

MINUTES OF A REGULAR MONTHLY BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, SEPTEMBER 18, 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. James R. Lett, Secretary; Charles R. Stewart, Treasurer; Cathy Dyer, Office Manager; Todd Anderson, Operations Manager; Linda Watson and Nellie Radcliff, Office Clerks; William Byers, Operations Tech; Roger & Janet Kerr, Residents of Pond Creek Road, Rockport; Jim Cochrane, RCDI; Clint Pifer, C. L. Pifer & Assoc.; Scott Stephens, Phoenix Associates; Ron Bennett and Beth Bumgarner, Suttle & Stalnaker; Fred Rader, Mid-Ohio Valley Regional Council and Jim Marion, Resident on Society Hill Rd., were present.

The first order of business was the presenting of the annual Fiscal Year audit by Ms. Bumgarner and Mr. Bennett. They reported that the District had a good clean audit and that there was no significant changes. They highly recommended that the District implement a backup for the entire system. The District needs to run a check on the backup to make sure that the files are being backed up. This is all records and P C. There was nothing abnormal in regards the record keeping. Mr. Lett made a motion to accept the audit as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Ms. Bumgarner and Mr. Bennett excused themselves from the rest of meeting.

Mr. Pifer, Mr. Cochrane and Mr. Stephens were present to ask the District to extend a sewer line 530' to a 65,000 square foot building the Bureau of Public Debt is building in the Pettyville area. They would like for the District to fund the line from the District's sewer main to their building. Mr. Cochrane informed the Board that the cost of extending the sewer line to the building was not figured into the cost of the building. The Board agreed to bring the sewer line to the property line of Betty Price. Mr. Pifer is to get with Mr. Anderson with the plans to be forwarded to the Districts engineer. Mr. Pifer, Mr. Cochrane and Mr. Stephens excused themselves from the rest of the meeting.

Mr. Rader was present to discuss the self-help program with the Pond Creek residents. He explained to them they need to have an informational meeting. Under the self-help program volunteers need to provide all the labor. A map that includes everyone that wants water needs to be provided. Only residents that are truly interested should sign a petition. Under a self-help it is very likely that it will still cost each resident approximately \$10,000.00. Mr. Rader and the residents excused themselves from the rest of the meeting and had a meeting together in Mr. Anderson's office.

Mr. Marion came into the meeting after it had been called to order. His concern was if it was really necessary for the rates to go up. He questioned the rate increase that the District had applied for. The Board and he discussed the financial affairs of the District and the need for the rate increases. Mr. Marion informed the Board that he is running for office in the House of Delegates.

Mr. Lett made a motion that the Minutes of the August 21, 2008, Regular Board Meeting be approved as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Mr.

MINERAL WELLS PUBLIC SERVICE DISTRICT  
MINUTES - SEPTEMBER 18, 2008  
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Lett signed the Minutes of the August 21, 2008, Regular Board Meeting.

Mr. Lett made a motion the Minutes of the Special September 4, 2008, Meeting be approved as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes of the Special Meeting of September 4, 2008.

Mr. Stewart made a motion to approve Trimble & Associates to develop a Policies and Procedures Manual to define how record keeping and retention are to be handled. Mr. Lett seconded the motion. The motion passed unanimously.

Mrs. Dyer asked the Board if the District could change the Bi-monthly payroll to a weekly payroll beginning the first of the year 2009. Mr. Lett made a motion to change the bi-monthly payroll to a weekly payroll effective January 1, 2009. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Lett made a motion to create a position of a Chief Wastewater Operator with an hourly wage rate adjustment. Mr. Stewart seconded the motion. The motion passed unanimously. Denny Brown is now the Chief Wastewater Operator with a hourly rate increase of \$2.00 per hour effective September 1, 2008.

Mr. Anderson met with John Neel and Bill Hinton with Hughes Supply to discuss the cost of testing the larger meters that are over 5/8" in service. The cost per meter is \$200.00 - \$300.00 per meter depending on the number of meters to be tested at one time. If more than one District has the testing done then the cost per meter may be less. Mr. Lett made a motion to approve the testing in place of the large meters. Mr. Stewart seconded the motion. The motion passed unanimously.

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

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

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

Mr. Stewart made a motion to approve checks numbered 38943 thru 39049 written on the Consolidate-Water and Sewer Revenue Checking Account (copy attached) between August 22, 2008 thru September 18, 2008. Mr. Lett seconded the motion. The motion passed unanimously.

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Mr. Stewart made a motion to approve Payroll checks numbered 2144 thru 2159 written on the Consolidated Payroll Account (copy attached) between August 22, 2008, thru September 18, 2008. Mr. Lett seconded the motion. The motion passed unanimously.

The following letters were discussed.

Letter 4 - Letter dated August 20, 2008, from Lori Derrick, WVDEP attaching draft of District Wastewater Permit effective December 16, 2008.

Letter 13 - Letter dated August 25, 2008, to Virginia McDonald, RUS attaching required tariff, list of officials, user verification, insurance, workers compensation coverage and verification of Bond Reserve balance as of June 30, 2008 due September 1, 2008 for Water.

Letter 39 - Copies of letters dated August 29, 2008 to (27) Sycamore Run, Stephens Ford and Limestone Hill customers thanking them for their support in pay the 3 year user agreement without hooking up to the public water system.

Letter 47 - Letter dated September 2, 2008, from Sandra Squires, PSC attaching procedural order on the Sewer Emergency 19A staff recommending a 3.9% rate increase. The ad was run in the Parkersburg New on September 8<sup>th</sup> and 16<sup>th</sup>, 2008.

Letter 108 - Letter dated September 16, 2008, from Sandra Squires, PSC attaching a clarification of its recommendations regarding the working capital surplus and renewal and replacement reserve. The staff recommended a rate increase of 1.08% instead of the original rate increase of 3.9%.

Letter 112 - Fax dated September 16, 2008, from Claywood Park Public Service District to the District with the July 1, 2007- June 30, 2008 allocation amount of \$126,292.54.

Letter 113 - Fax dated September 17, 2008, from Rod Lowe, Bassett & Lowe, revised allocation of \$98,604.44 from Claywood Park Public Service District.

Mrs. Dyer reported at the Public Service District all the Districts are interested in have a phone system do the calling of customers that are delinquent and need their service turned off for non-payment. The Board is interested and would like for Mrs. Dyer to check into the matter a little more before they make a decision. This concluded Mrs. Dyer's report.

Mr. Anderson reported that the easements for slip area have been received, he will work on getting the signatures. Jay Crow will be helping to complete the work at the wastewater treatment plant that has been scheduled. Power box upgrade, bar screen and aerators are being worked on. The District plans to auction off the old service truck at the October meeting.

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Amy Harris, Mid Ohio Valley Regional Council needs the approved Minutes from the August 20, 2008 Board meeting faxed to her.

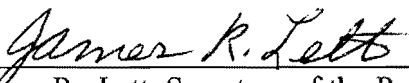
This concluded Mr. Anderson's report

There was not a motion or request made for an executive session at this meeting.

All business having been discussed, Mr. Lett made a motion that the meeting be adjourned. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 7:00 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  
 August 31, 2008

**Checking Accounts**

Water Revenue Fund Checking Account WesBanco Bank - 1131.2	\$ 39,672.92
Sewer Revenue Fund Checking Account WesBanco Bank - 2120.2	5,432.18
Stephens Fork Water Extension Construction Checking WesBanco Bank - 1131.8	\$ _____ -
<b>Total in Checking Accounts:</b>	<b>\$ 45,105.10</b>

**Water Accounts**

Depreciation Reserve Account WesBanco Bank - 1125.31	\$ 13,065.66
Revenue Reserve Account WesBanco Bank - 1125.21	26,031.22
Revenue Reserve Account - Sams Creek/Chesterville WesBanco Bank - 1125.22	34,861.92
Revenue Reserve Account - Rockport WesBanco Bank - 1125.32	13,991.84
Depreciation Reserve Account - Rockport WesBanco Bank - 1125.23	13,991.59
Revenue Reserve Account - Water Improvement WesBanco Bank - 1125.24	28,920.04
Depreciation Reserve Account - Water Improvement WesBanco Bank - 1125.33	42,059.62
Depreciation Reserve Account - Sycamore 2004A WesBanco Bank - 1125.27	7,880.90
Sycamore Run-Limestone Tap Fees WesBanco Bank - 1131.7	-
Security Deposit Account WesBanco Bank - 1134.0	32,843.55
Sycamore Renewal/Replacement WesBanco - Bank 1125.34	<u>54,684.61</u>
<b>Total In Water Accounts:</b>	<b>\$ 268,330.95</b>

**Sewer Accounts**

Repair and Replacement Account WesBanco Bank - 2114.2	\$ 9,254.51
Reserve for Grinder Pump Maintenance Prime Rate Money Market - WesBanco Bank - 2114.1	32,165.59
Security Deposit Account WesBanco Bank - 2121.3	<u>27,536.49</u>
<b>Total in Sewer Accounts:</b>	<b>\$ 68,956.59</b>

**Total All Finances - August 31, 2008** **\$ 382,392.64**

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

BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, JULY 31, 2008 \$36,762.49

RECEIPTS:

Water Sales	\$91,663.74
Water Buffalo Sales	905.50
Tap Fees	700.00
Reconnection Fees	225.00
Security Deposit Refunds	1,670.62
Transfer	100.72

Total Receipts: \$95,265.58

Total Cash Available: \$132,028.07

Expenditures:

