

MINUTES OF A REGULAR MONTHLY BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, NOVEMBER 15, 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; Todd Anderson, Operations Manager; Cathy Dyer, Office Manager; Nellie Radcliff and Linda Watson, Office Clerks; Darin Crites, Mark Dennis and Bill Byers, Operations Technicians were present.

There was no one present from the public for comments.

Mr. Radabaugh made a motion to approve the final payment of \$50,715.50 to Stonegate Construction, Inc., for the sludge removal at the Wastewater Treatment Plant. Mr. Stewart seconded the motion. The motion passed unanimously.

Mrs. Dyer presented a letter written to Virginia McDonald-RUS- justifying the need of an emergency connection with the City of Parkersburg's water supply. The District may need to purchase water from them if there was ever a problem with the water connection with Claywood Public Service District. Mr. Radabaugh made a motion authorizing the letter to Virginia McDonald. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Stewart signed the letter.

Mr. Radabaugh made a motion authorizing the newspaper notice of "Notice of Availability of FONSI Miscellaneous Water Improvement Project". Mr. Stewart seconded the motion. The motion passed unanimously. The ad will run Wednesday, November 21, 2007, in the Wirt County Journal, November 20 & 22, 2007, in the Jackson Herald, November 20, 21, and 22, 2007, in the Parkersburg News.

Mr. Radabaugh made a motion to approve the Minutes of the October 18, 2007, Regular Board Meeting. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Minutes.

Mr. Radabaugh made a motion to approve the Financial Statement dated October 31, 2007, for All Finances (copy attached). Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve the Financial Statement dated October 31, 2007, for Water Revenue Checking Account (copy attached). Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve the Financial Statement dated October 31, 2007, for Sewer Revenue Checking Account (copy attached). Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve checks 37998 thru 38075 written on the Consolidated-

MINERAL WELLS PUBLIC SERVICE DISTRICT
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Water and Sewer Revenue Checking Account (copy attached). Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Radabaugh made a motion to approve Payroll checks 1984 thru 1999 written on the Consolidated Payroll Account between October 31, 2007 thru November 15, 2007 (copy attached). Mr. Stewart seconded the motion. The motion passed unanimously.

The following letters were discussed.

Letter 13 - Letter dated October 16, 2007, West Virginia Department of Highways to Mineral Wells Public Service District releasing the Surety Bond for the Sycamore Run, Stephens Fork, Limestone Ridge Water Extension Project. The District faxed a copy to Bill Bailey Insurance Agency to be canceled.

Letter 16 - Copy of letter dated October 18, 2007, to Sandra Squires, PSC, requesting Rule 30B.

Letter 25 - Invoice dated October 22, 2007, for Stonegate Construction for 50% of total invoice due for Sludge Removal. The District paid \$50,715.50 on October 22, 2007.

Letter 41- Letter dated October 29, 2007, to Mineral Wells Public Service District from Kesner & Kesner & Bramble informing the District that they have been dismissed from further participation.

Letter 73 - Letter dated November 5, 2007, from Kesner & Kesner & Bramble informing the District that the plaintiffs were awarded a lump sum of \$21,000.00.

Letter 74 - Letter dated November 6, 2007, from Sandra Squires, PSC, to the District recommending that the decision Rule 19-A rate increase be effective 11/26/07. This is a 13.8% rate increase.

Mr. Radabaugh made a motion that the employees receive a one time only pay increase of \$150.00 per employee. Mr. Stewart seconded the motion. The motion passed unanimously.

Mrs. Dyer presented the Board with a letter from Bill Bailey Insurance Agency informing the District that they will be the carrier of Brickstreet. Mr. Radabaugh made a motion authorizing Mrs. Dyer to accept Bill Bailey Insurance's offer to be the carrier of Brickstreet insurance. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Anderson reported on the following items.

He asked about customers in the outlying areas getting a second meter for convenience at their barns to water animals. The Board informed him that as long as it is completely paid for by the customer

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and that sewer is not available to them, or if sewer is available, a sewer charge will be charged on the usage of the second meter. It is OK for the district to set a second meter.

He talked with Mr. Frymier, Cerrone Associates, Inc., and asked him to make sure the repair of the PRV valve at Bogal Ridge Tank site is put on the Miscellaneous Water Improvement Project. It was suppose to have been part of this project, but somehow it had been left off the project.

The sludge removal has been completed at the wastewater treatment plant. IVS contacted Stonegate Construction Company and would like for them to go ahead and do the final cleanup work at the site. This is agreeable with the District.

City of Parkersburg contacted the District with an offer of \$15,000.00 to help pay for the connection between them and the District.

The Board wants to buy the property that the Booster station will sit on in connection with the City of Parkersburg tie-in.

Dave Sullivan said that he may be interested in having a water dispenser installed at his business in the Rockport area..

The District has a quote for a new truck of \$25,400.00. It will have a utility bed on it. Mr. Radabaugh made a motion for Operations Manager to purchase the truck with a safety package which includes strobe lights. Strobe lights need to be purchased for all the Districts trucks. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Radabaugh requested that the Board go into an executive session. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Stewart recessed the regular meeting at 5:30 p.m.

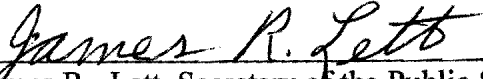
After a brief executive session, Mr. Stewart reconvened the regular meeting at 5:40 and announced that no business was conducted during the executive session.

Mr. Radabaugh made a motion for the District to send Mr. Charles Cooper a copy of a Right of way easement prepared by the District's attorney. Mr. Stewart seconded the motion. The motion passed unanimously.

All business having been discussed, Mr. Radabaugh made a motion that the meeting be adjourned. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Stewart adjourned the meeting at 6:00 p.m.

CERTIFICATION

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



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

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
November 30, 2007**

Checking Accounts

Water Revenue Fund Checking Account	
WesBanco Bank - 1131.2	\$ 3,191.26
Sewer Revenue Fund Checking Account	
WesBanco Bank - 2120.2	83,932.90
Stephens Fork Water Extension Construction Checking	
WesBanco Bank - 1131.8	<u>\$ 32.32</u>
Total in Checking Accounts:	\$ 87,156.48

Water Accounts

Depreciation Reserve Account	
WesBanco Bank - 1125.31	\$ 13,065.66
Revenue Reserve Account	
WesBanco Bank - 1125.21	23,672.88
Revenue Reserve Account - Sams Creek/Chesterville	
WesBanco Bank - 1125.22	25,705.34
Revenue Reserve Account - Rockport	
WesBanco Bank - 1125.32	12,464.68
Depreciation Reserve Account - Rockport	
WesBanco Bank - 1125.23	12,464.43
Revenue Reserve Account - Water Improvement	
WesBanco Bank - 1125.24	17,365.86
Depreciation Reserve Account - Water Improvement	
WesBanco Bank - 1125.33	37,468.98
Depreciation Reserve Account - Sycamore 2004A	
WesBanco Bank - 1125.27	1,773.53
Sycamore Run-Limestone Tap Fees	
WesBanco Bank - 1131.7	-
Security Deposit Account	
WesBanco Bank - 1134.0	33,803.65
Sycamore Renewal/Replacement	
WesBanco - Bank 1125.34	<u>42,801.35</u>
Total In Water Accounts:	\$ 220,586.36

