

MINUTES OF A REGULAR MONTHLY BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, OCTOBER 18, 2007, AT 5:00 P.M. IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA

Mr. Charles Stewart, Chairman, called the meeting to order at 5:00 p.m. He asked everyone present to sign the attendance roster. Roy L. Radabaugh, Treasurer; James R. Lett, Secretary; Todd Anderson, Operations Manager; Cathy Dyer, Office Manager; Linda Watson and Nellie Radcliff, Office Clerks; Darin Crites, Denny Brown, & Mark Dennis, Operations Technicians; and William Miller, West Virginia Rural Water Association, were present.

The first order of business was asking if there was any public comments. No comments were made since there was no one from the public present.

Mrs. Dyer presented the Board with the Rule 30-B rate increase for the Claywood Park Public Service District Water Treatment Plant Project. Mr. Radabaugh made a motion to accept the Rule 30-B rate increase as presented. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart signed the Rule 30-B rate increase for the Claywood Park PSD Water Treatment Plant Project.

Mr. Radabaugh made a motion to approve Bill Bailey Insurance Agency, Inc., as the District's Brickstreet Agent. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Stewart signed the letter accepting Bill Bailey Insurance Agency, Inc., as the Brickstreet Agent.

Mr. Lett made a motion to approve the Minutes of the September 27, 2007, Regular Board Meeting as presented. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes.

Mr. Radabaugh made a motion to approve the Financial Statement dated September 30, 2007, 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 September 30, 2007, 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 September 30, 2007, for Sewer Revenue Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve checks 37909 thru 37997 written on the Consolidated-Water and Sewer Revenue Checking Account (copy attached) between September 28, 2007 thru October 18, 2007, (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

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Mr. Radabaugh made a motion to approve Payroll Checks 1976 thru 1983 written on the Consolidate Payroll Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mrs. Dyer discussed the following letters that the District had received..

Letter 27 - WV Retiree Health Benefit Trust Fund - This is a fund the District may have to start paying into even though we do not pay for retiree health insurance. Employees with health insurance has this added in their coverage now. Beth Bumgarner, CPA, recommends that the District set up an accrual account as a liability account every month in the amount of \$866.88. Mr. Radabaugh made a motion to set up the Retiree Health Benefit Trust Fund as recommended by the account. Mr. Lett seconded the motion. The motion passed unanimously.

Letter 34 - Letter dated September 26, 2007, WV-Dep Lisa McClung in regards to the Modification #3 to the WV/NPDES Permit for the added Liberty Truck Stop Oil and Grease.

Letter 45 - Letter dated October 3, 2007, from Virginia McDonald, RUS, approving Requisition #4 of the Tygart Creek/Saulsbury Waterline Replacement Project. This is the final payment on this project.

Letter 47 - 52 - Six letters to customers have delinquent utility bills in the amount of \$1,043.19. The District receive a payment in the amount of \$149.88 as a result of mailing letters asking that the bills be taken care of instead of having to take them to Magistrate Court.

Letter 61 - WV State treasurer unclaimed property in the amount of \$41.43 from 2003.

Mrs. Dyer reported that the District received a payment from S V Petroleum-a customer that had moved out of the District - in the amount of \$2,491.63. She, also, asked the Board if the District could have the office building sprayed for spiders and carpets cleaned. The board authorized Mrs. Dyer to have the office building sprayed and carpets cleaned. This completed Mrs. Dyers report.

Mr. Anderson reported on the following items.

Stonegate Construction Company has asked that the District pay them for 50% of the contract amount on the Sludge Removal at the Wastewater Treatment Plant. Mr. Radabaugh made a motion authorizing a check in the amount of 50 % of the contract or \$50,715.50. Mr. Lett seconded the motion. The motion passed unanimously.

IVS is to be contacted about dressing up the dikes at the Wastewater Treatment Plant when Stonegate Construction Co., is finished with the sludge removal.

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The grinder replacement motors that was ordered are in.

Water flushing in the Windy/Limestone area is completed.

There was a problem with duckweed at the Wastewater Treatment Plant, but the maintenance department has it under control.

Jeff Miner - Pond Creek Volunteer Fire Department- stopped in and asked if it would be possible for the Fire Department to install a water dispenser at the Rockport area. The Board asked Mr. Anderson to check into this matter.

Mr. Anderson asked about a chlorine pump being installed at the Saulsbury Booster Station. Mr. Radabaugh made a motion authorizing a chlorine pump be installed at the Saulsbury Booster Station. Mr. Lett seconded the motion. The motion passed unanimously.

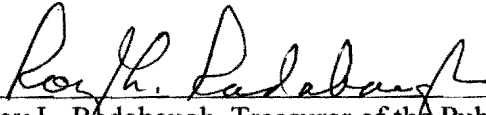
Mr. Charles Cooper has informed the District that the air release valves that are on his property are there without proper easements. The easement is just for a water meter only. Mr. Anderson has turned this matter over to the Districts attorney.

Matt Warner is installing an in-ground swimming pool at Imperial Pointe and asked that he be allowed to fill it out of the hydrant that is located close to his property. The Board said that he could do this, but he will have to be monitored and the sewage charge will have to be paid.

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 6:10 p.m.

CERTIFICATION

I, Roy L. Radabaugh, Treasurer, 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.



