

MINUTES OF A REGULAR MONTHLY BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, DECEMBER 18, 2008 AT 5:00 P.M. IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA

Mr. Roy 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 M. Stewart, Treasurer; Todd Anderson, Operations Manager; Cathy Dyer, Office Manager; and Nellie Radcliff, Office Clerk, were present.

There was no one from the public present.

Mr. Lett made a motion to approve the Minutes of the November 20, 2008, Board Meeting as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes of the November 20, 2008, Board meeting.

Mr. Lett made a motion to approve the Sewer Tariff No. 9 rate increase effective November 11, 2008. Mr. Stewart seconded the motion. The motion carried unanimously. Mr. Radabaugh signed Sewer Tariff No. 9.

Mr. Lett made a motion to approve the request for an Emergency Rule 19A for Sewer. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the request for a Sewer Emergency Rule 19A.

Mr. Stewart made a motion to approve the Financial Statement dated November 30, 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 November 30, 2008, for Water Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial State dated November 30, 2008, for Sewer Revenue Fund Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve checks 39252 thru 39344 written on the Consolidated-Water and Sewer Revenue Checking Account (copy attached) between November 20, 2008 thru December 18, 2008. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks 2192 thru 2207 written on the Consolidated Payroll Account between November 20, 2008 thru December 18, 2008 (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

The following letters were discussed.

MINERAL WELLS PUBLIC SERVICE DISTRICT
MINUTES - DECEMBER 18, 2008
PAGE 2

Letter 24- Notice from the United States Bankruptcy Court in reference to Newblakor, DBA Woodridge Plantation Golf Club on November 21, 2008 awarding them Chapter 7 Liquidation as follows: Maintenance Bldg 998.42, Club House 2,862.78 for a total of \$3,861.20.

Letter 33 - Letter dated November 26, 2008, from Bill Bailey Insurance Agency with a check enclosed in the amount of \$712.90 refund for the 1997 GMC that the District sold at an auction.

Letter 49 - Letter dated November 26, 2008, from George Blum, Cerrone Associates, Inc., attaching a copy of the Rule 42 for the Miscellaneous Water Improvement Project. A copy of this was also sent to Steve Hardman, Bowles Rice McDavid Graff & Love LLP, to file with the Public Service Commission. Ms. Dyer talked to Mr. Hardman and Ms Wolfe in regards to sending the paper work with the Districts approval. George Blum will send corrected paperwork for a request for a 2% rate increase.

Letter 74 - A Fax to Sara Boardman, Municipal Bond Council, requesting surplus funds on Sewer Accounts. The District should receive approximately \$6,700.00.

Letters 91, 92 & 105 - Copy of letters dated December 15, 2008 to Wood County Local Emergency Planning, Mineral Wells Volunteer Fire Dept., Pond Creek Volunteer Fire Dept., WV Division of Homeland Security & Emergency Management sent the District Tier Two filing for hazardous chemical inventory.

Mr. Lett made a motion to approve the Retirement Plus Employer Adoption Agreement. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Agreement.

Ms. Dyer reported that the new phone tree system had been installed and tested. It is working good. This concluded Ms. Dyers report.

Mr. Anderson reported that the Easements for the Public Debt are being prepared.

Mr. Anderson reported that he has talked with the City of Parkersburg about them testing the Districts large water meters. The City will test the meters for a fee of \$15.00 to \$40.00 depending on the size. They would like for us to bring more than one at a time for testing.

The repair of the valve at the Route 21 lift station went well.

The Board asked that an ad be run in the newspaper for a lawn care service.

This concluded Mr. Anderson's report.

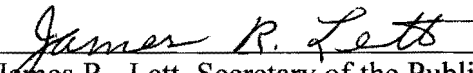
MINERAL WELLS PUBLIC SERVICE DISTRICT
MINUTES - DECEMBER 18, 2008
PAGE 3

The Board did not go into and executive session at this meeting. Funds were not available to offer a pay increase.

All business having been discussed, Mr. Lett made a motion for the meeting to be adjourned. Mr. Stewart seconded the motion. Mr. Radabaugh adjourned the meeting at 5:50 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 District, Mineral Wells, West Virginia

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
November 30, 2008**

Checking Accounts

Water Revenue Fund Checking Account	
WesBanco Bank - 1131.2	\$ 27,157.55
Sewer Revenue Fund Checking Account	
WesBanco Bank - 2120.2	467.44
Stephens Fork Water Extension Construction Checking	
WesBanco Bank - 1131.8	\$ <u> -</u>
Total in Checking Accounts:	\$ 27,624.99

Water Accounts

Depreciation Reserve Account	
WesBanco Bank - 1125.31	\$ 13,106.56
Revenue Reserve Account	
WesBanco Bank - 1125.21	26,047.58
Revenue Reserve Account - Sams Creek/Chesterville	
WesBanco Bank - 1125.22	35,825.16
Revenue Reserve Account - Rockport	
WesBanco Bank - 1125.32	14,334.60
Depreciation Reserve Account - Rockport	
WesBanco Bank - 1125.23	14,501.32
Revenue Reserve Account - Water Improvement	
WesBanco Bank - 1125.24	35,193.56
Depreciation Reserve Account - Water Improvement	
WesBanco Bank - 1125.33	43,591.91
Depreciation Reserve Account - Sycamore 2004A	
WesBanco Bank - 1125.27	8,413.67
Sycamore Run-Limestone Tap Fees	
WesBanco Bank - 1131.7	-
Security Deposit Account	
WesBanco Bank - 1134.0	34,580.79
Sycamore Renewal/Replacement	
WesBanco - Bank 1125.34	<u>59,350.11</u>
Total in Water Accounts:	\$ 284,945.26

Sewer Accounts

Repair and Replacement Account	
WesBanco Bank - 2114.2	\$ 9,262.31
Reserve for Grinder Pump Maintenance	
Prime Rate Money Market - WesBanco Bank - 2114.1	23,256.93
Security Deposit Account	
WesBanco Bank - 2121.3	<u>27,738.50</u>
Total in Sewer Accounts:	\$ 60,257.74

Total All Finances - November 30, 2008 **\$ 372,827.99**

MINERAL WELLS PUBLIC SERVICE DISTRICT
 FINANCIAL STATEMENT
 WATER REVENUE FUND CHECKING ACCOUNT
 November 30, 2008

BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
 WESBANCO BANK, OCTOBER 31, 2008

\$49,922.22

RECEIPTS:

Water Sales	\$73,703.92
Water Buffalo Sales	943.00
Reconnection Fees	75.00
Security Deposit Refunds	1,258.10
Tap Fee	350.00

Total Receipts:

\$76,330.02

Total Cash Available:

\$126,252.24

Expenditures:

Action Answering Service Plus	\$ 47.79
Adt Security Services	63.65
Allegheny Power	585.86
Appalachian Software Inc.	2,790.00
At & T State Calling Service	5.08
At & T Mobility	149.50
BP Credit Card Company	699.34
Big Mac Printing	213.28
Bill Bailey Insurance Agency	3,154.20
Bowles Rice McDavid Graff & Love	110.00
C I Thornburg	398.60
Cardmember Services	17.99
Cintas	212.69
Claywood Park PSD	31,648.54
Commissioner's Salaries	225.00
Cutlip Warner	4,342.00
Dominion Hope	179.66
Discount Industrial Supply	20.02
Ferguson Waterworks	773.46
Hardman Supply Company	96.70
HD Supply Waterworks, LTD	145.79
Innovative Business Products	189.44
Mineral Wells PSD	1,006.56
Miss Utility of WV Inc.	30.45
Municipal Bond Commission	9,104.47
Ohio Valley Muffler & Brake	324.00
Parkersburg Lock Service	18.00
Parkersburg Office Supply	118.74
Rei Consultants	170.00
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	7,201.10
Taylor's Disposal Inc	38.00
Telepage Communication System	10.74