Action Answering Service Plus	\$ 51.39
ADT Security Services	63.65
Allegheny Power	492.88
At & T	9.53
At & T Mobility	154.61
Auto Zone	56.02
BP Credit Card Company	1,066.34
Bill Bailey Insurance Agency	3,197.63
C I Thornburg	2,272.72
CM & I Products	200.22
Cardmember Services	340.09
Cintas	205.52
Claywood Park PSD	17,621.51
Commissioner's Salaries	225.00
Conner Cleaning Service	130.80
Cutlip Warner	6,053.50
Fasteners & Supply Inc	117.60
Ferguson Waterworks	937.77
HD Supply Waterworks, Ltd	2,818.00
Hardman Supply Company	212.50
Innovative Business Products	93.38
Jabo Supply Corporation	32.23
Miller Communications	166.00
Mineral Wells PSD	1,304.93
Miss Utility of WV Inc.	35.25
Municipal Bond Commission	9,104.47
Parkersburg Office Supply	61.32
REI Consultants	846.60
Resa V	49.00
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	6,789.90
Taylor's Disposal Inc	38.00
Telepage Communication System	10.74
US Postal Service	165.89
USA Blue Book	553.93
Verizon	157.26
Water Environmental Testing	82.50
West Side Telecommunications	13.50
WesBanco Bank-Parkersburg - Rockport	334.00
WesBanco Bank-Parkersburg - Water Imprv	3,004.00
WesBanco Bank-Parkersburg - Stephens Fk	176.00
WesBanco Bank-Parkersburg - Wtr Res Sams	314.00
WesBanco Bank-Parkersburg- Payroll taxes	3,055.95
WesBanco Bank-Parkersburg-Sycamore R/R	1,763.71
WV Public Employees Insurance Agency	2,116.08
WV Retiree Health Benefit Trust Fund	503.46
WV Public Employees Retirement System	1,638.69
WV State Tax Department	485.84
Kenneth/Brenda Newlon	57.58
Tammy & Rodney Williams	50.28
Amanda Mitchell Jones	50.57
Amanda Vierling	50.22
Amy M. Gore	50.24
Ted & Sandy Osgood	50.24
Travis Maston	50.69
Neale Garvin	56.40
Eskey E Hardbarger	51.62
Michael M. Lott	91.62
Amy Thomas	51.62
John E. Bowman	51.62
Todd Anderson	131.47
Rock or Tina Dilly	302.07

Total Expenditures: \$92,355.15

Balance in Water Revenue Fund Checking Account,  
WesBanco Bank, August 31, 2008

\$39,672.92

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

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, JULY 31, 2008 \$ 22,972.28

RECEIPTS:

Sewer Sales	42,368.00
Security Deposit Refunds	817.81
Butcher Bend Lagoon Assoc.	1,151.40
Transfer	(100.72)
Rpr Rpl State Pipe Ramco	20,196.06
Tap Fee	300.00
Reconnect Fees	60.00
Ron Porta Johns - WV Interstate Fair	385.00

Total Receipts: \$65,177.55

Total Cash Available: \$ 88,149.83

Expenditures:

Action Answering Service Plus	34.26
Allegheny Power	5,419.13
At & T	6.36
At & T Mobility	103.07
ADT Security Services	42.43
Auto Zone	37.34
BP Credit Card Company	710.89
Bill Bailey Insurance Agency	2,131.76
Butcher Bend Lagoon Assoc	1,500.00
CM & I Products	2,328.48
C. I. Thornburg	2,374.96
Cardmember Services	226.72
Cintas	137.04
Commissioner's Salaries	150.00
Conner Cleaning	157.20
Cutlip Warner Development	820.00
Danny's Lawn Service	450.00
Ferguson Waterworks	57.60
Fasteners & Supply Inc	119.20
WW Grainger	444.50
HD Supply Waterworks, LTD	300.00
Hardman Supply Company	212.59
Innovative Busniess Products	62.25
Jabo Supply Corporation	21.48
Mineral Wells PSD	1,430.46
Miss Utility of WV Inc.	23.50
Municipal Bond Commission	18,310.28
Omni-Sire Net	22.00
Parkersburg Office Supply	40.87
Parkersburg Sentinel Co	151.08
Parkersburg Utility Board	60.00
Ramco	7,276.06
Ron's Porta Johns, Inc	750.00
Salaries	7,463.01



Scots Landscape	29.90
Somerville Fabricators Inc.	89.55
Specialty Piping Corporation	335.00
State Pipe Services, Inc	12,920.00
Taylor's Disposal Inc.	25.34
Telepage	7.16
Trombold Equipment Co. Inc.	3,591.87
US Postal Service	208.27
USA Blue Book	480.14
Verizon	653.45
Water Environmental Testing	235.00
WesBanco Bank-Parkersburg-Sewer R/R	1,865.09
WesBanco Bank-Parkersburg-Payroll Taxes	3,432.25
WV Public Employees Insurance Agency	2,034.67
Retiree Health Benefit Trust Fund	484.62
WV Public Employees Retirement System	1,828.18
WV State Tax Department	538.16
West Side Telecommunications	9.00
Amanda Vierling	50.22
Larry Wilmoth	9.46
Heddi Holbert	12.42
Robert J. Cottle	34.43
Elvan & Linda Daugherty	18.10
Miss Beckys Learning Center	6.68
Emilie Burton	95.96
Neal Strong	60.16
Matt McCase	2.48
Todd Anderson	87.64
Rocky or Tina Dilly	197.93

Total Expenditures: \$ 82,717.65

Balance in Sewer Revenue Fund Checking Account, \$ 5,432.18  
WesBanco Bank, August 31, 2008

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 8/22/08 - ENDING DATE: 9/18/08 \*\*  
 \*\* 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					
2,313	WESBANCO BANK-PARKERSBURG	8/28/08	121607	8/28/08	1,573.90	9
1,908	STATE ELECTRIC SUPPLY CO INC	8/29/08	121745	8/29/08	.00	1
106	ALLEGHENY POWER	8/28/08	121622	8/29/08	492.88	38,943
124	AT&T - STATE CALLING SERVICE	8/28/08	121625	8/29/08	9.53	38,944
145	ADT SECURITY SERVICES	8/28/08	121626	8/29/08	63.65	38,945
224	BILL BAILEY INSURANCE AGENCY	8/28/08	121627	8/29/08	3,197.63	38,946
314	AT&T MOBILITY	8/28/08	121629	8/29/08	154.61	38,947
369	CONNER CLEANING SERVICE	8/28/08	121630	8/29/08	130.80	38,948
486	NEALE GARVIN	8/28/08	121637	8/29/08	56.40	38,955
486	ESKEY E HARDBARGER	8/28/08	121638	8/29/08	51.62	38,956
486	MICHAEL W LOTT	8/28/08	121639	8/29/08	91.62	38,957
486	AMY THOMAS	8/28/08	121640	8/29/08	51.62	38,958
486	JOHN E BOWMAN	8/28/08	121641	8/29/08	51.62	38,959
832	HARDMAN SUPPLY COMPANY	8/28/08	121643	8/29/08	212.50	38,961
904	INNOVATIVE BUSINESS PRODUCTS	8/28/08	121661	8/29/08	93.38	38,962
1,204	JAMES R. LETT	8/28/08	121662	8/29/08	75.00	38,963
1,304	MILLER COMMUNICATIONS	8/28/08	121664	8/29/08	166.00	38,965
1,311	FERGUSON WATERWORKS	8/28/08	121665	8/29/08	937.77	38,966
1,512	HD SUPPLY WATERWORKS, LTD	8/28/08	121669	8/29/08	2,368.00	38,967
1,604	PARKERSBURG OFFICE SUPPLY	8/28/08	121671	8/29/08	61.32	38,969
1,805	RURAL DEVELOPMENT ADMN.	8/28/08	121676	8/29/08	2,112.00	38,970
1,806	ROY L RADABAUGH	8/28/08	121677	8/29/08	75.00	38,971
1,843	CINTAS LOC #531	8/28/08	121678	8/29/08	205.52	38,972
1,912	CHARLES M. STEWART	8/28/08	121693	8/29/08	75.00	38,973
2,103	USDA-RURAL DEVELOPMENT	8/28/08	121698	8/29/08	3,140.00	38,976
2,314	WV DEPT OF TAX & REVENUE	8/28/08	121699	8/29/08	485.84	38,977
2,315	WV PUBLIC EMPLOYEES RETIREMENT	8/28/08	121700	8/29/08	1,638.69	38,978
2,338	WESBANCO-WATER RES-SAMS-CV	8/28/08	121701	8/29/08	314.00	38,979
23,058	TODD ANDERSON	8/28/08	121704	8/29/08	131.47	38,982
23,059	ROCKY OR TINA DILLY	8/28/08	121705	8/29/08	302.07	38,983
309	CLAYWOOD PARK PSD	8/31/08	121790	8/31/08	17,621.51	38,984
360	CUTLIP-WARNER DEVELOPMENT CO	8/31/08	121791	8/31/08	5,363.50	38,985
600	FASTENERS & SUPPLY INC	8/31/08	121793	8/31/08	117.60	38,986
1,866	REI CONSULTANTS	8/31/08	121795	8/31/08	680.00	38,988
2,002	TAYLOR'S DISPOSAL INC	8/31/08	121796	8/31/08	38.00	38,989
2,005	C I THORNBURG	8/31/08	121797	8/31/08	2,014.83	38,990
2,101	U S POSTAL SERVICE	8/31/08	121801	8/31/08	22.80	38,991