Roy L. Radabaugh, Treasurer of the Public Service Board of
the Mineral Wells Public District, Mineral Wells, West
Virginia

MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
October 31, 2007

Checking Accounts

Water Revenue Fund Checking Account	
WesBanco Bank - 1131.2	\$ 11,574.69
Sewer Revenue Fund Checking Account	
WesBanco Bank - 2120.2	78,344.79
Stephens Fork Water Extension Construction Checking	
WesBanco Bank - 1131.8	\$ <u>32.32</u>
Total in Checking Accounts:	\$ 89,951.80

Water Accounts

Depreciation Reserve Account	
WesBanco Bank - 1125.31	\$ 13,065.66
Revenue Reserve Account	
WesBanco Bank - 1125.21	23,455.88
Revenue Reserve Account - Sams Creek/Chesterville	
WesBanco Bank - 1125.22	25,391.34
Revenue Reserve Account - Rockport	
WesBanco Bank - 1125.32	12,297.68
Depreciation Reserve Account - Rockport	
WesBanco Bank - 1125.23	12,297.43
Revenue Reserve Account - Water Improvement	
WesBanco Bank - 1125.24	16,863.86
Depreciation Reserve Account - Water Improvement	
WesBanco Bank - 1125.33	36,966.98
Depreciation Reserve Account - Sycamore 2004A	
WesBanco Bank - 1125.27	1,597.53
Sycamore Run-Limestone Tap Fees	
WesBanco Bank - 1131.7	-
Security Deposit Account	
WesBanco Bank - 1134.0	33,452.89
Sycamore Renewal/Replacement	
WesBanco - Bank 1125.34	<u>41,253.96</u>
Total in Water Accounts:	\$ 216,643.21

Sewer Accounts

Repair and Replacement Account	
WesBanco Bank - 2123.4	\$ 121,206.37
Reserve for Grinder Pump Maintenance	
Prime Rate Money Market - WesBanco Bank - 2114.1	34,028.54
Security Deposit Account	
WesBanco Bank - 2121.3	<u>26,822.63</u>
Total in Sewer Accounts:	\$ 182,057.54

Total All Finances - October 31, 2007 **\$ 488,652.55**

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

BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
 WESBANCO BANK, SEPTEMBER 30, 2007

\$871.55

RECEIPTS:

Water Sales	\$92,980.56
Water Buffalo Sales	1,382.50
Reconnection Fees	100.00
Tap fees	1,200.00
Security Deposit Refunds	834.11
Matthew Warner	132.00
Wd County Magistrate Court	95.00

Total Receipts:

\$96,724.17

Total Cash Available:

\$97,595.72

Expenditures:

ABB Automation, Inc.	695.02
Action Answering Service	100.98
Allegheny Power	519.50
At & T	12.58
At & T Mobility	148.77
BP Credit Card Company	717.77
Bowles Rice McDavid Graff & Love	38.75
Cardmember Services	747.48
Cerrone Associates Inc.	93.75
Cintas	192.10
Claywood Park PSD	17,268.26
Commissioner's Salaries	225.00
Conner Cleaning Service	130.80
Cutlip-Warner Development Co	180.00
Fastners & Supply Inc.	32.50
HD Supply	1,771.00
Hank's Sales & Service Inc.	135.00
Hardman Supply Company	96.53
Information Products Inc	275.96
Lowe's	11.34
Mineral Wells PSD	515.74
Miss Utility of WV Inc.	31.35
Municipal Bond Commission	9,104.47
Parkersburg Office Supply	155.86
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	8,891.61
Slate Creek Outdoor Power Equipment	233.76
Suttle & Stalnaker, PLLC	3,840.00
Taylor's Disposal Inc.	27.15
Telepage Communication System	12.51

C. I. Thornburg	2,215.16
Tractor Supply Credit Plan	311.36
USA Blue Book	1,032.93
US Postal Service	155.70
Verizon	146.75
Water Environmental Testing	67.50
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	4,002.23
WesBanco Bank-Parkersburg-Sycamore R/R	805.61
Westco Internet	13.50
Westfield Insurance	1,000.00
Wood County Magistrate Court	95.00
WV Public Employees Insurance Agency	2,659.66
WV Public Employees Retirement System	2,129.99
WV State Tax Department	642.58
WV State Treasury	15.61
Randy & Nichole Sams	11.94
Tammy & John Litman	50.19
Heath & Melinda Kidder	51.61
Jim & Laurine Bartlett	50.24
Pauline M. Lewis	50.30
Anita Roach	50.21
Megan & Brandon Bunner	50.21
Melody Flowers	27.21

Total Expenditures: \$86,021.03

Balance in Water Revenue Fund Checking Account,
WesBanco Bank, October 31, 2007 \$11,574.69

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

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT
 WESBANCO BANK, SEPTEMBER 30, 2007 \$61,527.49

RECEIPTS:

Sewer Sales	59293.88
Security Deposit Refunds	789.85
Tap Fee	300.00
Pepsi-oil/grease sampling	65.00
Sewer/Repair Relplacement - Transfer	58,000.54
Matthew Warner	84.04

Total Receipts: \$118,533.31

Total Cash Available: \$180,060.80

Expenditures:

A-Eddy's	70.00
ABB Automation, Inc	463.34
Action Answering Service	67.32
Allegheny Power	3812.76
Applied Industrial Tech	156.15
At & T	8.39
At & T Mobility	99.18
BP Credit Card Company	478.51
Bowles Rice McDavid Graff & Love	25.84
C. I. Thornburg	-74.00
Cardmember Services	498.32
Cerrone Associates Inc.	1157.50
Cintas	128.10
Commissioner's Salaries	150.00
Conner Cleaning	157.20
Danny's Lawn Service	430.00
Fastners & Supply Inc.	20.50
W W Grainger, Inc	67.00
Hank's Sales & Service Inc.	90.00
Hardman Supply Company	119.55
Information Products	183.97
Lowe's	47.52
Mineral Wells PSD	1112.43
Miss Utility of WV Inc.	20.90
Municipal Bond Commission	18310.28
Parkersburg Office Supply	103.91
Ron's Porta Johns, Inc.	791.00
Salaries	6124.69
Slate Creek Outdoor Power Equip.	155.84
Stonegate Construction Inc	50715.50
Suttle & Stalnaker, Inc.	2560.00
Taylor's Disposal Inc	18.10
Telepage	8.34
Tractor Supply Credit Plan	207.58
Trombold Equipment Co. Inc.	2571.39
US Postal Service	175.75