Sewer Accounts

Repair and Replacement Account	
WesBanco Bank - 2114.2	\$ 15,689.32
Reserve for Grinder Pump Maintenance	
Prime Rate Money Market - WesBanco Bank - 2114.1	34,057.44
Security Deposit Account	
WesBanco Bank - 2121.3	<u>27,001.81</u>
Total in Sewer Accounts:	\$ 76,748.57

Total All Finances - November 30, 2007 **\$ 384,491.41**

MINERAL WELLS PUBLIC SERVICE DISTRICT
 FINANCIAL STATEMENT
 WATER REVENUE FUND CHECKING ACCOUNT
 November 30, 2007

BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
 WESBANCO BANK, OCTOBER 31, 2007 \$11,574.69

RECEIPTS:

Water Sales	\$70,063.04
Water Buffalo Sales	961.50
Reconnection Fees	120.00
Tap fees	900.00
Security Deposit Refunds	1,088.15
Leigh-Mason Trailer - meter	96.00
Claywood Park PSD - line repair	891.81

Total Receipts: \$74,120.50

Total Cash Available: \$85,695.19

Expenditures:

Action Answering Service Plus	58.29
ADT Security Services	63.65
Allegheny Power	710.00
Application Software Inc	2,496.00
Auto Fleet & Industrial Supply	6.29
At & T	6.11
At & T Mobility	151.36
BP Credit Card Company	829.41
Big Mac Printing	36.60
Bowles Rice McDavid Graff & Love	323.29
Brickstreet Mutual Insurance	84.60
Captain Steamer	65.97
Cintas	115.26
Claywood Park PSD	17,275.09
Commissioner's Salaries	150.00
Conner Cleaning Service	130.80
Cutlip-Warner Development Co	2,576.76
Discount Industrial Supply Corp	93.55
Dominion Hope	248.75
WW Grainger, Inc	66.95
Hank's Sales & Service Inc.	231.00
Hardman Supply Company	37.48
Ken Miller Supply of WV Inc	150.00
Innovative Business Products	49.41
Lowe's	125.90
Mineral Wells PSD	980.14
Miss Utility of WV Inc.	46.80
Municipal Bond Commission	9,104.47
Ohio Valley Muffler & Brake	192.00
Parkersburg Office Supply	416.06
Parkersburg Sentinel Co.	115.75
Poynter's Best Products	61.12
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	8,056.30
State Electric Supply	34.39
Taylor's Disposal Inc.	54.30
Telepage Communication System	10.74
C. I. Thornburg	1,786.01
Tractor Supply Credit Plan	17.98
USA Blue Book	430.38
US Postal Service	212.11
Verizon	143.39
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	3,588.30
WesBanco Bank-Parkersburg-Sycamore R/R	1,512.82
Westco Internet	13.50
WV Public Employees Insurance Agency	2,720.34
WV Public Employees Retirement System	1,918.79
WV State Tax Department	579.36
Dwayne Richards/Kellie Rhodes	50.21
Laura & Larry Lowther	50.20
Sandra K. Devore	52.26
Kevin R. Crosby	26.19

Total Expenditures: \$82,503.93

Balance in Water Revenue Fund Checking Account,
WesBanco Bank, November 30, 2007 \$3,191.26

MINERAL WELLS PUBLIC SERVICE DISTRICT
 FINANCIAL STATEMENT
 SEWER REVENUE FUND CHECKING ACCOUNT
 November 30, 2007

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT
 WESBANCO BANK, OCTOBER 31, 2007 \$78,344.79

RECEIPTS:

Sewer Sales	59488.39
Security Deposit Refunds	1052.4
Tap Fee	300.00
Reconnect Fee	20.00
Transfer repair/replacement Sludge Disposal	50,715.50

Total Receipts: \$111,576.29

Total Cash Available: \$189,921.08

Expenditures:

Action Answering Service Plus	38.86
ADT Security Services	42.43
Appalachian Software	1664.00
Allegheny Power	4665.55
At & T	4.08
At & T Mobility	100.91
Auto Fleet & Industrial Supply	4.19
Auto Zone	15.74
Big Mac Printing	24.40
BP Credit Card Company	552.94
Bowles Rice McDavid Graff & Love	215.52
Brickstreet Mutual Insurance	56.40
C. I. Thornburg	662.50
Captain Steamer	43.98
Cintas	76.86
Commissioner's Salaries	100.00
Conner Cleaning	157.20
Cutlip Warner Development Co.	3278.09
Danny's Lawn Service	215.00
Discount Industrial Supply Corp	62.37
Dominion Hope	165.83
W W Grainger, Inc	107.94
Gene's Septic Tank Cleaning	350.00
Hank's Sales & Service Inc.	154.00
Hardman Supply Company	148.64
Innovative Business Products	32.94
Ken Miller Supply of WV, Inc.	87.00
Lowe's	318.46
Mid-Ohio Valley Medical Group	130.00
Mineral Wells PSD	939.38
Miss Utility of WV Inc.	31.20
Municipal Bond Commission	18310.28
Ohio Valley Muffler & Brake	128.00
Omni -Site Net	44.00
Parkersburg Office Supply	277.39
Poynter's Best Products	40.75

Ron's Porta Johns, Inc.	1120.00
Salaries	7008.74
Smith & Loveless, Inc.	244.98
State Electric Supply Co. Inc.	1002.71
Stonegate Construction Inc	50715.50
Taylor's Disposal Inc	36.20
Telepage	7.16
Tractor Supply Credit Plan	11.98
Trombold Equipment Co. Inc.	1690.45
US Postal Service	141.40
USA Blue Book	233.10
Verizon	618.91
Water Environmental Testing	505.00
WesBanco Bank-Parkersburg-Sewer R/R	1481.70
WesBanco Bank-Parkersburg-Payroll Taxes	3143.34
Westco Internet	9.00
WV Public Employees Insurance Agency	1917.49
WV Public Employees Retirement System	1679.85
WV State Tax Department	495.64
Michael W. Burns	2.92
David & Michelle Wood	19.13
Diana H. Shook	43.62
Hunter Fury	371.58
Dwayne Richards/Kellie Rhodes	50.21
Laura & Larry Lowther	50.20
Sandra Devore	52.26
Christopher Robinson	43.73
Harold & Bernice Stump	44.55

Total Expenditures:	\$105,988.18
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Balance in Sewer Revenue Fund Checking Account, WesBanco Bank, November 30, 2007	\$83,932.90
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VENDOR CHECKS REPORT