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 8/22/08 - ENDING DATE: 9/18/08 \*\*  
 \*\* 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					
2,339	WEST SIDE TELECOMMUNICATIONS	8/31/08	121803	8/31/08	13.50	38,993
2,375	WESBANCO BANK-PARKERSBURG	8/31/08	121804	8/31/08	2,000.00	38,994
2,313	WESBANCO BANK-PARKERSBURG	9/12/08	122455	9/12/08	1,586.44	9
124	AT&T - STATE CALLING SERVICE	9/12/08	122508	9/15/08	16.49	38,998
133	AUTO ZONE	9/12/08	122509	9/15/08	68.37	38,999
153	ACTION ANSWERING SERVICE PLUS	9/12/08	122510	9/15/08	47.79	39,000
205	BOWLES RICE MC DAVID GRAFF &	9/12/08	122511	9/15/08	111.00	39,001
275	BP	9/12/08	122512	9/15/08	889.75	39,002
438	DOMINION HOPE	9/12/08	122513	9/15/08	16.77	39,003
486	DANNY FORDYCE	9/12/08	122515	9/15/08	22.85	39,005
486	BETHANY A & MICHAEL CINALLI	9/12/08	122525	9/15/08	50.25	39,015
486	LEISA JARVIS	9/12/08	122527	9/15/08	50.24	39,016
486	RYAN DAGGETT	9/12/08	122529	9/15/08	50.24	39,017
512	EVANS CONST. CO.	9/12/08	122532	9/15/08	20.00	39,019
1,301	MISS UTILITY OF WV INC	9/12/08	122535	9/15/08	46.35	39,022
1,307	MUNICIPAL BOND COMMISSION	9/12/08	122536	9/15/08	9,104.47	39,023
1,500	OHIO VALLEY MUFFLER & BRAKE	9/12/08	122543	9/15/08	312.00	39,024
2,005	C I THORNBURG	9/12/08	122544	9/15/08	820.01	39,025
2,039	TELEPAGE COMMUNICATIONS SYSTEM	9/12/08	122547	9/15/08	10.74	39,026
2,106	USDA-RURAL DEVELOPMENT	9/12/08	122548	9/15/08	3,325.00	39,027
2,107	USDA-RURAL DEVELOPMENT	9/12/08	122549	9/15/08	10,040.00	39,028
2,113	USDA-RURAL UTILITIES SERVICE	9/12/08	122551	9/15/08	3,518.00	39,030
2,200	CARDMEMBER SERVICES	9/12/08	122552	9/15/08	17.99	39,031
2,306	WATER ENVIRONMENTAL TESTING	9/12/08	122553	9/15/08	67.50	39,032
2,308	WV PUBLIC EMPLOYEES INS AGENCY	9/12/08	122555	9/15/08	1,891.92	39,033
2,373	WESBANCO BANK-PARKERSBURG	9/12/08	122557	9/15/08	167.00	39,035
2,374	WESBANCO BANK-PARKERSBURG	9/12/08	122558	9/15/08	167.00	39,036
2,375	WESBANCO BANK-PARKERSBURG	9/12/08	122559	9/15/08	502.00	39,037
2,376	WESBANCO BANK-PARKERSBURG	9/12/08	122560	9/15/08	502.00	39,038
23,004	WESBANCO BANK INC	9/12/08	122561	9/15/08	176.00	39,039
23,005	WESBANCO BANK, INC.	9/12/08	122562	9/15/08	1,473.45	39,040
23,032	SUTTLE & STALNAKER, PLLC	9/12/08	122563	9/15/08	3,000.00	39,041
23,047	RETIREE HEALTH BNFT TRST FUND	9/12/08	122564	9/15/08	447.83	39,042
23,051	CHAD OR JAMIE WALTERS	9/12/08	122565	9/15/08	3.47	39,043
2,101	U S POSTAL SERVICE	9/18/08	122818	9/18/08	150.88	39,048
2,391	WIRT COUNTY CLERK	9/18/08	122819	9/18/08	18.00	39,049

CONSOLIDATED BANK ACCOUNT

84,882.98

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VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*  
 \*\* BEGINNING DATE: 8/22/08 - ENDING DATE: 9/18/08 \*\*  
 \*\* VENDOR RANGE: ALL VENDORS \*\* \*\* CHECK RANGE: ALL CHECKS \*\*

BANK ACCOUNT

3 101 000 00 CONSOLIDATED BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
2,313	WESBANCO BANK-PARKERSBURG	8/28/08	121607	8/28/08	1,611.46	9
1,908	STATE ELECTRIC SUPPLY CO INC	8/29/08	121745	8/29/08	.00	1
106	ALLEGHENY POWER	8/28/08	121622	8/29/08	5,400.92	38,943
124	AT&T - STATE CALLING SERVICE	8/28/08	121625	8/29/08	6.36	38,944
145	ADT SECURITY SERVICES	8/28/08	121626	8/29/08	42.43	38,945
224	BILL BAILEY INSURANCE AGENCY	8/28/08	121627	8/29/08	2,131.76	38,946
314	AT&T MOBILITY	8/28/08	121629	8/29/08	103.07	38,947
369	CONNER CLEANING SERVICE	8/28/08	121630	8/29/08	157.20	38,948
402	DANNY'S LAWN SERVICE	8/28/08	121631	8/29/08	450.00	38,949
486	ELVAN & LINDA DAUGHERTY	8/28/08	121632	8/29/08	18.10	38,950
486	MISS BECKYS LEARNING CENTER	8/28/08	121633	8/29/08	6.68	38,951
486	EMILIE BURTON	8/28/08	121634	8/29/08	95.96	38,952
486	NEAL STRONG	8/28/08	121635	8/29/08	60.16	38,953
486	MATT MC CASE	8/28/08	121636	8/29/08	2.48	38,954
733	W. W. GRAINGER, INC.	8/28/08	121642	8/29/08	61.20	38,960
832	HARDMAN SUPPLY COMPANY	8/28/08	121643	8/29/08	212.59	38,961
904	INNOVATIVE BUSINESS PRODUCTS	8/28/08	121661	8/29/08	62.25	38,962
1,204	JAMES R. LETT	8/28/08	121662	8/29/08	50.00	38,963
1,302	MINERAL WELLS PSD	8/28/08	121663	8/29/08	572.75	38,964
1,311	FERGUSON WATERWORKS	8/28/08	121665	8/29/08	57.60	38,966
1,600	PARKERSBURG SENTINEL CO	8/28/08	121670	8/29/08	151.08	38,968
1,604	PARKERSBURG OFFICE SUPPLY	8/28/08	121671	8/29/08	40.87	38,969
1,806	ROY L RADABAUGH	8/28/08	121677	8/29/08	50.00	38,971
1,843	CINTAS LOC #531	8/28/08	121678	8/29/08	137.04	38,972
1,912	CHARLES M. STEWART	8/28/08	121693	8/29/08	50.00	38,973
2,004	TROMBOLD EQUIPMENT CO INC	8/28/08	121694	8/29/08	2,144.69	38,974
2,005	C I THORNBURG	8/28/08	121695	8/29/08	1,076.00	38,975
2,314	WV DEPT OF TAX & REVENUE	8/28/08	121699	8/29/08	538.16	38,977
2,315	WV PUBLIC EMPLOYEES RETIREMENT	8/28/08	121700	8/29/08	1,828.18	38,978
23,023	RON'S PORTA JOHNS, INC.	8/28/08	121702	8/29/08	525.00	38,980
23,046	BUTCHER BEND LAGOON ASSOC	8/28/08	121703	8/29/08	1,500.00	38,981
23,058	TODD ANDERSON	8/28/08	121704	8/29/08	87.64	38,982
23,059	ROCKY OR TINA DILLY	8/28/08	121705	8/29/08	197.93	38,983
360	CUTLIP-WARNER DEVELOPMENT CO	8/31/08	121791	8/31/08	270.00	38,985
600	FASTENERS & SUPPLY INC	8/31/08	121793	8/31/08	78.40	38,986
1,607	PARKERSBURG UTILITY BOARD	8/31/08	121794	8/31/08	60.00	38,987
2,002	TAYLOR'S DISPOSAL INC	8/31/08	121796	8/31/08	25.34	38,989

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 8/22/08 - ENDING DATE: 9/18/08 \*\*