USA Blue Book	172.99
Verizon	621.13
Water Environmental Testing	290.00
WesBanco Bank-Parkersburg-Sewer R/R	1318.39
WesBanco Bank-Parkersburg-Payroll Taxes	2749.11
Westco Internet	9.00
WV Public Employees Insurance Agency	2064.15
WV Public Employees Retirement System	1469.35
WV State Tax Department	435.42
WV State Treasury	25.82
WWT Electric	1005.00
Jason Melrose	48.06
James Loiseau	27.36
Gary Freeman	50.50
Pauline M. Lewis	50.30
Brent Noland	5.81
Darin L. Crites	45.08
Michael Wilson	38.05
Bernice Wade	39.37
Lori L. Lawrence	71.82
Gary Carpenter	72.16
Joseph D. McComas	74.28

Total Expenditures: \$101,716.01

Balance in Sewer Revenue Fund Checking Account, \$78,344.79
WesBanco Bank, October 31, 2007

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: WATER FUND **
 ** BEGINNING DATE: 10/19/07 - ENDING DATE: 11/15/07 **
 ** 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	10/23/07	103749	10/23/07	63.49	37,999
2,313	WESBANCO BANK-PARKERSBURG	10/30/07	104381	10/31/07	1,846.94	9
106	ALLEGHENY POWER	10/30/07	104401	10/31/07	308.10	38,000
314	AT&T MOBILITY	10/30/07	104405	10/31/07	148.77	38,001
369	CONNER CLEANING SERVICE	10/30/07	104406	10/31/07	130.80	38,002
486	MELODY FLOWERS	10/30/07	104411	10/31/07	27.21	38,007
832	HARDMAN SUPPLY COMPANY	10/30/07	104414	10/31/07	96.53	38,010
877	HANK'S SALES & SERVICE INC.	10/30/07	104425	10/31/07	135.00	38,011
1,204	JAMES R. LETT	10/30/07	104426	10/31/07	75.00	38,012
1,604	PARKERSBURG OFFICE SUPPLY	10/30/07	104428	10/31/07	155.86	38,013
1,805	RURAL DEVELOPMENT ADMN.	10/30/07	104434	10/31/07	2,112.00	38,014
1,806	ROY L RADABAUGH	10/30/07	104435	10/31/07	75.00	38,015
1,843	CINTAS LOC #531	10/30/07	104436	10/31/07	192.10	38,016
1,912	CHARLES M. STEWART	10/30/07	104441	10/31/07	75.00	38,017
2,005	C I THORNBURG	10/30/07	104444	10/31/07	563.86	38,019
2,103	USDA-RURAL DEVELOPMENT	10/30/07	104453	10/31/07	3,140.00	38,020
2,109	USA BLUE BOOK	10/30/07	104454	10/31/07	350.44	38,021
2,205	VERIZON	10/30/07	104456	10/31/07	146.75	38,022
2,314	WV DEPT OF TAX & REVENUE	10/30/07	104458	10/31/07	642.58	38,023
2,315	WV PUBLIC EMPLOYEES RETIREMENT	10/30/07	104459	10/31/07	2,129.99	38,024
2,316	WESTFIELD INSURANCE	10/30/07	104460	10/31/07	1,000.00	38,025
2,338	WESBANCO-WATER RES-SAMS-CV	10/30/07	104461	10/31/07	314.00	38,026
309	CLAYWOOD PARK PSD	10/31/07	104485	10/31/07	17,268.26	38,029
1,512	HD SUPPLY WATERWORKS, LTD	10/31/07	104487	10/31/07	1,183.00	38,030
23,037	SLATE CREEK OUTDOOR POWER EQU	10/31/07	104488	10/31/07	233.76	38,031
102	ABB AUTOMATION, INC	10/31/07	104499	10/31/07	695.02	38,032
2,339	WESTCO INTERNET	10/31/07	104501	10/31/07	13.50	38,033
153	ACTION ANSWERING SERVICE PLUS	10/31/07	104522	10/31/07	47.79	38,034
600	FASTENERS & SUPPLY INC	10/31/07	104523	10/31/07	32.50	38,035
2,005	C I THORNBURG	10/31/07	104525	10/31/07	1,651.30	38,036
2,313	WESBANCO BANK-PARKERSBURG	11/14/07	105136	11/14/07	1,700.19	9
106	ALLEGHENY POWER	11/14/07	105263	11/15/07	225.24	38,037
124	AT&T - STATE CALLING SERVICE	11/14/07	105264	11/15/07	6.11	38,038
205	BOWLES RICE MC DAVID GRAFF &	11/14/07	105266	11/15/07	323.29	38,040
275	BP	11/14/07	105267	11/15/07	829.41	38,041
360	CUTLIP-WARNER DEVELOPMENT CO	11/14/07	105268	11/15/07	1,621.00	38,042
438	DOMINION HOPE	11/14/07	105270	11/15/07	33.48	38,043

