623	9/14/07	180.59	37,868
1,301	MISS UTILITY OF WV INC	9/13/07	101624	9/14/07	37.80	37,869
1,302	MINERAL WELLS PSD	9/13/07	101625	9/14/07	38.01	37,870
1,307	MUNICIPAL BOND COMMISSION	9/13/07	101626	9/14/07	9,104.47	37,871
1,311	FERGUSON WATERWORKS	9/13/07	101633	9/14/07	86.40	37,872
1,500	OHIO VALLEY MUFFLER & BRAKE	9/13/07	101636	9/14/07	56.34	37,873
1,600	PARKERSBURG SENTINEL CO	9/13/07	101637	9/14/07	214.80	37,874
1,837	RESA V	9/13/07	101638	9/14/07	35.00	37,875
2,002	TAYLOR'S DISPOSAL INC	9/13/07	101639	9/14/07	27.15	37,876
2,106	USDA-RURAL DEVELOPMENT	9/13/07	101640	9/14/07	3,325.00	37,877
2,107	USDA-RURAL DEVELOPMENT	9/13/07	101641	9/14/07	10,040.00	37,878
2,113	USDA-RURAL UTILITIES SERVICE	9/13/07	101642	9/14/07	3,518.00	37,879
2,306	WATER ENVIRONMENTAL TESTING	9/13/07	101643	9/14/07	67.50	37,880
2,308	WV PUBLIC EMPLOYEES INS AGENCY	9/13/07	101648	9/14/07	2,213.53	37,881
2,373	WESBANCO BANK-PARKERSBURG	9/13/07	101650	9/14/07	167.00	37,883
2,374	WESBANCO BANK-PARKERSBURG	9/13/07	101651	9/14/07	167.00	37,884
2,375	WESBANCO BANK-PARKERSBURG	9/13/07	101652	9/14/07	502.00	37,885
2,376	WESBANCO BANK-PARKERSBURG	9/13/07	101653	9/14/07	502.00	37,886
23,004	WESBANCO BANK INC	9/13/07	101654	9/14/07	176.00	37,887
23,005	WESBANCO BANK, INC.	9/13/07	101655	9/14/07	1,407.49	37,888
23,019	WESBANCO BANK PARKERSBURG	9/13/07	101656	9/14/07	217.00	37,889
23,031	LUBECK PUBLIC SERVICE DISTRICT	9/13/07	101660	9/14/07	72.00	37,891
2,101	U S POSTAL SERVICE	9/18/07	101765	9/18/07	148.43	37,893
2,101	U S POSTAL SERVICE	9/24/07	101912	9/24/07	62.83	37,894
2,313	WESBANCO BANK-PARKERSBURG	9/27/07	102296	9/27/07	1,499.92	9

VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 8/17/07 - ENDING DATE: 9/30/07 \*\*

\*\* 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	9/27/07	102368	9/28/07	401.92	37,895
133	AUTO ZONE	9/27/07	102372	9/28/07	32.19	37,896
145	ADT SECURITY SERVICES	9/27/07	102374	9/28/07	3.62	37,897
309	CLAYWOOD PARK PSD	9/27/07	102376	9/28/07	8,118.20	37,899
314	AT&T MOBILITY	9/27/07	102380	9/28/07	208.28	37,900
369	CONNOR CLEANING SERVICE	9/27/07	102381	9/28/07	130.80	37,901
486	JENNIFER WIX	9/27/07	102383	9/28/07	66.79	37,903
832	HARDMAN SUPPLY COMPANY	9/27/07	102385	9/28/07	233.14	37,905
1,204	JAMES R. LETT	9/27/07	102401	9/28/07	75.00	37,907
1,302	MINERAL WELLS PSD	9/27/07	102402	9/28/07	23.35	37,908
1,600	PARKERSBURG SENTINEL CO	9/27/07	102404	9/28/07	702.23	37,909
1,604	PARKERSBURG OFFICE SUPPLY	9/27/07	102406	9/28/07	92.37	37,910
1,805	RURAL DEVELOPMENT ADMN.	9/27/07	102409	9/28/07	2,112.00	37,911
1,806	ROY L RADABAUGH	9/27/07	102410	9/28/07	75.00	37,912
1,843	CINTAS LOC #531	9/27/07	102411	9/28/07	235.18	37,913
1,908	STATE ELECTRIC SUPPLY CO INC	9/27/07	102416	9/28/07	10.00	37,915
1,912	CHARLES M. STEWART	9/27/07	102417	9/28/07	75.00	37,916
2,005	C I THORNBURG	9/27/07	102418	9/28/07	1,539.65	37,917
2,103	USDA-RURAL DEVELOPMENT	9/27/07	102423	9/28/07	3,140.00	37,918
2,200	CARDMEMBER SERVICES	9/27/07	102424	9/28/07	295.63	37,919
2,205	VERIZON	9/27/07	102425	9/28/07	143.50	37,920
2,314	WV DEPT OF TAX & REVENUE	9/27/07	102428	9/28/07	528.31	37,922
2,315	WV PUBLIC EMPLOYEES RETIREMENT	9/27/07	102429	9/28/07	1,779.83	37,923
2,338	WESBANCO-WATER RES-SAMS-CV	9/27/07	102430	9/28/07	314.00	37,924
2,349	WIRT COUNTY JOURNAL	9/27/07	102431	9/28/07	198.03	37,925
2,391	WIRT COUNTY CLERK	9/27/07	102432	9/28/07	12.00	37,926
23,032	SUTTLE & STALNAKER, PLLC	9/27/07	102433	9/28/07	2,580.00	37,927
23,033	RICHARD THOMAS	9/27/07	102434	9/28/07	43.70	37,928
	CONSOLIDATED BANK ACCOUNT				93,216.03	102 *

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 8/17/07 - ENDING DATE: 9/30/07 \*\*

