

MINUTES OF A REGULAR MONTHLY BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, FEBRUARY 21, 2008, AT 5:00 P.M. IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA

Mr. Radabaugh, Chairman, called the meeting to order at 5:00 p. m. He asked everyone present to sign the attendance roster. Mr. James R. Lett, Secretary; Mr. Charles Stewart, Treasurer; Mr. Todd Anderson, Operations Manager; Cathy Dyer, Office Manager; Linda Watson, Office Clerk; Nellie Radcliff, Office Clerk; Darin Crites, Denny Brown, Mark Dennis, and Bill Byers, Operation Technicians; Donald Godfrey and Doug Blake were present.

There was no one from the public present.

The first order of business was the presentation of the Consent Agreement between the District, Mr. Godfrey and Mr. Blake. This agreement was for Mr. Godfrey and Mr. Blake to build one (1) more single dwelling in the Oakdale Avenue area without having to up grade the present sewer line to a larger size (see copy attached). Mr. Stewart made a motion to accept the "Consent Agreement" as presented. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Radabaugh, Mr. Godfrey and Mr. Blake signed the Agreement and Mrs. Dyer notarized the document.

Mr. Lett made a motion to approve the Minutes of the January 17, 2008, Regular Board Meeting as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes of the January 17, 2008, Regular Board Meeting.

Mr. Lett made a motion to approve the Minutes of the February 8, 2008, Special Board Meeting as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes of the February 8, 2008, Special Board Meeting.

Mr. Lett made a motion to approve the letter of engagement from Suttle & Stalnaker for the Fiscal Year 2008 audit. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve invoice #0802-4 in the amount of \$1,125.00 for the 2008 Arbitrage rebate calculations from Trimble & Associations. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve new signature cards adding Mrs. Dyers name to the accounts at WesBanco. Mr. Lett seconded the motion. The motion passed unanimously. Mrs. Dyer, Mr. Lett, Mr. Stewart and Mr. Radabaugh signed the new bank cards.

Mr. Stewart made a motion to approve the Financial Statement dated January 31, 2008 (copy attached) for All Finances. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial Statement dated January 31, 2008 (copy attached) for Water Revenue Checking Account. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial Statement dated January 31, 2008 (copy attached) for Sewer Revenue Fund Checking Account. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve checks 38262 thru 38351 written on the Consolidated-Water and

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

Mr. Stewart made a motion to approve Payroll Checks 2032 thru 2047 written on the Consolidated Payroll Account (copy attached) between January 18, 2008 thru February 21, 2008. Mr. Lett seconded the motion. The motion passed unanimously.

The following letters were discussed.

Letter 19 - Fax dated January 16, 2008, from Municipal Bond Council regarding excess revenue on bonds 03A Reserve and 95 Reserve.

Letter 37 - Dated stamped copy of the executed tariff No. 9 from the PSC 30B pass thru rate increase.

Letter 41 - Letter dated January 17, 2008 from Alice Walker, WVDEP returning the Notice of Intent Application Construction Storm water permit and the \$300.00 check, for the Parkersburg Connection. We do not need the permit because it is less than one acre of ground.

Letter 42 - Letter dated January 21, 2008, containing the signed and approved permit from the State of WV Office of Environmental Health Services for the Parkersburg Connection.

Letter 50 - Letter dated January 23, 2008 from the Municipal Bond Council containing a check in the amount of \$5,130.00 for sewer revenue bonds 03A in the amount of \$1,335.00 and 95 in the amount of \$3,795.00.

Letter 66 - Letter containing a consent form prepared by Steve Hardman on the agreement between Mineral Wells PSD and Donald Godfrey/Doug Blake. The consent stated that Mineral Wells Public Service District gives permission to Godfrey and Blake to construct a 4" lateral sewer line which taps into a existing sewer line owned and maintained by the District.

Letter 68 - Letter dated January 29, 2008 from Sandra Squires, PSC order of interest rates increasing for Security Deposits from .41% to .48%.

Letter 84 - Letter dated February 1, 2008 from Beth Heuer, Westfield Insurance Company confirming that Virginia Stiltner will not pursue a case against the Mineral Wells PSD regarding the wreck of January 24, 2006 in the Slate Creek Bridge/Road area.

Letter 85 - Letter dated February 1, 2008 from Wendy Braswell and Jeff Bennett of the Public Service Commission regarding the Sanctuary Heights grinder pump.

Letter 101 - E-mail dated February 8, 2008 from Steve Hardman attaching revised draft of the agreement between Mineral Wells PSD and the City of Parkersburg.

Letter 102 - Copy of letter dated February 8, 2008 to Stonegate Construction enclosing final paperwork on the Sludge Disposal Project given to the District at the Special Board Meeting, February 8, 2008, by Mr. Frymier, Cerrone Associates. The signed paperwork was signed and returned to the District and Cerrone Associates.

MINERAL WELLS PUBLIC SERVICE DISTRICT  
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Letter 104- Letter dated February 8, 2008, from Virginia McDonald, RUS "Letter of Conditions" for the Miscellaneous Water Improvement Project.

Letter 106 - Letter dated February 8, 2008, from Sandra Squires, PSC - Order on the 30B rate increase.

Letter 107 - Letter dated February 5, 2008, from David Brabham, WVDOH enclosing the approved permit for the Parkersburg Connection.

Letters 111, 112, & 113 - Certified letters dated February 11, 2008, enclosing "Letter of Conditions" on the Miscellaneous Water Improvement Project to James Ice, Suttle & Stalnaker; Steve Hardman, Bowles Rice McGraff & Love; Camden Siegrist, Municipal Bond Council.

Letter 117 - Fax dated February 11, 2008, from Trimble and Associates, regarding Arbitrage Rebate Calculations.

Letter 118 - Letter dated February 11, 2008, from Virginia McDonald, RUS, confirming letter of the Special Board Meeting held February 8, 2008.

Letter 139 - Newspaper clipping in the February 17, 2008 Parkersburg News from Rep. Alan B. Mollahan that the District was approved for the \$660,000.00 loan from U.S. Dept. of Agriculture.

Letter 145 - Signature cards for WesBanco.

The Board discussed the need for a Sewer upgrade throughout the District. Mr. Stewart made a motion for the District to contact Cerrone Associates, Inc., to conduct a preliminary evaluation on the Sewer system. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Anderson is to contact Cerrone Associates, Inc. and ask them to do a study.

The Board discussed the 30B rate increase and Mr. Stewart made a motion that the District start charging the new rate on the Cycle 1 bills that are to be billed March 17, 2008. Mr. Lett seconded the motion. The motion passed unanimously.

The District discussed with the Board the possibility of getting the meter readings in the Pettyville area from the City of Parkersburg. Mr. Stewart made a motion for the District to contact the City of Parkersburg to obtain meter readings. Mr. Lett seconded the motion. The motion passed unanimously.

The District discussed with the Board the problem that has been occurring at the Sanctuary Heights grinder. Residents in that area have been putting some type of cleaning cloth into the sewer system that clogs up the grinder. The Board made a motion for the District send a certified returned receipt letter to the residents of Sanctuary Heights informing them about the rules and penalties of disposing items into the sewer that should not be flushed. Mr. Lett seconded the motion. The motion passed unanimously.

Jay Crow, Cerrone Associates, Inc., was down and toured the slip area on Chesterville Road and Slate Creek that the District is needing to repair with the Miscellaneous Water Project.

The new truck is to be here by the end of the month.

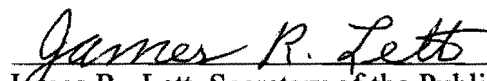
The District is renumbering the water inventory for the inventory program.

The Board informed the District that the old truck bed needs to be junked and not sold to an individual. Mr. Lett made a motion that the old truck bed and various old brass items and steel be junked. Mr. Stewart seconded the motion. The motion passed unanimously.

All business having been discussed, Mr. Lett made a motion that the meeting be adjourned. Mr. Stewart seconded the motion. Mr. Radabaugh 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  
January 31, 2008**

**Checking Accounts**

Water Revenue Fund Checking Account	
WesBanco Bank - 1131.2	\$ 6,092.61
Sewer Revenue Fund Checking Account	
WesBanco Bank - 2120.2	64,859.99
Stephens Fork Water Extension Construction Checking	
WesBanco Bank - 1131.8	<u>\$ 32.32</u>
<b>Total in Checking Accounts:</b>	<b>\$ 70,984.92</b>

**Water Accounts**

Depreciation Reserve Account	
WesBanco Bank - 1125.31	\$ 13,065.66
Revenue Reserve Account	
WesBanco Bank - 1125.21	24,121.74
Revenue Reserve Account - Sams Creek/Chesterville	
WesBanco Bank - 1125.22	26,349.36
Revenue Reserve Account - Rockport	
WesBanco Bank - 1125.32	12,806.49
Depreciation Reserve Account - Rockport	
WesBanco Bank - 1125.23	12,806.24
Revenue Reserve Account - Water Improvement	
WesBanco Bank - 1125.24	18,380.67
Depreciation Reserve Account - Water Improvement	
WesBanco Bank - 1125.33	38,496.46
Depreciation Reserve Account - Sycamore 2004A	
WesBanco Bank - 1125.27	2,126.60
Sycamore Run-Limestone Tap Fees	
WesBanco Bank - 1131.7	-
Security Deposit Account	
WesBanco Bank - 1134.0	32,957.81
Sycamore Renewal/Replacement	
WesBanco - Bank 1125.34	<u>43,778.05</u>
<b>Total in Water Accounts:</b>	<b>\$ 224,889.08</b>

**Sewer Accounts**

Repair and Replacement Account	
WesBanco Bank - 2114.2	\$ 23,546.58
Reserve for Grinder Pump Maintenance	
Prime Rate Money Market - WesBanco Bank - 2114.1	34,114.33
Security Deposit Account	
WesBanco Bank - 2121.3	<u>26,471.15</u>
<b>Total in Sewer Accounts:</b>	<b>\$ 84,132.06</b>