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: WATER FUND **
 ** BEGINNING DATE: 10/19/07 - ENDING DATE: 11/15/07 **
 ** 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						
877	HANK'S SALES & SERVICE INC.	11/14/07	105276	11/15/07	231.00	38,048
1,200	LOWE'S	11/14/07	105277	11/15/07	125.90	38,049
1,301	MISS UTILITY OF WV INC	11/14/07	105278	11/15/07	46.80	38,050
1,307	MUNICIPAL BOND COMMISSION	11/14/07	105279	11/15/07	9,104.47	38,051
1,500	OHIO VALLEY MUFFLER & BRAKE	11/14/07	105287	11/15/07	192.00	38,052
2,002	TAYLOR'S DISPOSAL INC	11/14/07	105288	11/15/07	27.15	38,053
2,005	C I THORNBURG	11/14/07	105290	11/15/07	1,315.01	38,055
2,039	TELEPAGE COMMUNICATIONS SYSTEM	11/14/07	105294	11/15/07	10.74	38,056
2,044	TRACTOR SUPPLY CREDIT PLAN	11/14/07	105295	11/15/07	17.98	38,057
2,106	USDA-RURAL DEVELOPMENT	11/14/07	105296	11/15/07	3,325.00	38,058
2,107	USDA-RURAL DEVELOPMENT	11/14/07	105297	11/15/07	10,040.00	38,059
2,109	USA BLUE BOOK	11/14/07	105298	11/15/07	14.23	38,060
2,113	USDA-RURAL UTILITIES SERVICE	11/14/07	105301	11/15/07	3,518.00	38,061
2,306	WATER ENVIRONMENTAL TESTING	11/14/07	105303	11/15/07	67.50	38,062
2,308	WV PUBLIC EMPLOYEES INS AGENCY	11/14/07	105306	11/15/07	2,720.34	38,063
2,373	WESBANCO BANK-PARKERSBURG	11/14/07	105308	11/15/07	167.00	38,065
2,374	WESBANCO BANK-PARKERSBURG	11/14/07	105309	11/15/07	167.00	38,066
2,375	WESBANCO BANK-PARKERSBURG	11/14/07	105310	11/15/07	502.00	38,067
2,376	WESBANCO BANK-PARKERSBURG	11/14/07	105311	11/15/07	502.00	38,068
23,004	WESBANCO BANK INC	11/14/07	105312	11/15/07	176.00	38,069
23,005	WESBANCO BANK, INC.	11/14/07	105313	11/15/07	1,512.82	38,070
23,019	WESBANCO BANK PARKERSBURG	11/14/07	105314	11/15/07	217.00	38,071
CONSOLIDATED BANK ACCOUNT					73,593.21	59 *

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 10/19/07 - ENDING DATE: 11/15/07 **

** 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						
1,910	STONEGATE CONSTRUCTION INC	10/23/07	103728	10/23/07	50,715.50	37,998
2,101	U S POSTAL SERVICE	10/23/07	103749	10/23/07	42.33	37,999
2,313	WESBANCO BANK-PARKERSBURG	10/30/07	104381	10/31/07	1,639.76	9
106	ALLEGHENY POWER	10/30/07	104401	10/31/07	3,422.31	38,000
314	AT&T MOBILITY	10/30/07	104405	10/31/07	99.18	38,001
369	CONNER CLEANING SERVICE	10/30/07	104406	10/31/07	157.20	38,002
402	DANNY'S LAWN SERVICE	10/30/07	104407	10/31/07	430.00	38,003
486	MICHAEL WILSON	10/30/07	104408	10/31/07	38.05	38,004
486	BERNICE WADE	10/30/07	104409	10/31/07	39.37	38,005
486	LORI L LAWRENCE	10/30/07	104410	10/31/07	71.82	38,006
486	GARY CARPENTER	10/30/07	104412	10/31/07	72.16	38,008
486	JOSEPH D MC COMAS	10/30/07	104413	10/31/07	74.28	38,009
832	HARDMAN SUPPLY COMPANY	10/30/07	104414	10/31/07	119.55	38,010
877	HANK'S SALES & SERVICE INC.	10/30/07	104425	10/31/07	90.00	38,011
1,204	JAMES R. LETT	10/30/07	104426	10/31/07	50.00	38,012
1,604	PARKERSBURG OFFICE SUPPLY	10/30/07	104428	10/31/07	103.91	38,013
1,806	ROY L RADABAUGH	10/30/07	104435	10/31/07	50.00	38,015
1,843	CINTAS LOC #531	10/30/07	104436	10/31/07	128.10	38,016
1,912	CHARLES M. STEWART	10/30/07	104441	10/31/07	50.00	38,017
2,004	TROMBOLD EQUIPMENT CO INC	10/30/07	104442	10/31/07	2,571.39	38,018
2,005	C I THORNBURG	10/30/07	104444	10/31/07	74.00-	38,019
2,205	VERIZON	10/30/07	104456	10/31/07	621.13	38,022
2,314	WV DEPT OF TAX & REVENUE	10/30/07	104458	10/31/07	435.42	38,023
2,315	WV PUBLIC EMPLOYEES RETIREMENT	10/30/07	104459	10/31/07	1,469.35	38,024
23,023	RON'S PORTA JOHNS, INC.	10/30/07	104462	10/31/07	591.00	38,027
23,036	A-EDDY'S	10/30/07	104464	10/31/07	70.00	38,028
23,037	SLATE CREEK OUTDOOR POWER EQU	10/31/07	104488	10/31/07	155.84	38,031
102	ABB AUTOMATION, INC	10/31/07	104499	10/31/07	463.34	38,032
2,339	WESTCO INTERNET	10/31/07	104501	10/31/07	9.00	38,033
153	ACTION ANSWERING SERVICE PLUS	10/31/07	104522	10/31/07	31.86	38,034
600	FASTENERS & SUPPLY INC	10/31/07	104523	10/31/07	20.50	38,035
2,313	WESBANCO BANK-PARKERSBURG	11/14/07	105136	11/14/07	1,715.67	9
106	ALLEGHENY POWER	11/14/07	105263	11/15/07	17.07	38,037
124	AT&T - STATE CALLING SERVICE	11/14/07	105264	11/15/07	4.08	38,038
133	AUTO ZONE	11/14/07	105265	11/15/07	15.74	38,039
205	BOWLES RICE MC DAVID GRAFF &	11/14/07	105266	11/15/07	215.52	38,040
275	BP	11/14/07	105267	11/15/07	552.94	38,041