\*\* 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						
2,101	U S POSTAL SERVICE	8/17/07	99509	8/17/07	61.26	37,795
2,101	U S POSTAL SERVICE	8/23/07	99967	8/23/07	41.45	37,796
2,313	WESBANCO BANK-PARKERSBURG	8/30/07	100411	8/30/07	1,486.49	9
106	ALLEGHENY POWER	8/30/07	100617	8/31/07	4,945.04	37,797
145	ADT SECURITY SERVICES	8/30/07	100621	8/31/07	40.28	37,798
306	WV ENVIRONMENTAL TRAINING CENT	8/30/07	100622	8/31/07	153.60	37,799
314	AT&T MOBILITY	8/30/07	100623	8/31/07	140.40	37,800
360	CUTLIP-WARNER DEVELOPMENT CO	8/30/07	100624	8/31/07	315.00	37,801
369	CONNER CLEANING SERVICE	8/30/07	100626	8/31/07	157.20	37,802
402	DANNY'S LAWN SERVICE	8/30/07	100627	8/31/07	425.00	37,803
486	BRITNEY BROOKOVER AND	8/30/07	100628	8/31/07	50.01	37,804
486	SILKS PLUS FLORAL	8/30/07	100630	8/31/07	53.70	37,805
486	ADAM MUNSON	8/30/07	100631	8/31/07	22.39	37,806
486	KIM M LUKASIAK	8/30/07	100633	8/31/07	77.26	37,808
486	MICHAEL A HOLMAN	8/30/07	100634	8/31/07	19.44	37,809
733	W. W. GRAINGER, INC.	8/30/07	100635	8/31/07	23.22	37,810
832	HARDMAN SUPPLY COMPANY	8/30/07	100637	8/31/07	171.00	37,811
1,204	JAMES R. LETT	8/30/07	100651	8/31/07	125.00	37,812
1,302	MINERAL WELLS PSD	8/30/07	100653	8/31/07	345.25	37,813
1,311	FERGUSON WATERWORKS	8/30/07	100654	8/31/07	181.36	37,814
1,364	MATHENY MOTOR TRUCK CO. DBA	8/30/07	100655	8/31/07	121.84	37,815
1,600	PARKERSBURG SENTINEL CO	8/30/07	100657	8/31/07	212.21	37,817
1,604	PARKERSBURG OFFICE SUPPLY	8/30/07	100658	8/31/07	126.17	37,818
1,806	ROY L RADABAUGH	8/30/07	100665	8/31/07	125.00	37,820
1,843	CINTAS LOC #531	8/30/07	100667	8/31/07	87.50	37,821
1,912	CHARLES M. STEWART	8/30/07	100671	8/31/07	125.00	37,822
1,963	STEERS HEATING & COOLING, INC.	8/30/07	100674	8/31/07	87.20	37,824
2,001	TESA COMPANY INC	8/30/07	100675	8/31/07	13.77	37,825
2,005	C I THORNBURG	8/30/07	100677	8/31/07	265.25	37,826
2,205	VERIZON	8/30/07	100680	8/31/07	618.67	37,828
2,314	WV DEPT OF TAX & REVENUE	8/30/07	100682	8/31/07	508.51	37,829
2,315	WV PUBLIC EMPLOYEES RETIREMENT	8/30/07	100683	8/31/07	1,631.67	37,830
19,004	BARBARA DeBERRY SOUTH	8/30/07	100685	8/31/07	1.06	37,832
23,023	RON'S PORTA JOHNS, INC.	8/30/07	100686	8/31/07	1,362.50	37,833
23,027	NORTHROP GRUMMAN - CIS	8/30/07	100688	8/31/07	1,855.00	37,834
23,028	JANETTE L BUSKIRK	8/30/07	100689	8/31/07	235.16	37,835
23,028	JANETTE L BUSKIRK	9/17/07	101695	8/31/07	235.16	37,835 VOID
23,029	ROGER D BRADLEY	8/30/07	100690	8/31/07	145.47	37,836

VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 8/17/07 - ENDING DATE: 9/30/07 \*\*

\*\* 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#
438	DOMINION HOPE	8/31/07	100740	8/31/07	11.65	37,838
600	FASTENERS & SUPPLY INC	8/31/07	100741	8/31/07	39.10	37,839
733	W. W. GRAINGER, INC.	8/31/07	100742	8/31/07	55.30	37,840
1,607	PARKERSBURG UTILITY BOARD	8/31/07	100743	8/31/07	100.00	37,841
2,101	U S POSTAL SERVICE	8/31/07	100744	8/31/07	14.40	37,842
2,339	WESTCO INTERNET	8/31/07	100745	8/31/07	9.00	37,843
23,030	OMNI-SITE.NET	8/31/07	100746	8/31/07	22.00	37,844
2,313	WESBANCO BANK-PARKERSBURG	9/13/07	101581	9/14/07	1,240.78	9
106	ALLEGHENY POWER	9/13/07	101593	9/14/07	19.00	37,845
124	AT&T - STATE CALLING SERVICE	9/13/07	101594	9/14/07	8.14	37,846
153	ACTION ANSWERING SERVICE PLUS	9/13/07	101596	9/14/07	36.06	37,847
205	BOWLES RICE MC DAVID GRAFF &	9/13/07	101597	9/14/07	34.00	37,848
275	BP	9/13/07	101598	9/14/07	434.24	37,849
360	CUTLIP-WARNER DEVELOPMENT CO	9/13/07	101599	9/14/07	180.00	37,850
486	JANETTE & DENZIL SATTERFIELD	9/13/07	101601	9/14/07	50.18	37,851
486	DELIA & JAMES L JONES	9/13/07	101602	9/14/07	50.19	37,852
486	ERIC & MELINDA WILT	9/13/07	101603	9/14/07	50.20	37,853
486	MICHAEL R LOCKHART	9/13/07	101604	9/14/07	50.20	37,854
486	WILLIAM R COOK	9/13/07	101605	9/14/07	27.36	37,855
486	VIPUL AND PAYAL BHUNGALIA	9/13/07	101606	9/14/07	34.86	37,856
486	TERESA L DRAIN	9/13/07	101607	9/14/07	43.45	37,857
486	MARK DECICCO	9/13/07	101608	9/14/07	50.20	37,858
486	TIM F AYERS	9/13/07	101610	9/14/07	50.20	37,859
486	WILLIAM A DOTSON	9/13/07	101612	9/14/07	50.18	37,860
486	ROBERT AND LINDA KNIGHT	9/13/07	101614	9/14/07	50.19	37,861
486	GEORGE & JOYCE BROWN	9/13/07	101616	9/14/07	50.20	37,862
486	JENNIFER CARVER	9/13/07	101619	9/14/07	38.12	37,864
486	KIM D SMITH	9/13/07	101620	9/14/07	22.52	37,865
486	JOSEPH D MC COMAS	9/13/07	101621	9/14/07	65.13	37,866
1,200	LOWE'S	9/13/07	101622	9/14/07	182.06	37,867
1,300	MULLEN MOTORS	9/13/07	101623	9/14/07	120.39	37,868
1,301	MISS UTILITY OF WV INC	9/13/07	101624	9/14/07	25.20	37,869
1,302	MINERAL WELLS PSD	9/13/07	101625	9/14/07	41.00	37,870
1,307	MUNICIPAL BOND COMMISSION	9/13/07	101626	9/14/07	18,310.28	37,871
1,311	FERGUSON WATERWORKS	9/13/07	101633	9/14/07	319.58	37,872
1,500	OHIO VALLEY MUFFLER & BRAKE	9/13/07	101636	9/14/07	37.56	37,873
1,600	PARKERSBURG SENTINEL CO	9/13/07	101637	9/14/07	143.20	37,874
1,837	RESA V	9/13/07	101638	9/14/07	35.00	37,875
2,002	TAYLOR'S DISPOSAL INC	9/13/07	101639	9/14/07	18.10	37,876
2,306	WATER ENVIRONMENTAL TESTING	9/13/07	101643	9/14/07	475.00	37,880
2,308	WV PUBLIC EMPLOYEES INS AGENCY	9/13/07	101648	9/14/07	2,388.32	37,881