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

** BEGINNING DATE: 11/16/07 - ENDING DATE: 12/20/07 **

** 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	11/19/07	105506	11/19/07	149.54	38,078
13,020	KEN MILLER SUPPLY OF WV INC.	11/21/07	105553	11/21/07	150.00	38,079
2,101	U S POSTAL SERVICE	11/21/07	105643	11/21/07	62.57	38,080
2,313	WESBANCO BANK-PARKERSBURG	11/29/07	106142	11/30/07	1,888.11	9
100	APPALACHIAN SOFTWARE INC	11/29/07	106227	11/30/07	2,496.00	38,081
106	ALLEGHENY POWER	11/29/07	106228	11/30/07	484.76	38,082
145	ADT SECURITY SERVICES	11/29/07	106231	11/30/07	63.65	38,083
202	BIG MAC PRINTING	11/29/07	106232	11/30/07	36.60	38,084
314	AT&T MOBILITY	11/29/07	106233	11/30/07	151.36	38,085
360	CUTLIP-WARNER DEVELOPMENT CO	11/29/07	106236	11/30/07	955.76	38,086
369	CONNER CLEANING SERVICE	11/29/07	106239	11/30/07	130.80	38,087
401	DISCOUNT INDUSTRIAL SUPPLY COR	11/29/07	106240	11/30/07	93.55	38,088
486	DWAYNE RICHARDS/KELLIE RHODES	11/29/07	106243	11/30/07	50.21	38,090
486	LAURA & LARRY LOWTHER	11/29/07	106245	11/30/07	50.20	38,091
486	SANDRA K DEVORE	11/29/07	106247	11/30/07	52.26	38,092
486	KEVIN R CROSBY	11/29/07	106249	11/30/07	26.19	38,093
733	W. W. GRAINGER, INC.	11/29/07	106253	11/30/07	66.95	38,096
832	HARDMAN SUPPLY COMPANY	11/29/07	106255	11/30/07	37.48	38,097
904	INNOVATIVE BUSINESS PRODUCTS	11/29/07	106265	11/30/07	49.41	38,098
1,302	MINERAL WELLS PSD	11/29/07	106266	11/30/07	44.66	38,099
1,600	PARKERSBURG SENTINEL CO	11/29/07	106268	11/30/07	115.75	38,100
1,604	PARKERSBURG OFFICE SUPPLY	11/29/07	106269	11/30/07	416.06	38,101
1,805	RURAL DEVELOPMENT ADMN.	11/29/07	106274	11/30/07	2,112.00	38,102
1,806	ROY L RADABAUGH	11/29/07	106275	11/30/07	75.00	38,103
1,843	CINTAS LOC #531	11/29/07	106276	11/30/07	115.26	38,104
1,908	STATE ELECTRIC SUPPLY CO INC	11/29/07	106279	11/30/07	34.39	38,105
1,912	CHARLES M. STEWART	11/29/07	106282	11/30/07	75.00	38,106
2,005	C I THORNBURG	11/29/07	106284	11/30/07	471.00	38,108
2,103	USDA-RURAL DEVELOPMENT	11/29/07	106287	11/30/07	3,140.00	38,109
2,109	USA BLUE BOOK	11/29/07	106288	11/30/07	416.15	38,110
2,205	VERIZON	11/29/07	106291	11/30/07	143.39	38,111
2,314	WV DEPT OF TAX & REVENUE	11/29/07	106293	11/30/07	579.36	38,112
2,315	WV PUBLIC EMPLOYEES RETIREMENT	11/29/07	106294	11/30/07	1,918.79	38,113
2,338	WESBANCO-WATER RES-SAMS-CV	11/29/07	106295	11/30/07	314.00	38,114
20,010	BRICKSTREET MUTUAL INSURANCE	11/29/07	106296	11/30/07	84.60	38,115
23,039	CAPTAIN STEAMER	11/29/07	106297	11/30/07	65.97	38,116
114	AUTO FLEET & INDUSTRIAL SUPPLY	11/30/07	106414	11/30/07	6.29	38,117
153	ACTION ANSWERING SERVICE PLUS	11/30/07	106415	11/30/07	58.29	38,118
309	CLAYWOOD PARK PSD	11/30/07	106416	11/30/07	17,275.09	38,119
438	DOMINION HOPE	11/30/07	106419	11/30/07	215.27	38,120
1,610	POYNTER'S BEST PRODUCTS	11/30/07	106421	11/30/07	61.12	38,121

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 11/16/07 - ENDING DATE: 12/20/07 **

** 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						
2,002	TAYLOR'S DISPOSAL INC	11/30/07	106422	11/30/07	27.15	38,122
2,339	WESTCO INTERNET	11/30/07	106424	11/30/07	13.50	38,123
2,313	WESBANCO BANK-PARKERSBURG	12/13/07	107087	12/13/07	2,086.61	9
205	BOWLES RICE MC DAVID GRAFF &	12/19/07	107376	12/14/07	86.51	38,129
275	BP	12/19/07	107378	12/14/07	731.60	38,130
360	CUTLIP-WARNER DEVELOPMENT CO	12/19/07	107379	12/14/07	3,937.00	38,131
486	CHARLES S ELLISON	12/19/07	107382	12/14/07	1.27	38,132
486	AMBER SPENCER	12/19/07	107388	12/14/07	8.38	38,138
486	MICHAEL E KERNS # 1	12/19/07	107389	12/14/07	42.21	38,139
486	MATHEW DAVIS	12/19/07	107391	12/14/07	50.29	38,141
486	HOY H MC CORMICK	12/19/07	107393	12/14/07	50.21	38,142
486	CHARLES AND ANGIE FRAZIER	12/19/07	107394	12/14/07	50.32	38,143
486	JENNIFER L WEST	12/19/07	107395	12/14/07	50.22	38,144
486	JANNA RICE	12/19/07	107396	12/14/07	50.20	38,145
486	TRACI AND THEODORE MURRAY	12/19/07	107397	12/14/07	50.24	38,146
486	TRACI AND THEODORE MURRAY	12/19/07	107398	12/14/07	51.76	38,147
486	THEODORE L MURRAY	12/19/07	107399	12/14/07	51.68	38,148
1,200	LOWE'S	12/19/07	107415	12/14/07	56.97	38,150
1,301	MISS UTILITY OF WV INC	12/19/07	107417	12/14/07	15.45	38,151
1,307	MUNICIPAL BOND COMMISSION	12/19/07	107419	12/14/07	9,104.47	38,152
1,500	OHIO VALLEY MUFFLER & BRAKE	12/19/07	107427	12/14/07	41.37	38,153
1,512	HD SUPPLY WATERWORKS, LTD	12/19/07	107429	12/14/07	1,182.38	38,154
1,837	RESA V	12/19/07	107436	12/14/07	70.00	38,155
1,843	CINTAS LOC #531	12/19/07	107482	12/14/07	38.42	38,156
2,005	C I THORNBURG	12/19/07	107445	12/14/07	113.46	38,158
2,039	TELEPAGE COMMUNICATIONS SYSTEM	12/19/07	107451	12/14/07	10.74	38,159
2,045	WEST VIRGINIA LABOR LAW	12/19/07	107452	12/14/07	40.35	38,160
2,101	U S POSTAL SERVICE	12/19/07	107453	12/14/07	105.00	38,161
2,106	USDA-RURAL DEVELOPMENT	12/19/07	107455	12/14/07	3,325.00	38,162
2,107	USDA-RURAL DEVELOPMENT	12/19/07	107456	12/14/07	10,040.00	38,163
2,113	USDA-RURAL UTILITIES SERVICE	12/19/07	107457	12/14/07	3,518.00	38,164
2,306	WATER ENVIRONMENTAL TESTING	12/19/07	107462	12/14/07	67.50	38,165
2,308	WV PUBLIC EMPLOYEES INS AGENCY	12/19/07	107465	12/14/07	2,426.17	38,166
2,373	WESBANCO BANK-PARKERSBURG	12/19/07	107468	12/14/07	167.00	38,168
2,374	WESBANCO BANK-PARKERSBURG	12/19/07	107469	12/14/07	167.00	38,169
2,375	WESBANCO BANK-PARKERSBURG	12/19/07	107470	12/14/07	502.00	38,170
2,376	WESBANCO BANK-PARKERSBURG	12/19/07	107471	12/14/07	502.00	38,171
23,004	WESBANCO BANK INC	12/19/07	107472	12/14/07	176.00	38,172
23,005	WESBANCO BANK, INC.	12/19/07	107473	12/14/07	939.89	38,173
23,019	WESBANCO BANK PARKERSBURG	12/19/07	107474	12/14/07	217.00	38,174
2,101	U S POSTAL SERVICE	12/18/07	107284	12/18/07	91.55	38,175
2,200	CARDMEMBER SERVICES	12/20/07	107576	12/20/07	45.46	1
2,101	U S POSTAL SERVICE	12/20/07	107575	12/20/07	60.72	38,176
CONSOLIDATED BANK ACCOUNT					75,004.97	84 *