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: SEWER FUND **
 ** BEGINNING DATE: 10/19/07 - ENDING DATE: 11/15/07 **
 ** 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						
360	CUTLIP-WARNER DEVELOPMENT CO	11/14/07	105268	11/15/07	1,115.00	38,042
438	DOMINION HOPE	11/14/07	105270	11/15/07	22.32	38,043
486	MICHAEL W BURNS	11/14/07	105271	11/15/07	2.92	38,044
486	DAVID & MICHELLE WOOD	11/14/07	105272	11/15/07	19.13	38,045
486	DIANA L SHOOK	11/14/07	105273	11/15/07	43.62	38,046
702	GENE'S SEPTIC TANK CLEANING	11/14/07	105275	11/15/07	350.00	38,047
877	HANK'S SALES & SERVICE INC.	11/14/07	105276	11/15/07	154.00	38,048
1,200	LOWE'S	11/14/07	105277	11/15/07	318.46	38,049
1,301	MISS UTILITY OF WV INC	11/14/07	105278	11/15/07	31.20	38,050
1,307	MUNICIPAL BOND COMMISSION	11/14/07	105279	11/15/07	18,310.28	38,051
1,500	OHIO VALLEY MUFFLER & BRAKE	11/14/07	105287	11/15/07	128.00	38,052
2,002	TAYLOR'S DISPOSAL INC	11/14/07	105288	11/15/07	18.10	38,053
2,004	TROMBOLD EQUIPMENT CO INC	11/14/07	105289	11/15/07	286.23	38,054
2,005	C I THORNBURG	11/14/07	105290	11/15/07	265.25	38,055
2,039	TELEPAGE COMMUNICATIONS SYSTEM	11/14/07	105294	11/15/07	7.16	38,056
2,044	TRACTOR SUPPLY CREDIT PLAN	11/14/07	105295	11/15/07	11.98	38,057
2,109	USA BLUE BOOK	11/14/07	105298	11/15/07	198.65	38,060
2,306	WATER ENVIRONMENTAL TESTING	11/14/07	105303	11/15/07	505.00	38,062
2,308	WV PUBLIC EMPLOYEES INS AGENCY	11/14/07	105306	11/15/07	1,917.49	38,063
2,312	WESBANCO BANK-PARKERSBURG	11/14/07	105307	11/15/07	1,481.70	38,064
23,023	RON'S PORTA JOHNS, INC.	11/14/07	105315	11/15/07	940.00	38,072
23,030	OMNI-SITE.NET	11/14/07	105318	11/15/07	22.00	38,073
130,016	MID-OHIO VALLEY MEDICAL GROUP	11/14/07	105319	11/15/07	130.00	38,074
13,020	KEN MILLER SUPPLY OF WV INC.	11/15/07	105366	11/15/07	87.00	38,075
CONSOLIDATED BANK ACCOUNT					92,644.86	61 *

**MINERAL WELLS PUBLIC SERVICE DISTRICT
PAYROLL CHECKS
CONSOLIDATED REVENUE FUND CHECKING ACCOUNT
OCTOBER 31, 2007 – NOVEMBER 15, 2007**

CHECK NO.

1984	Todd R. Anderson	\$1465.16
1985	Dennis R. Brown	728.01
1986	William H. Byers Jr.	1241.46
1987	Cathy J. Dyer	1273.73
1988	Linda K. Watson	937.77
1989	Darin Crites	724.13
1990	Nellie B. Radcliff	788.68
1991	Mark A. Dennis	672.33
1992	Todd R. Anderson	\$1365.81
1993	Dennis R. Brown	873.57
1994	William H. Byers Jr.	1329.98
1995	Cathy J. Dyer	1169.43
1996	Linda K. Watson	834.38
1997	Darin Crites	582.14
1998	Nellie B. Radcliff	680.46
1999	Mark A. Dennis	785.63

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
OCTOBER 19, 2007 – NOVEMBER 15, 2007

1. Letter dated October 17, 2007, to Mark Alan Dennis, from Dawn A. Newell, State of West Virginia Department of Health and Human Resources, attaching certificate for Operator-In-Training.
2. **The Pipeline**, September/October 2007.
3. **Your Money Matters**, from WesBanco, October 2007.
4. **West Virginia Rural Water Association**, newsletter, Vol. 13, Issue 11, November 9, 2007.
5. Memorandum dated October 17, 2007, to Mineral Wells PSD, from West Virginia PEIA, regarding Notice of Life Insurance Declination for Darin L. Crites.
6. United States Bankruptcy Court, Southern District of West Virginia, to Mineral Wells PSD, regarding Scott Eugene McPherson and Stephanie Lorraine McPherson.
7. Letter dated October 22, 2007, to Mineral Wells PSD, from Shelia Ann Bibbee requesting her name be changed to Shelia Ann Boggs.
8. Letter dated October 11, 2007, to Darin L. Crites, from State of West Virginia Department of Health and Human Resources, regarding his passing score on the Class 1 Wastewater Treatment Works Operator certification examination.
9. Copy of letter dated October 22, 2007, to Jamie Six, Clerk of Wood County, from Cathy J. Dyer, regarding the recording of a right of way easements between Howard D./Deloris Gribble and Glenn E. Brown, Howard D./Deloris Gribble and Mineral Wells PSD.
10. Copy of letter dated October 22, 2007, to Bill Bailey Insurance Agency, Inc., from Cathy Dyer, regarding Employers' Liability Broad Form (Deliberate Intent) Brickstreet Agent.
11. Copy of letter dated October 18, 2007, to Sandra Squire, Executive Secretary, Public Service Commission of WV, from Charles M. Stewart, regarding Request for Rate Adjustment – Rule 30-B.