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*  
 \*\* BEGINNING DATE: 8/17/07 - ENDING DATE: 9/30/07 \*\*  
 \*\* 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					
2,312	WESBANCO BANK-PARKERSBURG	9/13/07	101649	9/14/07	1,385.60	37,882
23,023	RON'S PORTA JOHNS, INC.	9/13/07	101657	9/14/07	585.00	37,890
23,031	LUBECK PUBLIC SERVICE DISTRICT	9/13/07	101660	9/14/07	48.00	37,891
23,028	JANETTE L BUSKIRK	9/17/07	101699	9/17/07	235.16	37,892
2,101	U S POSTAL SERVICE	9/18/07	101765	9/18/07	98.95	37,893
2,101	U S POSTAL SERVICE	9/24/07	101912	9/24/07	41.89	37,894
2,313	WESBANCO BANK-PARKERSBURG	9/27/07	102296	9/27/07	1,211.96	9
106	ALLEGHENY POWER	9/27/07	102368	9/28/07	3,988.00	37,895
133	AUTO ZONE	9/27/07	102372	9/28/07	9.45	37,896
145	ADT SECURITY SERVICES	9/27/07	102374	9/28/07	2.42	37,897
300	CERRONE ASSOCIATES INC	9/27/07	102375	9/28/07	3,115.79	37,898
314	AT&T MOBILITY	9/27/07	102380	9/28/07	138.85	37,900
369	CONNER CLEANING SERVICE	9/27/07	102381	9/28/07	157.20	37,901
402	DANNY'S LAWN SERVICE	9/27/07	102382	9/28/07	280.00	37,902
486	WAYNE F & PHYLLIS A WIGGINS	9/27/07	102384	9/28/07	10.95	37,904
832	HARDMAN SUPPLY COMPANY	9/27/07	102385	9/28/07	178.55	37,905
842	HAJOCA CORPORATION	9/27/07	102400	9/28/07	12.41	37,906
1,204	JAMES R. LETT	9/27/07	102401	9/28/07	50.00	37,907
1,302	MINERAL WELLS PSD	9/27/07	102402	9/28/07	15.24	37,908
1,604	PARKERSBURG OFFICE SUPPLY	9/27/07	102406	9/28/07	61.59	37,910
1,806	ROY L RADABAUGH	9/27/07	102410	9/28/07	50.00	37,912
1,843	CINTAS LOC #531	9/27/07	102411	9/28/07	156.78	37,913
1,854	SULLIVAN INC.	9/27/07	102415	9/28/07	208.00	37,914
1,912	CHARLES M. STEWART	9/27/07	102417	9/28/07	50.00	37,916
2,005	C I THORNBURG	9/27/07	102418	9/28/07	565.25	37,917
2,200	CARDMEMBER SERVICES	9/27/07	102424	9/28/07	197.09	37,919
2,205	VERIZON	9/27/07	102425	9/28/07	619.11	37,920
2,300	WWT ELECTRIC	9/27/07	102427	9/28/07	450.00	37,921
2,314	WV DEPT OF TAX & REVENUE	9/27/07	102428	9/28/07	393.69	37,922
2,315	WV PUBLIC EMPLOYEES RETIREMENT	9/27/07	102429	9/28/07	1,333.28	37,923
23,032	SUTTLE & STALNAKER, PLLC	9/27/07	102433	9/28/07	1,720.00	37,927
130,016	MID-OHIO VALLEY MEDICAL GROUP	9/27/07	102435	9/28/07	119.00	37,929
	CONSOLIDATED BANK ACCOUNT				58,592.92	109 *

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
PAYROLL CHECKS  
CONSOLIDATED REVENUE FUND CHECKING ACCOUNT  
AUGUST 31, 2007 – SEPTEMBER 30, 2007**