\*\* 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					
2,005	C I THORNBURG	8/31/08	121797	8/31/08	1,298.96	38,990
2,101	U S POSTAL SERVICE	8/31/08	121801	8/31/08	15.20	38,991
2,109	USA BLUE BOOK	8/31/08	121802	8/31/08	110.86	38,992
2,339	WEST SIDE TELECOMMUNICATIONS	8/31/08	121803	8/31/08	9.00	38,993
23,030	OMNI-SITE.NET	8/31/08	121805	8/31/08	22.00	38,995
23,060	SPECIALTY PIPING CORPORATION	8/31/08	121806	8/31/08	335.00	38,996
2,313	WESBANCO BANK-PARKERSBURG	9/12/08	122455	9/12/08	1,691.40	9
2,101	U S POSTAL SERVICE	9/12/08	122484	9/12/08	99.01	38,997
124	AT&T - STATE CALLING SERVICE	9/12/08	122508	9/15/08	10.99	38,998
133	AUTO ZONE	9/12/08	122509	9/15/08	45.58	38,999
153	ACTION ANSWERING SERVICE PLUS	9/12/08	122510	9/15/08	31.86	39,000
205	BOWLES RICE MC DAVID GRAFF &	9/12/08	122511	9/15/08	74.00	39,001
275	BP	9/12/08	122512	9/15/08	1,098.48	39,002
438	DOMINION HOPE	9/12/08	122513	9/15/08	11.18	39,003
486	JOHNI S BRAND	9/12/08	122514	9/15/08	35.83	39,004
486	JAMES F LUCAS	9/12/08	122516	9/15/08	8.27	39,006
486	MICHELE S LIFE	9/12/08	122517	9/15/08	43.23	39,007
486	SHELIA HUFFMAN	9/12/08	122518	9/15/08	34.58	39,008
486	CATHERINE S WILMOTH	9/12/08	122519	9/15/08	19.51	39,009
486	JACK L MC KINNEY	9/12/08	122520	9/15/08	56.29	39,010
486	KB & ASSOCIATES, INC	9/12/08	122521	9/15/08	51.37	39,011
486	MOVIE GALLERY #4048	9/12/08	122522	9/15/08	50.56	39,012
486	RETA TAYLOR	9/12/08	122523	9/15/08	50.96	39,013
486	NANCY SAMPLES	9/12/08	122524	9/15/08	50.95	39,014
486	BETHANY A & MICHAEL CINALLI	9/12/08	122525	9/15/08	50.25	39,015
486	LEISA JARVIS	9/12/08	122527	9/15/08	50.24	39,016
486	RYAN DAGGETT	9/12/08	122529	9/15/08	50.24	39,017
486	SARAH B WIGGINS	9/12/08	122531	9/15/08	8.53	39,018
733	W. W. GRAINGER, INC.	9/12/08	122533	9/15/08	111.70	39,020
1,200	LOWE'S	9/12/08	122534	9/15/08	329.48	39,021
1,301	MISS UTILITY OF WV INC	9/12/08	122535	9/15/08	30.90	39,022
1,307	MUNICIPAL BOND COMMISSION	9/12/08	122536	9/15/08	18,310.28	39,023
1,500	OHIO VALLEY MUFFLER & BRAKE	9/12/08	122543	9/15/08	208.00	39,024
2,005	C I THORNBURG	9/12/08	122544	9/15/08	878.00	39,025
2,039	TELEPAGE COMMUNICATIONS SYSTEM	9/12/08	122547	9/15/08	7.16	39,026
2,109	USA BLUE BOOK	9/12/08	122550	9/15/08	218.45	39,029
2,200	CARDMEMBER SERVICES	9/12/08	122552	9/15/08	674.44	39,031
2,306	WATER ENVIRONMENTAL TESTING	9/12/08	122553	9/15/08	240.00	39,032
2,308	WV PUBLIC EMPLOYEES INS AGENCY	9/12/08	122555	9/15/08	2,283.08	39,033

VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 8/22/08 - ENDING DATE: 9/18/08 \*\*

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

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
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101 000 00 CONSOLIDATED BANK ACCOUNT

2,312	WESBANCO BANK-PARKERSBURG	9/12/08	122556	9/15/08	1,053.15	39,034
23,032	SUTTLE & STALNAKER, PLLC	9/12/08	122563	9/15/08	2,000.00	39,041
23,047	RETIREE HEALTH BNFT TRST FUND	9/12/08	122564	9/15/08	540.25	39,042
23,051	CHAD OR JAMIE WALTERS	9/12/08	122565	9/15/08	3.24	39,043
23,060	SPECIALTY PIPING CORPORATION	9/12/08	122566	9/15/08	270.00	39,044
486	ERIK W & LANA MAYNE	9/12/08	122619	9/15/08	4.33	39,045
486	MATTHEW MIDDLETON	9/12/08	122620	9/15/08	31.68	39,046
486	DUSTIN FARNSWORTH	9/12/08	122621	9/15/08	76.82	39,047
2,101	U S POSTAL SERVICE	9/18/08	122818	9/18/08	100.59	39,048

CONSOLIDATED BANK ACCOUNT					52,649.18	85 *
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**MINERAL WELLS PUBLIC SERVICE DISTRICT  
PAYROLL CHECKS  
CONSOLIDATED REVENUE FUND CHECKING ACCOUNT  
AUGUST 31, 2008 – SEPTEMBER, 15, 2008**

**CHECK NO.**

2144	Todd R. Anderson	\$1452.99
2145	Dennis R. Brown	844.27
2146	William H. Byers Jr.	940.00
2147	Cathy J. Dyer	1041.34
2148	Linda K. Watson	790.10
2149	Darin Crites	652.88
2150	Nellie B. Radcliff	668.35
2151	Mark A. Dennis	619.00
2152	Todd R. Anderson	\$1126.21
2153	Dennis R. Brown	755.67
2154	William H. Byers Jr.	1160.50
2155	Cathy J. Dyer	1136.56
2156	Linda K. Watson	870.29
2157	Darin Crites	591.21
2158	Nellie B. Radcliff	705.18
2159	Mark A. Dennis	707.46

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
AUGUST 22, 2008 – SEPTEMBER 18, 2008**

1. Letter dated August 18, 2008, to Todd Anderson, from Kathy Lough, Project Manager, REIC, regarding samples for Saulsbury Booster Station.
2. Letter dated August 20, 2008, to Mineral Wells PSD, from Manning Frymier, Cerrone Associates, enclosing four (4) copies of the Preliminary Engineering Report for the Sewer System Improvements Project.
3. Note dated August 21, 2008, to Mineral Wells PSD, from Marilyn S. Carmichael Kassinger, regarding name change and paying security deposit for the old Brandon's Grille for a new business, Dusty Trails.
4. \*\*\*\*Letter dated August 20, 2008, to Todd Anderson, from Lori Derrick, NPDES Team, West Virginia Department of Environmental Protection, regarding our WV/NPDES Individual Permit has been found to be complete.
5. Copy of letter dated August 22, 2008, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing an approved copy of the Minutes of the Regular Board Meeting held Thursday, July 21, 2008.
6. Letter dated August 21, 2008, to Mineral Wells PSD, from Randall M. Cole, Project Administrator, Cerrone Associates, enclosing document for the completion of the design phase portion of the District's Capacity Enhancement project for the Misc. Water Improvement Project.
7. Product Summary to Mineral Wells PSD, from Lemna Technologies, Inc., regarding a LemTec Modular Insulated Cover for the WWTP.
8. Low Pressure Waiver Form signed by Gena R. Hart for a new tap located at 324 Seven Pines Rd, Mineral Wells, WV.
9. E-mail dated August 22, 2008, to Cathy Dyer, from David Jarrett, Public Service Commission, regarding our registering with the Public Service Commission of WV to complete the 2008 Sewer AB Annual Report electronically.



**Mineral Wells PSD  
List of Correspondence  
September 18, 2008  
Page 2**

10. E-mail dated August 22, 2008, to Cathy Dyer, from David Jarrett, Public Service Commission, regarding our registering with the Public Service Commission of WV to complete the 2008 Water AB Annual Report electronically.
11. Letter dated August 20, 2008, to Mineral Wells PSD, from Crystal Beverages Co., Inc., dba Fire Extinguisher Specialists, requesting a tax exemption certificate. A completed tax exemption form was sent.
12. Fax dated August 25, 2008, to Diane Patterson, from Cathy Dyer, attaching Discharge Limitations and Monitoring Requirements.
13. \*\*\*\*Copy of letter dated August 25, 2008, to Virginia McDonald, Rural Development Specialist, from Cathy Dyer, regarding Management Reports for our Water Loans.
14. Fax dated August 25, 2008, to Ron Bennett, Suttle Stalnaker, from Cathy Dyer, attaching Retiree Health accrual and the meter scrap report.
15. Fax dated August 25, 2008, to Ron Bennett, Suttle Stalnaker, from Cathy Dyer, attaching Advertising Expense for FY 2008.
16. Fax dated August 26, 2008, to Cathy Dyer, from George Blum, Cerrone Associates, attaching for review is a copy of the WV Code Chapter 5G- Procurement of Architect-Engineer Services for the Sewer Improvement Project.
17. Letter dated August 25, 2008, to Todd Anderson, from Manning Frymier, Cerrone Associates, regarding the review of the preliminary plans for the new Public Debt Office Building in Pettyville.
18. Fax dated August 28, 2008, to Manning Frymier, Cerrone Associates, from Todd Anderson, attaching THM/HAA5's Results.
19. Letter dated August 21, 2008, to Mineral Wells PSD, from David E. Brabham, Maintenance Engineer, West Virginia Department of Transportation, attaching an approved copy of the permit to do a road punch to supply water to Teresa Flinn at 5947 Southern Highway.

**Mineral Wells PSD**  
**List of Correspondence**  
**September 18, 2008**  
**Page 3**

20. Fax dated August 27, 2008, to Sharon, Public Service Commission, from Cathy Dyer, attaching information on Amy Dragoo's account, also as requested by the PSC her meter was changed out.
21. E-mail dated August 27, 2008, to Cathy Dyer, from Sara Boardman, WV Municipal Bond Commission, attaching the monthly automatic reminder of monthly deposits coming due.
22. Mail in Rebate forms for the purchase of a new Compaq Computer for the WWTP.
23. Copy of letter dated August 26, 2008, to Todd Anderson, from Kathy Lough, REIC, regarding TTHM & HAA5 Samples LT 2.
24. Letter dated August 25, 2008, to Mineral Wells PSD, from Renee D. Shotwell, Bill Bailey Insurance Agency, Inc., regarding our insurance premium.
25. Fax dated August 28, 2008, to Renee Shotwell, Bill Bailey Insurance, from Cathy Dyer, attaching paid invoices for insurance premiums.
26. Billing reprint to Darlene Paul for 569 Lincolnshire, in the amount of \$329.94.
27. Copy of letter dated August 28, 2008, to WVBPH/OEHS, from Todd Anderson, enclosing test results from REIC of samples taken August 4, 2008 and August 11, 2008.
28. Copy of letter dated August 28, 2008, to Gena R. Hart, from Cathy Dyer, enclosing copies of recorded right-of-way easements between herself, the Mineral Wells PSD and Mike and Gerri Field.
29. Copy of letter dated August 28, 2008, to Mike and Gerri Field, from Cathy Dyer, enclosing copies of recorded right-of-way easements between them, the Mineral Wells PSD and Gena R. Hart.
30. Recorded Right-of-Way Easements between Mike C. Field & Gerri L. Field and Gena Hart.