**Mineral Wells PSD
List of Correspondence
November 15, 2007
Page 2**

12. Copy of letter dated October 22, 2007, to Marty Seufer, Wood County Commission, enclosing an approved copy of the Minutes of the Regular Board Meeting held Thursday, September 27, 2007.
13. ****Letter dated October 16, 2007, to Mineral Wells PSD, from West Virginia Department of Transportation, Division of Highways, regarding the release of bond for the Special Project-Sycamore Run, Stephens Fork, Limestone Ridge Water Project.
14. Fax dated October 22, 2007, to Bill Bailey Insurance, from Cathy Dyer, regarding the WVDOH release of bond #5939548.
15. Copy of letter dated October 22, to Bill Bailey Insurance Agency, Inc., from Cathy Dyer, regarding the Employers' Liability Broad Form (Deliberate Intent) Brickstreet Agent.
16. ****Copy of letter dated October 18, 2007, to Sandra Squire, Executive Secretary, Public Service Commission of WV, from Charles Stewart, regarding Request for Rate Adjustment – Rule 30-B.
17. E-mail dated October 22, 2007, to Cathy Dyer, from Wendy Braswell, Public Service Commission, regarding an electronic copy of the model water termination agreement.
18. E-mail dated October 22, 2007, to Cathy Dyer, from Wendy Braswell, Public Service Commission, regarding the Butcher Bend Lagoon Maintenance Agreement.
19. United States Bankruptcy Court for the Eastern District of Virginia Richmond Division, to Mineral Wells PSD, regarding the Movie Gallery, Inc.
20. Fax dated October 23, 2007, to Susie Watson, from Cathy Dyer, regarding the Butcher Bend Lagoon Maintenance Association, Inc.
21. Copy of letter dated October 23, 2007, to Matt Warner, from Cathy Dyer, enclosing a copy of the Signed Main Extension Agreement between Matthew W. Warner, Larry R. Cutlip and Mineral Wells PSD.

List of Correspondence

Mineral Wells PSD

November 15, 2007

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22. Copy of letter dated October 23, 2007, to Eric Pifer, from Cathy Dyer, regarding a Returned NSF check in the amount of \$39.85, dated October 4, 2007.
23. Fax dated October 23, 2007, to Edna Summers, Claywood Park PSD, from Cathy Dyer, attaching the Water Plant Allocation for the Year July 1, 2006 to June 30, 2007.
24. Copy of letter dated October 23, 2007, to Barbara I. Martin, from Cathy Dyer, enclosing two (2) recorded Right-of-Way Easements so that the Mineral Wells PSD may place a water meter on your property to provide public water service to Josh Martin.
25. ****Copy of invoice dated October 22, 2007, to Mineral Wells PSD, from Stonegate Construction, Inc., regarding payment in the amount of \$50,715.50 for 50% of sludge removal at the WWTP.
26. Copy of letter dated October 23, 2007, to Michael W. Barker Construction, from Cathy Dyer, regarding Delinquent account no. 1-00214-00 for Water and Sewer service at 475 Windsor Drive.
27. Copy of letter dated October 23, 2007, to Mr. & Mrs. Michael Hupp, from Cathy Dyer, regarding Delinquent account no 3-03291-00 for Water and Sewer Service at RR 2 Box 292 B, Egypt Run Road.
28. Fax dated October 23, 2007, to Cathy Dyer, from George Zivkovich, Attorney at Law, regarding Butcher Bend Lagoon Maintenance Association, Inc.
29. E-mail dated October 23, 2007, to Cathy Dyer, from WV Public Service Commission, regarding new case filing received.
30. Letter dated October 23, 2007, to Mineral Wells PSD, from Sandra Squire, Executive Secretary, Public Service Commission, regarding Butcher Bend Lagoon Maintenance Association.
31. Certified Mail, Return Receipt Requested, to Cathy Dyer, from Sandra Squire, Executive Secretary, Public Service Commission, regarding Butcher Bend Lagoon Maintenance Association.

List of Correspondence
Mineral Wells PSD
November 15, 2007
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32. Letter dated October 23, 2007, to Mineral Wells PSD, from Sandra Squire, Executive Secretary, Public Service Commission, stating the letter and filing of Rule 30-B was received as of this date, and has been forwarded to the Staff and the Commission for processing.
33. Letter dated October 22, 2007, to Todd Anderson, from Manning Frymier, Cerrone Associates, enclosing one (1) set of full size plans for the Mineral Wells PSD – Parkersburg emergency water connection at Pettyville.
34. Copy of letter dated October 24, 2007, to Wood County Magistrate Court, from Cathy Dyer, enclosing four (4) completed civil complaints form for request of payment for a delinquent utility bill for the following customers: Kristina Davis, \$159.95, Homer C. Krantz, \$88.99, Richard E. Monk, \$137.63, Robin Davis Balderson, \$444.35.
35. For files, we returned check #5654 to Jennifer West for payment received from Online Bill Pay.
36. Fax dated October 22, 2007, to Todd Anderson, from Manning Frymier, Cerrone Associates, attaching copy of information that was sent November 4, 2005, to Russ Hanna regarding chlorination at the booster stations.
37. Letter dated October 22, 2007, to Mineral Wells PSD, from State of West Virginia Department of Health and Human Resources, Congratulating Dennis R. Brown for a passing grade on his Class 1 DW public water system operator certification.
38. Copy of letter dated October 30, 2007, to West Virginia Bureau for Public Health Office of Environmental Health Services, from William H. Byers, Jr., regarding Class 1 Drinking Water Operator Certification for Dennis R. Brown.
39. Exemption Certificate to Slate Creek Outdoor Power Equipment, from Mineral Wells PSD.
40. Copy of WV Code, (road, public road, highway) to Mineral Wells PSD, from WV PSC Water and Wastewater Division.