**CHECK NO.**

1952	Todd R. Anderson	\$1296.17
1953	Dennis R. Brown	715.39
1954	William H. Byers Jr.	1104.52
1955	Cathy J. Dyer	1303.77
1956	Linda K. Watson	931.75
1957	Darin Crites	649.57
1958	Nellie B. Radcliff	781.37
1959	Mark A. Dennis	135.22
1960	Todd R. Anderson	1170.20
1961	Dennis R. Brown	763.25
1962	William H. Byers Jr.	1220.50
1963	Cathy J. Dyer	1062.15
1964	Linda K. Watson	758.09
1965	Darin Crites	528.28
1966	Nellie Radcliff	599.55
1967	Mark A. Dennis	619.12
1968	Todd R. Anderson	1036.08
1969	Dennis R. Brown	614.85
1970	William H. Byers, Jr.	978.00
1971	Cathy J. Dyer	1062.15
1972	Linda K. Watson	758.10
1973	Darin L. Crites	571.87
1974	Nellie B. Radcliff	601.66
1975	Mark A. Dennis	561.97

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE**  
**August 17, 2007 – September 27, 2007**

1. The West Virginia Environmental Training Center and WV Section of AWWA present: **LT2 Treatment Options**, October 11, 2007 at South Charleston, WV, Ramada Inn.
2. **The Pipeline**, News and Views From WV Bureau for Public Health, WV Bureau for Public Health, WV Department of Environmental Protection, and the Public Service Commission of WV.
3. **WesBanco, Your Money Matters**, August, 2007.
4. Consolidated Public Retirement Board, **PERS Payroll Clerk Seminar**, September 25, 2007.
5. **Wastewater Monitoring**, two-day, hands on workshop featuring the HACH Wastewater demonstration trailer, Wednesday, September 26<sup>th</sup> and Thursday, September 27<sup>th</sup>.
6. **Public Water System Advisory**, Summer Threat/Security Measures Review Update, July 2007.
7. **West Virginia Rural Water Association Newsletter**, Vol. 13, Issue 9, September 13, 2007.
8. **Main Extension Seminar Confirmation**, for Cathy Dyer and Todd Anderson, October 18, 2007, Comfort Suites, Mineral Wells, WV.
9. **Focus on CA**, Volume 2, Issue 2, Fall 2007.
10. **WesBanco, Your Money Matters**, September, 2007.
11. Fax dated August 16, 2007, from Manning Frymier, Cerrone Associates, to Cathy Dyer, confirming that Jim Wright, Water Environmental Testing needs a 2-5lb representative sample of the sludge from the bags for testing.
12. Fax dated August 17, 2007, to Mike Burch, Burch Hydro, from Linda Watson, attaching a copy of the Sludge Removal Bids that were opened at the regular Board Meeting.
13. Copy of letter dated August 17, 2007, to Manning Frymier, Cerrone Associates, from Linda K. Watson, enclosing four (4) bids for the sludge removal project at the WWTP.

**Mineral Wells PSD**  
**List of Correspondence**  
**September 27, 2007**  
**Page 2**

14. Letter dated August 21, 2007, to Mineral Wells PSD, from State of West Virginia Department of Environmental Protection Division of Water and Waste Management, the following has applied for a WV DPDES Water Pollution Control Permit Modification.
15. Fax dated August 20, 2007, to Margie, Northern Jackson PSD, from Cathy Dyer attaching Mineral Wells PSD's Water tariff.
16. Letter dated August 15, 2007, to Mineral Wells PSD, from West Virginia Department of Environmental Protection, regarding WV/NPDES Permit WV 0081141 Modification No. 3.
17. Carbon Copy of letter dated August 16, 2007, to Suttle & Stalnaker, PLLC, from Bowles Rice McDavid Graff & Love, regarding Mineral Wells PSD requesting information concerning the status of pending or threatened litigation and other claims which they are handling for the District.
18. Letter dated August 16, 2007, to Mineral Wells PSD, from West Virginia Department of Environmental Protection, stating the Permit Modification Application for Water Pollution Control Permit Modification have been found complete.
19. Copy of letter dated August 20, 2007, to Virginia McDonald, Rural Development Specialist, from Cathy Dyer, regarding Tygart Creek-Saulsbury Waterline Replacement Project Change Order No. 3.
20. Faxed copy dated August 20, 2007, of Public Land Corporation Stream Activity Application.
21. Letter dated August 15, 2007, to Mineral Wells PSD, from Wal-Mart Stores, Inc., stating a change of address for lab fees and sampling only.
22. Fax dated August 20, 2007, to Annette Roberts, Department of Natural Resources, from Todd Anderson, Public Land Corporation Stream Activity Application for 10 ton of Rip Rap for a 6" waterline on Sugar Camp Road.
23. Fax dated August 20, 2007, to Scott Morrison, from Todd Anderson, Public Land Corporation Stream Activity Application for 10 ton of Rip Rap for a 6" waterline on Sugar Camp Road.



**Mineral Wells PSD  
List of Correspondence  
September 27, 2007  
Page 3**

24. Fax dated August 21, 2007, to H & R Block, from Cathy Dyer, requesting an address change for account # 9-00046-00.
25. Copy of letter dated August 21, 2007, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing an approved copy of the Minutes of the Regular Board Meeting held Thursday, August 16, 2007.
26. Letter dated August 21, 2007, to Mineral Wells PSD, from Joe T. Scarberry, Supervisor, Office of Land and Streams, Division of Natural Resources, hereby grants Mineral Wells PSD Right of Entry for installing ten (10) ton of rip-rap to cover an exposed six inch (6") waterline along Sugar Camp Road.
27. Fax dated August 21, 2007, to Mineral Wells PSD, from Union Williams PSD, regarding the Meeting for Wood County PSD's to be held August 15, 2007 at 12:00.
28. Fax dated August 22, 2007, to Mineral Wells PSD, from Randall M. Cole, Cerrone Associates, Inc., attaching a Notice of Award to Stonegate Construction for the Sludge Removal project.
29. Fax dated August 22, 2007, to Cathy Dyer, from Manning Frymier, Cerrone Associates, attaching a sketch of the piping at the meter/pump vault for the Parkersburg tie in.
30. Fax dated August 23, 2007, to Randy Cole, Cerrone Associates, from Cathy Dyer, attaching a signed copy of the Notice of Award for the Sludge Removal, originals will be mailed.
31. Fax dated August 23, 2007, to Wirt County Journal, from Cathy Dyer, attaching notice of the Special Board Meeting to be inserted in the paper.
32. Fax dated August 23, 2007, to Jackson Herald Newspaper, from Cathy Dyer, attaching notice of the Special Board Meeting to be inserted in the paper.
33. Fax dated August 23, 2007, to Parkersburg News/Sentinel, from Cathy Dyer, attaching notice of the Special Board Meeting to be inserted in the paper.