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 11/16/07 - ENDING DATE: 12/20/07 **

** 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	11/16/07	105404	11/16/07	50,715.50	38,076
23,038	HUNTER FURY	11/16/07	105425	11/16/07	371.58	38,077
2,101	U S POSTAL SERVICE	11/19/07	105506	11/19/07	99.69	38,078
2,101	U S POSTAL SERVICE	11/21/07	105643	11/21/07	41.71	38,080
2,313	WESBANCO BANK-PARKERSBURG	11/29/07	106142	11/30/07	1,427.67	9
100	APPALACHIAN SOFTWARE INC	11/29/07	106227	11/30/07	1,664.00	38,081
106	ALLEGHENY POWER	11/29/07	106228	11/30/07	4,648.48	38,082
145	ADT SECURITY SERVICES	11/29/07	106231	11/30/07	42.43	38,083
202	BIG MAC PRINTING	11/29/07	106232	11/30/07	24.40	38,084
314	AT&T MOBILITY	11/29/07	106233	11/30/07	100.91	38,085
360	CUTLIP-WARNER DEVELOPMENT CO	11/29/07	106236	11/30/07	2,163.09	38,086
369	CONNER CLEANING SERVICE	11/29/07	106239	11/30/07	157.20	38,087
401	DISCOUNT INDUSTRIAL SUPPLY COR	11/29/07	106240	11/30/07	62.37	38,088
402	DANNY'S LAWN SERVICE	11/29/07	106242	11/30/07	215.00	38,089
486	DWAYNE RICHARDS/KELLIE RHODES	11/29/07	106243	11/30/07	50.21	38,090
486	LAURA & LARRY LOWTHER	11/29/07	106245	11/30/07	50.20	38,091
486	SANDRA K DEVORE	11/29/07	106247	11/30/07	52.26	38,092
486	CHRISTOPHER ROBINSON	11/29/07	106251	11/30/07	43.73	38,094
486	HAROLD & BERNICE STUMP	11/29/07	106252	11/30/07	44.55	38,095
733	W. W. GRAINGER, INC.	11/29/07	106253	11/30/07	107.94	38,096
832	HARDMAN SUPPLY COMPANY	11/29/07	106255	11/30/07	148.64	38,097
904	INNOVATIVE BUSINESS PRODUCTS	11/29/07	106265	11/30/07	32.94	38,098
1,302	MINERAL WELLS PSD	11/29/07	106266	11/30/07	39.65	38,099
1,604	PARKERSBURG OFFICE SUPPLY	11/29/07	106269	11/30/07	277.39	38,101
1,806	ROY L RADABAUGH	11/29/07	106275	11/30/07	50.00	38,103
1,843	CINTAS LOC #531	11/29/07	106276	11/30/07	76.86	38,104
1,908	STATE ELECTRIC SUPPLY CO INC	11/29/07	106279	11/30/07	1,002.71	38,105
1,912	CHARLES M. STEWART	11/29/07	106282	11/30/07	50.00	38,106
2,004	TROMBOLD EQUIPMENT CO INC	11/29/07	106283	11/30/07	1,404.22	38,107
2,005	C I THORNBURG	11/29/07	106284	11/30/07	397.25	38,108
2,109	USA BLUE BOOK	11/29/07	106288	11/30/07	34.45	38,110
2,205	VERIZON	11/29/07	106291	11/30/07	618.91	38,111
2,314	WV DEPT OF TAX & REVENUE	11/29/07	106293	11/30/07	495.64	38,112
2,315	WV PUBLIC EMPLOYEES RETIREMENT	11/29/07	106294	11/30/07	1,679.85	38,113
20,010	BRICKSTREET MUTUAL INSURANCE	11/29/07	106296	11/30/07	56.40	38,115
23,039	CAPTAIN STEAMER	11/29/07	106297	11/30/07	43.98	38,116
114	AUTO FLEET & INDUSTRIAL SUPPLY	11/30/07	106414	11/30/07	4.19	38,117
153	ACTION ANSWERING SERVICE PLUS	11/30/07	106415	11/30/07	38.86	38,118

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 11/16/07 - ENDING DATE: 12/20/07 **