List of Correspondence

Mineral Wells PSD

November 15, 2007

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41. ****Letter dated October 29, 2007, to Mineral Wells PSD, from Brent W. Kesner, Kesner, Kesner & Bramble, regarding a copy of the Partial Dismissal Order for Bunn v. Nationwide, et al. And Cutlip v. Smith, et al. Civil Action No. 05-C-432.
42. Letter dated October 24, 2007, to Mineral Wells PSD, from George Zivkovich, regarding the Butcher Bend Lagoon Maintenance Association.
43. Fax dated October 29, 2007, to Mike, Pepsi Bottling Group, from Cathy Dyer, attaching copies of the Oil & Grease sampling invoices from Water Environmental Testing.
44. Fax dated October 29, 2007, to Mike, Pepsi Bottling Group, from Cathy Dyer, attaching copies of Sample Results from Water Environmental Testing.
45. Copy of letter dated October 26, 2007, to Howard D. & Deloris Gribble, from Cathy Dyer, enclosing recorded copies of right-of-way easements between them, Mineral Wells PSD and Glenn Brown.
46. Fax dated October 30, 2007, to Bill Byers, from Jackie Franklin, West Virginia Departments of Transportation, Division of Highways, regarding Quarterly Sampling of RV dump station at Mineral Wells Rest Stop.
47. Copy of letter dated October 26, 2007, to Glenn Brown, from Cathy Dyer, enclosing recorded copies of the right-of-way easements between him, Mineral Wells PSD and Howard & Deloris Gribble.
48. Letter dated October 24, 2007, to Todd Anderson, from Manning Frymier, Cerrone Associates, enclosing two (2) sets of full size plans for the Bogal Ridge PRV repairs.
49. Letter dated October 24, 2007, to Mineral Wells PSD, from Manning Frymier, Cerrone Associates, enclosing for signature are two (2) copies of the completed request for Release of Final Settlement from the State Tax Department for Stonegate Construction, Inc., for Sludge Removal Project.

List of Correspondence

Mineral Wells PSD

November 15, 2007

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50. Copy of letter dated October 25, 2007, to Mineral Wells PSD, from Sandra Squire, Executive Secretary, Public Service Commission, regarding the Butcher Bend Lagoon Maintenance Association, Inc.
51. Fax copy dated October 24, 2007, to Mineral Wells PSD, from George Zivkovich, Attorney at Law, regarding the Butcher Bend Lagoon Maintenance Association, Inc., and the unsigned "Inter-Utility Agreement" in response to request from Wendy Braswell.
52. Copy of check from Scott Shingleton, to Mineral Wells PSD, regarding duplicate payment, returned to customer.
53. Copy of online check from Peggy Lawrentz, returned to customer.
54. State of West Virginia National Pollutant Discharge Elimination System Discharge Monitoring Report for Liberty Truck Stop for October 2007.
55. Fax dated October 31, 2007, to Claywood Park PSD, from Cathy Dyer, attaching invoice for repair of line on September 4, 2007.
56. Threat Management Workshop, dated December 13, 2007, sponsored by West Virginia Rural Water Association.
57. Copy of letter dated November 1, 2007, to Whom It May Concern, from Todd Anderson, regarding water service for the Little Kanawha River road starting at the Travel Trailer Center.
58. Fax dated November 1, 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 October 2007.
59. Letter dated October 31, 2007, to Mineral Wells PSD, from Virginia McDonald, Rural Development Specialist, regarding management reports for the fiscal year 2007.
60. Copy of letter dated November 1, 2007, to Virginia McDonald, Rural Development Specialist, from Cathy Dyer, regarding Management Reports-Water Loans.

List of Correspondence
Mineral Wells PSD
November 15, 2007
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61. Utility Cases Seminar, Holiday Inn Charleston House, Charleston, WV, December 3, 2007.
62. Letter dated October 30, 2007, to Mineral Wells PSD, from Guy Shingleton, Slate Creek Outdoor Power Equipment, stating he needed a letter of who is authorized to charge on our account.
63. Copy of letter dated November 2, 2007, to Slate Creek Outdoor Power Equipment, from Linda K. Watson, regarding authorized signers to charge on the District's account.
64. Copy of letter dated November 2, 2007, to Franklin L. Cooper, Jr., from Nellie Radcliff, regarding delinquent account #2-01530-00 for Franklin L. Cooper, Sr.
65. Copy of letter dated November 5, 2007, to Sandra Squire, Executive Secretary, Public Service Commission, from Cathy Dyer, enclosing a completed Tariff Form No. 6-A and Form 6-B.
66. Fax dated November 5, 2007, to Eric Gumm, Rural Utilities Services, from Cathy Dyer, attaching a copy of the October 2007 bank statement for the Stephens Fork Water Extensions Construction Account at WesBanco.
67. Pamphlet regarding the Pandemic Influenza – a guide for Public Water and Wastewater Systems.
68. Copy of letter dated November 6, 2007, to Todd Anderson, from Manning H. Frymer, Cerrone Associates, regarding Bill Brown- Little Kanawha River Road Development.
69. Copy of letter dated November 6, 2007, to Wood County Magistrate Court, from Cathy Dyer, enclosing completed Affidavit Default Judgment form for request of payment for a delinquent utility bill in the amount of \$285.85 for Building Blocks.
70. Letter dated November 6, 2007, to Todd Anderson, from Manning Frymier, regarding Bill Brown-Little Kanawha River Road Development.