**Mineral Wells PSD  
List of Correspondence  
September 27, 2007  
Page 4**

34. E-mail dated August 23, 2007, to Mineral Wells PSD, from Wendy Braswell, Public Service Commission, in regards to the Butcher Bend Lagoon Maintenance Association, Inc.
35. Copy of letter dated August 24, 2007, to Randall Cole, Cerrone Associates, Inc., from Cathy Dyer, enclosing five (5) signed Notice of Awards for the Disposal of Sludge at the Mineral Wells PSD Wastewater Treatment Plant.
36. Memorandum dated August 20, 2007, to WVRWA Voting Member System, from Debbie Britt, Executive Director, enclosing the Official Notice the upcoming West Virginia Rural Water Association Annual Business Meeting.
37. \*\*\*\*Letter dated August 23, 2007, to Cathy Dyer, from Sandra Squire, Public Service Commission, in regards to Butcher Bend Lagoon Maintenance Association, Inc.
38. Letter dated August 18, 2007, to Mineral Wells PSD, from H&R Block, regarding W-9 Information Request.
39. Exemption Certificate for Northrop Grumman dated August 24, 2007.
40. Copy of letter dated August 24, 2007, to Director, Division of Water & Waste Management, DEP, from Cathy Dyer, enclosing certificate of publication from the Parkersburg News for the Mineral Wells PSD modification for the Waste Water Treatment plant permit.
41. Copy of letter dated August 24, 2007, to S V Petroleum, from Cathy Dyer, regarding delinquent account 3-03511-01 and 3-03551-01.
42. \*\*\*\*Check in the amount of \$2,958.98 to Mineral Wells PSD, from Westfield Insurance.
43. Copy of letter dated August 24, 2007, to Ms. Barbara Brown, from Cathy Dyer, regarding delinquent account 9-03893-01.
44. Copy of letter dated August 24, 2007, to Nicole A. Miller, from Cathy Dyer, regarding delinquent account 9-03133-05.

**Mineral Wells PSD  
List of Correspondence  
September 27, 2007  
Page 5**

45. Letter dated August 22, 2007, to Mineral Wells PSD, from Randall M. Cole, Project Administrator, Cerrone Associates, Inc., regarding the Sycamore Run, Stephens Fork Water Extension.
46. Exemption Certificate Dated August 27, 2007, to ADT Security Services from Mineral Wells PSD.
47. \*\*\*\*Copy of letter dated August 27, 2007, to Sandra Squire, Public Service Commission, from Cathy Dyer, enclosing the agreement between Mineral Wells PSD and the Butcher Bend Lagoon Maintenance Home Association.
48. Carbon Copy sent to Kay Hill of letter dated August 27, 2007, to Sandra Squire, Public Service Commission, from Cathy Dyer, enclosing the agreement between Mineral Wells PSD and the Butcher Bend Lagoon Maintenance Home Association.
49. Letter dated August 27, 2007, to Mineral Wells PSD, from Manning Frymier, Cerrone Associates, regarding the Mineral Wells PSD Sludge Disposal 2007 – Rebid.
50. \*\*\*\*Invoice dated August 21, 2007, to Mineral Wells PSD, from Reagle & Padden, Inc., enclosing check #15397 in the dollar amount of \$1,278.00 for a return for premium cancellation.
51. Fax dated August 28, 2007, to Mineral Wells PSD, from James Wright, Water Environmental Testing, in regards to the two sludge samples that were used to determine the quantity of lime it would take to meet the land application requirement.
52. Email received dated August 28, 2007, to Cathy Dyer, from WV Public Service Commission, in regards to the Butcher Bend Lagoon Maintenance Association, Inc.
53. Fax dated August 28, 2007, to Manning Frymier, Cerrone Associates, from Todd Anderson, attaching letter received from Jim Wright, Water Environmental Testing, regarding the sludge samples.
54. Fax dated August 29, 2007, to Donna, S & S Racing, from Mineral Wells PSD, attaching a billing reprint of account #1-00220-00.

**Mineral Wells PSD  
List of Correspondence  
September 27, 2007  
Page 6**

55. Email received August 29, 2007, to Cathy Dyer, from WV Public Service Commission, in regards to the Final Staff Memo and Report filed by Carrie DeHaven.
56. \*\*\*\*Letter dated August 29, 2007, to Mineral Wells PSD, from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, in regards to the Staff memorandum and Report in the 19A Rate Increase.
57. Signed Specifications for Mineral Wells Public Service District Sludge Disposal Re-bid. Signed and dated on the 29<sup>th</sup> day of August 2007.
58. Notice from Mid-Ohio Valley Occupational Health that they're moving to 800 Grand Central Mall Ste. 4, effective Sept. 14, 2007.
59. Results from Mid-Ohio Valley Occupational Health dated August 28, 2007, for Linda K. Watson; immunity to hepatitis B.
60. Letter dated August 28, 2007, to Mineral Wells PSD, from Cindy Moore (Hannan), to remove Ronald L. Hannan from account number 2-03780-00 and change last name to Moore.
61. Letter dated August 28, 2007, to Mineral Wells PSD, from Craig R. Cobb, P.E., State of West Virginia Health and Human Resources Bureau for Public Health Office of Environmental Health Services, regarding Stage 2 Disinfection by Products Rule Long-Term 2 Enhanced Surface Water Treatment Rule.
62. Hepatitis B Vaccine Program/Consent form for Mark A. Dennis.
63. Copy of letter dated August 30, 2007, to Brent States, from Todd R. Anderson, stating the Maintenance Tech position had been filled.
64. Copy of letter dated August 30, 2007, to Arthur Joy, from Todd R. Anderson, stating the Maintenance Tech position had been filled.
65. Copy of letter dated August 30, 2007, to George Gibbs, from Todd R. Anderson, stating the Maintenance Tech position had been filled.