US Postal Service	1,206.51
Verizon	158.89
Water Environmental Testing	67.50
Westco Internet	13.50
WesBanco Bank-Parkersburg - Rockport	334.00
WesBanco Bank-Parkersburg - Water Imprv	1,004.00
WesBanco Bank-Parkersburg - Stephens Fk	176.00
WesBanco Bank-Parkersburg - Wtr Res Sams	314.00
WesBanco Bank-Parkersburg- Payroll taxes	3,241.17
WesBanco Bank-Parkersburg-Sycamore R/R	913.63
WV Public Employees Insurance Agency	2,310.24
WV Retiree Health Benefit Trust Fund	549.97
WV Public Employees Retirement System	1,750.69
WV State Tax Department	511.95
Melanie L. Wine	192.00
Kathy Wilson	54.91
Sarah Wiggins	70.08

Total Expenditures:	\$99,094.69
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Balance in Water Revenue Fund Checking Account, WesBanco Bank, November 30, 2008	\$27,157.55
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MINERAL WELLS PUBLIC SERVICE DISTRICT
 FINANCIAL STATEMENT
 SEWER REVENUE FUND CHECKING ACCOUNT
 November 30, 2008

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT
 WESBANCO BANK, OCTOBER 31, 2008 \$ 5,124.02

RECEIPTS:

Sewer Sales	51,114.52
Security Deposit Refunds	1,053.31
Reconnect Fees	60.00
Oil & Grease Sampling - Wal-Mart	130.00
Transfer funds	6,251.84
Bill Bailey Insurance - 97 truck sale	712.90
Butcher Bend Lagoon Assoc.	606.00

Total Receipts: \$59,928.57

Total Cash Available: \$ 65,052.59

Expenditures:

Action Answering Service Plus	31.86
Adt Security Services	42.43
Allegheny Power	5,263.17
Appalachian Software Inc	1,860.00
Applied Industrial Technologies	158.40
At & T State Calling Service	3.38
At & T Mobility	99.67
BP Credit Card Company	466.22
Big Mac Printing	142.19
Bill Bailey Insurance Agency	2,102.80
C. I. Thornburg	8,063.58
Cardmember Services	12.00
Cintas	141.81
Commissioner's Salaries	375.00
Cutlip Warner Development	1,385.00
Discount Industrial Supply	71.21
Dominion Hope	119.78
Ferguson Waterworks	89.13
Hardman Supply Company	151.62
Innovative Business Products	126.30
Lowe's	120.37
Lakeside Equipment Corporation	305.00
Mineral Wells PSD	1,375.90
Miss Utility of WV Inc.	20.30
Municipal Bond Commission	18,310.28
Ohio Valley Muffler & Brake	216.00
Omni-Site Net	44.00
Parkersburg Lock Service	12.00
Parkersburg Office Supply	79.16
Ron's Porta Johns, Inc	200.00
Salaries	6,269.87
Taylor's Disposal Inc.	25.34
Telepage	7.16
Trombold Equipment Co Inc	4,897.56
US Postal Service	968.81

Verizon	654.52
Water Environmental Testing	405.00
WesBanco Bank-Parkersburg-Sewer R/R	1,401.93
WesBanco Bank-Parkersburg-Payroll Taxes	2,966.49
WV Public Employees Insurance Agency	1,864.76
Retiree Health Benefit Trust Fund	438.11
WV Dept of Health and Human Resources	300.00
WV Public Employees Retirement System	1,556.87
WV State Tax Department	467.05
Westco Internet	9.00
Melanie L. Wine	128.00
Constance B. Spendal	21.32
Mathew P. Hess	40.65
Misty Davis	32.01
James Fain	68.31
Susan McCloud	76.29
Jerri L. Taylor	27.74
Kathy Wilson	54.91
Richard or Iris Moore	17.23
New Parkersburg Truck Stop	278.60
Heather Hopkins	61.19
Charles Jones & Kirsti Franks	1.67
Richard Marshall	12.35
Anika Wigal	85.01
Sarah Wiggins	58.84

Total Expenditures: \$ 64,585.15

Balance in Sewer Revenue Fund Checking Account, \$ 467.44
WesBanco Bank, November 30, 2008

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 11/20/08 - ENDING DATE: 12/18/08 **

** 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					
1,302	MINERAL WELLS PSD	11/20/08	126135	11/20/08	47.33	39,252
2,101	U S POSTAL SERVICE	11/24/08	126212	11/24/08	43.20	39,253
2,101	U S POSTAL SERVICE	11/24/08	126227	11/24/08	251.71	39,254
2,101	U S POSTAL SERVICE	11/24/08	126268	11/24/08	249.17	39,255
2,313	WESBANCO BANK-PARKERSBURG	11/25/08	126623	11/25/08	1,656.94	9
106	ALLEGHENY POWER	11/25/08	126652	11/26/08	585.86	39,257
314	AT&T MOBILITY	11/25/08	126656	11/26/08	149.50	39,258
401	DISCOUNT INDUSTRIAL SUPPLY COR	11/25/08	126657	11/26/08	20.02	39,259
486	SARAH WIGGINS	11/25/08	126663	11/26/08	70.08	39,265
832	HARDMAN SUPPLY COMPANY	11/25/08	126665	11/26/08	96.70	39,266
904	INNOVATIVE BUSINESS PRODUCTS	11/25/08	126674	11/26/08	189.44	39,267
1,204	JAMES R. LETT	11/25/08	126675	11/26/08	75.00	39,268
1,301	MISS UTILITY OF WV INC	11/25/08	126676	11/26/08	30.45	39,269
1,500	OHIO VALLEY MUFFLER & BRAKE	11/25/08	126677	11/26/08	324.00	39,270
1,604	PARKERSBURG OFFICE SUPPLY	11/25/08	126678	11/26/08	118.74	39,271
1,805	RURAL DEVELOPMENT ADMN.	11/25/08	126683	11/26/08	2,112.00	39,272
1,806	ROY L RADABAUGH	11/25/08	126684	11/26/08	75.00	39,273
1,843	CINTAS LOC #531	11/25/08	126685	11/26/08	212.69	39,274
1,866	REI CONSULTANTS	11/25/08	126689	11/26/08	170.00	39,275
1,912	CHARLES M. STEWART	11/25/08	126690	11/26/08	75.00	39,276
2,005	C I THORNBURG	11/25/08	126693	11/26/08	327.15	39,278
2,103	USDA-RURAL DEVELOPMENT	11/25/08	126699	11/26/08	3,140.00	39,279
2,200	CARDMEMBER SERVICES	11/25/08	126702	11/26/08	17.99	39,280
2,205	VERIZON	11/25/08	126703	11/26/08	158.89	39,281
2,314	WV DEPT OF TAX & REVENUE	11/25/08	126706	11/26/08	511.95	39,283
2,315	WV PUBLIC EMPLOYEES RETIREMENT	11/25/08	126707	11/26/08	1,750.69	39,284
2,338	WESBANCO-WATER RES-SAMS-CV	11/25/08	126708	11/26/08	314.00	39,285
23,067	MELANIE L WINE	11/26/08	126747	11/26/08	192.00	39,287
100	APPALACHIAN SOFTWARE INC	11/30/08	126778	11/30/08	2,790.00	39,288
145	ADT SECURITY SERVICES	11/30/08	126779	11/30/08	63.65	39,289
153	ACTION ANSWERING SERVICE	11/30/08	126780	11/30/08	47.79	39,290
224	BILL BAILEY INSURANCE AGENCY	11/30/08	126781	11/30/08	3,154.20	39,291
309	CLAYWOOD PARK PSD	11/30/08	126782	11/30/08	31,648.54	39,292
360	CUTLIP-WARNER DEVELOPMENT CO	11/30/08	126784	11/30/08	4,342.00	39,293
438	DOMINION HOPE	11/30/08	126786	11/30/08	179.66	39,294
2,002	TAYLOR'S DISPOSAL INC	11/30/08	126809	11/30/08	38.00	39,301
2,339	WESTCO INTERNET	11/30/08	126812	11/30/08	13.50	39,302
2,313	WESBANCO BANK-PARKERSBURG	12/12/08	127398	12/12/08	1,849.92	9

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: WATER FUND **
 ** BEGINNING DATE: 11/20/08 - ENDING DATE: 12/18/08 **
 ** 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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3 101 000 00 CONSOLIDATED BANK ACCOUNT