**Total All Finances - January 31, 2008** **\$ 380,006.06**

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 WATER REVENUE FUND CHECKING ACCOUNT  
 January 31, 2008

BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, DECEMBER 31, 2007 \$2,831.51

RECEIPTS:

Water Sales	\$77,375.31
Water Buffalo Sales	701.50
Reconnection Fees	325.00
Mike Enyart	189.77
Security Deposit Refunds	661.77
WV DEP ( void)	300.00

Total Receipts: \$79,553.35

Total Cash Available: \$82,384.86

Expenditures:

Action Answering Service Plus	47.79
Allegheny Power	715.68
Appalachian Software Inc.	240.00
At & T	4.83
At & T Mobility	150.23
BP Credit Card Company	748.67
Cardmember Services	306.02
Cerrone Associates Inc.	1,890.00
Cintas	198.75
Claywood Park PSD	17,044.71
Commissioner's Salaries	225.00
Conner Cleaning Service	130.80
Cutlip-Warner Development Co	315.00
Dominion Hope	841.49
Ferguson Waterworks	86.40
Hardman Supply Company	52.23
Innovative Business	21.74
Lowe's	77.85
Mineral Wells PSD	537.95
Miss Utility of WV Inc.	14.40
Mahone Tire Service	8.40
Mullen Motors	351.61
Municipal Bond Commission	9,104.47
Ohio Valley Muffler & Brake	41.94
Parkersburg Office Supply	180.52
Parkersburg Sentinel Co.	134.18
Pifer's Service Center	38.44
Rural Development Admin 91-02	2,112.00
Rural Development - USDA 91-03	3,140.00
Rural Development - USDA 91-06	10,040.00
Rural Development - USDA 91-09	3,518.00
Rural Development - USDA 91-07	3,325.00
Salaries	7,669.85
Slate Creek Outdoor Power Equipment	106.98

Taylor's Disposal Inc	55.28
Team Source	57.60
Telepage Communication System	10.74
The Jackson Herald	118.80
C. I. Thornburg	282.16
Tractor Supply	68.30
US Postal Service	208.41
Verizon	139.63
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	3,376.91
WesBanco Bank-Parkersburg-Sycamore R/R	1,170.38
Westco Internet	13.50
Wirt County Journal	249.05
WV Public Employees Insurance Agency	2,445.73
WV Public Employees Retirement System	1,821.71
WV State Tax Department	548.06
James E. Whitlatch	30.60
Brian & Meghan Boggs	5.54
J & J Rentals	50.57
Jordyn Terrace Apartments	56.33
J J & H Holdings	27.52
Premier Realtors	50.10
Kim Metz	39.40

Total Expenditures: \$76,292.25

Balance in Water Revenue Fund Checking Account,  
WesBanco Bank, January 31, 2008 \$6,092.61

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 SEWER REVENUE FUND CHECKING ACCOUNT  
 January 31, 2008

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, DECEMBER 31, 2007 \$60,521.98

RECEIPTS:

Sewer Sales	60308.67
Security Deposit Refunds	709.27
WalMart - Oil/Grease	65.00
Pepsi - Oil/Grease	65.00
Cutlip Warner Dev.	30.82
Reconnect Fee	20.00
Butcher Bend Lagoon Assoc	454.00

Total Receipts: \$61,652.76

Total Cash Available: \$122,174.74

Expenditures:

Action Answering Service Plus	31.86
Allegheny Power	5653.27
Appalachian Software	160.00
At & T	3.22
At & T Mobility	100.15
Auto Fleet & Industrial Supply	289.90
BP Credit Card Company	690.12
C. I. Thornburg	378.50
Cardmember Services	204.01
Carr Concrete Corporation	380.00
Cintas	132.50
Commissioner's Salaries	150.00
Conner Cleaning	157.20
Cutlip Warner Development Co.	3330.00
Dominion Hope	560.99
Ferguson Waterworks	354.21
HD Supply Waterworks	1038.72
Hardman Supply Company	141.00
Innovative Business Products	14.49
Lowe's	242.47
Mahone Tire Service	5.60
Mid-Ohio Valley Medical Group	29.00
Mineral Wells PSD	623.87
Miss Utility of WV Inc.	9.60
Mullen Motors	234.41
Municipal Bond Commission	18310.28
Ohio Valley Muffler & Brake	27.96
Omni-Site Net	22.00
Parkersburg Office Supply	120.34
Pifer's Service Center	25.62
Ron's Porta Johns, Inc	2085.00
Salaries	7299.73
Slate Creek Outdoor Power Equipment	71.32
Taylor's Disposal	36.84
Telepage	7.16
Team Source	38.40



Tractor Supply	45.54
US Postal Service	138.94
Verizon	616.27
Water Environmental Testing	652.50
WesBanco Bank-Parkersburg-Sewer R/R	1217.81
WesBanco Bank-Parkersburg-Payroll Taxes	3257.09
Westco Internet	9.00
WV DEP	3560.00
WV Public Employees Insurance Agency	2192.10
WV Public Employees Retirement System	1746.96
WV State Tax Department	513.94
Christopher A. Howell	50.22
Margo Sylvia	30.01
Amanda Mason	77.72
J & J Rentals	50.57
Jordyn Terrace Apartments	56.32
Elizabeth Lorrenz	3.70
James P. Spano	66.48
Michele D. Hoyler	23.64
Sandra K. Blosser	46.20

Total Expenditures: \$57,314.75

Balance in Sewer Revenue Fund Checking Account, \$64,859.99  
WesBanco Bank, January 31, 2008

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 1/18/08 - ENDING DATE: 2/21/08 \*\*

\*\* 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					
486	FORREST BROWN	2/13/08	110051	6/30/06	51.48	36,413 VOID
486	CARL & LORETTA DE VAUGHN	2/13/08	110050	8/15/07	51.61	37,753 VOID
2,319	WEST VIRGINIA DEPARTMENT	1/23/08	109091	12/28/07	300.00	38,204 VOID
2,101	U S POSTAL SERVICE	1/23/08	109085	1/23/08	60.85	38,262
2,107	USDA-RURAL DEVELOPMENT	1/23/08	109086	1/23/08	10,040.00	38,263
23,041	TEAM SOURCE	1/25/08	109188	1/25/08	57.60	38,264
2,313	WESBANCO BANK-PARKERSBURG	1/30/08	109579	1/30/08	1,777.44	9
100	APPALACHIAN SOFTWARE INC	1/30/08	109587	1/31/08	240.00	38,265
106	ALLEGHENY POWER	1/30/08	109588	1/31/08	715.68	38,266
106	ALLEGHENY POWER	1/30/08	109658	1/31/08	715.68	38,266 VOID
153	ACTION ANSWERING SERVICE PLUS	1/30/08	109593	1/31/08	47.79	38,267
300	CERRONE ASSOCIATES INC	1/30/08	109594	1/31/08	1,890.00	38,268
314	AT&T MOBILITY	1/30/08	109597	1/31/08	150.23	38,270
360	CUTLIP-WARNER DEVELOPMENT CO	1/30/08	109598	1/31/08	315.00	38,271
369	CONNER CLEANING SERVICE	1/30/08	109599	1/31/08	130.80	38,272
486	J J & H HOLDINGS	1/30/08	109601	1/31/08	27.52	38,274
486	PREMIER REALTORS	1/30/08	109605	1/31/08	50.10	38,278
832	HARDMAN SUPPLY COMPANY	1/30/08	109607	1/31/08	52.23	38,279
904	INNOVATIVE BUSINESS PRODUCTS	1/30/08	109618	1/31/08	21.74	38,280
1,111	THE JACKSON HERALD	1/30/08	109619	1/31/08	118.80	38,281
1,204	JAMES R. LETT	1/30/08	109620	1/31/08	75.00	38,282
1,500	OHIO VALLEY MUFFLER & BRAKE	1/30/08	109621	1/31/08	34.74	38,283
1,600	PARKERSBURG SENTINEL CO	1/30/08	109623	1/31/08	134.18	38,284
1,604	PARKERSBURG OFFICE SUPPLY	1/30/08	109624	1/31/08	180.52	38,285
1,805	RURAL DEVELOPMENT ADMN.	1/30/08	109629	1/31/08	2,112.00	38,286
1,806	ROY L RADABAUGH	1/30/08	109630	1/31/08	75.00	38,287
1,843	CINTAS LOC #531	1/30/08	109631	1/31/08	198.75	38,288
1,912	CHARLES M. STEWART	1/30/08	109640	1/31/08	75.00	38,289
2,103	USDA-RURAL DEVELOPMENT	1/30/08	109644	1/31/08	3,140.00	38,290
2,205	VERIZON	1/30/08	109645	1/31/08	139.63	38,291
2,314	WV DEPT OF TAX & REVENUE	1/30/08	109647	1/31/08	548.06	38,292
2,315	WV PUBLIC EMPLOYEES RETIREMENT	1/30/08	109648	1/31/08	1,821.71	38,293
2,338	WESBANCO-WATER RES-SAMS-CV	1/30/08	109649	1/31/08	314.00	38,294
2,349	WIRT COUNTY JOURNAL	1/30/08	109650	1/31/08	249.05	38,295
23,042	KIZ METZ	1/30/08	109652	1/31/08	39.40	38,297
106	ALLEGHENY POWER	1/30/08	109673	1/31/08	715.68	38,299

## VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 1/18/08 - ENDING DATE: 2/21/08 \*\*  
 \*\* 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						
1,300	MULLEN MOTORS	1/31/08	109708	1/31/08	351.61	38,300
13,018	MAHONE TIRE SERVICE	1/31/08	109716	1/31/08	8.40	38,301
309	CLAYWOOD PARK PSD	1/31/08	109754	1/31/08	17,044.71	38,302
1,623	PIFER'S SERVICE CENTER	1/31/08	109756	1/31/08	38.44	38,303
2,002	TAYLOR'S DISPOSAL INC	1/31/08	109761	1/31/08	27.64	38,304
2,005	C I THORNBURG	1/31/08	109762	1/31/08	79.32	38,305
2,339	WESTCO INTERNET	1/31/08	109767	1/31/08	13.50	38,306
438	DOMINION HOPE	1/31/08	109792	1/31/08	472.36	38,310
23,025	REED-STURM INSURANCE AGENCY	2/08/08	109976	2/08/08	5,851.09	38,313
2,313	WESBANCO BANK-PARKERSBURG	2/14/08	110333	2/14/08	1,851.54	9
124	AT&T - STATE CALLING SERVICE	2/14/08	110378	2/15/08	4.97	38,316
275	BP	2/14/08	110379	2/15/08	885.16	38,317
360	CUTLIP-WARNER DEVELOPMENT CO	2/14/08	110380	2/15/08	920.00	38,318
486	THE ESTATE OF FORREST BROWN	2/14/08	110381	2/15/08	51.48	38,319
486	CARL & LORETTA DE VAUGHN	2/14/08	110382	2/15/08	51.61	38,320
486	BETH CREMEANS	2/14/08	110383	2/15/08	50.49	38,321
486	ROBERT E KIRBY	2/14/08	110384	2/15/08	50.20	38,322
486	JAMES D BURTON	2/14/08	110385	2/15/08	51.77	38,323
1,200	LOWE'S	2/14/08	110387	2/15/08	31.48	38,324
1,301	MISS UTILITY OF WV INC	2/14/08	110388	2/15/08	14.40	38,325
1,307	MUNICIPAL BOND COMMISSION	2/14/08	110389	2/15/08	9,104.47	38,326
1,311	FERGUSON WATERWORKS	2/14/08	110396	2/15/08	350.00	38,327
1,512	HD SUPPLY WATERWORKS, LTD	2/14/08	110398	2/15/08	226.00	38,328
1,663	PITNEY BOWES, INC	2/14/08	110400	2/15/08	83.44	38,329
2,005	C I THORNBURG	2/14/08	110405	2/15/08	69.50	38,330
2,039	TELEPAGE COMMUNICATIONS SYSTEM	2/14/08	110407	2/15/08	10.74	38,331
2,106	USDA-RURAL DEVELOPMENT	2/14/08	110408	2/15/08	3,325.00	38,332
2,107	USDA-RURAL DEVELOPMENT	2/14/08	110409	2/15/08	10,040.00	38,333
2,113	USDA-RURAL UTILITIES SERVICE	2/14/08	110411	2/15/08	3,518.00	38,335
2,200	CARDMEMBER SERVICES	2/14/08	110412	2/15/08	528.81	38,336
2,302	WVDOH - FINANCE DIVISION	2/14/08	110413	2/15/08	86.00	38,337
2,306	WATER ENVIRONMENTAL TESTING	2/14/08	110414	2/15/08	67.50	38,338
2,308	WV PUBLIC EMPLOYEES INS AGENCY	2/14/08	110418	2/15/08	2,261.19	38,339
2,373	WESBANCO BANK-PARKERSBURG	2/14/08	110421	2/15/08	167.00	38,341
2,374	WESBANCO BANK-PARKERSBURG	2/14/08	110422	2/15/08	167.00	38,342
2,375	WESBANCO BANK-PARKERSBURG	2/14/08	110423	2/15/08	502.00	38,343
2,376	WESBANCO BANK-PARKERSBURG	2/14/08	110424	2/15/08	502.00	38,344
13,018	MAHONE TIRE SERVICE	2/14/08	110425	2/15/08	8.40	38,345
23,004	WESBANCO BANK INC	2/14/08	110426	2/15/08	176.00	38,346
23,005	WESBANCO BANK, INC.	2/14/08	110427	2/15/08	1,191.99	38,347

VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 1/18/08 - ENDING DATE: 2/21/08 \*\*

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
101 000 00	CONSOLIDATED BANK ACCOUNT					
23,019	WESBANCO BANK PARKERSBURG	2/14/08	110428	2/15/08	217.00	38,348
2,101	U S POSTAL SERVICE	2/19/08	110525	2/19/08	91.08	38,350
2,101	U S POSTAL SERVICE	2/21/08	110602	2/21/08	60.46	38,351
	CONSOLIDATED BANK ACCOUNT				85,033.48	71 *

VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 1/18/08 - ENDING DATE: 2/21/08 \*\*

\*\* 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	1/23/08	109085	1/23/08	40.57	38,262
23,041	TEAM SOURCE	1/25/08	109188	1/25/08	38.40	38,264
2,313	WESBANCO BANK-PARKERSBURG	1/30/08	109579	1/30/08	1,704.36	9
100	APPALACHIAN SOFTWARE INC	1/30/08	109587	1/31/08	160.00	38,265
106	ALLEGHENY POWER	1/30/08	109588	1/31/08	6,141.46	38,266
106	ALLEGHENY POWER	1/30/08	109658	1/31/08	6,141.46	38,266 VOID
153	ACTION ANSWERING SERVICE PLUS	1/30/08	109593	1/31/08	31.86	38,267
305	CARR CONCRETE CORPORATION	1/30/08	109595	1/31/08	380.00	38,269
314	AT&T MOBILITY	1/30/08	109597	1/31/08	100.15	38,270
360	CUTLIP-WARNER DEVELOPMENT CO	1/30/08	109598	1/31/08	810.00	38,271
369	CONNOR CLEANING SERVICE	1/30/08	109599	1/31/08	157.20	38,272
486	ELIZABETH LORCENZ	1/30/08	109600	1/31/08	3.70	38,273
486	JAMES P SPANO	1/30/08	109602	1/31/08	66.48	38,275
486	MICHELE D HOYLER	1/30/08	109603	1/31/08	23.64	38,276
486	SANDRA K BLOSSER	1/30/08	109604	1/31/08	46.20	38,277
832	HARDMAN SUPPLY COMPANY	1/30/08	109607	1/31/08	141.00	38,279
904	INNOVATIVE BUSINESS PRODUCTS	1/30/08	109618	1/31/08	14.49	38,280
1,204	JAMES R. LETT	1/30/08	109620	1/31/08	50.00	38,282
1,500	OHIO VALLEY MUFFLER & BRAKE	1/30/08	109621	1/31/08	23.16	38,283
1,604	PARKERSBURG OFFICE SUPPLY	1/30/08	109624	1/31/08	120.34	38,285
1,806	ROY L RADABAUGH	1/30/08	109630	1/31/08	50.00	38,287
1,843	CINTAS LOC #531	1/30/08	109631	1/31/08	132.50	38,288
1,912	CHARLES M. STEWART	1/30/08	109640	1/31/08	50.00	38,289
2,205	VERIZON	1/30/08	109645	1/31/08	616.27	38,291
2,314	WV DEPT OF TAX & REVENUE	1/30/08	109647	1/31/08	513.94	38,292
2,315	WV PUBLIC EMPLOYEES RETIREMENT	1/30/08	109648	1/31/08	1,746.96	38,293
23,023	RON'S PORTA JOHNS, INC.	1/30/08	109651	1/31/08	300.00	38,296
130,016	MID-OHIO VALLEY MEDICAL GROUP	1/30/08	109653	1/31/08	29.00	38,298
106	ALLEGHENY POWER	1/30/08	109673	1/31/08	5,596.18	38,299
1,300	MULLEN MOTORS	1/31/08	109708	1/31/08	234.41	38,300
13,018	MAHONE TIRE SERVICE	1/31/08	109716	1/31/08	5.60	38,301
1,623	PIFER'S SERVICE CENTER	1/31/08	109756	1/31/08	25.62	38,303
2,002	TAYLOR'S DISPOSAL INC	1/31/08	109761	1/31/08	18.42	38,304

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 1/18/08 - ENDING DATE: 2/21/08 \*\*

\*\* 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					
2,005	C I THORNBURG	1/31/08	109762	1/31/08	265.25	38,305
2,339	WESTCO INTERNET	1/31/08	109767	1/31/08	9.00	38,306
23,023	RON'S PORTA JOHNS, INC.	1/31/08	109768	1/31/08	570.00	38,307
106	ALLEGHENY POWER	1/31/08	109790	1/31/08	37.16	38,308
360	CUTLIP-WARNER DEVELOPMENT CO	1/31/08	109791	1/31/08	1,800.00	38,309
438	DOMINION HOPE	1/31/08	109792	1/31/08	314.90	38,310
23,023	RON'S PORTA JOHNS, INC.	1/31/08	109798	1/31/08	505.00	38,311
23,043	AUTO FLEET & INDUSTRIAL SUPPLY	1/31/08	109799	1/31/08	289.90	38,312
23,025	REED-STURM INSURANCE AGENCY	2/08/08	109976	2/08/08	3,900.73	38,313
2,101	U S POSTAL SERVICE	2/13/08	110047	2/13/08	72.38	38,314
2,313	WESBANCO BANK-PARKERSBURG	2/14/08	110333	2/14/08	1,620.18	9
106	ALLEGHENY POWER	2/14/08	110377	2/15/08	19.80	38,315
124	AT&T - STATE CALLING SERVICE	2/14/08	110378	2/15/08	3.32	38,316
275	BP	2/14/08	110379	2/15/08	590.10	38,317
1,200	LOWE'S	2/14/08	110387	2/15/08	214.22	38,324
1,301	MISS UTILITY OF WV INC	2/14/08	110388	2/15/08	9.60	38,325
1,307	MUNICIPAL BOND COMMISSION	2/14/08	110389	2/15/08	18,310.28	38,326
1,311	FERGUSON WATERWORKS	2/14/08	110396	2/15/08	853.88	38,327
1,663	PITNEY BOWES, INC	2/14/08	110400	2/15/08	55.62	38,329
2,005	C I THORNBURG	2/14/08	110405	2/15/08	165.00	38,330
2,039	TELEPAGE COMMUNICATIONS SYSTEM	2/14/08	110407	2/15/08	7.16	38,331
2,109	USA BLUE BOOK	2/14/08	110410	2/15/08	1,146.60	38,334
2,200	CARDMEMBER SERVICES	2/14/08	110412	2/15/08	352.55	38,336
2,306	WATER ENVIRONMENTAL TESTING	2/14/08	110414	2/15/08	465.00	38,338
2,308	WV PUBLIC EMPLOYEES INS AGENCY	2/14/08	110418	2/15/08	2,417.38	38,339
2,312	WESBANCO BANK-PARKERSBURG	2/14/08	110420	2/15/08	1,580.69	38,340
13,018	MAHONE TIRE SERVICE	2/14/08	110425	2/15/08	5.60	38,345
23,030	OMNI-SITE.NET	2/14/08	110429	2/15/08	222.00	38,349
2,101	U S POSTAL SERVICE	2/19/08	110525	2/19/08	60.72	38,350
2,101	U S POSTAL SERVICE	2/21/08	110602	2/21/08	40.30	38,351
	CONSOLIDATED BANK ACCOUNT				49,134.77	61 *