List of Correspondence
Mineral Wells PSD
November 15, 2007
Page 8

71. ****Certified Mail – Letter dated November 6, 2007, to Mineral Wells PSD, from Sandra Squire, Executive Secretary, Public Service Commission, regarding the recommended decision for the Rule 19 A application to increase water rates and charges.
72. Bacteriological Examination of Water From Public Water Distribution System reported November 2, 2007.
73. ****Letter dated November 5, 2007, to Mineral Wells PSD, from Kesner, Kesner & Bramble, enclosing a copy of the Confidential Settlement Agreement and Release of All Claims.
74. Copy of letter dated November 7, 2007, to Office of Environmental Health Services Regulatory Development and Compliance Unit, from Linda K. Watson, enclosing the monthly Discharge Monitoring Report for the month of October, the 2007 DMR for July, August and September for Pepsi Bottling Group, and Oil & Grease results for Walmart and Liberty Truck Stop (Truck Wash).
75. Copy of letter dated November 7, 2007, to West Virginia Department of Environmental Protection and Natural Resources, from Linda K. Watson, enclosing the monthly Discharge Monitoring Report for the month of October, the 2007 DMR for July, August and September for Pepsi Bottling Group, and Oil & Grease results for Walmart and Liberty Truck Stop (Truck Wash).
76. Copy of letter dated November 7, 2007, to Manning Frymier, P.E. Cerrone Associates, from Linda K. Watson, enclosing the monthly Discharge Monitoring Report for the month of October, the 2007 DMR for July, August and September for Pepsi Bottling Group, and Oil & Grease results for Walmart and Liberty Truck Stop (Truck Wash).
77. Copy of letter dated November 7, 2007, to WV Department of Environmental Protection Division of Water And Waste Manangement Permitting and Engineering Branch, from Linda K. Watson, enclosing the monthly Discharge Monitoring Report for the month of October, the 2007 DMR for July, August and September for Pepsi Bottling Group, and Oil & Grease results for Walmart and Liberty Truck Stop (Truck Wash).

List of Correspondence

Mineral Wells PSD

November 15, 2007

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78. Blank application for service faxed to Pauline at Union Williams PSD.
79. Copy of letter dated November 7, 2007, to Wood County Magistrate Court, from Cathy Dyer, enclosing a completed Affidavit Default Judgment form for request of payment for Building Blocks Academy.
80. Water Bacteriological Report dated November 2, 2007, to Mineral Wells PSD, from Mid Ohio Valley Health Department -EH.
81. Clarifier Performance Evaluation Training Center presents Clarifier Performance Evaluation, December 4, 2007, 8 a.m. - 3 p.m. Parkersburg Utility Board Wastewater Plant, Parkersburg, WV.
82. Letter dated November 7, 2007, to Mineral Wells PSD, from Virginia McDonald, Rural Development Specialist, regarding Water System Improvements Project.
83. Fax dated November 9, 2007, to **Jackson Herald Newspaper**, from Cathy Dyer, attaching notice for the newspaper on November 13, 2007.
84. Fax dated November 9, 2007, to **Wirt County Journal**, from Cathy Dyer, attaching notice for the newspaper on November 13, 2007.
85. Fax dated November 9, 2007, to **Parkersburg News/Sentinel**, from Cathy Dyer, attaching notice for the newspaper on November 13, 2007.
86. Fax dated November 6, 2007, to Manning Frymier, from Eric Gumm, Rural Development Specialist, attaching a copy of a letter to Mineral Wells PSD, from Virginia McDonald, Rural Development Specialist.
87. Fax dated November 9, 2007, to Jim Reed, WesBanco, from Cathy Dyer, regarding the Interim Finance Request.
88. E-mail dated November 9, 2007, to Cathy Dyer, from Manning Frymier, Cerrone Associates, regarding Parkersburg Emergency Connection.
89. Notice from the Consolidated Public Retirement Board, stating a new location effective November 13, 2007 of 4101 MacCorkle Avenue S.E. Charleston, WV 25304.

List of Correspondence

Mineral Wells PSD

November 15, 2007

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90. Procedural Order issued November 9, 2007, to Mineral Wells PSD, from Public Service Commission, regarding the Butcher Bend Lagoon Maintenance Association, Inc.
91. Letter from the Director U.S. Census Bureau, requesting that we complete an enclosed 2007 Survey of Government Finances questionnaire.
92. Copy of check dated November 10, 2007, to Mineral Wells PSD, from Laura Dean, account was paid twice, customer asked that the check be shredded.
93. Certified Mail dated November 9, 2007, to Mineral Wells PSD, from Sandra Squire, Public Service Commission, regarding the Butcher Bend Lagoon Maintenance Association, Inc.
94. Fax dated November 13, 2007, to Mineral Wells PSD, from Union Williams PSD, regarding the PSD Meeting to be held Wednesday, November 14, 2007, at Claywood Park PSD.
95. Fax dated November 14, 2007, to Cathy Dyer, from Renee Shotwell, Bill Bailey Insurance Agency, Inc., regarding the annual cost to add Broad Form Coverage to our Workers' Compensation Policy. (\$261.00 per year)
96. E-mail dated November 13, 2007, to Cathy Dyer & Todd Anderson, from Manning Frymier, Cerrone Associates, regarding the Claywood Park Water Plant – Pumping to Mineral Wells.
97. E-mail dated November 13, 2007, to Cathy Dyer & Todd Anderson, from Manning Frymier, Cerrone Associates, regarding the Parkersburg Emergency Connection.
98. Copy of letter dated November 6, 2007, to Dennis Brown, from Dawn A. Newell, Department of Health & Human Resources, enclosing Mr. Brown's Class DW-1 Certificate for a public water system operator, the certificate is valid for two (2) years.

List of Correspondence
Mineral Wells PSD
November 15, 2007
Page 11

99. Letter dated November 13, 2007, to Cathy Dyer, from Dianne Wolfe, Bowles Rice, enclosing two copies of the proposed legal services agreement for the Miscellaneous Water Improvement Project.
100. Right of Way Easement between Mineral Wells PSD, Charles R. Cooper and Carol L. Cooper.
101. Invoice dated November 14, 2007, to Mineral Wells PSD, from Stonegate Construction, Inc., in the amount of \$50,715.50 for Sludge Removal at the Mineral Wells PSD's Wastewater Treatment Plant.