**Mineral Wells PSD  
List of Correspondence  
September 27, 2007  
Page 7**

66. Letter dated August 30, 2007, to Mineral Wells PSD, from Daniel B. Yonkosky-Director, West Virginia Water Development Authority, reminding us that our Fiscal Year 2007 water and/or wastewater audit covering the period July 1, 2006 through June 30, 2007 had not yet been received.
67. Fax dated August 31, 2007, to 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 August 2007.
68. Billing reprint for Kristina Davis, account number 9-03243-04 for the past due balance of \$159.95, attaching also newspaper clipping of a current address for her.
69. Copy of letter dated August 31, 2007, to State of West Virginia Consolidated Public Retirement Board, from Cathy Dyer, regarding Membership Enrollment form for Mark A. Dennis.
70. Copy of letter dated August 31, 2007, to WV Public Employees Insurance Agency, from Cathy Dyer, enclosing a completed Health Benefits Enrollment Form, Basic Life Insurance Enrollment form, a completed PEIA Optional Life Insurance and a Dependent Life Insurance Enrollment form for the District's new employee Mark A. Dennis.
71. E-mail attachment dated August 31, 2007, to Christa Perkins, Harmon & Thompson, from Linda Watson, attaching the 2007 and 2008 Statistics Audit.
72. Email dated August 31, 2007, to Lowe's, from Cathy Dyer, adding authorized users, Mark A. Dennis and Linda K. Watson to account.
73. Fax dated August 31, 2007, to Christa Perkins, Harmon & Thompson, from Linda Watson, attaching the 2007 and 2008 Statistics Audit.
74. Change of address for Patricia Bailey account #1-00020-03.
75. Fax dated September 4, 2007, to Tractor Supply, from Cathy Dyer, regarding our current account; deleting Brian Metz and adding Mark Dennis.
76. E-mail dated September 4, 2007, to Cathy Dyer, from Fred Rader, Mid Ohio Valley Regional Council, regarding population figures.

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77. Letter dated August 28, 2007, to Mineral Wells PSD, from Jim Wright, Water Environmental Testing, regarding the two sludge samples from the Mineral Wells PSD.
78. Survey from the United States Postal Service.
79. Fax dated September 5, 2007, to Jay Morgan, Liberty Truck Stop, from Todd R. Anderson, attaching a letter for his signature for the permit modification.
80. E-mail dated September 4, 2007, to Cathy Dyer, from Lowe's, Customer Service, that our request for authorized buyers has been processed.
81. E-mail dated September 4, 2007, to Cathy Dyer, from Manning Frymier, Cerrone Associates, Inc., regarding activity on the 19 A Rate Increase.
82. Fax dated September 5, 2007, to Cathy Dyer, from George E. Blum, Cerrone Associates, Inc., regarding the Mineral Wells PSD's Water Rates.
83. Fax dated September 5, 2007, to Eric Gumm, Rural Utilities Service, from Cathy Dyer, attaching a copy of the August 2007 bank statement for the Stephens Fork Water Extensions Construction Account.
84. Fax dated September 5, 2007, to Jon Martin, from Todd Anderson, stating to add Mark Dennis to the caller box, and to send a quote on Impellers for both motors at the I-77 Rest Area Lift Station.
85. Copy of letter dated September 5, 2007, to Adam W. Zack, from Cathy Dyer, regarding a returned NSF check.
86. Carbon copy of letter dated September 5, 2007, to Adam W. Zack, from Cathy Dyer, regarding a returned NSF Check-sent to Heather and Scott Starcher.
87. Copy of letter dated September 5, 2007, to Matthew J. Pryce, from Cathy Dyer, regarding a returned NSF check.
88. \*\*\*\*Letter dated September 5, 2007, to Mineral Wells PSD, from Sandra Squire, Executive Secretary, WV Public Service Commission, regarding the Butcher Bend Lagoon Maintenance Association, Inc.

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89. \*\*\*\*Letter dated September 4, 2007, to Mineral Wells PSD, from Sandra Squire, Executive Secretary, enclosing a copy of the Procedural Order issued as of this date for the 19A rate increase.
90. \*\*\*\*Letter dated September 5, 2007, to Mineral Wells PSD, from George E. Blum, Director, Finance & Administration, Cerrone Associates, offering comments on the Rule 19A Water Rate Increase.
91. Letter dated August 29, 2007, to Mineral Wells PSD, from Sandra Squire, Public Service Commission, enclosing the copy of the Staff memorandum and report to the 19A Water Rate Increase.
92. Bacteriological Examination of Water from Public Water Distribution System dated September 4, 2007, from James C. Wright, Water Environmental Testing.
93. Fax dated September 6, 2007, to Mary Buck, Parkersburg News/Sentinel, from Cathy Dyer, attaching a legal ad to run in the newspaper on Monday, September 10, 2007 and Monday, September 17, 2007.
94. Letter dated September 4, 2007, to Mineral Wells PSD, from BP Business Plus, enclosing (one) 1 new BP Business Gas Card for Mark A. Dennis.
95. E-mail dated September 7, 2007, to Steve Hardman, from Cathy Dyer, attaching the order from the Public Service Commission on our proposed rate increase for water.
96. Fax dated September 7, 2007, to Lauren, Jackson Herald, from Cathy Dyer, attaching a legal ad to run in your paper Tuesday, September 11, 2007 and Tuesday, September 18, 2007.
97. Letter dated September 7, 2007, to Wirt County Journal, from Cathy Dyer, attaching notice to be run as a legal ad on Wednesday, September 12, 2007 and Wednesday, September 19, 2007.
98. Copy of letter dated September 7, 2007, to Kathy E. West, from Linda K. Watson, enclosing the online payment check we received September 6, 2007 in the amount of \$24.06