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
PAYROLL CHECKS  
CONSOLIDATED REVENUE FUND CHECKING ACCOUNT  
JANUARY 31, 2008 – FEBRUARY 15, 2008**

**CHECK NO.**

2032	Todd R. Anderson	\$1389.63
2033	Dennis R. Brown	796.78
2034	William H. Byers Jr.	1245.88
2035	Cathy J. Dyer	1298.25
2036	Linda K. Watson	934.18
2037	Darin Crites	647.87
2038	Nellie B. Radcliff	805.53
2039	Mark A. Dennis	726.53
2040	Todd R. Anderson	\$1498.74
2041	Dennis R. Brown	719.12
2042	William H. Byers Jr.	1305.55
2043	Cathy J. Dyer	1191.50
2044	Linda K. Watson	856.44
2045	Darin Crites	745.92
2046	Nellie B. Radcliff	701.52
2047	Mark A. Dennis	765.53

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
JANUARY 17, 2008 – FEBRUARY 21, 2008**

1. **On Tap Magazine**, Published by the National Environmental Services Center, Fall 2007, Volume 7, Issue 3.
2. **WesBanco, Your Money Matters**, December, 2007.
3. **WesBanco, Your Money Matters**, January, 2008.
4. **West Virginia Rural Water Association Newsletter**, Vol. 14, Issue 2, February 6, 2008.
5. **WesBanco, Your Money Matters**, February, 2008.
6. **WV Construction & Design Exposition**, Charleston Civic Center.
7. **Notice, PEIA/RHBT BAS Training**, March 1, 2008.
8. **M&R Services**, a Subsidiary of Tomcat Consultants, providing Temporary Water Storage.
9. **WV Rural Water Association**, 2008 Legislative Session, dated February 12, 2008.
10. **Valentine Card** from Linda K. Church.
11. **Southern Corrosion Inc.**, pamphlet on maintenance contracts for water tanks.
12. **Pandemic Flu** pamphlet from West Virginia Department of Health and Human Resources.
13. **Federal Grants Update 2008**, a one day Seminar on What's New in Federal Grants.
14. **Catalog Pages**, from Mueller Co.



**Mineral Wells PSD**  
**List of Correspondence**  
**February 21, 2008**  
**Page 2**

15. E-mail dated January 18, 2008, to Mineral Wells PSD, from Walter Frazier, Appalachian Software, stating the board approved the \$400.00 charge for the Inventory Program changes.
16. Copy of letter dated January 18, 2008, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing an approved copy of the Regular Board Meeting held Thursday, January 17, 2008.
17. Copy of letter dated January 18, 2008, to Virginia McDonald, Rural Development Specialist, from Cathy Dyer, enclosing approved and signed forms for the Misc. Water Improvement Project.
18. Copy of letter dated January 18, 2008, to Public Service Commission, from Cathy Dyer, enclosing four (4) signed tariffs No. 9 for the District's 30 B Pass through Rate increase.
19. \*\*\*\*Fax dated January 16, 2008, to Mineral Wells PSD, from Sara Boardman, Executive Director, West Virginia Municipal Bond Commission, stating a surplus in the amount of \$5,130.00.
20. E-mail dated January 17, 2008, to Jim Cox, Lubeck PSD, from Mineral Wells PSD, attaching a copy of the Low Pressure Waiver Form.
21. Fax dated January 18, 2008, to Walter Frazier, ASI, from Cathy Dyer, attaching a sample copy of a turn off notice we would like to use.
22. Copy of check received from Mike Enyart & Sons, Inc., dated January 10, 2008, in the amount of \$189.77 for work done by Cutlip-Warner Development at Jack's Trap Range, hauled in stone.
23. Copy of letter dated January 21, 2008, to Kim McClead, WesBanco, from Cathy Dyer, regarding Board Member Changes and new signature cards needed for all Mineral Wells PSD's accounts at WesBanco.
24. Copy of letter dated January 21, 2008, to Marty Seufer, Wood County Commission, from Cathy Dyer, regarding the annual election of officers.

**Mineral Wells PSD  
List of Correspondence  
February 21, 2008  
Page 3**

25. Copy of letter dated January 21, 2008, to Sandra Squires, Executive Secretary, Public Service Commission, from Cathy Dyer, regarding the annual election of officers.
26. Copy of letter dated January 21, 2008, to Virginia McDonald, Rural Development Specialist, from Cathy Dyer, regarding the annual election of officers.
27. Copy of letter dated January 21, 2008, to John Bailey, Bailey Insurance Agency, from Cathy Dyer, regarding the annual election of officers.
28. Copy of letter dated January 21, 2008, to Steven Hardman, Bowles, Rice, McDavid, Graff & Love, PLLC, from Cathy Dyer, regarding the annual election of officers.
29. Copy of letter dated January 21, 2008, to Beth Bumgarner, Suttle & Stalnaker, PLLC, from Cathy Dyer, regarding the annual election of officers.
30. Copy of letter dated January 21, 2008, to Manning Frymier, Cerrone Associates, from Cathy Dyer, regarding the annual election of officers.
31. Mortgage interest statements to Mineral Wells PSD, from United States Department of Agriculture Rural Development.
32. Letter dated January 16, 2008, to Mineral Wells PSD, from Internal Revenue Service, regarding form 941 for tax period Sept. 30, 2007.
33. Circular E Employer's Tax Guide, for use in 2008.
34. Copy of letter dated January 22, 2008, to Sandra Squire, Executive Secretary, Public Service Commission, from Cathy Dyer, regarding the publication of Tariff Form No. 8-B1, in the Parkersburg News and Sentinel, Wirt County Journal and The Jackson Herald.

**Mineral Wells PSD**  
**List of Correspondence**  
**February 21, 2008**  
**Page 4**

35. Fax dated January 22, 2008, to Mary Lowe, OEHS-Env Eng Division, Certification and Training Section, from Cathy Dyer, attaching a renewal OIT application for WasteWater Treatment Works for Dennis R. Brown.
36. Copy of letter dated January 22, 2008, to Mary Beth Peters, Prudential Preferred Homes, enclosing a delinquent water bill for property located at 2081 Chesterville Rd, in the amount of \$77.90. (Owners: Doug & April Williams)
37. \*\*\*\*Date stamped copy of executed tariff to Mineral Wells PSD, from Public Service Commission.
38. Fax dated January 23, 2008, to Mineral Wells PSD, from Union Williams PSD, regarding the monthly PSD meeting to be held at Union Williams PSD on January 23, 2008.
39. Fax dated January 23, 2008, to Manning Frymier, Cerrone Associates, from Cathy Dyer, regarding the Notice of Intent Application for the Misc. Water Improvements, Parkersburg Emergency Connection.
40. Fax dated January 23, 2008, to Walter Frazier, ASI, from Cathy Dyer, attaching a test print of termination notice.
41. \*\*\*\*Letter dated January 18, 2008, to Mineral Wells PSD, from Alice Walker, Stormwater Team, West Virginia Department of Environmental Protection, regarding Notice of Intent Application for the Misc. Water Improvements, Parkersburg Emergency Connection.
42. Signed and dated copies of the Certification for contracts, grants and loan, Certification Regarding Debarment, Suspension and Other Responsibility Matters, Assurance Agreement, Equal Opportunity Agreement and Applicant Certification for the Misc Water Improvement Project.
43. \*\*\*\*Permit dated January 21, 2008, to Mineral Wells PSD, from State of West Virginia Office of Environmental Health Services, for Parkersburg Emergency Connection.

**Mineral Wells PSD  
List of Correspondence  
February 21, 2008  
Page 5**

44. Water Environmental Testing Results dated January 8, 2008, to Mineral Wells PSD, regarding Liberty Truck Stop.
45. Fax dated January 24, 2008, to Mineral Wells PSD, from Jerry, Union Williams PSD, regarding the Municipal Water Quality Association meeting.
46. Fax dated January 24, 2008, to Stuart, ASI, from Cathy Dyer, attaching a turn off notice copy.
47. Letter dated January 24, 2008, to Mineral Wells PSD, from The County Commission of Wood County, regarding on April 2, 2008, Lew Brewer of the WV State Ethics Commission will be conducting a seminar.
48. 1099 Interest Income Statement for 2007 to Mineral Wells PSD, from WesBanco.
49. Exemption Certificate dated January 25, 2008, to Team Source, from Mineral Wells PSD.
50. \*\*\*\*Check dated January 23, 2008, to Mineral Wells PSD, from Municipal Bond Commission, in the amount of \$5,130.00 for Sewer Revenue Bonds.
51. Proof of Claim Confirmation dated 12/21/2007, to Mineral Wells PSD, from Kurtzman Carson Consultants, LLC, regarding Movie Gallery.
52. Letter dated January 25, 2008, to Cathy Dyer, from Ruth Evans, enclosing a copy of her resume.
53. Fax dated January 25, 2008, to Mineral Wells PSD, from Stephanie Bold, LGI Energy Solutions, regarding Frequently Asked Questions and Bankruptcy Utility Motion for Ryan's Buffet.
54. WV Rural Water Association Legislative Update dated January 23, 2008.