**Mineral Wells PSD  
List of Correspondence  
September 18, 2008  
Page 4**

31. Recorded Right-of-Way Easements between Mike C. Field & Gerri L. Field and Mineral Wells PSD.
32. Letter dated August 18, 2008, to Mineral Wells PSD, from Kathy Lough, REIC, regarding sample received from the Saulsbury Booster Station.
33. Copy of letter dated August 28, 2008, to Director, Division of Water & Waste Management, DEP Permitting Section, from Cathy Dyer, enclosing a copy of the Certificate of Publication ran in the Parkersburg News on August 25, 2008; regarding our Permit Application.
34. Fax dated August 29, 2008, to C.L. Pifer & Associates LLC, from Todd Anderson, regarding our comments on the Public Debt Sewer Extension.
35. Fax dated August 29, 2008, to Parkersburg News/Sentinel, from Cathy Dyer, attaching notice of a special meeting to be published in the newspaper on September 2, 2008.
36. Fax dated August 29, 2008, to Jackson Herald Newspaper, from Cathy Dyer, attaching notice of a special meeting to be published in the newspaper on September 2, 2008.
37. Fax dated August 29, 2008, to Wirt County Journal, from Cathy Dyer, attaching notice of a special meeting to be published in the September 3, 2008 publication.
38. Letter dated August 1, 2008, to Mineral Wells PSD, from USA Blue Book requesting a completed Tax Exemption certificate. A completed tax exemption certificate was sent.

**Mineral Wells PSD  
List of Correspondence  
September 18, 2008  
Page 5**

39. \*\*\*\*Copy of letters in regards to Thanking the following customers for there assistance with the Sycamore Run, Stephens Fork & Limestone Ridge Water System Extension; the following customers have fulfilled the (3) year user agreement:

Sharon Franklin	Benjamin Allman	Dean R. Moore
James D. Burton	Neale Garvin	James H. Gates
Darrell Boice	David Vore	James V. Wigal
Jess W. Blair	Kenna Parsons	Charles Quick
Gregory Thompson	Kris Cain	Morristown Cmty Bldg
Harold Honaker	Yvonne Shears	Eskey Hardbarger
Michael Lott	Eastern Am. Energy	Amy Thomas
Robert Yoder	Linda S. Carter	John Bowman
Melvin Brown	Paul Lewis	Estate of Pet West

40. E-mail dated August 29, 2008, to Cathy Dyer, from WV PEIA, stating a message for State Agencies, Colleges and Universities.
41. E-mail dated August 28, 2008, to Cathy Dyer, from WV PEIA, stating we can now review any updates that have occurred on our account between specific time periods.
42. Letter dated August 29, 2008, to Mineral Wells PSD, from National Equity Development Group, Inc., regarding a Settlement Payment In the Hydrogen Peroxide Antitrust Litigation.
43. Letter dated August 26, 2008, to Todd Anderson, from Kathy Lough, REIC, regarding TTHM & HAA5 Samples LT2.
44. Memo dated August 4, 2008, to Mineral Wells PSD, from The Federal Audit Clearinghouse, in concurrence with the Office of Management and Budget, regarding the OMB Circular A-133 submissions with fiscal period end dates on or after January 1, 2008.
45. Fax dated September 2, 2008, to Christy Pitsenbarger, West Virginia Bureau of Public Health, from Cathy Dyer, attaching the Monthly Operational Report for the Mineral Wells PSD for the month of August 2008.

**Mineral Wells PSD  
List of Correspondence  
September 18, 2008  
Page 6**

46. E-mail dated September 3, 2008, to Cathy Dyer, from WV PEIA, attaching a message about incomplete billings.
47. \*\*\*\*Letter dated September 2, 2008, to Mineral Wells PSD, from Sandra Squire, Public Service Commission, enclosing a copy of a Procedural Order issued for a 19A.
48. Authorization of Payment dated August 26, 2008, from the West Virginia Department of Health and Human Resources of Family Support, paying \$103.43 for Tony Francis.
49. Note dated September 3, 2008, to Mineral Wells PSD, from Jodi Thompson, requesting a name change on her account #1-00520-02.
50. Sampling results to Mineral Wells PSD, from James C. Wright, Water Environmental Testing, enclosing the Bacteriological Examination of Water from Public Water Distribution System.
51. Copy of letter dated September 3, 2008, to John Rutledge, from Cathy Dyer, enclosing a copy of a signed Deferred Payment Plan that was not honored, therefore, if the agreement is not honored by September 8, 2008, water and sewer service will be terminated.
52. Copy of letter dated September 3, 2008, to Ben Bell & Amber Snyder, from Cathy Dyer, enclosing a copy of a signed Deferred Payment Plan that was not honored, therefore, if the agreement is not honored by September 8, 2008, water and sewer service will be terminated.
53. Application for Service dated September 3, 2008, to Michael Brannon, from Cathy Dyer, requesting to fill out and sign the application.
54. Exemption Certificate dated August 31, 2008, to Specialty Piping Corporation, from Mineral Wells PSD.
55. Sampling results from Water Environmental Testing dated September 3, 2008.

**Mineral Wells PSD**  
**List of Correspondence**  
**September 18, 2008**  
**Page 7**

56. Fax dated September 4, 2008, to Mary Buck, Parkersburg News and Sentinel, from Cathy Dyer, attaching a legal ad to run Monday, September 8, 2008 and Monday, September 15, 2008.
57. Fax dated September 4, 2008, to Beth, Suttle & Stalnaker, from Cathy Dyer, attaching a check that was cut June 30, 2008, but not deposited until July 3, 2008.
58. Certificate of Title dated August 29, 2008, for the 2008 GMC Truck.
59. Fax dated September 4, 2008, to Mary Buck, Parkersburg News and Sentinel, from Cathy Dyer, attaching a legal ad to run Tuesday, September 9, 2008 and Tuesday, September 16, 2008.
60. E-mail dated September 4, 2008, to Cathy Dyer, from WV PEIA, stating the September 08 billing is now complete.
61. Letter dated September 4, 2008, to Mineral Wells PSD, from Brickstreet, regarding the claim is closed for Dennis R. Brown.
62. Copy of letter dated September 4, 2008, to Misty Carson, from Cathy Dyer, enclosing a copy of her delinquent deferred payment that was not honored, therefore if the deferred payment is not honored by 12:00 on Thursday, September 11, 2008 service will be disconnected.
63. Copy of the Vehicle Registration card for the 2008 GMC P/U.
64. Letter dated September 3, 2008, to Nellie Radcliff, from Allan Bradley, disclosing information regarding a water leak.
65. Fax to Todd Anderson, from Vernon Manufacturing, attaching a Retail Item Price List for an Automatic Water Salesman.
66. Letter dated September 4, 2008, to Mineral Wells PSD, from Virginia McDonald, Rural Development Specialist, regarding a review of the audit report for fiscal year ending June 30, 2007.

**Mineral Wells PSD  
List of Correspondence  
September 18, 2008  
Page 8**

67. Fax dated September 8, 2008, to Beth Bumgarner, Suttle & Stalnaker, from Cathy Dyer, attaching the letter received from Virginia McDonald, Rural Development Specialist regarding the review of the audit report for fiscal year ending June 30, 2007.
68. Billing Reprint dated September 22, 2008, to Linda & Arthur Hall, from Nellie Radcliff, in the amount of \$168.11 that is seriously past due for services located at Fox Run Drive Ste 9.
69. Copy of letter dated September 9, 2008, to Erica D. Enoch, from Cathy Dyer, regarding a returned check in the amount of \$124.00, also stated the check was wrote on a closed account.
70. Newsletter, Infrastructure Council Report, West Virginia Rural Water Association, Vol. 14, Issue 9.
71. Copy of letter dated September 9, 2008, to Matthew Hess, from Cathy Dyer, regarding a returned check in the amount of \$41.75, also stated the check was wrote on a closed account.
72. Fax dated August 28, 2008, to Mineral Wells PSD, from Lubeck PSD, attaching a payment agreement policy (deferred payment plan).
73. Fax dated September 9, 2008, to Beth Bumgarner, Suttle & Stalnaker, from Cathy Dyer, attaching wage rates as of June 30, 2008 for all Mineral Wells PSD employees.
74. 2008-2009 Classroom & Correspondence Training Courses for the State of Ohio.
75. E-mail dated September 10, 2008, to Cathy Dyer, from PEIA, regarding clarification on workfiles.
76. E-mail dated September 10, 2008, to Cathy Dyer, from Wayne Trimble, Trimble & Associates, attaching a message regarding Post-Issuance Compliance on Tax-Exempt Bonds.
77. Quote from Appalachian Software, Inc., to Wood County PSD's regarding ASI Interface for Phone Tree.