275	BP	12/12/08	127561	12/15/08	433.62	39,305
360	CUTLIP-WARNER DEVELOPMENT CO	12/12/08	127562	12/15/08	132.48	39,306
486	DONNA ELLYSON	12/12/08	127564	12/15/08	50.35	39,307
486	ROBERT D JEFFREYS	12/12/08	127566	12/15/08	50.26	39,308
486	RYAN & JESSICA JARRELL	12/12/08	127568	12/15/08	50.46	39,309
486	JAMES LEMLEY	12/12/08	127569	12/15/08	51.02	39,310
486	WAYNE L & JENNY S BOONE	12/12/08	127570	12/15/08	50.34	39,311
486	MICHAEL & JERRY JONES	12/12/08	127571	12/15/08	50.45	39,312
486	JANE THOMPSON	12/12/08	127572	12/15/08	50.25	39,313
486	JOSEPH W HINKLEY	12/12/08	127574	12/15/08	50.26	39,314
1,200	LOWE'S	12/12/08	127584	12/15/08	252.37	39,324
1,301	MISS UTILITY OF WV INC	12/12/08	127585	12/15/08	13.80	39,325
1,304	MILLER COMMUNICATIONS	12/12/08	127586	12/15/08	757.45	39,326
1,307	MUNICIPAL BOND COMMISSION	12/12/08	127587	12/15/08	9,104.47	39,327
1,866	REI CONSULTANTS	12/12/08	127594	12/15/08	680.00	39,328
1,963	STEERS HEATING & COOLING, INC.	12/12/08	127595	12/15/08	359.05	39,329
2,039	TELEPAGE COMMUNICATIONS SYSTEM	12/12/08	127599	12/15/08	10.74	39,330
2,044	TRACTOR SUPPLY CREDIT PLAN	12/12/08	127600	12/15/08	5.39	39,331
2,106	USDA-RURAL DEVELOPMENT	12/12/08	127601	12/15/08	3,325.00	39,332
2,107	USDA-RURAL DEVELOPMENT	12/12/08	127602	12/15/08	10,040.00	39,333
2,113	USDA-RURAL UTILITIES SERVICE	12/12/08	127605	12/15/08	3,518.00	39,334
2,308	WV PUBLIC EMPLOYEES INS AGENCY	12/12/08	127611	12/15/08	2,178.37	39,335
2,373	WESBANCO BANK-PARKERSBURG	12/12/08	127614	12/15/08	167.00	39,337
2,374	WESBANCO BANK-PARKERSBURG	12/12/08	127615	12/15/08	167.00	39,338
2,375	WESBANCO BANK-PARKERSBURG	12/12/08	127616	12/15/08	502.00	39,339
2,376	WESBANCO BANK-PARKERSBURG	12/12/08	127617	12/15/08	502.00	39,340
23,004	WESBANCO BANK INC	12/12/08	127619	12/15/08	176.00	39,341
23,005	WESBANCO BANK, INC.	12/12/08	127620	12/15/08	1,854.74	39,342
23,047	RETIREE HEALTH BNFT TRST FUND	12/12/08	127621	12/15/08	517.50	39,343
2,101	U S POSTAL SERVICE	12/17/08	127671	12/17/08	94.34	39,344

CONSOLIDATED BANK ACCOUNT

92,287.47 68 *

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 11/20/08 - ENDING DATE: 12/18/08 **

** 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					
486	DELORIS J METZ	11/26/08	126723	10/31/08	8.42	39,159 VOID
1,302	MINERAL WELLS PSD	11/20/08	126135	11/20/08	40.95	39,252
2,101	U S POSTAL SERVICE	11/24/08	126212	11/24/08	28.80	39,253
2,101	U S POSTAL SERVICE	11/24/08	126227	11/24/08	243.73	39,254
2,101	U S POSTAL SERVICE	11/24/08	126268	11/24/08	166.12	39,255
2,313	WESBANCO BANK-PARKERSBURG	11/25/08	126623	11/25/08	1,634.36	9
101	APPLIED INDUSTRIAL TECHNOLOGIE	11/25/08	126651	11/26/08	158.40	39,256
106	ALLEGHENY POWER	11/25/08	126652	11/26/08	5,245.37	39,257
314	AT&T MOBILITY	11/25/08	126656	11/26/08	99.67	39,258
401	DISCOUNT INDUSTRIAL SUPPLY COR	11/25/08	126657	11/26/08	48.23	39,259
486	NEW PARKERSBURG TRUCK STOP	11/25/08	126658	11/26/08	278.60	39,260
486	HEATHER HOPKINS	11/25/08	126659	11/26/08	61.19	39,261
486	CHARLES JONES & KIRSTI FRANKS	11/25/08	126660	11/26/08	1.67	39,262
486	RICHARD A MARSHALL	11/25/08	126661	11/26/08	12.35	39,263
486	ANIKA WIGAL	11/25/08	126662	11/26/08	85.01	39,264
486	SARAH WIGGINS	11/25/08	126663	11/26/08	58.84	39,265
832	HARDMAN SUPPLY COMPANY	11/25/08	126665	11/26/08	151.62	39,266
904	INNOVATIVE BUSINESS PRODUCTS	11/25/08	126674	11/26/08	126.30	39,267
1,204	JAMES R. LETT	11/25/08	126675	11/26/08	125.00	39,268
1,301	MISS UTILITY OF WV INC	11/25/08	126676	11/26/08	20.30	39,269
1,500	OHIO VALLEY MUFFLER & BRAKE	11/25/08	126677	11/26/08	216.00	39,270
1,604	PARKERSBURG OFFICE SUPPLY	11/25/08	126678	11/26/08	79.16	39,271
1,806	ROY L RADABAUGH	11/25/08	126684	11/26/08	125.00	39,273
1,843	CINTAS LOC #531	11/25/08	126685	11/26/08	141.81	39,274
1,912	CHARLES M. STEWART	11/25/08	126690	11/26/08	125.00	39,276
2,004	TROMBOLD EQUIPMENT CO INC	11/25/08	126691	11/26/08	2,465.84	39,277
2,005	C I THORNBURG	11/25/08	126693	11/26/08	3,794.02	39,278
2,200	CARDMEMBER SERVICES	11/25/08	126702	11/26/08	12.00	39,280
2,205	VERIZON	11/25/08	126703	11/26/08	654.52	39,281
2,312	WESBANCO BANK-PARKERSBURG	11/25/08	126705	11/26/08	1,401.93	39,282
2,314	WV DEPT OF TAX & REVENUE	11/25/08	126706	11/26/08	467.05	39,283
2,315	WV PUBLIC EMPLOYEES RETIREMENT	11/25/08	126707	11/26/08	1,556.87	39,284
23,023	RON'S PORTA JOHNS, INC.	11/25/08	126709	11/26/08	200.00	39,286
23,067	MELANIE L WINE	11/26/08	126747	11/26/08	128.00	39,287
100	APPALACHIAN SOFTWARE INC	11/30/08	126778	11/30/08	1,860.00	39,288
145	ADT SECURITY SERVICES	11/30/08	126779	11/30/08	42.43	39,289
153	ACTION ANSWERING SERVICE	11/30/08	126780	11/30/08	31.86	39,290
224	BILL BAILEY INSURANCE AGENCY	11/30/08	126781	11/30/08	2,102.80	39,291
360	CUTLIP-WARNER DEVELOPMENT CO	11/30/08	126784	11/30/08	1,385.00	39,293