** 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					
438	DOMINION HOPE	11/30/07	106419	11/30/07	143.51	38,120
1,610	POYNTER'S BEST PRODUCTS	11/30/07	106421	11/30/07	40.75	38,121
2,002	TAYLOR'S DISPOSAL INC	11/30/07	106422	11/30/07	18.10	38,122
2,339	WESTCO INTERNET	11/30/07	106424	11/30/07	9.00	38,123
23,023	RON'S PORTA JOHNS, INC.	11/30/07	106425	11/30/07	180.00	38,124
23,030	OMNI-SITE.NET	11/30/07	106426	11/30/07	22.00	38,125
23,034	SMITH & LOVELESS, INC.	11/30/07	106427	11/30/07	244.98	38,126
2,313	WESBANCO BANK-PARKERSBURG	12/13/07	107087	12/13/07	1,674.97	9
2,101	U S POSTAL SERVICE	12/13/07	107132	12/13/07	72.16	38,127
106	ALLEGHENY POWER	12/19/07	107373	12/14/07	20.18	38,128
205	BOWLES RICE MC DAVID GRAFF &	12/19/07	107376	12/14/07	57.67	38,129
275	BP	12/19/07	107378	12/14/07	487.73	38,130
360	CUTLIP-WARNER DEVELOPMENT CO	12/19/07	107379	12/14/07	675.00	38,131
486	HEATHER PFAFF & JOSHUA PRUNTY	12/19/07	107383	12/14/07	11.66	38,133
486	DEREK TAYLOR	12/19/07	107384	12/14/07	14.46	38,134
486	MELINDA RAY	12/19/07	107385	12/14/07	2.17	38,135
486	JENNIFER & JAMES PARSONS	12/19/07	107386	12/14/07	91.56	38,136
486	TAMI A HARDMAN	12/19/07	107387	12/14/07	48.46	38,137
486	MATTHEW L DEATON	12/19/07	107390	12/14/07	22.55	38,140
486	MATHEW DAVIS	12/19/07	107391	12/14/07	50.29	38,141
733	W. W. GRAINGER, INC.	12/19/07	107400	12/14/07	202.50	38,149
1,200	LOWE'S	12/19/07	107415	12/14/07	98.48	38,150
1,301	MISS UTILITY OF WV INC	12/19/07	107417	12/14/07	10.30	38,151
1,307	MUNICIPAL BOND COMMISSION	12/19/07	107419	12/14/07	18,310.28	38,152
1,500	OHIO VALLEY MUFFLER & BRAKE	12/19/07	107427	12/14/07	27.58	38,153
1,837	RESA V	12/19/07	107436	12/14/07	63.00	38,155
1,843	CINTAS LOC #531	12/19/07	107482	12/14/07	25.62	38,156
2,004	TROMBOLD EQUIPMENT CO INC	12/19/07	107444	12/14/07	567.62	38,157
2,005	C I THORNBURG	12/19/07	107445	12/14/07	290.02	38,158
2,039	TELEPAGE COMMUNICATIONS SYSTEM	12/19/07	107451	12/14/07	7.16	38,159
2,045	WEST VIRGINIA LABOR LAW	12/19/07	107452	12/14/07	26.90	38,160
2,101	U S POSTAL SERVICE	12/19/07	107453	12/14/07	70.00	38,161
2,306	WATER ENVIRONMENTAL TESTING	12/19/07	107462	12/14/07	375.00	38,165
2,308	WV PUBLIC EMPLOYEES INS AGENCY	12/19/07	107465	12/14/07	2,232.03	38,166
2,312	WESBANCO BANK-PARKERSBURG	12/19/07	107466	12/14/07	1,487.21	38,167
2,101	U S POSTAL SERVICE	12/18/07	107284	12/18/07	61.03	38,175
2,200	CARDMEMBER SERVICES	12/20/07	107576	12/20/07	30.30-	1
2,101	U S POSTAL SERVICE	12/20/07	107575	12/20/07	40.48	38,176
	CONSOLIDATED BANK ACCOUNT				96,286.97	76 *

**MINERAL WELLS PUBLIC SERVICE DISTRICT
PAYROLL CHECKS
CONSOLIDATED REVENUE FUND CHECKING ACCOUNT
NOVEMBER 30, 2007 – DECEMBER 15, 2007**

CHECK NO.

2000	Todd R. Anderson	\$1394.45
2001	Dennis R. Brown	785.24
2002	William H. Byers Jr.	1226.76
2003	Cathy J. Dyer	1169.44
2004	Linda K. Watson	834.39
2005	Darin Crites	663.70
2006	Nellie B. Radcliff	695.16
2007	Mark A. Dennis	674.50
2008	Todd R. Anderson	\$1535.21
2009	Dennis R. Brown	945.09
2010	William H. Byers Jr.	1440.97
2011	Cathy J. Dyer	1166.94
2012	Linda K. Watson	861.87
2013	Darin Crites	819.67
2014	Nellie B. Radcliff	705.43
2015	Mark A. Dennis	851.43

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
NOVEMBER 16, 2007 – DECEMBER 20, 2007**

1. **Currency Notes**, facts & figures from West Virginia State Treasurer, Fall 2007.
2. **2008 Training Calendar**, to Mineral Wells PSD, from West Virginia Rural Water Association.
3. **West Virginia Rural Water Association Newsletter**, Vol. 13, Issue 12, dated December 10, 2007.
4. **Municipal Sewer & Water Magazine**, issue December 2007.
5. **WesBanco, Your Money Matter\$**, November 2007.
6. **Potable Water Academy**, January 8-9, 2008, at Logan County PSD North Regional Water Treatment.
7. Copy of letter dated November 15, 2007, to Public Employees Insurance Agency, from Linda Watson, regarding a request to remove Brian W. Metz from our Insurance policy.
8. Copy of letter dated November 15, 2007, to West Virginia Municipal Bond Commission, from Cathy Dyer, enclosing district check #38051 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-A Reserve, \$811.69 – Water 04-A Reserve, and \$8,116.88 – Water 04-A Revenue.
9. Copy of letter dated November 15, 2007, to West Virginia Water Development Authority, from Cathy J. Dyer, regarding a deposit made to the West Virginia Municipal Bond Commission regarding Sewage System Revenue Bonds, Series 2003, Sinking Fund: Revenue Fund, \$2,288.88.
10. Copy of letter dated November 15, 2007, to West Virginia Water Development Authority, from Cathy J. Dyer, regarding a deposit made to the West Virginia Municipal Bond Commission for Sewage System Revenue Bonds, Series 1995, in the amount of \$5,688.40.