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99. Copy of letter dated September 7, 2007, to Teresa Schrekengost, from Linda K. Watson, enclosing the online payment check we received September 6, 2007, in the amount of \$49.66.
100. Price Invoice dated September 10, 2007, to Mineral Wells PSD, from Matheny Motor Truck Co., 2007 GMC Sierra with Knapheide Utility Body for \$25,345.31.
101. Lowe's Cards for Mark Dennis and Linda Watson.
102. United States Bankruptcy Court, Southern District of West Virginia dated September 4, 2007, to Mineral Wells PSD, for Scott E. and Stephanie L. McPherson.
103. Letter dated September 7, 2007, to Mineral Wells PSD, from Randall M. Cole, Project Administrator, Cerrone Associates, enclosing for our files an approved copy of Change Order No. 3 to Mike Enyart and Sons, Inc. for the Tygart Creek-Saulsbury Waterline Replacement Project.
104. Letter dated September 7, 2007, to Bill Byers, Operator, from Manning Frymier, PE, Cerrone Associates, enclosing information regarding a typical blower intake hood.
105. Carbon Copy letter sent to Todd Anderson, dated September 7, 2007, to Bill Byers, Operator, from Manning Frymier, PE, Cerrone Associates, enclosing information regarding a typical blower intake hood.
106. Fax dated September 10, 2007, to Ron, Harmon-Thompson, from Cathy Dyer, attaching history on account # 2601.0.
107. \*\*\*\*Fax dated September 11, 2007, to Mineral Wells PSD, from Claywood Park, attaching a copy of the Water Plant Allocation for Fiscal year July 2006-June 2007.
108. E-mail dated September 11, 2007, to Cathy Dyer, from Manning Frymier, Cerrone Associates, attaching pump rate testing for the Pettyville Booster Station.



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109. Seminar pamphlets to Mineral Wells PSD, from Public Service Commission of WV, Termination Seminar to be held October 19, 2007 at Comfort Suites, Mineral Wells, WV and Safety Seminar to be held October 16<sup>th</sup> and 17<sup>th</sup>, 2007 at Comfort Suites in Mineral Wells, WV.
110. Copy of letter dated September 12, 2007, to West Virginia Public Employees Insurance Agency, from Linda K. Watson, stating effective August 3, 2007, Brian W. Metz terminated his employment with the district.
111. Fax dated September 12, 2007, to Christa Perkins, from Cathy Dyer, attaching the 2007 Water budget.
112. Letter dated September 10, 2007, to Mineral Wells PSD, from Denise R. Watson, Tax Unit Supervisor, State of West Virginia, State Tax Department, regarding the Certificate of Release of Final Payment to Mike Enyart & Sons.
113. Letter dated September 12, 2007, to Mineral Wells PSD, from Building & Utility Systems, LLC, stating information about this new business, offering his experience with all Public Service Districts.
114. Donation request to Mineral Wells PSD, from Mineral Wells Volunteer Fire Department.
115. Fax dated September 13, 2007, to Cathy Dyer, from George E. Blum, Cerrone Associates, Inc., regarding the PSC Rule 30 B pass-through rate adjustment.
116. Letter dated September 11, 2007, to Mineral Wells PSD, from Randall M. Cole, Project Administrator, Cerrone Associates, enclosing the releases for the Tygart Creek-Saulsbury Water line replacement project.
117. Letter dated September 11, 2007, to Mineral Wells PSD, from Randall M. Cole, Project Administrator, Cerrone Associates, enclosing for review and approval of Requisition No. 4 for the Tygart Creek-Saulsbury Waterline Replacement Project.
118. \*\*\*\*Letter dated September 13, 2007, to Mineral Wells PSD, from George E. Blum, Director, Cerrone Associates, regarding the Rule 30B Pass-through Rate Adjustment.
119. E-mail dated September 13, 2007, to Cathy Dyer, from David Jarrett, PSC, attaching the Public Service Commission Annual Report Template for Water.

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120. E-mail dated September 13, 2007, to Cathy Dyer, from David Jarrett, PSC, attaching the Public Service Commission Annual Report Template for Sewer.
121. Copy of letter dated September 14, 2007, to West Virginia Municipal Bond Commission, from Cathy Dyer, enclosing district check # 37871 in the amount of \$27,414.75 for the following bond payments: \$9,040.00 – Sewer 97 Revenue, \$5,688.40 – Sewer 95 Revenue, \$1,293.00 – Sewer 85-B Revenue, \$2,288.88 – Sewer 03-A Revenue, \$175.90 – Water 04-B Reserve, \$811.69 – Water 04-A Reserve, \$8,116.88 – Water 04-A Revenue.
122. Copy of letter dated September 14, 2007, to West Virginia Water Development Authority, from Cathy Dyer, enclosing district check # 37871 in the amount of \$2,288.88 for Series 2003 Sewage System Revenue Bonds.
123. Copy of letter dated September 14, 2007, to West Virginia Water Development Authority, from Cathy Dyer, enclosing district check #37871 in the amount of \$5,688.40 for Series 1995 Sewage System Revenue Bonds.
124. Copy of letter dated September 14, 2007, to Jefferson Brady, P.E., Executive Secretary, Infrastructure Council, enclosing district check #37871 in the amount of \$9,104.47 for the following payments: \$8,116.88 – Water Revenue 04-A, \$811.69 – Reserve Fund -04-A, \$175.90 – Reserve Fund 04-B.
125. Copy of letter dated September 14, 2007, to 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 August 2007.
126. Copy of letter dated September 14, 2007, to West Virginia Department of Environmental Protection Division of Water and Waste Management Permitting and Engineering Branch, 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 August 2007.
127. Copy of letter dated September 14, 2007, to Manning Frymier, P.E. Cerrone Associates, 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 August 2007.