**Mineral Wells PSD**  
**List of Correspondence**  
**September 18, 2008**  
**Page 9**

78. Fax dated September 10, 2008, to Scott Eastwood, Division of Natural Resources, from Todd Anderson, attaching a Public Land Corporation Stream Activity Application for rip rap on a ¾" service line and replacing of service line.
79. Fax dated September 11, 2008, to Cathy Dyer, from Beth Bumgarner, Suttle & Stalnaker, attaching the Mineral Wells Public Service District Management's Discussion and Analysis for year ending June 30, 2008.
80. Completed Rebate Receipt to Lowes Rebate.
81. Memo to Mineral Wells PSD, from Miss Utility of West Virginia, stating the MUWV will hold its 2008 3<sup>rd</sup> Quarter Board of Directors meeting Thursday, October 16, 2008 at Pipestem Resort State Park.
82. Fax dated September 11, 2008, to Cathy Dyer, from Eric Gumm, Rural Development, regarding dates and amounts of grant money drawn down.
83. Fax dated September 11, 2008, to Todd Anderson, from Amy Hammock, West Virginia Department of Natural Resources, attaching the License and Right of Entry for Ballard Run crossing. The original will be mailed.
84. Copy of Easements from Cerrone & Associates, Inc. for the Miscellaneous Water Improvement Project. Easements for: Jack & Ruth Ann Roach, W.G. & Janet L. Westfall, Tharrell & Shirley Daugherty, Charles F. & Jeanne L. Hughes, Gloria Doreen Moore, Larry H. McPeek, Lulabelle Hamilton, Larry Rogers and WV Laborers Training Trust Fund.
85. E-mail dated September 11, 2008, to Cathy Dyer, from PEIA, attaching a message for the Boards of Education.
86. Memo dated September 11, 2008, to Mineral Wells PSD, from The County Commission of Wood County, requiring an annual audit of all units funded by the County Commission, also enclosed is a Financial Audit Information form to be filled out and returned.
87. Copy of letter dated September 12, 2008, to Terry A. Richards, from Cathy Dyer, regarding a returned check in the amount of \$169.65 for non sufficient funds. Also enclosing a copy of the District's Bad Check Policy.



**Mineral Wells PSD**  
**List of Correspondence**  
**September 18, 2008**  
**Page 10**

88. Fax dated September 12, 2008, to **Wirt County Journal**, from Cathy Dyer, attaching notice to be inserted in the journal on Wednesday, September 17, 2008, of our regular monthly Board Meeting.
89. Fax dated September 12, 2008, to **Parkersburg News/Sentinel**, from Cathy Dyer, attaching notice to be inserted in the paper on September 15, 2008, of our regular monthly Board Meeting.
90. Fax dated September 12, 2008, to **Jackson Herald Newspaper**, from Cathy Dyer, attaching notice to be inserted in the paper on September 16, 2008, of our regular monthly Board Meeting.
91. Copy of a Lowe's rebate form.
92. Copy of letter dated September 12, 2008, to WV Department of Environmental Protection, Division of Water and Waste Management, Permitting and Engineering Branch, from Linda K. Watson, enclosing a copy of the August 2008 Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of August 2008.
93. Copy of letter dated September 12, 2008, to Manning Frymier, Cerrone Associates, from Linda K. Watson, enclosing a copy of the August 2008 Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of August 2008.
94. Copy of letter dated September 12, 2008, to West Virginia Department of Environmental Protection and Natural Resources, from Linda K. Watson, enclosing a copy of the August 2008 Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of August 2008.
95. Copy of letter dated September 12, 2008, to Office of Environmental Health Services Regulatory Development and Compliance Unit, from Linda K. Watson, enclosing a copy of the August 2008 Discharge Monitoring Report and a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of August 2008.

**Mineral Wells PSD**  
**List of Correspondence**  
**September 18, 2008**  
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96. Fax dated September 12, 2008, to Pam/Russ, Filtech, Inc., from Linda Watson, attaching a completed Application to open an account and a completed Tax Exemption Certificate.
97. Fax dated September 15, 2008, to Beth Bumgarner, Suttle & Stalnaker, from Cathy Dyer, attaching a letter describing the District's "Currently Known Facts".
98. Fax dated September 15, 2008, to Beth Bumgarner, Suttle & Stalnaker, from Cathy Dyer, attaching form RD 442-3 (Balance Sheet).
99. Copy of letter dated September 15, 2008, to West Virginia Municipal Bond Commission, from Cathy Dyer, enclosing a check 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 and \$8,116.88-Water 04-A Revenue.
100. Copy of letter dated September 15, 2008, for West Virginia Water Development Authority, from Cathy Dyer, regarding a deposit in the amount of \$2,288.88 for the Series 2003 Sewage System Revenue Bonds.
101. Copy of letter dated September 15, 2008, to West Virginia Water Development Authority, from Cathy Dyer, regarding a deposit in the amount of \$5,688.40 for the Series 1995 Sewage System Revenue Bonds.
102. Copy of letter dated September 15, 2008, to Jefferson Brady, Infrastructure Council, from Cathy Dyer, regarding the following deposits were made to West Virginia Municipal Bond Commission, \$8,116.88-Water Revenue-04-A, \$811.69-Reserve Fund-04-A and \$175.90-Reserve Fund-04-B.
103. E-mail dated September 15, 2008, to Cathy Dyer, from Wayne Trimble, Trimble & Associates, regarding post-issuance compliance on Tax-exempt bonds.

**Mineral Wells PSD**  
**List of Correspondence**  
**September 18, 2008**  
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104. Inside Brickstreet, Fall 2008, Volume 3, Issue 3.
105. Copy of letter dated September 16, 2008, to Mr. & Mrs. James Dragoo, from Cathy Dyer, enclosing a copy of a signed Deferred Payment Plan that was not honored.
106. Letter dated September 15, 2008, to Mineral Wells PSD, from Beth Bumgarner, Suttle & Stalnaker, enclosing three "discussion copies" of the audited financial report for June 30, 2008.
107. Carbon Copy of e-mail sent to Cathy Dyer, dated September 16, 2008, sent to Fred Rader, Mid Ohio Valley Regional Council, from Amy Harries, Mid Ohio Valley Regional Council, stating to Fred, the District meets Thursday, September 18, 2008, at 5:00 in the Conference Room.
108. \*\*\*\*Letter dated September 16, 2008, to Mineral Wells PSD, from Public Service Commission of West Virginia, attaching a Revised Staff memorandum and Revised Staff Report of the 19A.
109. E-mail dated September 16, 2008, to Cathy Dyer, from Lowe's HP Rebates, stating they have received and processed our rebate.
110. Note dated September 13, 2008, to Mineral Wells PSD, from Mike Francis, asking for disconnection of service at 173 Mineral Park Lane, they have moved and request final bill.
111. Donation request to Mineral Wells PSD, from Mineral Wells Vol. Fire Department.
112. \*\*\*\*Fax dated September 16, 2008, to Mineral Wells PSD, from Bassett & Lowe, attaching the Water Plant Cost Allocation for Claywood Park PSD in the amount of \$126,292.54.
113. \*\*\*\*Fax dated September 17, 2008, to Mineral Wells PSD, from Bassett & Lowe, attaching a revised Water Plant Cost Allocation for Claywood Park PSD in the amount of \$98,604.44.

**Mineral Wells PSD  
List of Correspondence  
September 18, 2008  
Page 13**

114. Fax dated September 17, 2008, to Beth Bumgarner, Suttle & Stalnaker, from Cathy Dyer, attaching the revised Water Plant Cost Allocation for Claywood Park PSD.
115. Letter dated September 8, 2008, to Mineral Wells PSD, from WesBanco, stating the service activity for utilizing WesBanco Net.
116. Letter dated September 11, 2008, to Mineral Wells PSD, from Joe T. Scarberry, Division of Natural Resources, regarding the License and Right of Entry to repair along Ballards Run, Slate District.
117. Fax dated September 17, 2008, to Jessica French, from Cathy Dyer, attaching a completed deferred payment agreement to be signed and returned, the amount of \$28.53 will be paid on Friday, September 19, 2008.
118. Safety Seminar to be held October 21-22, 2008 Canaan Valley Resort & Conference Center, Termination Seminar to be held October 24, 2008 Canaan Valley Resort & Conference Center and Main Extension Seminar to be held October 23, 2008 Canaan Valley Resort & Conference Center.