**Mineral Wells PSD
List of Correspondence
December 20, 2007
Page 2**

11. Copy of letter dated November 15, 2007, to Jefferson Brady, P.E., Executive Secretary, Infrastructure Council, from Cathy J. Dyer, regarding Water System Revenue Bonds, Series 2004, Water Revenue 04-A, \$8,116.88, Reserve Fund-04-A, \$811.69, Reserve Fund-04-B, \$175.90.
12. Fax dated November 15, 2007, to Todd Anderson, from Brian Lamp, Matheny Motor Truck Co., attaching invoice for a 2008 Retail GMC Sierra 3500 HD 4wd Reg Cab, in the amount of \$25,400.00.
13. Recorded Notice of Statutory Lien for Water Service to Roger L. Hardbarger, from Mineral Wells PSD.
14. Recorded Civil Complaint to Homer C. Krantz, from Mineral Wells PSD.
15. Payment received from Claywood Park PSD, in the amount of \$891.81 for Service Line Repair Leak on September 4, 2007.
16. Fax dated November 16, 2007, to **Wirt County Journal**, from Cathy Dyer, attaching notice for the newspaper on Wednesday, November 21, 2007.
17. Fax dated November 16, 2007, to **Jackson Herald Newspaper**, from Cathy Dyer, attaching notice for the newspaper on Tuesday, November 20, and Thursday November 22, 2007.
18. Fax dated November 16, 2007, to **Parkersburg News/Sentinel**, from Cathy Dyer, attaching notice for the newspaper on Tuesday, November 20, Wednesday, November 21, and Thursday, November 22, 2007.
19. Copy of letter dated November 16, 2007, to Manning Frymier, from Cathy Dyer, enclosing a letter sent to Virginia McDonald, for the justification of the Emergency Connection to the City of Parkersburg, the letter was signed at the Regular Board Meeting held Thursday, November 15, 2007.
20. Copy of letter dated November 9, 2007, to Virginia McDonald, from Cathy Dyer, regarding the Emergency Connection with City of Parkersburg.

**Mineral Wells PSD
List of Correspondence
December 20, 2007
Page 3**

21. Copy of letter dated November 16, 2007, to Virginia McDonald, from Cathy Dyer, enclosing a copy of the signed legal services agreement between the Mineral Wells PSD and Steven Hardman of Bowles Rice McDavid Graff and Love LLP.
22. Copy of letter dated November 9, 2007, to Virginia McDonald, from Cathy Dyer, regarding the Emergency Connection with City of Parkersburg.
23. Copy of letter dated November 16, 2007, to Charles R. Cooper, from Cathy Dyer, enclosing the Right-of-Way Easement prepared by our attorney Steven R. Hardman of Bowles Rice McDavid Graff and Love, LLP. Sent Certified mail.
24. Copy of letter dated November 16, 2007, to Dianne Wolfe, Bowles Rice McDavid Graff and Love LLP, enclosing a copy of the signed legal services agreement between the Mineral Wells PSD and Steven Hardman of Bowles Rice McDavid Graff and Love LLP.
25. Copy of letter dated November 16, 2007, to West Virginia State Tax Department, Internal Auditing Division, enclosing a signed Request for Release of Final Settlement from the State Tax Department for Stonegate Construction, Inc. CC sent to Randall Cole – Cerrone Associates.
26. Copy of letter dated November 10, 2007, to Mineral Wells PSD, from WesBanco, regarding reactivating account # BU 041000118.
27. Copy of letter dated November 16, 2007, to WV Laborers Training Camp, from Todd Anderson, regarding a Thank You for assisting us in the disposal of sludge from the District's Wastewater Treatment Plant.
28. Copy of letter dated November 16, 2007, to Mr. & Mrs. William Lowther, from Todd Anderson, regarding a Thank You for assisting us in the disposal of sludge from the District's Wastewater Treatment Plant.

**Mineral Wells PSD
List of Correspondence
December 20, 2007
Page 4**

29. Copy of letter dated November 16, 2007, to Stonegate Construction, from Todd Anderson, regarding a Thank You for the excellent service provided to the District in the removal of sludge in the GEO bags at the Wastewater Treatment Plant.
30. Final Order papers to Mineral Wells PSD, from The United States Bankruptcy court for the Eastern District of Virginia regarding Movie Gallery.
31. Fax dated November 19, 2007, to Nancy Simmons, WV DHHR, from Cathy Dyer, enclosing a history report for customer Brandon A. Bennett.
32. Copy of letter dated November 19, 2007, to Marty Seufer, from Cathy Dyer, enclosing an approved copy of the Minutes of the Regular Board Meeting held Thursday, November 15, 2007.
33. Fax dated November 19, 2007, to Renee Shotwell, Bill Bailey Insurance, from Cathy Dyer, attaching a letter that the Board elected to add the Broad Form Coverage to our Workers' Compensation Policy.
34. Faxed copies of proof cards to Mineral Wells PSD, from Big Mac printing, to proof the changes on our water rate cards for the upcoming rate increase.
35. E-mail dated November 19, 2007, to Cathy Dyer, from WV Public Service Commission, regarding the Butcher Bend Lagoon Maintenance Association, Inc.
36. 2007 Census of Governments Survey of Local Government Finances, to Mineral Wells PSD, from U.S. Census Bureau.
37. Letter dated November 14, 2007, to Mineral Wells PSD, from State of West Virginia Department of Health and Human Resources, regarding Stage 2 Disinfection By-Products Rule.
38. Water usage dated November 17, 2007, to Mineral Wells PSD, from Pond Creek VFD.

**Mineral Wells PSD
List of Correspondence
December 20, 2007
Page 5**

39. Discharge Monitoring Report dated November 2007, to Mineral Wells PSD, from Water Environmental Testing, in regards to Liberty Truck Stop.
40. Certified Letter dated November 19, 2007, to Mineral Wells PSD, from Sandra Squire, Executive Secretary, Public Service Commission, regarding the Butcher Bend Lagoon Maintenance Association, Inc.
41. Letter dated November 20, 2007, to Mineral Wells PSD, from Renee D. Shotwell, Bill Bailey Insurance Agency, Inc., enclosing a copy of the change request for the Broad Form Endorsement.
42. Invoice dated November 21, 2007, to Liberty Truck Stop, from Mineral Wells PSD, stating a total due of \$297.00.
43. Fax dated November 26, 2007, to Todd Anderson, Mineral Wells PSD, from Brian Lamp, Matheny Motor Truck Company, attaching a quote and a sheet showing the body on the truck.
44. ****Letter dated November 21, 2007, to Mineral Wells PSD, from Kesner, Kesner, and Bramble, in regards to a request to find out why Westfield Insurance Company chose to settle the Graham Lane.
45. Letter dated November 20, 2007, to Mineral Wells PSD, from United States Bankruptcy Court, Southern District of West Virginia, in regards to Brian E. and Tammy Darlene Schiller.
46. Letter dated November 21, 2007, to Mineral Wells PSD, from State of West Virginia, State Tax Department, regarding the Certificate of Release of Final Payment to Stonegate Construction, Inc.
47. Letter dated November 19, 2007, to Mineral Wells PSD, from Department of the Treasury, Internal Revenue Service, attaching a Supporting Statement to Correct Information on Form 941 for tax period ending September 30, 2007.