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: SEWER FUND **
 ** BEGINNING DATE: 11/20/08 - ENDING DATE: 12/18/08 **
 ** 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					
438	DOMINION HOPE	11/30/08	126786	11/30/08	119.78	39,294
1,214	LAKESIDE EQUIPMENT CORPORATION	11/30/08	126787	11/30/08	305.00	39,295
2,004	TROMBOLD EQUIPMENT CO INC	11/30/08	126788	11/30/08	2,431.72	39,296
2,005	C I THORNBURG	11/30/08	126790	11/30/08	2,206.96	39,297
2,321	WV DEPT OF HEALTH AND HUMAN	11/30/08	126795	11/30/08	300.00	39,298
23,030	OMNI-SITE.NET	11/30/08	126796	11/30/08	22.00	39,299
401	DISCOUNT INDUSTRIAL SUPPLY COR	11/30/08	126808	11/30/08	22.98	39,300
2,002	TAYLOR'S DISPOSAL INC	11/30/08	126809	11/30/08	25.34	39,301
2,339	WESTCO INTERNET	11/30/08	126812	11/30/08	9.00	39,302
2,313	WESBANCO BANK-PARKERSBURG	12/12/08	127398	12/12/08	2,034.80	9
2,101	U S POSTAL SERVICE	12/12/08	127433	12/12/08	86.71	39,303
106	ALLEGHENY POWER	12/12/08	127560	12/15/08	20.46	39,304
275	BP	12/12/08	127561	12/15/08	289.08	39,305
360	CUTLIP-WARNER DEVELOPMENT CO	12/12/08	127562	12/15/08	138.90	39,306
486	DONNA ELLYSON	12/12/08	127564	12/15/08	50.35	39,307
486	ROBERT D JEFFREYS	12/12/08	127566	12/15/08	50.26	39,308
486	JANE THOMPSON	12/12/08	127572	12/15/08	50.25	39,313
486	SSA LLC NO.100974	12/12/08	127575	12/15/08	608.46	39,315
486	MICHAEL BRANNON	12/12/08	127576	12/15/08	17.03	39,316
486	BROOKE SANDS	12/12/08	127577	12/15/08	19.06	39,317
486	JOHN & LINDA BLOOMFIELD	12/12/08	127578	12/15/08	81.76	39,318
486	COURTNEY BATES	12/12/08	127579	12/15/08	57.54	39,319
486	BRANDI N DENNIS	12/12/08	127580	12/15/08	74.30	39,320
486	SIERRA S GATEWOOD	12/12/08	127581	12/15/08	81.18	39,321
486	MICHAEL & VICKIE MUSSOMELI	12/12/08	127582	12/15/08	81.56	39,322
600	FASTENERS & SUPPLY INC	12/12/08	127583	12/15/08	19.40	39,323
1,200	LOWE'S	12/12/08	127584	12/15/08	115.32	39,324
1,301	MISS UTILITY OF WV INC	12/12/08	127585	12/15/08	9.20	39,325
1,307	MUNICIPAL BOND COMMISSION	12/12/08	127587	12/15/08	18,310.28	39,327
2,039	TELEPAGE COMMUNICATIONS SYSTEM	12/12/08	127599	12/15/08	7.16	39,330
2,044	TRACTOR SUPPLY CREDIT PLAN	12/12/08	127600	12/15/08	3.60	39,331
2,308	WV PUBLIC EMPLOYEES INS AGENCY	12/12/08	127611	12/15/08	1,996.63	39,335
2,318	WV STATE EMERGENCY RESPONSE	12/12/08	127613	12/15/08	100.00	39,336
23,047	RETIREE HEALTH BNFT TRST FUND	12/12/08	127621	12/15/08	470.58	39,343
2,101	U S POSTAL SERVICE	12/17/08	127671	12/17/08	62.89	39,344
	CONSOLIDATED BANK ACCOUNT				55,646.92	72 *

**MINERAL WELLS PUBLIC SERVICE DISTRICT
PAYROLL CHECKS
CONSOLIDATED REVENUE FUND CHECKING ACCOUNT
NOVEMBER 30, 2008 – DECEMBER 15, 2008**

CHECK NO.

2192	Todd R. Anderson	\$1236.97
2193	Dennis R. Brown	706.87
2194	William H. Byers Jr.	1133.72
2195	Cathy J. Dyer	1103.38
2196	Linda K. Watson	879.95
2197	Darin Crites	725.20
2198	Nellie B. Radcliff	683.99
2199	Mark A. Dennis	640.20
2200	Todd R. Anderson	\$1335.52
2201	Dennis R. Brown	717.54
2202	William H. Byers Jr.	1389.99
2203	Cathy J. Dyer	1223.33
2204	Linda K. Watson	973.07
2205	Darin Crites	755.10
2206	Nellie B. Radcliff	808.95
2207	Mark A. Dennis	799.31

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
NOVEMBER 21, 2008 – DECEMBER 18, 2008

1. Memo dated November 19, 2008, to all Cycle 1 Water/Sewer Customers, from Cathy Dyer, explaining the following changes effective January 1, 2009, bi-monthly billing to monthly billing, phone tree system (a system to notify customers regarding a delinquent account or any type of emergency the District may have) and a 25% down payment on all deferred payments.
2. Memo dated November 19, 2008, to all Cycle 2 Water/Sewer Customers, from Cathy Dyer, explaining the following changes effective January 1, 2009, bi monthly billing to monthly billing, phone tree system (a system to notify customers regarding a delinquent account or any type of emergency the District may have) and a 25% down payment on all deferred payments.
3. Memo dated November 19, 2008, to all Cycle 3 Sewer Customers, from Cathy Dyer, explaining the following changes, effective January 1, 2009, phone tree system (a system to notify customers regarding a delinquent account or any type of emergency the District may have) and a 25% down payment on all deferred payments.
4. Memo dated November 19, 2008, to all Cycle 5 Water/Sewer Customers, from Cathy Dyer, explaining the following changes, effective January 1, 2009, phone tree system (a system to notify customers regarding a delinquent account or any type of emergency the District may have) and a 25% down payment on all deferred payments.
5. Copy of letter dated November 20, 2008, to WVBPH/OEHS, Data Management, from Todd Anderson, enclosing test results from REIC of samples taken November 5, 2008, at the Saulsbury Booster Station.
6. Letter dated November 12, 2008, to Mineral Wells PSD, from Tim Hobbs, Settlement Agent, FDIC, regarding Franklin Bank.
7. Brickstreet Employees' and Physicians Report of Injury on William H. Byers, Jr. at the Stoops Road, Lift Station.
8. E-mail dated November 19, 2008, to Cathy Dyer, from Dell Inc., regarding an on-line survey about the service call.

Mineral Wells PSD
List of Correspondence
December 18, 2008
Page 2

9. Letter dated November 5, 2008, to Mineral Wells PSD, from Richard K. Teschner, President, Litigation Compliance Department, regarding a refund of Overpayment for Hydrogen Peroxide.
10. E-mail dated November 20, 2008, to Cathy Dyer, from PEIA, regarding PEIA's year round enrollment system is up and running.
11. Copy of letter dated November 20, 2008, to S & S Engineers, Inc., from Roy Radabaugh, regarding the proposal, interviewing and ranking of the firms for the Sewer System Improvements Project.
12. Copy of letter dated November 20, 2008, to E.L. Robinson Engineering Co., from Roy Radabaugh, regarding the proposal, interviewing and ranking of the firms for the Sewer System Improvements Project.
13. Copy of letter dated November 21, 2008, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing an approved copy of the Minutes of the Regular Board Meeting held Thursday, October 16, 2008. Also included, is an approved copy of the Minutes of the Special Board Meeting held Wednesday, November 5, 2008.
14. Fax dated November 21, 2008, to Cathy Dyer, from Jim Cox, regarding information for the Wood County 8th Grade Job Fair to be held December 4, 2008.
15. Fax dated November 21, 2008, to United Steel Workers, from Nellie Radcliff, attaching an Application For Service to be signed and returned.
16. Fax dated November 21, 2008, to CI Thornburg, from Todd Anderson, attaching a completed Valve Insertion Customer Checklist.
17. Copy of bank receipt Beth Athey left at window.
18. Business Memo to Cathy Dyer, from Glenna Schott, Reagle & Padden, regarding the Employee Dishonesty Bond Renewal. (Coverage for the commissioners)