**Mineral Wells PSD**  
**List of Correspondence**  
**February 21, 2008**  
**Page 6**

55. Fax dated January 28, 2008, to Mineral Wells PSD, from Greg, RCDI, stating they needed to check utility allowance accuracy for USDA for Pettyville Garden Apts.
56. Letter dated January 24, 2008, to Mineral Wells PSD, from Brickstreet, regarding a decrease to the Broad Form rates for New Business and Renewal Business effective January 1, 2008.
57. Letter dated January 24, 2008, to Dennis R. Brown, from Dawn A. Newell, HHR Program Manager, attaching Mr. Brown's certificate for OIT for Wastewater Treatment Works.
58. United States Bankruptcy Court Documents to Mineral Wells PSD, from Ryan's Restaurant Group, Inc.
59. Fax dated January 28, 2008, to ADT, from Mineral Wells PSD, attaching a copy of our tax exemption certificate.
60. Copy of letter dated January 28, 2008, to RCDI, from Cathy Dyer, regarding average bills and consumption for apartments 2,6,10,17,19 and 23.
61. Carbon Copy of E-mail dated January 28, 2008, to Eric Bennett, from Manning Frymier, regarding the Parkersburg Emergency Connection.
62. Carbon Copy of E-mail dated January 28, 2008, to Eric Bumgardner, WV Public Service Commission, in regards to Parkersburg Emergency Connection.
63. Letter dated February 1, 2008, to Mineral Wells PSD, from Debbie Britt, West Virginia Rural Water Association, announcing the WVRWA Scholarship Program.
64. Form 1099G, to Mineral Wells PSD, from USDA, Rural Development.
65. Copy of letter dated January 29, 2008, to Mr. & Mrs. William Wells, from Cathy Dyer, regarding a returned NSF check in the amount of \$88.10.

**Mineral Wells PSD  
List of Correspondence  
February 21, 2008  
Page 7**

66. \*\*\*\*Consent form prepared between Mineral Wells PSD, Donald Godfrey and Doug Blake, requesting permission from Mineral Wells PSD to tap into an existing sewer line for the purpose of adding one single family residence.
67. Copy of letter dated January 29, 2008, to Christa & Darrin Epling, from Nellie Radcliff, enclosing a copy of the user agreement that was requested per a phone conversation.
68. \*\*\*\*Letter dated January 29, 2008, to Mineral Wells PSD, from Sandra Squire, Public Service Commission, enclosing interest rate changes for security deposits.
69. Fax dated January 30, 2008, to Carrie Smith, from Mineral Wells PSD, attaching a history report for account #6-01467-00.
70. Fax dated January 30, 2008, to Mineral Wells PSD, from Omni-Site, stating a RMA # for the caller box for Holiday Inn Express.
71. Statement of account dated October 1, 2007 to December 31, 2007, to Mineral Wells PSD, from West Virginia Municipal Bond Commission.
72. Copy of letter dated January 31, 2008, to West Virginia Municipal Bond Commission, from Cathy Dyer, enclosing a completed Issuer Record and a completed W-9 form.
73. Exemption certificate dated January 31, 2008, to Mullen Motors, from Mineral Wells PSD.
74. Billing reprint to R C D I/Christine Starcher, from Mineral Wells PSD, on account 9-01866-03.
75. Invoice dated November 21, 2007, second request, to Liberty Truck Stop, from Mineral Wells PSD, in the amount of \$297.00.
76. Analytical Results dated January 22, 2008, to Mineral Wells PSD, from Water Environmental Testing, regarding Oil & Grease samples for Pepsi.

**Mineral Wells PSD  
List of Correspondence  
February 21, 2008  
Page 8**

77. Fax dated February 1, 2008, to **Parkersburg News/Sentinel**, from Cathy Dyer, attaching notice of a Special Meeting to be held in the conference room at 10:30 a.m., on Friday, February 8, 2008, regarding the Misc. Water Improvement Project.
78. Fax dated February 1, 2008, to **Jackson Herald Newspaper**, from Cathy Dyer, attaching notice of a Special Meeting to be held in the conference room at 10:30 a.m., on Friday, February 8, 2008, regarding the Misc. Water Improvement Project.
79. Fax dated February 1, 2008, to **Wirt County Journal**, from Cathy Dyer, attaching notice of a Special Meeting to be held in the conference room at 10:30 a.m., on Friday, February 8, 2008, regarding the Misc. Water Improvement Project.
80. Fax dated February 1, 2008, to Ms. Christy Pitsenbarger, West Virginia Bureau of Public Health Office of Environmental Health Services, from Cathy Dyer, attaching the Monthly Operational Report the Mineral Wells PSD for the month of January 2008.
81. Billing reprint dated February 1, 2008, to Vincent Plummer, from Cathy Dyer, stating balance due is \$64.86.
82. Fax dated February 4, 2008, to Eric Gumm, Rural Utilities Services, from Cathy Dyer, attaching a copy of the January 2008 bank statement for the Stephens Fork Water Extensions Construction Account at WesBanco.
83. Copy of letter dated February 5, 2008, to Michael W. Barker Construction, from Cathy Dyer, regarding delinquent account #1-00214-00 in the amount of \$115.20 for water and sewer service at 475 Windsor Drive.
84. \*\*\*\*Letter dated February 1, 2008, to Mineral Wells PSD, from Beth A. Heuer, Westfield Insurance, advising the district that Virginia Stiltner has decided not to pursue the accident she was involved in on January 24, 2006 at the Slate Creek Bridge.

**Mineral Wells PSD**  
**List of Correspondence**  
**February 21, 2008**  
**Page 9**

85. \*\*\*\*Letter dated February 1, 2008, to Todd Anderson, from Wendy Braswell, Staff Attorney Legal Division and Jeffrey Bennett, Utility Inspector Engineering Division, Public Service Commission of West Virginia, stating action that the District can take for the sewage grinder pump station at Sanctuary Heights.
86. Fax dated February 5, 2008, to Kelley, Lubeck PSD, from Cathy Dyer, attaching water rate cards for Mineral Wells PSD.
87. Water Bacteriological Report Form dated February 5, 2008, to Water Environmental Testing, from Mineral Wells PSD.
88. Return Envelope sent to Homer C. Krantz, from Mineral Wells PSD.
89. Letter dated February 5, 2008, to Mineral Wells PSD, from Mark D. Underwood, CI Thornburg, regarding Catalog Info. And Hypo Label.
90. E-mail dated February 5, 2008, to Mineral Wells PSD, from Fred Rader, MOVRC, regarding the county PSD meeting.
91. Letter dated February 1, 2008, to Mineral Wells PSD, from Debbie Britt, West Virginia Rural Water Association, regarding the Consumer Confidence Report.
92. Bacteriological Examination of Water from Public Water Distribution System dated February 4, 2008, to Mineral Wells PSD, from Water Environmental Testing.
93. E-mail dated February 6, 2008, to Steve Hardman, Bowles Rice, from Manning Frymier, Cerrone Associates, attaching the draft agreement between Parkersburg and Mineral Wells PSD.
94. Fax dated February 7, 2008, to Wendy, PWP, from Mineral Wells PSD, attaching the 2006 Drinking Water Quality Report.
95. Letter dated February 6, 2008, to Mineral Wells PSD, from Brickstreet Insurance, regarding a review of the payroll and related information necessary to determine the premium of our policy.



**Mineral Wells PSD**  
**List of Correspondence**  
**February 21, 2008**  
**Page 10**

96. Fax dated February 7, 2008, to Certification & Training Department, from William Byers, Jr., attaching EW-1020, Renewal Application and CEH certificate for William H. Byers, Jr.
97. Copy of letter dated February 8, 2008, to WV Department of Environmental Protection Division of Water and Waste Management Permitting and Engineering Branch, from Linda K. Watson, enclosing January 2008 DMR, January 2008 ES59, January, February and March 2008 DMR for Pepsi Bottling Group and Oil and Grease results for Liberty Truck Stop.
98. Copy of letter dated February 8, 2008, to Office of Environmental Health Services Regulatory Development and Compliance Unit, from Linda K. Watson, enclosing January 2008 DMR, January 2008 ES59, January, February and March 2008 DMR for Pepsi Bottling Group and Oil and Grease results for Liberty Truck Stop.
99. Copy of letter dated February 8, 2008, to Manning Frymier, Cerrone Associates, from Linda K. Watson, enclosing January 2008 DMR, January 2008 ES59, January, February and March 2008 DMR for Pepsi Bottling Group and Oil and Grease results for Liberty Truck Stop.
100. Copy of letter dated February 8, 2008, to West Virginia Department of Environmental Protection, from Linda K. Watson, enclosing January 2008 DMR, January 2008 ES59, January, February and March 2008 DMR for Pepsi Bottling Group and Oil and Grease results for Liberty Truck Stop.
101. \*\*\*\*E-mail dated February 8, 2008, to Manning Frymier, Cerrone Associates, from Steve Hardman, Bowles Rice, attaching the revised agreement between the City of Parkersburg and Mineral Wells PSD.
102. \*\*\*\*Copy of letter dated February 8, 2008, to Stonegate Construction, Inc., from Cathy Dyer, enclosing for signatures the final paperwork for the Sludge Disposal Project. (Notice of Acceptability of Work, Certificate of Substantial Completion and Certificate and Release)

**Mineral Wells PSD  
List of Correspondence  
February 21, 2008  
Page 11**

103. \*\*\*\*Signed copies of the Certificate of Substantial Completion, Certificate and Release and Notice of Acceptability of Work for the final paperwork for the Sludge Disposal Project.
104. \*\*\*\*Letter dated February 8, 2008, to Mineral Wells PSD, from Virginia McDonald, Rural Utilities Specialist, attaching Letter of Conditions for the Misc. Water Improvement Project.
105. Signed copies dated February 8, 2008 of the Request for Obligation of Funds, Loan Resolution and the Letter of Intent to Meet Conditions.
106. \*\*\*\*Letter dated February 8, 2008, to Mineral Wells PSD, from Sandra Squire, Public Service Commission, enclosing a copy of the Commission Order for the Rule 30B application.
107. \*\*\*\*Letter dated February 5, 2008, to Mineral Wells PSD, from David E. Brabham, West Virginia Division of Highways, attaching the approved copy of the Permit for the Parkersburg Emergency Connection.
108. Certificate of Insurance dated February 6, 2008, to Mineral Wells PSD, from Danny's Lawn Service.
109. Service Protection Program offer for an extended warranty on the 2005 Sierra 1500.
110. Copy of letter dated February 11, 2008, to Manning Frymier, Cerrone Associates, from Cathy Dyer, enclosing a copy of the DOH permit for the Emergency Connection to Parkersburg.
111. \*\*\*\*Copy of letter dated February 11, 2008, James Ice, Suttle & Stalnaker, from Cathy Dyer, enclosing a Letter of Conditions for the Water Improvements Project.
112. \*\*\*\*Copy of letter dated February 11, 2008, to Steve Hardman, Bowles Rice, from Cathy Dyer, enclosing a Letter of Conditions for the Water Improvements Project.