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
RATING REVENUE ACCOUNTS								
METERED SALES								
METERED SALES-RESIDENTIAL	1 461 100 00	(892,000.00)	(148,666.66)	(65,469.33)	88.07	(155,809.10)	17.46	736,190.90
METERED SALES-COMMERCIAL	1 461 200 00	(166,000.00)	(27,666.66)	(8,301.90)	60.01	(33,561.82)	20.21	132,438.18
		-----	-----	-----	-----	-----	-----	-----
TOTAL METERED SALES		(1058,000.00)	(176,333.32)	(73,771.23)	83.67	(189,370.92)	17.89	868,629.08
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(23,000.00)	(3,833.32)	(2,322.83)	121.19	(4,050.47)	17.61	18,949.53
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(1,500.00)	(250.00)	(250.00)	200.00	(697.00)	46.46	803.00
METER LEASE - MOBILE HOME PARK	1 472 500 00	(392.00)	(65.32)	.00		(192.00)	48.97	200.00
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(833.32)	.00		.00		5,000.00
OTHER WATER REVENUES	1 474 000 00	(8,000.00)	(1,333.32)	(905.50)	135.82	(1,676.00)	20.95	6,324.00
TOTAL OTHER REVENUES		(37,892.00)	(6,315.28)	(3,478.33)	110.15	(6,615.47)	17.45	31,276.53
		-----	-----	-----	-----	-----	-----	-----
TOTAL REVENUES		(1095,892.00)	(182,648.60)	(77,249.56)	84.58	(195,986.39)	17.88	899,905.61

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	236,000.00	39,333.32	17,621.51	89.60	34,828.34	14.75	(201,171.66)
TOTAL SOURCE OF SUPPLY		236,000.00	39,333.32	17,621.51	89.60	34,828.34	14.75	(201,171.66)
PUMPING								
OPERATION								
POWER PURCHASED PUMPING	1 623 000 00	6,000.00	1,000.00	359.53	71.90	727.34	12.12	(5,272.66)
PUMPING LABOR	1 624 000 00	6,300.00	1,050.00	363.83	69.30	1,057.29	16.78	(5,242.71)
PUMPING EXPENSES	1 624 001 00	2,000.00	333.32	166.00	99.60	870.91	43.54	(1,129.09)
MISCELLANEOUS EXPENSE	1 626 000 00	120.00	20.00	.00		.00		(120.00)
TOTAL OPERATION		14,420.00	2,403.32	889.36	74.01	2,655.54	18.41	(11,764.46)
MAINTENANCE								
PAINT STRUCTURES & IMPROVEMENT	1 631 000 00	600.00	100.00	.00		.00		(600.00)
PAINT PUMPING EQUIPMENT	1 633 000 00	4,200.00	700.00	255.50	73.00	301.70	7.18	(3,898.30)
TOTAL MAINTENANCE		4,800.00	800.00	255.50	63.87	301.70	6.28	(4,498.30)
TOTAL PUMPING		19,220.00	3,203.32	1,144.86	71.47	2,957.24	15.38	(16,262.76)
TRANSMISSION & DISTRIBUTION								
OPERATION								
OPER SUPERVISION & ENGINEERING	1 660 000 00	.00	.00	19.25		19.25		19.25
TRANS & DIST LINE EXPENSE	1 662 000 00	24,000.00	4,000.00	1,754.01	87.70	2,710.33	11.29	(21,289.67)
OPER EXPENSE	1 663 000 00	3,000.00	500.00	21.40	8.56	179.75	5.99	(2,820.25)
TOTAL OPERATION		27,000.00	4,500.00	1,794.66	79.76	2,909.33	10.77	(24,090.67)
MAINTENANCE								
PAINT STRUCTURES & IMPROVEMENT	1 671 000 00	1,000.00	166.66	21.40	25.68	21.40	2.14	(978.60)
MAINTENANCE OF MAINS T & D	1 673 000 00	21,000.00	3,500.00	1,208.82	69.07	6,839.13	32.56	(14,160.87)
MAINTENANCE OF SERVICES T & D	1 675 000 00	10,000.00	1,666.66	731.01	87.72	2,091.80	20.91	(7,908.20)
MAINTENANCE OF METERS T & D	1 676 000 00	2,800.00	466.66	506.47	217.06	606.38	21.65	(2,193.62)
MAINTENANCE OF HYDRANT T & D	1 677 000 00	1,700.00	283.32	.00		.00		(1,700.00)
TOTAL MAINTENANCE		36,500.00	6,083.30	2,467.70	81.13	9,558.71	26.18	(26,941.29)
TOTAL TRANS. & DISTRIBUTION		63,500.00	10,583.30	4,262.36	80.54	12,468.04	19.63	(51,031.96)

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

DESCRIPTION	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
<b>CUSTOMER SERVICE EXPENSES</b>								
<b>OPERATION</b>								
METER READING EXPENSES	1 902 000 00	8,000.00	1,333.32	224.70	33.70	607.23	7.59	(7,392.77)
BILLING & COLLECTING - LABOR	1 903 100 00	34,000.00	5,666.66	2,521.87	89.00	5,341.46	15.71	(28,658.54)
BILLING & COLLECTING - EXPENSE	1 903 200 00	4,300.00	716.66	756.47	211.10	2,461.41	57.24	(1,838.59)
UNCOLLECTIBLE ACCOUNTS	1 904 000 00	3,200.00	533.32	.00		.00		(3,200.00)
		=====	=====	=====	=====	=====	=====	=====
TOTAL CUSTOMER SERVICE EXPENSES		49,500.00	8,249.96	3,503.04	84.92	8,410.10	16.99	(41,089.90)
<b>ADMINISTRATIVE &amp; GENERAL</b>								
<b>OPERATION</b>								
ADMIN & GENERAL SALARIES	1 920 000 00	80,000.00	13,333.32	4,846.70	72.70	8,826.62	11.03	(71,173.38)
EXPENSES GENERAL EMPLOYEES	1 920 200 00	1,200.00	200.00	.00		.00		(1,200.00)
OFFICE SUPPLIES & EXPENSE	1 921 000 00	23,000.00	3,833.32	1,075.73	56.12	2,410.30	10.47	(20,589.70)
OUTSIDE SERVICES EMPLOYED	1 923 000 00	6,100.00	1,016.66	.00		.00		(6,100.00)
LAWYER	1 923 001 00	600.00	100.00	.00		.00		(600.00)
PROPERTY INSURANCE	1 924 000 00	20,000.00	3,333.32	3,197.63	191.85	3,197.63	15.98	(16,802.37)
INJURIES & DAMAGES	1 925 000 00	600.00	100.00	.00		.00		(600.00)
EMPLOYEES WELFARE EXPENSE	1 926 100 00	1,200.00	200.00	49.00	49.00	49.00	4.08	(1,151.00)
EMPLOYEES PENSIONS/BENEFITS	1 926 200 00	35,000.00	5,833.32	2,521.29	86.44	5,733.96	16.38	(29,266.04)
EMPLOYEE VACATION PAY	1 926 300 00	7,700.00	1,283.32	1,061.16	165.37	2,664.36	34.60	(5,035.64)
EMPLOYEES HOLIDAY PAY	1 926 400 00	7,200.00	1,200.00	25.68	4.28	620.16	8.61	(6,579.84)
EMPLOYEES SICK PAY	1 926 500 00	6,700.00	1,116.66	19.25	3.44	139.50	2.08	(6,560.50)
EMPLOYEES' FUNERAL LEAVE PAY	1 926 600 00	400.00	66.66	.00		.00		(400.00)
COMP TIME	1 926 700 00	2,000.00	333.32	71.78	43.06	292.83	14.64	(1,707.17)
DEB/WV RETIREE HEALTH BENEFIT	1 926 800 00	6,500.00	1,083.32	804.74	148.56	1,609.48	24.76	(4,890.52)
REGULATORY COMMISSION EXPENSE	1 928 000 00	3,500.00	583.32	.00		.00		(3,500.00)
MISCELLANEOUS GENERAL EXPENSE	1 930 200 00	5,000.00	833.32	426.38	102.33	525.98	10.51	(4,474.02)
		=====	=====	=====	=====	=====	=====	=====
TOTAL OPERATION		206,700.00	34,449.86	14,099.34	81.85	26,069.82	12.61	(180,630.18)
<b>MAINTENANCE OF GENERAL PLANT</b>								
MAINTENANCE OF GENERAL PLANT	1 932 000 00	400.00	66.66	.00		.00		(400.00)
TRANSPORTATION EXPENSES	1 933 000 00	17,000.00	2,833.32	1,345.87	95.00	3,640.49	21.41	(13,359.51)
		=====	=====	=====	=====	=====	=====	=====
<b>ADMINISTRATIVE &amp; GENERAL</b>								
		=====	=====	=====	=====	=====	=====	=====
TOTAL OPERATION & MAINTENANCE		592,320.00	98,719.74	41,976.98	85.04	88,374.03	14.91	(503,945.97)

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

DESCRIPTION	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
DEPRECIATION EXPENSE	1 403 000 00	285,600.00	47,600.00	23,600.00	99.15	47,200.00	16.52	(238,400.00)
DEVELOPMENT EXPENSE	1 408 100 00	13,100.00	2,183.32	835.79	76.56	1,895.37	14.46	(11,204.63)
TOTAL OPERATING EXPENSES		891,020.00	148,503.06	66,412.77	89.44	137,469.40	15.42	(753,550.60)
OTHER INCOME & DEDUCTIONS								
INTEREST & DIVIDEND INCOME	1 419 000 00	(935.00)	(155.82)	(61.73)	79.23	(121.68)	13.01	813.32
INTEREST ON LONGTERM DEBT	1 427 000 00	192,000.00	32,000.00	16,500.00	103.12	33,000.00	17.18	(159,000.00)
OTHER INTEREST EXPENSE	1 431 000 00	130.00	21.66	30.62	282.73	56.57	43.51	(73.43)
TOTAL OTHER INCOME & DEDUCTIO		191,195.00	31,865.84	16,468.89	103.36	32,934.89	17.22	(158,260.11)
TOTAL INCOME		(13,677.00)	(2,279.70)	5,632.10	494.15	(25,582.10)	187.04	(11,905.10)