Mineral Wells PSD
List of Correspondence
December 18, 2008
Page 3

19. Copy of letter dated November 24, 2008, to Glenna Schott, Reagle & Padden Insurance Agency, from Cathy Dyer, regarding the Employee Dishonesty Bond Renewal, the bond is included with the policy coverage from RSDI, Bill Bailey Insurance Agency.
20. Copy of letter dated November 24, 2008, to Eric Bennett, Parkersburg Utility Board, from Cathy Dyer, enclosing a copy of an invoice from Cutlip Warner Development in the amount of \$345.00 for a leak repair on Drain Road that was called in for a sewer leak but was actually a water leak.
21. Views and Visions, a publication of Bowles Rice McDavid Graff & Love, Fall 2008.
22. Copy of letter dated November 25, 2008, to Penny Kirk, from Cathy Dyer, regarding a check that was received for payment, stating the district cannot take a check from her because of a previous NSF check.
23. E-mail dated November 24, 2008, to Cathy Dyer, from Sara Boardman, WV Municipal Bond Commission, regarding a Monthly Bond Payment Reminder.
24. ****Copy of order regarding Newblakor Inc., dba Woodridge Plantation Golf Club, from the United States Bankruptcy Court for the Southern District of West Virginia.
25. Form 1096, Annual Summary and Transmittal of U.S. Information Returns for 2008.
26. The Pipeline, News and Views from WV Bureau for Public Health, WV Department of Environmental Protection, and the Public Service Commission of WV, September/October 2008.
27. E-mail dated November 21, 2008, to Cathy Dyer, from George Blum, attaching a copy of the proposed Rule 42, for the Water System Improvement Project.
28. Municipal Sewer & Water, For Sanitary, Storm and Water System Maintenance Professionals, December 2008.

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

29. Copy of letter dated November 25, 2008, to Todd Anderson, from Chad A Miller, Cerrone Associates, regarding The Public Debt Office Building.
30. Letter dated November 18, 2008, to Todd Anderson, from George Pitcairn, Lakeside Equipment Corporation, confirming a verbal order for One (1) Asco Brass Solenoid Valve in the amount of \$305.00.
31. Note from Action Answering Service announcing a location change and address change.
32. Letter dated December 1, 2008, to Mineral Wells PSD, from C. Stan Hardman, Chairman of the Board of Directors for Hardman Hardware, wishing everyone a Merry Christmas.
33. Letter dated November 26, 2008, to Cathy Dyer, from Renee Shotwell, Bill Bailey Insurance Agency, Inc., enclosing a copy of the change request for deleting the 97 GMC on our policy.
34. Fax dated December 1, 2008, to Pam, Holiday Inn Express, from Cathy Dyer, attaching a history report for the Holiday Inn Express.
35. Copy of letter dated December 1, 2008, to Edwin L. Wherry Jr., from Cathy Dyer, regarding a returned NSF check in the amount of \$159.10, also attaching a copy of the District's bad check policy.
36. Fax dated December 1, 2008, to Kim Buckley, Public Service Commission, from Cathy Dyer, attaching History Reports for customers of the Butcher Bend Lagoon.
37. Letter dated November 25, 2008, to Todd Anderson, from Chad A. Miller, Project Representative, Cerrone Associates, enclosing Five (5) copies of the West Virginia Bureau of Health and Human Resources Form, and One (1) Department of Public Works Engineering Division Permit for Street & Sidewalk Excavation Permit Application.
38. Fax dated December 2, 2008, to Christy Pitsenbarger, West Virginia Bureau of Public Health Office of Environmental Health Services, from Cathy Dyer, attaching the Monthly Operational Report for the Mineral Wells PSD for the month of November 2008.

Mineral Wells PSD
List of Correspondence
December 18, 2008
Page 5

39. Letter dated December 1, 2008, to Cathy Dyer, from Renee Shotwell, Bill Bailey Insurance Agency, Inc., regarding renewal of the Brickstreet Workers' Compensation policy.
40. Notice from Action Answering Service, they will be without power December 2, 2008, from 7:00 am - 11:00 am.
41. State of West Virginia National Pollutant Discharge Elimination System Discharge Monitoring Report for October, November and December, also, samples from Pepsi, Walmart and Liberty Truck Stop.
42. Bacteriological Examination of Water Form Public Water Distribution System reported 12/02/08.
43. Fax dated December 4, 2008, to Todd Anderson, from Kathy Lough, attaching results from water samples.
44. State of West Virginia National Pollutant Discharge Elimination System Discharge Monitoring Report for Liberty Truck Stop for the month of November 2008.
45. Fax dated December 4, 2008, to Mineral Wells PSD, from Cindy Staton, attaching a Federal Register announcement from the Department of Agriculture-Rural Utilities Service.
46. Letter dated December 3, 2008, to Mineral Wells PSD, from Vickie L. Young, Tariffs, Public Service Commission, enclosing four copies of tariff P.S.C WV No. 9 reflecting rates and charges approved by recommended decision of November 6, 2008, which became final on November 11, 2008.
47. National Rural Water Association, Rural Water, Volume 29, Number 4.
48. E-mail dated December 4, 2008, to Mineral Wells PSD, from PEIA, regarding the December 2008 PEIA billing has been posted to the Web Contributions System.

Mineral Wells PSD
List of Correspondence
December 18, 2008
Page 6

49. ****Letter dated November 26, 2008, to Mineral Wells PSD, from George E. Blum, Director, Finance & Administration, enclosing for the Board's review are three (3) copies of the Revised Rule 42 for the Water System Improvements Project.
50. WesBanco, Trust and Investment Services, Your Money Matter\$, November 2008.
51. Letter dated December 3, 2008, to Todd Anderson, from Kathy Lough, Project Manager, REIC, received 4 samples on 11/19/08, for the analyses, TTHM+HAA5.
52. Mid Ohio Valley Occupational Health Holiday hours.
53. Letter dated December 5, 2008, to Cathy Dyer, from Renee D. Shotwell, Bill Bailey Insurance Agency, Inc., attaching a renewal quote/proposal for Brickstreet Workers' Compensation.
54. West Virginia Rural Water Association Infrastructure Council Report Newsletter, Vol. 14, Issue 12, December 4, 2008.
55. Copy of letter dated December 8, 2008, to Timothy Bevel, from Cathy Dyer, enclosing a copy of a signed deferred payment plan that was made on October 23, 2008 for a delinquent bill.
56. Copy of letter dated December 8, 2008, to Nancy West, from Cathy Dyer, enclosing a copy of a signed deferred payment plan that was made on November 19, 2008 for a delinquent bill.
57. Copy of letter dated December 5, 2008, to WVBPH/OEHS, Data Management, from Todd Anderson, enclosing test results from REIC of samples taken November 14, 2008, at Comfort Suites, I-77 Rest Area, Limestone Booster Station and Rt 21 Country Chrome.
58. E-mail dated December 8, 2008, to Todd Anderson, from John Neel, attaching a Meter Analysis.
59. Letter dated December 1, 2008, to Mineral Wells PSD, from Pitney Bowes, stating an adjustment to our rates, effective February 1, 2009.

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

60. Letter dated December 9, 2008, to Todd Anderson, from Steven R. Hardman, Bowles Rice McDavid Graff & Love, enclosing a copy of the Right of Way Easement for the Public Debt Building.
61. Fax dated December 10, 2008, to Citi-Financial, from Nellie Radcliff, attaching an application for service to be signed and returned.
62. E-mail dated December 9, 2008, to Cathy Dyer, from George Blum, Cerrone Associates, regarding a cash flow increase of 3%, 4% & 5%, for the Misc. Water Improvements Project.
63. Fax dated December 10, 2008, to Citi Financial, from Mineral Wells PSD, attaching an application for service to be signed and returned with a check for \$57.00 for a security deposit.
64. Copy of letter dated December 11, 2008, to Jamie Six, Clerk of Wood County, enclosing right of way easements for Aubrey and Ann M. Fallon and Mineral Wells PSD, and Tharrell and Shirley Daugherty and Mineral Wells PSD, to be recorded.
65. State of West Virginia National Pollutant Discharge Elimination System Discharge Monitoring Report, for Liberty Truck Stop, November 2008.
66. Invoice dated December 11, 2008, to Wal-Mart, from Mineral Wells PSD, in the amount of \$65.00 for Oil & Grease Sampling results from Water Environmental Testing.
67. Invoice dated December 11, 2008, to Pepsi, from Mineral Wells PSD, in the amount of \$65.00 for Oil & Grease Sampling results from Water Environmental Testing.
68. Invoice dated December 11, 2008, to Liberty Truck Stop, from Mineral Wells PSD, in the amount of \$140.00 for Oil & Grease Sampling results from Water Environmental Testing.
69. Fax dated December 11, 2008, to Todd Anderson, from Univar, attaching Material Safety Data Sheets for chemicals used at the WWTP.