**Mineral Wells PSD
List of Correspondence
December 20, 2007
Page 6**

48. Copy of letter dated November 27, 2007, to Virginia McDonald, Rural Development Specialist, from Cathy Dyer, enclosing the quote from Matheny Truck Company for the purchase of a new service truck.
49. Memorandum dated November 20, 2007, to Mineral Wells PSD, from The County Commission of Wood County, asking for a schedule of the monthly Board Meetings.
50. Copy of letter dated November 27, 2007, to The County Commission of Wood County, attaching a list of the monthly Board Meetings for the year of 2008.
51. Copy of letter dated November 27, 2007, to Werner Enterprises, from Mineral Wells PSD, attaching Invoice dated November 27, 2007, for labor and materials to repair damaged post. (968.84)
52. Fax dated November 27, 2007, to Walter & Stuart, ASI, from Cathy Dyer, attaching rate increase information effective 11/26/07.
53. ****Letter dated November 27, 2007, to Mineral Wells PSD, from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia, enclosing a copy of the Staff memorandum for the 30 B rate increase.
54. Letter dated November 6, 2007, to Mineral Wells PSD, from Walter Frazier, President ASI, attaching the latest software enhancements for all of the ASI Software Systems.
55. Letter dated November 27, 2007, to Mineral Wells PSD, from Lowe's making us aware of some issues which affected information in the s statement reflecting transactions since November 8, 2007.
56. Fax dated November 28, 2007, to Kathy Geissler, Simonton Windows, from Mineral Wells PSD, attaching application for service to be signed.
57. Fax dated November 28, 2007, to Walter, ASI, from Cathy Dyer, attaching rate increase information and leak adjustment corrections.

Mineral Wells PSD
List of Correspondence
December 20, 2007
Page 7

58. Received check # 6543 from Carl Radcliff in the amount of \$36.26 made payable to Verizon, returned to customer.
59. Returned Certified Letter Unclaimed to Robin Davis Balderson for a delinquent bill in the amount of \$444.35.
60. Letter dated November 27, 2007, to Mineral Wells PSD, from Sandra Squire, Executive Secretary, Public Service Commission of West Virginia , enclosing a copy of the Staff memorandum for the 30B rate increase.
61. Posting to All Sanctuary Heights Residents regarding the repair of the sewer system do to Heavy Cleaning rags being flushed.
62. Tax Exemption Certificate dated 11/29/2007 to Captain Steamer.
63. Tax Exemption Certificate dated 11/29/2007 to ADT Security Services.
64. ****Final Joint Staff Memorandum entered November 6, 2007 to Mineral Wells PSD, from Public Service Commission, regarding the Rule 19A application to increase water rates and charges.
65. Note to Nellie, from Michael Fox, regarding shut-off notice.
66. Letter dated November 15, 2007, to Mineral Wells PSD, from Brickstreet Insurance regarding changes for the new year.
67. Letter dated November 29, 2007, to Mineral Wells PSD, from Wendy S. Pagot, WesBanco, Assistant Trust Officer, regarding Bond Issue #76-0137-00.
68. Fax dated November 30, 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 November 2007.
69. Letter dated November 26, 2007, to Mineral Wells PSD, from Internal Revenue Service, Department of Treasury, regarding receipt of the Schedule B and that the form has been processed correctly.

**Mineral Wells PSD
List of Correspondence
December 20, 2007
Page 8**

70. Letter dated October 31, 2007, to Mineral Wells PSD, from WesBanco, regarding a significant system upgrade.
71. Fax dated December 3, 2007, to Jerry, Union Williams PSD, from Todd Anderson, regarding information for Monitoring Data.
72. Fax dated December 3, 2007, to Mahone Tire Center, from Linda K. Watson, attaching a copy of the District's Tax Exempt Form.
73. Fax dated December 3, 2007, to Mineral Wells PSD, from HD Supply Waterworks, regarding there Annual customer appreciation Christmas Party on December 14th, from 11:30 to 3:00.
74. Fax dated December 3, 2007, to Jim Cochran, RSDI, from Linda Watson, attaching the Water and Sewer rate card for (1) month consumption.
75. Fax dated December 4, 2007, to Cintas Corporation, from Mineral Wells PSD, attaching a tax exempt form.
76. Bacteriological Examination of Water from Public Water Distribution System dated December 3, 2007, to Mineral Wells PSD, from Water Environmental Testing.
77. Thank you letter to Mineral Wells PSD, from R.S.D.I.S. of West Virginia.
78. Letter dated December 4, 2007, to Mineral Wells PSD, from Jim Ruckman, Cerrone Associates, enclosing a copy of the districts Existing Water System Map.
79. Fax dated December 6, 2007, to Mineral Wells PSD, from John Kelly, CI Thornburg, attaching a description of extension type with stationary rod.
80. Fax dated December 6, 2007, to Eric Gumm, Rural Utilities Services, from Cathy Dyer, attaching a copy of the November 2007 bank statement for the Stephens Fork Water Extensions Construction account.

**Mineral Wells PSD
List of Correspondence
December 20, 2007
Page 9**

81. Copy of letter dated December 6, 2007, to Allen Harris, Rural Development Specialist, from Cathy Dyer, regarding the quote from Matheny Motor Truck Company for the purchase of a new service truck.
82. Copy of letter dated December 6, 2007, to Steve Hardman, Attorney, from Cathy Dyer, enclosing a copy of a letter we received from Alan Harris of Rural Development, questioning Legal fees for the Misc. Water Improvement Project.
83. Letter dated November 29, 2007, to Mineral Wells PSD, from Alan L. Harris, Rural Development, regarding the legal fees for the Misc. Water Improvement Project.
84. Copy of invoice dated December 6, 2007, to Liberty Truck Stop, from Mineral Wells PSD, regarding the Oil and Grease Sampling, total amount due, \$140.00.
85. Copy of letter dated December 6, 2007, to Daniel Marks, from Cathy Dyer, regarding a returned NSF check in the amount of \$95.89.
86. Copy of letter dated December 6, 2007, to Environmental Health, from Todd Anderson, enclosing the Standard Monitoring Plan for the District.
87. Copy of letter dated December 6, 2007, to Virginia McDonald, Rural Development Specialist, from Cathy Dyer, enclosing a copy of the affidavit from the Parkersburg News for the publication of the Notice of Availability of FONSI.
88. Memorandum dated December 3, 2007, to Mineral Wells PSD, from West Virginia PEIA, regarding the 2008 Monthly Billing Dates.
89. Memorandum dated December 3, 2007, to Mineral Wells PSD, from West Virginia PEIA, regarding Retroactive Termination and Change-In-Status.
90. United States Bankruptcy Court papers to Mineral Wells PSD, from Brian Edward Schiller.