**Mineral Wells PSD  
List of Correspondence  
February 21, 2008  
Page 12**

113. \*\*\*\*Copy of letter dated February 11, 2008, to Cam Siegrist, Municipal Bond Commission, from Cathy Dyer, enclosing a Letter of Conditions for the Water Improvements Project.
114. Notice of Commencement of Chapter 11 Bankruptcy for Buffets Holdings, Inc.
115. Invoice dated February 11, 2008, to Pepsi Bottling Group, from Cathy Dyer, for Oil & Grease Sampling, total due \$65.00.
116. Invoice dated February 11, 2008, to Liberty Truck Stop, from Cathy Dyer, for Oil & Grease Sampling, total due \$298.00.
117. \*\*\*\*Fax dated February 11, 2008, to Mineral Wells PSD, from Trimble & Associates, regarding Arbitrage Rebate Calculations for the Mineral Wells PSD, Series 1995, Series 1997, Series 2003 Revenue Bonds, Sewerage System Revenue Bonds \$415,000 Series 2003, \$1,440,000 Series 1997, and \$1,023,800, Series 1995.
118. \*\*\*\*Letter dated February 11, 2008, to Mineral Wells PSD, from Virginia McDonald, Rural Development Specialist, confirming the meeting on February 8, 2008, for the purpose of delivering the Letter of Conditions for the loan request in connection with the Water System Improvements Project.
119. Reminder of the PSD meeting on February 13, 2008, at 12:00 at MOVRC.
120. Fax dated February 12, 2008, to Walter & Stuart, ASI, from Cathy Dyer, attaching a copy of our Turn Off Notice, noting a change that is needed.
121. Information from Cecil I. Walker Machinery Co., regarding a contract awarded to them from the WVDOH for the purchase of 55 Caterpillar Skid Steer Loaders.
122. Notice for door hangers to customers with a water meter problem, where the meter is located inside of garage.

**Mineral Wells PSD**  
**List of Correspondence**  
**February 21, 2008**  
**Page 13**

123. Fax dated February 13, 2008, to Johnston County Public Utility Co., from Cathy Dyer, attaching a letter of creditability for William Stair.
124. Copy of letter dated February 13, 2008, to Bruce Phillips, BFMC, Inc., from Linda K. Watson, enclosing a sample of a termination notice for a price quote.
125. Letter dated January 24, 2008, to Mineral Wells PSD, from Don L. Wang, State of West Virginia Department of Health and Human Resources, regarding the 2008 Monitoring Schedule.
126. Letter dated February 13, 2008, to Mineral Wells PSD, from Steven R. Hardman, Bowles Rice, enclosing the original copies of the Parkersburg Emergency Connection.
127. Copy of letter dated February 14, 2008, to Virginia McDonald, Rural Development Specialist, from Cathy Dyer, regarding the Duns number for the Misc. Water Improvement Project. (92-900-1253)
128. WV Rural Water Association 2008 Management Conference, Plotting Your Route to Success, April 7-8, 2008 at the Days Inn in Flatwoods, WV.
129. Fax dated February 15, 2008, to **Wirt County Journal**, from Cathy Dyer, attaching notice for the newspaper on Tuesday, February 19, 2008.
130. Fax dated February 15, 2008, to **Parkersburg News/Sentinel**, from Cathy Dyer, attaching notice for the newspaper on Tuesday, February 19, 2008.
131. Fax dated February 15, 2008, to **Jackson Herald Newspaper**, from Cathy Dyer, attaching notice for the newspaper on Tuesday, February 19, 2008.

**Mineral Wells PSD  
List of Correspondence  
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132. Copy of letter dated February 15, 2008, to West Virginia Municipal Bond Commission, from Cathy Dyer, enclosing check number 38326 in the amount of \$27,414.75 for the following bond payments: \$9,040.00-Sewer 97 Revenue, \$5,688.40-Sewer 95 Revenue, \$1,293.00-Sewer 85-B Revenue, \$2,288.88-Sewer 03-A Revenue, \$175.90-Water 04-B Reserves, \$811.69-Water 04-A Reserve, \$8,116.88-Water 04-A Revenue.
133. Copy of letter dated February 15, 2008, to Jefferson Brady, P.E. Infrastructure Council, from Cathy Dyer, stating the following deposits were made to WV Municipal Bond Commission, \$8,116.88-Water Revenue-04-A, \$811.69-Reserve Fund-04-A, \$175.90-Reserve Fund-04-B.
134. Copy of letter dated February 15, 2008, to West Virginia Water Development Authority, from Cathy Dyer, stating the following deposit was made to the WV Municipal Bond Commission, \$2,288.88-Revenue Fund, Series 2003.
135. Copy of letter dated February 15, 2008, to West Virginia Water Development Authority, from Cathy Dyer, stating the following deposit was made to the WV Municipal Bond Commission, \$5,688.40-Revenue Fund, Series 1995.
136. Copy of letter dated February 15, 2008, to West Virginia Division of Highways Finance Division, from Cathy Dyer, enclosing Invoice #03-08-0052 and District Check #38337 in the amount of \$86.00 for the permit for the installation of 200' of waterline along WV Rt 14.
137. Pond Creek Volunteer Fire Department Water Usage-4000 gallons for fire on Penike Road.
138. Extended Warranty Certificate from Omni-Site, for Crystal Ball (Holiday Inn Lift Station), the extended warranty has been purchased for the length of 2 years for the Omni-site unit number 20784 for the amount of \$200.00. Warranty is valid from 7/20/08 until 7/20/2010.

**Mineral Wells PSD  
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139. \*\*\*\*Newspaper clipping from the Parkersburg News/Sentinel, published on February 17, 2008, Mollohan announces the Mineral Wells PSD has been approved for a loan of \$660,000.00 from the US Department of Agriculture.
140. Letter dated October 31, 2008, to Mineral Wells PSD, from Leslie Equipment, stating Rusty Harbert has accepted the Sales Position at Marietta.
141. \*\*\*\*Letter dated February 15, 2008, to Mineral Wells PSD, from Suttle & Stalnaker-Harman Thompson Division, explaining the arrangements for services that are to be performed for Mineral Wells PSD for the year ending June 30, 2008.
142. Fax dated February 20, 2008, to Mineral Wells PSD, from Walter Frazier, ASI, regarding upgrades to the inventory program.
143. Fax dated February 20, 2008, to Mineral Wells PSD, from Walter Frazier, ASI, regarding upgrades to the inventory program.
144. Letter dated February 19, 2008, to Mineral Wells PSD, from Canaan Valley Institute, regarding New Approaches to Wastewater Treatment in West Virginia Workshop April 8 & 9, 2008.
145. \*\*\*\*Signature cards for all accounts at WesBanco for new signatures, due to new election of officers.

Mineral Wells PSD  
 G E N E R A L L E D G E R  
 WATER INCOME STATEMENT

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
OPERATING REVENUE ACCOUNTS								
METERED SALES								
METERED SALES-RESIDENTIAL	1 461 100 00	(877,931.00)	(512,126.37)	(81,621.55)	111.56	(470,543.77)	53.59	407,387.23
METERED SALES-COMMERCIAL	1 461 200 00	(163,656.00)	(95,466.00)	(16,636.80)	121.98	(89,134.79)	54.46	74,521.21
TOTAL METERED SALES		(1041,587.00)	(607,592.37)	(98,258.35)	113.20	(559,678.56)	53.73	481,908.44
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(20,700.00)	(12,075.00)	(1,492.09)	86.49	(11,956.92)	57.76	8,743.08
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(1,500.00)	(875.00)	(514.77)	411.81	(3,279.46)	218.63	(1,779.46)
METER LEASE - MOBILE HOME PARK	1 472 500 00	.00	.00	(96.00)		(192.00)		(192.00)
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(2,916.62)	.00		.00		5,000.00
OTHER WATER REVENUES	1 474 000 00	(6,000.00)	(3,500.00)	(698.50)	139.70	(6,607.00)	110.11	(607.00)
TOTAL OTHER REVENUES		(33,200.00)	(19,366.62)	(2,801.36)	101.25	(22,035.38)	66.37	11,164.62
TOTAL REVENUES		(1074,787.00)	(626,958.99)	(101,059.71)	112.83	(581,713.94)	54.12	493,073.06