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

70. Letter dated December 5, 2008, to Mineral Wells PSD, from Phone Tree, regarding Phone Tree Annual Maintenance Agreement.
71. Fax dated December 12, 2008, to Jackson Herald Newspaper, from Cathy Dyer, attaching notice to be inserted in the paper on Tuesday, December 16, 2008 for our regular monthly Board meeting.
72. Fax dated December 12, 2008, to Wirt County Journal, from Cathy Dyer, attaching notice to be inserted in the Journal on Wednesday, December 17, 2008, for our regular monthly Board meeting.
73. Fax dated December 12, 2008, to Editors, Parkersburg News/Sentinel, from Cathy Dyer, attaching notice to be inserted in the paper on Monday, December 15, 2008, for our regular monthly Board meeting.
74. ****Fax dated December 12, 2008, to Sara Boardman, Municipal Bond Commission, from Cathy Dyer, regarding any surplus funds the District may have on our sewer accounts.
75. E-mail dated December 9, 2008, to Cathy Dyer, from George Blum, Cerrone Associates, regarding information for the Misc. Water Improvement Project.
76. Letter dated December 5, 2008, to Mineral Wells PSD, from Cardmember Services (VISA), regarding information on the District's credit card.
77. Letter dated December 2008, to Mineral Wells PSD, from Scott Kubicki, Director of On Star Subscriber Services, regarding the Onstar system on our new GMC Sierra.
78. Merry Christmas greeting from Bill Bailey Insurance Agency.
79. Fax dated December 15, 2008, to Todd Anderson, from Manning Frymier, Cerrone Associates, regarding the Wastewater Treatment Plant 2008 DEP Compliance Issues.

Mineral Wells PSD
List of Correspondence
December 18, 2008
Page 9

80. Copy of letter dated December 15, 2008, to West Virginia Municipal Bond Commission, from Cathy Dyer, enclosing check #39327 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.
81. Copy of letter dated December 15, 2008, to Jefferson Brady, Executive Secretary, Infrastructure Council, from Cathy Dyer, stating the following deposits were made to the West Virginia Municipal Bond Commission, \$8,116.88-Water Revenue-04-A, \$811.69-Reserve Fund-04-A, \$175.90-Reserve Fund-04-B.
82. Copy of letter dated December 15, 2008, to West Virginia Water Development Authority, from Cathy Dyer, stating the following deposit was made to the West Virginia Municipal Bond Commission in the amount of \$2,288.88-Sewage System Revenue Bonds, Series 2003.
83. Copy of letter dated December 15, 2008, to West Virginia Water Development Authority, from Cathy Dyer, stating the following deposit was made to the West Virginia Municipal Bond Commission in the amount of \$5,688.40-Sewage System Revenue Bonds, Series 1995.
84. Copy of letter dated December 15, 2008, to John King, Department of Environmental Protection Environmental Enforcement, from Linda K. Watson, enclosing a copy of the National Pollutant Discharge Elimination System Discharge Monitoring Report State of West Virginia, a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of November 2008, Discharge Monitoring Reports for Liberty Truck Stop, Pepsi Bottling Group and Walmart Car Care Center, also attached, is a letter regarding the accomplishments of the I & I elimination program for the quarter of October - December 2008 findings and repairs made.

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

85. Copy of letter dated December 15, 2008, to Jeff Smith, Office of Environmental Health Services Regulatory Development and Compliance Unit, from Linda K. Watson, enclosing a copy of the National Pollutant Discharge Elimination System Discharge Monitoring Report State of West Virginia, a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of November 2008, Discharge Monitoring Reports for Liberty Truck Stop, Pepsi Bottling Group and Walmart Car Care Center, also attached, is a letter regarding the accomplishments of the I & I elimination program for the quarter of October – December 2008 findings and repairs made.
86. Copy of letter dated December 15, 2008, to Manning Frymier, Cerrone Associates, from Linda K. Watson, enclosing a copy of the National Pollutant Discharge Elimination System Discharge Monitoring Report State of West Virginia, a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of November 2008, Discharge Monitoring Reports for Liberty Truck Stop, Pepsi Bottling Group and Walmart Car Care Center, also attached, is a letter regarding the accomplishments of the I & I elimination program for the quarter of October – December 2008 findings and repairs made.
87. Copy of letter dated December 15, 2008, to Cindy Musser, West Virginia Department of Environmental Protection and Natural Resources, from Linda K. Watson, enclosing a copy of the National Pollutant Discharge Elimination System Discharge Monitoring Report State of West Virginia, a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of November 2008, Discharge Monitoring Reports for Liberty Truck Stop, Pepsi Bottling Group and Walmart Car Care Center, also attached, is a letter regarding the accomplishments of the I & I elimination program for the quarter of October – December 2008 findings and repairs made.

**Mineral Wells PSD
List of Correspondence
December 18, 2008
Page 11**

88. Copy of letter dated December 15, 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 National Pollutant Discharge Elimination System Discharge Monitoring Report State of West Virginia, a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of November 2008, Discharge Monitoring Reports for Liberty Truck Stop, Pepsi Bottling Group and Walmart Car Care Center, also attached, is a letter regarding the accomplishments of the I & I elimination program for the quarter of October – December 2008 findings and repairs made.
89. Letter dated December 12, 2008, to Todd Anderson, from Joseph M. Hickman, Assistant Chief Inspector, West Virginia Department of Environmental Protection, enclosing the report for the compliance inspection conducted at the Mineral Wells PSD WWTP on October 8, 2008.
90. Copy of letter dated December 16, 2008, to Scott G. Mandirola, Division of Water and Waste Management, from Todd Anderson, regarding the compliance inspection conducted at the WWTP, also stating that the District is in the process of making upgrades to the sewer system with a Sewer System Improvement Project. Carbon Copy of this letter sent to Environmental Enforcement and Cerrone Associates, Inc.
91. ****Copy of letter dated December 15, 2008, to Wood County Local Emergency Planning Commission, Jay Parsons, Chief, Mineral Wells Volunteer Fire Department and Jeff Minner, Chief, Pond Creek Volunteer Fire Department, submitting per request of the West Virginia State Emergency Response Commission the annual Tier Two Report.
92. ****Copy of letter dated December 15, 2008, to West Virginia Division of Homeland Security & Emergency Management, from Cathy Dyer, enclosing a completed annual Tier Two Filing Worksheet, Tier Two Emergency and Hazardous Chemical Inventory Sheet, drawings of the District's WWTP site, water booster stations and a check for \$100.00 for the annual filing fee.

**Mineral Wells PSD
List of Correspondence
December 18, 2008
Page 12**

93. State of West Virginia National Pollutant Discharge Elimination System Discharge Monitoring Report for Liberty Truck Stop for the month of December 2008.
94. Letter dated December 5, 2008, to Mineral Wells PSD, from WesBanco regarding service activity for utilizing WesBancoNet.
95. Certificate of Insurance dated December 11, 2008, from Erie Insurance for Cutlip-Warner.
96. Certificate of Liability Insurance dated December 19, 2008, from Jim Kitchell Agency, for Merrell Bros, Inc.
97. Fax dated December 17, 2008, to Lynn Hersberger, Miss Utility of West Virginia, from Todd Anderson, attaching a completed form for the Miss Utility of West Virginia contact information.
98. Copy of letter dated December 17, 2008, to Aubrey Fallon, from Cathy Dyer, enclosing a recorded right-of-way easement.
99. Copy of letter dated December 17, 2008, to Tharrel Daugherty, from Cathy Dyer, enclosing a recorded right-of-way easement.
100. Fax dated December 17, 2008, to Todd Anderson, from Steven R. Hardman, attaching the copy of the C & T Right of Way showing the recording information.
101. Letter dated December 12, 2008, to Mineral Wells PSD, from H. Thomas Mitchell, Fire Mountain Restaurants, LLC, regarding updates to a revised billing address. (6-00511-01)
102. Letter dated December 12, 2008, to Mineral Wells PSD, from H. Thomas Mitchell, Fire Mountain Restaurants, LLC, regarding updates to a revised billing address. (6-00509-01)
103. Letter dated December 15, 2008, to Mineral Wells PSD, from Pitney Bowes, regarding USPS shipping prices changing January 18, 2009.