Mineral Wells PSD  
 GENERAL LEDGER  
 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	(465,000.00)	(77,500.00)	(52,458.65)	135.37	(80,146.95)	17.23	384,853.05
DOMESTIC SERVICE-COMMERCIAL	2 602 000 00	(180,000.00)	(30,000.00)	(9,570.33)	63.80	(30,937.38)	17.18	149,062.62
BUTCHER BEND SEWER	2 605 000 00	(108.00)	(18.00)	1,298.00	999.99-	(116.00)	107.40	(8.00)
TOTAL SALES OF SEWER SERVICE		(645,108.00)	(107,518.00)	(60,730.98)	112.96	(111,200.33)	17.23	533,907.67
OTHER SEWER REVENUES								
FORFEITED DISCOUNTS & PENALTY	2 612 000 00	(17,000.00)	(2,833.32)	(756.14)	53.37	(2,146.05)	12.62	14,853.95
DISC SEWERAGE REVENUES	2 615 000 00	(1,200.00)	(200.00)	(385.00)	385.00	(550.00)	45.83	650.00
TOTAL OTHER SEWER REVENUES		(18,200.00)	(3,033.32)	(1,141.14)	75.24	(2,696.05)	14.81	15,503.95
TOTAL REVENUES		(663,308.00)	(110,551.32)	(61,872.12)	111.93	(113,896.38)	17.17	549,411.62
OPERATION/MAINTENANCE EXPENSE								
COLLECTING EXPENSES								
OPERATION LABOR-COLLECTING	2 702 000 00	3,000.00	500.00	.00		.00		(3,000.00)
MAINT SERVICE CONN & TRAP	2 705 100 00	11,800.00	1,966.66	3,276.20	333.17	3,532.41	29.93	(8,267.59)
MAINT COLLECT & TRANS MAINS	2 705 200 00	22,000.00	3,666.66	10,432.96	569.07	13,705.89	62.29	(8,294.11)
TOTAL COLLECTING EXPENSES		36,800.00	6,133.32	13,709.16	447.03	17,238.30	46.84	(19,561.70)
PUMPING EXPENSES								
OPER SUPERVISION & ENGINEERING	2 721 000 00	.00	.00	227.15		691.47		691.47
OPERATION LABOR-PUMPING	2 722 000 00	4,000.00	666.66	228.53	68.55	419.59	10.48	(3,580.41)
POWER LIFT STATIONS	2 723 100 00	17,000.00	2,833.32	1,011.46	71.39	2,229.11	13.11	(14,770.89)
POWER GRINDER PUMPS	2 723 200 00	5,000.00	833.32	529.98	127.19	930.62	18.61	(4,069.38)
SUPPLIES-EXP LIFT STA GRINDERS	2 724 000 00	19,000.00	3,166.66	1,445.31	91.28	1,989.94	10.47	(17,010.06)
MAINT STRUCTURES & IMPROV	2 726 000 00	500.00	83.32	21.40	51.36	21.40	4.28	(478.60)
MAINT PUMPING-LIFT STATIONS	2 727 100 00	25,000.00	4,166.66	2,730.14	131.04	6,594.18	26.37	(18,405.82)
MAINT OTHER PUMPING EQUIPMENT	2 727 200 00	50,000.00	8,333.32	4,542.37	109.01	7,130.65	14.26	(42,869.35)
TOTAL PUMPING EXPENSES		120,500.00	20,083.26	10,736.34	106.91	20,006.96	16.60	(100,493.04)

Mineral Wells PSD  
 GENERAL LEDGER  
 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	8,500.00	1,416.66	2,289.49	323.22	3,635.10	42.76	(4,864.90)
SUPPLIES AND EXPENSES-PLANT	2 743 100 00	18,500.00	3,083.32	8,978.91	582.41	17,123.70	92.56	(1,376.30)
CHEMICAL TREATMENT EXP-PLANT	2 743 200 00	3,500.00	583.32	2,933.50	999.99	4,685.50	133.87	1,185.50
POWER EXPENSE-PLANT	2 743 300 00	35,000.00	5,833.32	3,794.34	130.09	7,554.23	21.58	(27,445.77)
MAINT SUPERVISION & ENG	2 744 000 00	.00	.00	40.65		40.65		40.65
MAINT OF STRUCTURE & IMPROVEMT	2 745 000 00	500.00	83.32	.00		.00		(500.00)
MAINT OF SEWAGE PONDS	2 745 100 00	.00	.00	704.65		704.65		704.65
MAINT OF T & D SYS EQUIPMENT	2 746 000 00	9,000.00	1,500.00	843.15	112.42	2,739.50	30.43	(6,260.50)
<b>TOTAL TREATMENT &amp; DISPOSAL</b>		<b>75,000.00</b>	<b>12,499.94</b>	<b>19,584.69</b>	<b>313.35</b>	<b>36,483.33</b>	<b>48.64</b>	<b>(38,516.67)</b>
<b>BILLING &amp; COLLECTING EXPENSES</b>								
METER READING LABOR	2 782 000 00	7,100.00	1,183.32	224.70	37.97	545.70	7.68	(6,554.30)
BILLING & COLLECTING LABOR	2 783 100 00	26,000.00	4,333.32	1,971.32	90.98	4,225.68	16.25	(21,774.32)
BILLING & COLLECTING EXPENSE	2 783 200 00	3,200.00	533.32	637.27	238.98	1,870.66	58.45	(1,329.34)
<b>TOTAL BILLING &amp; COLLECTING</b>		<b>36,300.00</b>	<b>6,049.96</b>	<b>2,833.29</b>	<b>93.66</b>	<b>6,642.04</b>	<b>18.29</b>	<b>(29,657.96)</b>
<b>ADMINISTRATIVE/GENERAL EXPENSE</b>								
ADMIN & GENERAL SALARIES	2 790 000 00	34,000.00	5,666.66	3,253.33	114.82	5,805.41	17.07	(28,194.59)
EXPENSES-GENERAL EMPLOYEES	2 792 200 00	500.00	83.32	.00		.00		(500.00)
OFFICE SUPPLIES & EXPENSES	2 793 000 00	15,000.00	2,500.00	681.86	54.54	1,571.61	10.47	(13,428.39)
SPECIAL SERVICES	2 795 000 00	4,100.00	683.32	.00		.00		(4,100.00)
SPECIAL LEGAL SERVICES	2 796 000 00	1,000.00	166.66	.00		.00		(1,000.00)
REGULATORY COMMISSION	2 797 000 00	2,600.00	433.32	.00		.00		(2,600.00)
INSURANCE	2 798 000 00	7,800.00	1,300.00	2,131.76	327.96	2,131.76	27.33	(5,668.24)
INJURIES/DAMAGES	2 799 000 00	2,400.00	400.00	.00		.00		(2,400.00)
EMPLOYEES WELFARE EXPENSES	2 800 100 00	1,000.00	166.66	.00		.00		(1,000.00)
EMPLOYEE PENSION & BENEFITS	2 800 200 00	32,000.00	5,333.32	2,946.35	110.48	5,992.61	18.72	(26,007.39)
EMPLOYEES VACATION PAY	2 800 300 00	4,400.00	733.32	707.44	192.94	1,776.24	40.36	(2,623.76)
EMPLOYEES HOLIDAY PAY	2 800 400 00	6,000.00	1,000.00	17.12	3.42	413.44	6.89	(5,586.56)
EMPLOYEES SICK PAY	2 800 500 00	4,000.00	666.66	19.25	5.77	93.00	2.32	(3,907.00)
EMPLOYEES' FUNERAL LEAVE PAY	2 800 600 00	1,000.00	166.66	.00		.00		(1,000.00)
COMP TIME	2 800 700 00	1,300.00	216.66	47.97	44.28	196.30	15.10	(1,103.70)
PEB/WV RETIREE HEALTH BENEFIT	2 800 800 00	4,200.00	700.00	536.50	153.28	1,073.00	25.54	(3,127.00)
MISCELLANEOUS GENERAL EXPENSE	2 801 000 00	4,000.00	666.66	805.52	241.65	1,093.47	27.33	(2,906.53)
MAINT GENERAL PROPERTY	2 802 000 00	5,000.00	833.32	.00		.00		(5,000.00)
REPAIRS	2 803 000 00	5,000.00	833.32	.00		.00		(5,000.00)
TRANSPORTATION EXPENSE	2 903 000 00	11,500.00	1,916.66	986.82	102.97	2,523.60	21.94	(8,976.40)
UNCOLLECTIBLE ACCOUNTS	2 904 100 00	3,200.00	533.32	.00		.00		(3,200.00)
<b>TOTAL ADMINISTRATIVE &amp; GEN EX</b>		<b>150,000.00</b>	<b>24,999.84</b>	<b>12,133.92</b>	<b>97.07</b>	<b>22,670.44</b>	<b>15.11</b>	<b>(127,329.56)</b>

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

DESCRIPTION	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
TOTAL OPERATING EXPENSES		418,600.00	69,766.32	58,997.40	169.12	103,041.07	24.61	(315,558.93)
DEPRECIATION	2 503 000 00	302,400.00	50,400.00	25,200.00	100.00	50,400.00	16.66	(252,000.00)
DECA EXPENSE	2 507 100 00	10,000.00	1,666.66	932.31	111.87	1,961.03	19.61	(8,038.97)
INTEREST/DIVIDEND EARNED	2 524 000 00	(2,535.00)	(422.50)	(58.99)	27.92	(118.59)	4.67	2,416.41
INTEREST ON LONG TERM DEBT	2 530 000 00	96,000.00	16,000.00	8,000.00	100.00	16,000.00	16.66	(80,000.00)
OTHER INTEREST EXPENSE	2 535 000 00	100.00	16.66	2.81	33.73	28.20	28.20	(71.80)
		=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENSES & OTHER INCOME		161,257.00	26,875.82	31,201.41	232.18	57,415.33	35.60	(103,841.67)
		=====	=====	=====	=====	=====	=====	=====
BALANCE TO SURPLUS		161,257.00	26,875.82	31,201.41	232.18	57,415.33	35.60	(103,841.67)