Mineral Wells PSD  
 G E N E R A L L E D G E R  
 WATER INCOME STATEMENT

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
OPERATION/MAINTENANCE EXPENSE								
SOURCE OF SUPPLY								
PURCHASED WATER	1 602 000 00	267,150.00	155,837.50	17,044.71	76.56	119,395.29	44.69	(147,754.71)
TOTAL SOURCE OF SUPPLY		267,150.00	155,837.50	17,044.71	76.56	119,395.29	44.69	(147,754.71)
PUMPING								
OPERATION								
OPERATION SUPERVISION PUMPING	1 620 000 00	200.00	116.62	.00		.00		(200.00)
POWER PURCHASED PUMPING	1 623 000 00	5,400.00	3,150.00	582.00	129.33	3,442.24	63.74	(1,957.76)
PUMPING LABOR	1 624 000 00	5,000.00	2,916.62	557.40	133.77	3,560.51	71.21	(1,439.49)
PUMPING EXPENSES	1 624 001 00	200.00	116.62	65.00	390.15	1,492.91	746.45	1,292.91
MISCELLANEOUS EXPENSE	1 626 000 00	120.00	70.00	.00		.00		(120.00)
TOTAL OPERATION		10,920.00	6,369.86	1,204.40	132.35	8,495.66	77.79	(2,424.34)
MAINTENANCE								
SUPERVISION TRANS & DIST	1 630 000 00	900.00	525.00	.00		.00		(900.00)
MAINT STRUCTURES & IMPROVEMENT	1 631 000 00	500.00	291.62	73.35	176.06	161.35	32.27	(338.65)
MAINT PUMPING EQUIPMENT	1 633 000 00	1,450.00	845.81	130.67	108.14	2,235.18	154.15	785.18
TOTAL MAINTENANCE		2,850.00	1,662.43	204.02	85.90	2,396.53	84.08	(453.47)
TOTAL PUMPING		13,770.00	8,032.29	1,408.42	122.73	10,892.19	79.10	(2,877.81)
TRANSMISSION & DISTRIBUTION								
OPERATION								
OPER SUPERVISION & ENGINEERING	1 660 000 00	1,600.00	933.31	.00		40.00	2.50	(1,560.00)
TRANS & DIST LINE EXPENSE	1 662 000 00	18,800.00	10,966.62	1,475.00	94.14	13,161.94	70.01	(5,638.06)
METER EXPENSE	1 663 000 00	7,000.00	4,083.31	.00		887.61	12.68	(6,112.39)
TOTAL OPERATION		27,400.00	15,983.24	1,475.00	64.59	14,089.55	51.42	(13,310.45)
MAINTENANCE								
MAINT SUPERVISION & ENGINEER	1 670 000 00	250.00	145.81	.00		.00		(250.00)
MAINT STRUCTURES & IMPROVEMENT	1 671 000 00	1,700.00	991.62	10.95	7.72	516.58	30.38	(1,183.42)
MAINT DISTRIBUTION RESERVOIRS	1 672 000 00	.00	.00	.00		5.99		5.99
MAINTENANCE OF MAINS T & D	1 673 000 00	22,000.00	12,833.31	728.55	39.73	12,050.34	54.77	(9,949.66)
MAINTENANCE OF SERVICES T & D	1 675 000 00	17,000.00	9,916.62	751.41	53.04	4,725.55	27.79	(12,274.45)
MAINTENANCE OF METERS T & D	1 676 000 00	1,600.00	933.31	72.45	54.33	1,802.21	112.63	202.21
MAINTENANCE OF HYDRANT T & D	1 677 000 00	1,700.00	991.62	.00		277.54	16.32	(1,422.46)
TOTAL MAINTENANCE		44,250.00	25,812.29	1,563.36	42.39	19,378.21	43.79	(24,871.79)
TOTAL TRANS. & DISTRIBUTION		71,650.00	41,795.53	3,038.36	50.88	33,467.76	46.71	(38,182.24)



Mineral Wells PSD  
 G E N E R A L L E D G E R  
 WATER INCOME STATEMENT

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
<b>CUSTOMER SERVICE EXPENSES</b>								
OPERATION								
METER READING EXPENSES	1 902 000 00	8,000.00	4,666.62	463.73	69.56	4,245.66	53.07	(3,754.34)
BILLING & COLLECTING - LABOR	1 903 100 00	35,000.00	20,416.62	3,560.75	122.08	18,227.72	52.07	(16,772.28)
BILLING & COLLECTING - EXPENSE	1 903 200 00	7,500.00	4,375.00	322.38	51.58	2,384.24	31.78	(5,115.76)
UNCOLLECTIBLE ACCOUNTS	1 904 000 00	3,200.00	1,866.62	.00		.00		(3,200.00)
		=====	=====	=====	=====	=====	=====	=====
TOTAL CUSTOMER SERVICE EXPENS		53,700.00	31,324.86	4,346.86	97.13	24,857.62	46.28	(28,842.38)
<b>ADMINISTRATIVE &amp; GENERAL</b>								
OPERATION								
ADMIN & GENERAL SALARIES	1 920 000 00	44,000.00	25,666.62	4,569.96	124.63	29,730.10	67.56	(14,269.90)
EXPENSES GENERAL EMPLOYEES	1 920 200 00	1,200.00	700.00	.00		626.57	52.21	(573.43)
OFFICE SUPPLIES & EXPENSE	1 921 000 00	23,000.00	13,416.62	1,976.76	103.13	12,331.19	53.61	(10,668.81)
OUTSIDE SERVICES EMPLOYED	1 923 000 00	120.00	70.00	1,890.00	999.99	8,326.80	999.99	8,206.80
ATTORNEY	1 923 001 00	600.00	350.00	.00		542.24	90.37	(57.76)
AUDITOR	1 923 002 00	9,800.00	5,716.62	.00		.00		(9,800.00)
PROPERTY INSURANCE	1 924 000 00	25,000.00	14,583.31	.00		1,000.00	4.00	(24,000.00)
INJURIES & DAMAGES	1 925 000 00	600.00	350.00	.00		.00		(600.00)
EMPLOYEES WELFARE EXPENSE	1 926 100 00	1,200.00	700.00	520.13	520.13	(994.08)	82.84	(2,194.08)
EMPLOYEES PENSIONS/BENEFITS	1 926 200 00	32,000.00	18,666.62	2,587.56	97.03	19,326.80	60.39	(12,673.20)
EMPLOYEE VACATION PAY	1 926 300 00	7,000.00	4,083.31	92.16	15.79	3,917.04	55.95	(3,082.96)
EMPLOYEES HOLIDAY PAY	1 926 400 00	7,000.00	4,083.31	577.44	98.99	5,050.80	72.15	(1,949.20)
EMPLOYEES SICK PAY	1 926 500 00	6,700.00	3,908.31	63.51	11.37	721.50	10.76	(5,978.50)
EMPLOYEES' FUNERAL LEAVE PAY	1 926 600 00	400.00	233.31	.00		.00		(400.00)
COMP TIME	1 926 700 00	1,800.00	1,050.00	123.10	82.06	1,309.83	72.76	(490.17)
PEB/WV RETIREE HEALTH BENEFIT	1 926 800 00	.00	.00	.00		2,600.65		2,600.65
REGULATORY COMMISSION EXPENSE	1 928 000 00	3,500.00	2,041.62	.00		.00		(3,500.00)
MISCELLANEOUS GENERAL EXPENSE	1 930 200 00	2,600.00	1,516.62	757.06	349.42	3,348.32	128.78	748.32
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TOTAL OPERATION		166,520.00	97,136.27	13,157.68	94.81	87,837.76	52.74	(78,682.24)
<b>MAINTENANCE OF GENERAL PLANT</b>								
TRANSPORTATION EXPENSES	1 933 000 00	15,000.00	8,750.00	1,401.85	112.14	9,524.51	63.49	(5,475.49)
		=====	=====	=====	=====	=====	=====	=====
<b>ADMINISTRATIVE &amp; GENERAL</b>								
		=====	=====	=====	=====	=====	=====	=====
TOTAL OPERATION & MAINTENANCE		588,190.00	343,109.76	40,397.88	82.41	286,930.89	48.78	(301,259.11)

Mineral Wells PSD  
 G E N E R A L L E D G E R  
 WATER INCOME STATEMENT

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
DEPRECIATION EXPENSE	1 403 000 00	280,000.00	163,333.31	23,600.00	101.14	165,200.00	59.00	(114,800.00)
MICA EXPENSE	1 408 100 00	13,000.00	7,583.31	929.03	85.75	6,607.47	50.82	(6,392.53)
		=====	=====	=====	=====	=====	=====	=====
TOTAL OPERATING EXPENSES		881,190.00	514,026.38	64,926.91	88.41	458,738.36	52.05	(422,451.64)
OTHER INCOME & DEDUCTIONS								
INTEREST & DIVIDEND INCOME	1 419 000 00	(700.00)	(408.31)	(44.61)	76.47	(530.74)	75.82	169.26
MISC NONOPERATING INCOME ST FK	1 421 000 00	.00	.00	.00		(43,500.00)		(43,500.00)
INTEREST ON LONGTERM DEBT	1 427 000 00	213,600.00	124,600.00	16,500.00	92.69	115,500.00	54.07	(98,100.00)
OTHER INTEREST EXPENSE	1 431 000 00	150.00	87.50	11.77	94.16	75.52	50.34	(74.48)
		-----	-----	-----	-----	-----	-----	-----
TOTAL OTHER INCOME & DEDUCTIO		213,050.00	124,279.19	16,467.16	92.75	71,544.78	33.58	(141,505.22)
		=====	=====	=====	=====	=====	=====	=====
NET INCOME		19,453.00	11,346.58	(19,665.64)	999.99-	(51,430.80)	264.38-	(70,883.80)