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

104. E-mail dated December 17, 2008, to Cathy Dyer, from PEIA, a message that pertains to EPICS payroll agencies.
105. ****E-mail dated December 17, 2008, to Cathy Dyer, from George Blum, Cerrone Associates, attaching a copy of a Revised Rule 42 Exhibit with a 2% rate increase.

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	(892,000.00)	(371,666.65)	(86,423.73)	116.26	(392,227.10)	43.97	499,772.90
METERED SALES-COMMERCIAL	1 461 200 00	(166,000.00)	(69,166.65)	(20,233.30)	146.26	(89,635.71)	53.99	76,364.29
METERED SALES-INDUSTRIAL	1 461 300 00	.00	.00	.00		.00		.00
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	.00	.00	.00		.00		.00
METER RENTAL	1 461 500 00	.00	.00	.00		.00		.00
TOTAL METERED SALES		(1058,000.00)	(440,833.30)	(106,657.03)	120.97	(481,862.81)	45.54	576,137.19
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(23,000.00)	(9,583.30)	(1,341.81)	70.00	(9,006.28)	39.15	13,993.72
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(1,500.00)	(625.00)	(75.00)	60.00	(1,322.00)	88.13	178.00
METER LEASE - MOBILE HOME PARK	1 472 500 00	(392.00)	(163.30)	.00		(384.00)	97.95	8.00
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(2,083.30)	.00		.00		5,000.00
OTHER WATER REVENUES	1 474 000 00	(8,000.00)	(3,333.30)	(940.00)	141.00	(4,485.75)	56.07	3,514.25
GAIN ON SALE	1 476 000 00	.00	.00	.00		.00		.00
TOTAL OTHER REVENUES		(37,892.00)	(15,788.20)	(2,356.81)	74.63	(15,198.03)	40.10	22,693.97
TOTAL REVENUES		(1095,892.00)	(456,621.50)	(109,013.84)	119.36	(497,060.84)	45.35	598,831.16

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	98,333.30	23,931.38	121.68	99,874.43	42.31	(136,125.57)
TOTAL SOURCE OF SUPPLY		236,000.00	98,333.30	23,931.38	121.68	99,874.43	42.31	(136,125.57)
PUMPING								
OPERATION								
OPERATION SUPERVISION PUMPING	1 620 000 00	.00	.00	.00		57.75		57.75
POWER PURCHASED PUMPING	1 623 000 00	6,000.00	2,500.00	456.63	91.32	1,943.39	32.38	(4,056.61)
PUMPING LABOR	1 624 000 00	6,300.00	2,625.00	462.00	88.00	2,641.88	41.93	(3,658.12)
PUMPING EXPENSES	1 624 001 00	2,000.00	833.30	.00		2,417.49	120.87	417.49
MISCELLANEOUS EXPENSE	1 626 000 00	120.00	50.00	.00		.00		(120.00)
TOTAL OPERATION		14,420.00	6,008.30	918.63	76.44	7,060.51	48.96	(7,359.49)
MAINTENANCE								
SUPERVISION TRANS & DIST	1 630 000 00	.00	.00	.00		.00		.00
MAINT STRUCTURES & IMPROVEMENT	1 631 000 00	600.00	250.00	9.78	19.56	9.78	1.63	(590.22)
MAINT PUMPING EQUIPMENT	1 633 000 00	4,200.00	1,750.00	217.46	62.13	919.19	21.88	(3,280.81)
TOTAL MAINTENANCE		4,800.00	2,000.00	227.24	56.81	928.97	19.35	(3,871.03)
TOTAL PUMPING		19,220.00	8,008.30	1,145.87	71.54	7,989.48	41.56	(11,230.52)
TRANSMISSION & DISTRIBUTION								
OPERATION								
OPER SUPERVISION & ENGINEERING	1 660 000 00	.00	.00	.00		52.10		52.10
TRANS & DIST LINE EXPENSE	1 662 000 00	24,000.00	10,000.00	1,468.54	73.42	9,018.11	37.57	(14,981.89)
METER EXPENSE	1 663 000 00	3,000.00	1,250.00	140.00	56.00	482.85	16.09	(2,517.15)
MISCELLANEOUS EXPENSES	1 665 000 00	.00	.00	.00		.00		.00
TOTAL OPERATION		27,000.00	11,250.00	1,608.54	71.49	9,553.06	35.38	(17,446.94)
MAINTENANCE								
MAINT SUPERVISION & ENGINEER	1 670 000 00	.00	.00	.00		.00		.00
MAINT STRUCTURES & IMPROVEMENT	1 671 000 00	1,000.00	416.65	.00		67.60	6.76	(932.40)
MAINT DISTRIBUTION RESERVOIRS	1 672 000 00	.00	.00	.00		.00		.00
MAINTENANCE OF MAINS T & D	1 673 000 00	21,000.00	8,750.00	4,214.20	240.81	16,915.90	80.55	(4,084.10)
MAINTENANCE OF SERVICES T & D	1 675 000 00	10,000.00	4,166.65	1,091.74	131.00	4,993.08	49.93	(5,006.92)
MAINTENANCE OF METERS T & D	1 676 000 00	2,800.00	1,166.65	51.98	22.27	1,080.60	38.59	(1,719.40)
MAINTENANCE OF HYDRANT T & D	1 677 000 00	1,700.00	708.30	.00		907.95	53.40	(792.05)
TOTAL MAINTENANCE		36,500.00	15,208.25	5,357.92	176.15	23,965.13	65.65	(12,534.87)
TOTAL TRANS. & DISTRIBUTION		63,500.00	26,458.25	6,966.46	131.64	33,518.19	52.78	(29,981.81)