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128. Copy of letter dated September 14, 2007, to Office of Environmental Health Services Regulatory Development and Compliance Unit, 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 August 2007.
129. Invoice dated September 14, 2007, to Wal-Mart Stores, from Mineral Wells PSD, total due of \$124.07.
130. Invoice dated September 14, 2007, to Pepsi Cola, from Mineral Wells PSD, total due of \$65.00.
131. Invoice dated September 14, 2007, to Claywood Parks PSD, from Mineral Wells PSD, to repair Service Line on September 4, 2007, total due \$891.81.
132. Letter dated August 29, 2007, to Mineral Wells PSD, from Beth Bumgarner, Suttle & Stalnaker, enclosing three (3) discussion copies of the audit report and communications letter for June 30, 2007.
133. Stop Payment Order dated September 17, 2007, Check # 37835, in the amount of \$235.16, made payable to Janette Buskirk.
134. Letter dated September 10, 2007, to Mineral Wells PSD, from Tractor Supply Credit Plan, Authorizing Mark Dennis and deleting Brian Metz.
135. Invoice dated September 17, 2007, to Ron's Porta Johns, from Mineral Wells PSD, regarding loads from the West Virginia Motor Speedway in the amount of \$87.50.
136. \*\*\*\*Copy of letter dated September 17, 2007, to Wood County Magistrate Court, from Cathy Dyer, enclosing completed civil complaint form for request of payment in the amount of \$2,491.96 for SV Petroleum.
137. Fax dated September 18, 2007, to Holiday Inn Express, from Cathy Dyer, attaching a Tax Exemption Certificate.
138. Letter dated September 14, 2007, to Mineral Wells PSD, from Virginia McDonald, Rural Development Specialist, United States Department of Agriculture, advising project funds in the amount of \$14,700.00 were ordered September 14, 2007.

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139. Fax dated September 18, 2007, to Virginia McDonald, Rural Utilities Services, from Cathy Dyer, attaching a copy of the Wire Transfer Advise for the Stephens Fork Water Extension Construction Account.
140. \*\*\*\*E-mail dated September 17, 2007, to Mineral Wells PSD, from WV Public Service Commission, attaching letter of protest filed by William Weyer.
141. Letter dated September 17, 2007, to Mineral Wells PSD, from WesBanco, regarding the Stop Payment Request.
142. Fax dated September 18, 2007, to Jim Ruckman, Cerrone Associates, from Todd Anderson, attaching complaint from Eleanor Smith in regards to the Tygart Creek-Saulsbury Waterline Replacement Project.
143. Fax dated September 20, 2007, to Smith & Loveless, Inc., from Todd Anderson, attaching a copy of our Exemption Certificate.
144. Letter dated September 18, 2007, to Mineral Wells PSD, from Carrie L. Grimm, Management Section, Clean Water SRF Program, West Virginia Department of Environmental Protection, regarding the FY07 Audit Report.
145. Fax dated September 21, 2007, to Parkersburg News/Sentinel, from Cathy Dyer, attaching notice of the regular meeting for the newspaper on Tuesday, September 25, 2007.
146. Fax dated September 21, 2007, to Jackson Herald Newspaper, from Cathy Dyer, attaching notice of the regular meeting for the newspaper on Tuesday, September 25, 2007.
147. Fax dated September 21, 2007, to Wirt County Journal, from Cathy Dyer, attaching notice of the regular meeting for the newspaper on Tuesday, September 25, 2007.
148. Invoice dated September 20, 2007, to Mineral Wells PSD, from Claywood Park Public Service District, regarding the End of Year Difference in Water Treatment Plant Allocation in the amount of \$8,118.20.

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149. Memo dated September 24, 2007, to Mineral Wells PSD, from Miss Utility of West Virginia, regarding the 2007 3<sup>rd</sup> Quarter Board of Directors meeting on Thursday, October 18, 2007 at the Oglebay Resort in Wheeling, WV.
150. \*\*\*\*Civil Complaint to the Magistrate Court of Wood County, West Virginia, dated September 17, 2007, has been served to S V Petroleum. Civil Summons was received on September 19, 2007.
151. Certificate of Insurance dated September 19, 2007, to Mineral Wells PSD from Erie Insurance, regarding Ron's Porta Johns, Inc.
152. Fax dated September 24, 2007, to Beth, HarmanThompson, from Cathy Dyer, attaching the 2007 Water Income Statement, 2006 & 2007 Interest on Long-term Debt Expense (Water) and the 2006-2007 Interest on Long-term Debt Expense (Sewer).
153. Copy of letter dated September 24, 2007, to West Virginia Bureau for Public Health Office of Environmental Health Services, from Cathy Dyer, enclosing completed forms for Initial OIT for Mineral Wells PSD employee Mark A. Dennis.
154. Fax dated September 24, 2007, to Cathy Dyer, from Beth, HarmanThompson, attaching Monthly Accrued Interest for Water and Sewer.
155. Fax dated September 24, 2007, to Cathy Dyer, from Ron Bennett, HarmanThompson, attaching the Monthly Depreciation Expense for Water and Sewer.
156. Fax dated September 25, 2007, to Beth, HarmanThompson, from Cathy Dyer, stating the Advertising Expense for 2006-2007 Water and Sewer.
157. E-mail dated September 25, 2007, to Cathy Dyer, from PSC, State of West Virginia, confirming online registration for Cathy J. Dyer, Linda K. Watson and Todd R. Anderson for the Termination Seminar on October 19, 2007.
158. \*\*\*\*Copy of letter dated September 26, 2007, to Sandra Squire, Executive Secretary, Public Service Commission, from Cathy Dyer, regarding Tariff Form No. 6-B stating Tariff Form 10 was published in the Parkersburg News and Sentinel, Wirt County Journal and The Jackson Herald.

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159. Copy of letter dated September 26, 2007, to Stacy DeCicco, from Cathy Dyer, regarding Delinquent Account No. 2-03602-01, Water & Sewer Service at Building Blocks Academy, delinquent amount is \$284.85.
160. Letter of transmittal dated September 25, 2007, to Todd Anderson, from Jim Ruckman, enclosing map of the Parkersburg Emergency Connection.