Mineral Wells PSD  
 G E N E R A L L E D G E R  
 SEWER INCOME STATEMENT

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
OPERATING REVENUE ACCOUNTS								
DOMESTIC SERVICE-RESIDENTIAL	2 601 000 00	(475,000.00)	(277,083.31)	(18,850.08)	47.62	(250,621.27)	52.76	224,378.73
DOMESTIC SERVICE-COMMERCIAL	2 602 000 00	(175,000.00)	(102,083.31)	(13,311.45)	91.27	(109,486.59)	62.56	65,513.41
BUTCHER BEND SEWER	2 605 000 00	.00	.00	(1,818.00)		(1,818.00)		(1,818.00)
TOTAL SALES OF SEWER SERVICE		(650,000.00)	(379,166.62)	(33,979.53)	62.73	(361,925.86)	55.68	288,074.14
OTHER SEWER REVENUES								
FORFEITED DISCOUNTS & PENALTY	2 612 000 00	(15,000.00)	(8,750.00)	(1,554.73)	124.37	(8,633.52)	57.55	6,366.48
MISC SEWERAGE REVENUES	2 615 000 00	(1,200.00)	(700.00)	(50.82)	50.82	(570.03)	47.50	629.97
TOTAL OTHER SEWER REVENUES		(16,200.00)	(9,450.00)	(1,605.55)	118.92	(9,203.55)	56.81	6,996.45
TOTAL REVENUES		(666,200.00)	(388,616.62)	(35,585.08)	64.09	(371,129.41)	55.70	295,070.59
OPERATION/MAINTENANCE EXPENSE								
COLLECTING EXPENSES								
OPER SUPERVISION/ENGINEERING	2 701 000 00	900.00	525.00	.00		.00		(900.00)
OPERATION LABOR-COLLECTING	2 702 000 00	5,500.00	3,208.31	.00		203.10	3.69	(5,296.90)
MAINT SUPERVISION/ENGINEERING	2 704 000 00	800.00	466.62	.00		.00		(800.00)
MAINT SERVICE CONN & TRAP	2 705 100 00	7,000.00	4,083.31	875.91	150.15	2,378.10	33.97	(4,621.90)
MAINT COLLECT & TRANS MAINS	2 705 200 00	6,000.00	3,500.00	4,473.04	894.60	12,553.00	209.21	6,553.00
TOTAL COLLECTING EXPENSES		20,200.00	11,783.24	5,348.95	317.76	15,134.20	74.92	(5,065.80)
PUMPING EXPENSES								
OPER SUPERVISION & ENGINEERING	2 721 000 00	500.00	291.62	38.40	92.17	59.10	11.82	(440.90)
OPERATION LABOR-PUMPING	2 722 000 00	9,000.00	5,250.00	115.20	15.36	2,067.44	22.97	(6,932.56)
POWER LIFT STATIONS	2 723 100 00	17,000.00	9,916.62	1,738.97	122.75	8,889.04	52.28	(8,110.96)
POWER GRINDER PUMPS	2 723 200 00	6,200.00	3,616.62	476.41	92.20	2,985.58	48.15	(3,214.42)
APPLIES-EXP LIFT STA GRINDERS	2 724 000 00	15,000.00	8,750.00	2,016.05	161.28	10,089.40	67.26	(4,910.60)
MAINT STRUCTURES & IMPROV	2 726 000 00	900.00	525.00	.00		179.58	19.95	(720.42)
WATER PUMPING-LIFT STATIONS	2 727 100 00	20,000.00	11,666.62	2,083.29	124.99	12,951.77	64.75	(7,048.23)
MAINT OTHER PUMPING EQUIPMENT	2 727 200 00	20,500.00	11,958.31	1,959.32	114.69	38,948.31	189.99	18,448.31
TOTAL PUMPING EXPENSES		89,100.00	51,974.79	8,427.64	113.50	76,170.22	85.48	(12,929.78)

Mineral Wells PSD  
 G E N E R A L L E D G E R  
 SEWER INCOME STATEMENT

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
<b>TREATMENT &amp; DISPOSAL EXPENSES</b>								
OPERATION LABOR-TREATMENT	2 742 000 00	9,000.00	5,250.00	800.10	106.68	4,830.77	53.67	(4,169.23)
SUPPLIES AND EXPENSES-PLANT	2 743 100 00	18,000.00	10,500.00	4,062.85	270.85	10,543.66	58.57	(7,456.34)
CHEMICAL TREATMENT EXP-PLANT	2 743 200 00	3,500.00	2,041.62	318.50	109.20	2,425.25	69.29	(1,074.75)
POWER EXPENSE-PLANT	2 743 300 00	32,000.00	18,666.62	3,545.33	132.95	20,365.89	63.64	(11,634.11)
MAINT OF STRUCTURE & IMPROVEMT	2 745 000 00	5,000.00	2,916.62	10.95	2.62	192.65	3.85	(4,807.35)
MAINT OF SEWAGE PONDS	2 745 100 00	25,000.00	14,583.31	.00		111,065.36	444.26	86,065.36
MAINT OF T & D SYS EQUIPMENT	2 746 000 00	6,324.00	3,689.00	368.85	69.99	5,487.24	86.76	(836.76)
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<b>TOTAL TREATMENT &amp; DISPOSAL</b>		98,824.00	57,647.17	9,106.58	110.57	154,910.82	156.75	56,086.82
<b>BILLING &amp; COLLECTING EXPENSES</b>								
METER READING LABOR	2 782 000 00	7,000.00	4,083.31	388.13	66.53	4,265.81	60.94	(2,734.19)
BILLING & COLLECTING LABOR	2 783 100 00	29,000.00	16,916.62	2,919.16	120.79	14,653.95	50.53	(14,346.05)
BILLING & COLLECTING EXPENSE	2 783 200 00	3,000.00	1,750.00	214.92	85.96	1,662.16	55.40	(1,337.84)
		-----	-----	-----	-----	-----	-----	-----
<b>TOTAL BILLING &amp; COLLECTING</b>		39,000.00	22,749.93	3,522.21	108.37	20,581.92	52.77	(18,418.08)
<b>ADMINISTRATIVE/GENERAL EXPENSE</b>								
ADMIN & GENERAL SALARIES	2 790 000 00	30,000.00	17,500.00	2,925.91	117.03	19,020.25	63.40	(10,979.75)
EXPENSES-GENERAL EMPLOYEES	2 792 200 00	500.00	291.62	.00		273.71	54.74	(226.29)
OFFICE SUPPLIES & EXPENSES	2 793 000 00	12,960.00	7,560.00	1,317.82	122.02	8,216.17	63.39	(4,743.83)
SPECIAL SERVICES	2 795 000 00	8,000.00	4,666.62	.00		4,291.20	53.64	(3,708.80)
SPECIAL LEGAL SERVICES	2 796 000 00	1,000.00	583.31	.00		482.90	48.29	(517.10)
REGULATORY COMMISSION	2 797 000 00	2,520.00	1,470.00	.00		.00		(2,520.00)
INSURANCE	2 798 000 00	22,000.00	12,833.31	.00		.00		(22,000.00)
INJURIES/DAMAGES	2 799 000 00	2,400.00	1,400.00	.00		.00		(2,400.00)
EMPLOYEES WELFARE EXPENSES	2 800 100 00	2,000.00	1,166.62	.00		(1,154.52)	57.72-	(3,154.52)
EMPLOYEE PENSION & BENEFITS	2 800 200 00	36,000.00	21,000.00	2,635.59	87.85	17,066.80	47.40	(18,933.20)
EMPLOYEES VACATION PAY	2 800 300 00	4,000.00	2,333.31	61.44	18.43	2,611.36	65.28	(1,388.64)
EMPLOYEES HOLIDAY PAY	2 800 400 00	6,200.00	3,616.62	384.96	74.50	3,379.20	54.50	(2,820.80)
EMPLOYEES SICK PAY	2 800 500 00	4,000.00	2,333.31	40.52	12.15	479.18	11.97	(3,520.82)
EMPLOYEES' FUNERAL LEAVE PAY	2 800 600 00	960.00	560.00	.00		.00		(960.00)
COMP TIME	2 800 700 00	1,000.00	583.31	82.59	99.11	878.85	87.88	(121.15)
PEB/WV RETIREE HEALTH BENEFIT	2 800 800 00	.00	.00	346.75		2,427.25		2,427.25
MISCELLANEOUS GENERAL EXPENSE	2 801 000 00	4,000.00	2,333.31	254.89	76.46	2,217.36	55.43	(1,782.64)
RENTS	2 803 000 00	5,000.00	2,916.62	.00		.00		(5,000.00)
TRANSPORTATION EXPENSE	2 903 000 00	10,000.00	5,833.31	934.57	112.14	6,350.90	63.50	(3,649.10)
NONCOLLECTIBLE ACCOUNTS	2 904 100 00	3,200.00	1,866.62	.00		.00		(3,200.00)
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<b>TOTAL ADMINISTRATIVE &amp; GEN EX</b>		155,740.00	90,847.89	8,985.04	69.23	66,540.61	42.72	(89,199.39)

Mineral Wells PSD  
 G E N E R A L L E D G E R  
 SEWER INCOME STATEMENT

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
TOTAL OPERATING EXPENSES		402,864.00	235,003.02	35,390.42	105.41	333,337.77	82.74	(69,526.23)
DEPRECIATION	2 503 000 00	302,400.00	176,400.00	25,200.00	100.00	176,400.00	58.33	(126,000.00)
FICA EXPENSE	2 507 100 00	10,000.00	5,833.31	890.97	106.91	5,656.33	56.56	(4,343.67)
INTEREST/DIVIDEND EARNED	2 524 000 00	(900.00)	(525.00)	(46.31)	61.74	(1,640.93)	182.32	(740.93)
INTEREST ON LONG TERM DEBT	2 530 000 00	102,000.00	59,500.00	8,000.00	94.11	56,000.00	54.90	(46,000.00)
OTHER INTEREST EXPENSE	2 535 000 00	108.00	63.00	9.27	103.00	43.22	40.01	(64.78)
		=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENSES & OTHER INCOME		150,272.00	87,657.71	33,859.27	270.38	198,666.98	132.20	48,394.98
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BALANCE TO SURPLUS		150,272.00	87,657.71	33,859.27	270.38	198,666.98	132.20	48,394.98