**Mineral Wells PSD
List of Correspondence
December 20, 2007
Page 10**

91. Letter dated November 30, 2007, to Mineral Wells PSD, from Department of Health and Human Resources Bureau, regarding Notification of Available Funds through the Preliminary Evaluation, Planning, and Project Design Grant for Community Water Systems.
92. Newspaper clipping stating mileage will rise to 50.5 cents per mile in 2008.
93. ****Letter dated December 10, 2007, to Mineral Wells PSD, from Alan L. Harris, Rural Development, regarding the approval of the District's request to utilize the remaining funds for the purchase a service truck.
94. Service Protection Program Notification for a 2005 Sierra 1500.
95. Reminder of the Wood County PSD's meeting to be held December 12, 2007, at Mineral Wells PSD.
96. Letter to Mineral Wells PSD, from Bill Bailey Insurance Agency, Inc., introducing Cindy Chittum to the Agency.
97. ****Final agreement dated December 9, 2007, to Mineral Wells PSD, from Public Service Commission, regarding Mineral Wells PSD and the Butcher Bend Lagoon Maintenance Association, Inc.
98. Fax dated December 12, 2007, to Mineral Wells PSD, from Matheny Motor Truck Company, regarding the write up sheet on the new service truck.
99. Copy of letter dated December 12, 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 November 2007. Also enclosed, is the DMR for Liberty Truck Stop.

**Mineral Wells PSD
List of Correspondence
December 20, 2007
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100. Copy of letter dated December 12, 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 November 2007. Also enclosed, is the DMR for Liberty Truck Stop.
101. Copy of letter dated December 12, 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 November 2007. Also enclosed, is the DMR for Liberty Truck Stop.
102. Copy of letter dated December 12, 2007, to Manning Frymier, from Linda K. Watson, enclosing a copy of the WV National Pollutant Discharge Elimination System Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of November 2007. Also enclosed, is the DMR for Liberty Truck Stop.
103. Copy of letter dated December 12, 2007, to Lisa McClung, Director, Division of Water & Waste Management, from Todd Anderson, regarding WV/NPDES Application No. WV 0081141.
104. ****Letter dated December 11, 2007, to Mineral Wells PSD, from Vickie L. Young, Public Service Commission of West Virginia, enclosing four copies of tariff P.S.C. WVa. No. 8, reflecting rates and charges approved by Recommended Decision of November 6, 2007 which became final on November 26, 2007.
105. ****Letter dated December 11, 2007, to Mineral Wells PSD, from Chad A. Miller, Project Representative, Cerrone Associates, regarding the Parkersburg Emergency Connection.

**Mineral Wells PSD
List of Correspondence
December 20, 2007
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106. Copy of letter dated December 13, 2007, to Jim Reed, WesBanco, from Cathy Dyer, regarding Interim Financial Assistant for the emergency connection of water source between the City of Parkersburg and Mineral Wells PSD.
107. Fax dated December 13, 2007, to Jo Liggett, from Mineral Wells PSD, attaching the Water and Sewer Bill Adjustment Affidavit forms.
108. Fax dated December 13, 2007, to Mineral Wells PSD, from Jo Liggett, attaching the signed Water and Sewer Bill Adjustment Affidavit forms.
109. Letter dated December 12, 2007, to Mineral Wells PSD, from West Virginia Public Employees Insurance Agency, regarding Benefits Administration System.
110. Copy of letter dated December 14, 2007, to West Virginia Municipal Bond Commission, from Cathy Dyer, enclosing check number #38152 in the amount of \$27,414.75 for the following bond payments: \$9040.00 for Sewer 97 Revenue, \$5,688.40 for Sewer 95 Revenue, \$1,293.00 for Sewer 85-B Revenue, \$2,288.88 for Sewer 03-A Revenue, \$175.90 for Water 04-B Reserves, \$811.69 for Water 04-A Reserve, \$8,116.88 for Water 04-A Revenue.
111. Copy of letter dated December 14, 2007 to West Virginia Water Development Authority, from Cathy Dyer, stating a deposit was made to the Sewage System Revenue Bonds, Series 1995, in the amount of \$5,688.40.
112. Copy of letter dated December 14, 2007, to West Virginia Development Authority, from Cathy Dyer, stating a deposit was made to the Sewage System Revenue Bonds, Series 2003 in the amount of \$2,288.88.
113. Copy of letter dated December 14, 2007, to West Virginia Development Authority, from Cathy Dyer, stating a deposit was made to the Water System Revenue Bonds, Series 2004 in the amounts of \$8,116.88, \$811.69 and \$175.90.

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114. Copy of letter dated December 14, 2007, to Lisa McClung, Division of Water and Waste Management, regarding the sludge removal project at the Mineral Wells Wastewater Treatment Plant.
115. Copy of letter dated December 14, 2007, to Registration WV Environmental Training Center, from Cathy Dyer, enclosing Course Registration Forms for Darin L. Crites, Mark A. Dennis and Dennis R. Brown.
116. 2007 Package 1096 to Mineral Wells PSD, from Department of Treasury, Internal Revenue Service.
117. Fax dated December 17, 2007, to **Jackson Herald Newspaper**, from Mineral Wells PSD, attaching notice for the newspaper on Tuesday, December 18, 2007.
118. Fax dated December 17, 2007, to **Parkersburg News/Sentinel**, from Mineral Wells PSD, attaching notice for the newspaper on Tuesday, December 18, 2007.
119. Fax dated December 17, 2007, to **Wirt County Journal**, from Mineral Wells PSD, attaching notice for the newspaper for the newspaper on Tuesday, December 18, 2007.
120. Certificate of Insurance, dated December 11, 2007, to Mineral Wells PSD, from Cutlip Warner Development.
121. Copy of letter dated December 17, 2007, to Ronald E. & Samantha Moore, from Cathy Dyer, regarding a NSF check in the amount of \$91.05.
122. Purchase Order to Matheny Motor Truck Co., from Mineral Wells PSD, in the amount of \$29,443.85.
123. History Report dated December 17, 2007, to Michael W. Barker Construction, from Mineral Wells PSD.

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124. Copy of letter dated December 17, 2007, to Paul Eskenazi, PBE Architecture, from Todd Anderson, regarding the Holiday Inn Express in Mineral Wells, WV.
125. Fax dated December 18, 2007, to Walter Frazier, ASI, from Cathy Dyer, attaching rate changes.
126. ****Notice of Proposed Rates and Hearing regarding Claywood Park Public Service District.
127. Bankruptcy Court Notice of Bar Dates for Filing Proof and Claims for Movie Gallery to Mineral Wells PSD.
128. Copy of letter dated December 18, 2007, to Cerrone Associates, Inc., from Cathy Dyer, enclosing a copy of the Certificated of Release of Final Payment for the Sludge Disposal Project at the Wastewater Treatment Plant.
129. Letter dated December 18, 2007, to Mineral Wells PSD, from Debbie Britt, West Virginia Rural Water Association, in regards to our Voting membership dues for 2008.
130. Fax dated December 19, 2007, to Todd Anderson, from Jim Ruckman, Cerrone Associates, regarding the Parkersburg Emergency Connection.
131. ****E-mail received December 19, 2007, to Cathy Dyer, from WV Public Service Commission, attaching the final joint staff memorandum for the 30B rate increase.
132. Letter dated December 5, 2007, to Mineral Wells PSD, from Blast Tec, Inc., regarding Equipment/Vehicles for Sale – Close of Business.