Mineral Wells PSD
 GENERAL LEDGER
 WATER INCOME STATEMENT

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
CUSTOMER SERVICE EXPENSES								
OPERATION								
METER READING EXPENSES	1 902 000 00	8,000.00	3,333.30	339.45	50.91	1,493.48	18.66	(6,506.52)
BILLING & COLLECTING - LABOR	1 903 100 00	34,000.00	14,166.65	2,213.23	78.11	13,097.36	38.52	(20,902.64)
BILLING & COLLECTING - EXPENSE	1 903 200 00	4,300.00	1,791.65	1,269.77	354.35	5,974.63	138.94	1,674.63
UNCOLLECTIBLE ACCOUNTS	1 904 000 00	3,200.00	1,333.30	.00		.00		(3,200.00)
		=====	=====	=====	=====	=====	=====	=====
TOTAL CUSTOMER SERVICE EXPENS		49,500.00	20,624.90	3,822.45	92.66	20,565.47	41.54	(28,934.53)
ADMINISTRATIVE & GENERAL								
OPERATION								
ADMIN & GENERAL SALARIES	1 920 000 00	80,000.00	33,333.30	3,491.86	52.37	21,566.10	26.95	(58,433.90)
EXPENSES GENERAL EMPLOYEES	1 920 200 00	1,200.00	500.00	.00		.00		(1,200.00)
OFFICE SUPPLIES & EXPENSE	1 921 000 00	23,000.00	9,583.30	4,241.42	221.29	9,814.78	42.67	(13,185.22)
OUTSIDE SERVICES EMPLOYED	1 923 000 00	6,100.00	2,541.65	.00		6,720.00	110.16	620.00
LAWYER ATTORNEY	1 923 001 00	600.00	250.00	.00		111.00	18.50	(489.00)
AUDITOR	1 923 002 00	.00	.00	.00		.00		.00
ENGINEERING CONSULTANTS	1 923 004 00	.00	.00	.00		.00		.00
PROPERTY INSURANCE	1 924 000 00	20,000.00	8,333.30	3,154.20	189.25	6,351.83	31.75	(13,648.17)
INJURIES & DAMAGES	1 925 000 00	600.00	250.00	.00		.00		(600.00)
EMPLOYEES WELFARE EXPENSE	1 926 100 00	1,200.00	500.00	.00		403.95	33.66	(796.05)
EMPLOYEES PENSIONS/BENEFITS	1 926 200 00	35,000.00	14,583.30	2,782.54	95.40	14,317.99	40.90	(20,682.01)
EMPLOYEE VACATION PAY	1 926 300 00	7,700.00	3,208.30	509.04	79.33	3,865.68	50.20	(3,834.32)
EMPLOYEES HOLIDAY PAY	1 926 400 00	7,200.00	3,000.00	2,032.44	338.74	3,312.12	46.00	(3,887.88)
EMPLOYEES SICK PAY	1 926 500 00	6,700.00	2,791.65	213.49	38.23	478.27	7.13	(6,221.73)
EMPLOYEES' FUNERAL LEAVE PAY	1 926 600 00	400.00	166.65	.00		.00		(400.00)
COMP TIME	1 926 700 00	2,000.00	833.30	247.34	148.40	987.92	49.39	(1,012.08)
DEPB/WV RETIREE HEALTH BENEFIT	1 926 800 00	6,500.00	2,708.30	804.74	148.56	4,023.70	61.90	(2,476.30)
REGULATORY COMMISSION EXPENSE	1 928 000 00	3,500.00	1,458.30	.00		.00		(3,500.00)
MISCELLANEOUS GENERAL EXPENSE	1 930 200 00	5,000.00	2,083.30	72.90	17.49	947.96	18.95	(4,052.04)
		=====	=====	=====	=====	=====	=====	=====
TOTAL OPERATION		206,700.00	86,124.65	17,549.97	101.88	72,901.30	35.26	(133,798.70)
MAINTENANCE OF GENERAL PLANT								
MAINTENANCE OF GENERAL PLANT	1 932 000 00	400.00	166.65	.00		.00		(400.00)
TRANSPORTATION EXPENSES	1 933 000 00	17,000.00	7,083.30	1,265.41	89.32	7,427.58	43.69	(9,572.42)
		=====	=====	=====	=====	=====	=====	=====
ADMINISTRATIVE & GENERAL								
		=====	=====	=====	=====	=====	=====	=====
TOTAL OPERATION & MAINTENANCE		592,320.00	246,799.35	54,681.54	110.78	242,276.45	40.90	(350,043.55)

Mineral Wells PSD
 GENERAL LEDGER
 WATER INCOME STATEMENT

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
DEPRECIATION EXPENSE	1 403 000 00	285,600.00	119,000.00	24,150.00	101.47	120,750.00	42.27	(164,850.00)
DEPRECIATION EXPENSE	1 408 100 00	13,100.00	5,458.30	892.84	81.78	4,789.03	36.55	(8,310.97)
GAIN-LOSSES DISPOSITION OF PRO	1 414 000 00	.00	.00	.00		.00		.00
TOTAL OPERATING EXPENSES		891,020.00	371,257.65	79,724.38	107.37	367,815.48	41.28	(523,204.52)
OTHER INCOME & DEDUCTIONS								
INTEREST & DIVIDEND INCOME	1 419 000 00	(935.00)	(389.55)	(65.07)	83.51	(416.67)	44.56	518.33
DISC NONOPERATING INCOME ST FK	1 421 000 00	.00	.00	.00		.00		.00
INTEREST ON LONGTERM DEBT	1 427 000 00	192,000.00	80,000.00	16,175.00	101.09	80,875.00	42.12	(111,125.00)
OTHER INTEREST EXPENSE	1 431 000 00	130.00	54.15	14.17	130.84	86.65	66.65	(43.35)
AMORT OF DEBT DISCOUNT (BONDS)	1 440 000 00	.00	.00	.00		.00		.00
AMORT OF DEBT DISCOUNT (LOAN)	1 442 000 00	.00	.00	.00		.00		.00
GRANT REVENUE-SERIES 2004A	1 450 000 00	.00	.00	.00		.00		.00
INFRASTRUCTURE & JOB DEV								
GRANT REVENUE-SERIES 2004B	1 451 000 00	.00	.00	.00		.00		.00
RURAL DEVELOPMENT SERVICE								
TOTAL OTHER INCOME & DEDUCTIO		191,195.00	79,664.60	16,124.10	101.19	80,544.98	42.12	(110,650.02)
NET INCOME		(13,677.00)	(5,699.25)	(13,165.36)	999.99	(48,700.38)	356.07	(35,023.38)

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	(465,000.00)	(193,750.00)	(27,189.94)	70.16	(182,888.78)	39.33	282,111.22
DOMESTIC SERVICE-COMMERCIAL	2 602 000 00	(180,000.00)	(75,000.00)	(19,203.32)	128.02	(83,511.21)	46.39	96,488.79
DOMESTIC SERVICE-PUBLIC AUTHOR	2 603 000 00	.00	.00	.00		.00		.00
DOMESTIC SALES-INDUSTRIAL	2 604 000 00	.00	.00	.00		.00		.00
MUTCHER BEND SEWER	2 605 000 00	(108.00)	(45.00)	(1,818.00)	999.99	(1,852.00)	999.99	(1,744.00)
TOTAL SALES OF SEWER SERVICE		(645,108.00)	(268,795.00)	(48,211.26)	89.68	(268,251.99)	41.58	376,856.01
OTHER SEWER REVENUES								
FORFEITED DISCOUNTS & PENALTY	2 612 000 00	(17,000.00)	(7,083.30)	(1,155.75)	81.58	(5,454.20)	32.08	11,545.80
DISC SEWERAGE REVENUES	2 615 000 00	(1,200.00)	(500.00)	(772.90)	772.90	(1,760.90)	146.74	(560.90)
MISCELLANEOUS REVENUE-DECHLORINATION PROJECT	2 615 100 00	.00	.00	.00		.00		.00
RAIN ON SALE	2 620 000 00	.00	.00	.00		(1,525.00)		(1,525.00)
TOTAL OTHER SEWER REVENUES		(18,200.00)	(7,583.30)	(1,928.65)	127.16	(8,740.10)	48.02	9,459.90
TOTAL REVENUES		(663,308.00)	(276,378.30)	(50,139.91)	90.70	(276,992.09)	41.75	386,315.91
OPERATION/MAINTENANCE EXPENSE								
COLLECTING EXPENSES								
OPERATION LABOR GENERAL SEWER	2 700 000 00	.00	.00	.00		.00		.00
OPER SUPERVISION/ENGINEERING	2 701 000 00	.00	.00	.00		.00		.00
OPERATION LABOR-COLLECTING	2 702 000 00	3,000.00	1,250.00	.00		.00		(3,000.00)
SUPPLIES AND EXPENSES	2 703 000 00	.00	.00	.00		.00		.00
INT SUPERVISION/ENGINEERING	2 704 000 00	.00	.00	.00		77.00		77.00
INT SERVICE CONN & TRAP	2 705 100 00	11,800.00	4,916.65	.00		5,908.90	50.07	(5,891.10)
INT COLLECT & TRANS MAINS	2 705 200 00	22,000.00	9,166.65	1,707.98	93.16	15,129.25	68.76	(6,870.75)
TOTAL COLLECTING EXPENSES		36,800.00	15,333.30	1,707.98	55.69	21,115.15	57.37	(15,684.85)
PUMPING EXPENSES								
OPER SUPERVISION & ENGINEERING	2 721 000 00	.00	.00	.00		818.55		818.55
OPERATION LABOR-PUMPING	2 722 000 00	4,000.00	1,666.65	801.54	240.46	2,737.64	68.44	(1,262.36)
OPER LIFT STATIONS	2 723 100 00	17,000.00	7,083.30	1,060.11	74.83	5,129.18	30.17	(11,870.82)
OPER GRINDER PUMPS	2 723 200 00	5,000.00	2,083.30	423.00	101.52	2,145.23	42.90	(2,854.77)
SUPPLIES-EXP LIFT STA GRINDERS	2 724 000 00	19,000.00	7,916.65	1,228.40	77.58	5,639.65	29.68	(13,360.35)
INT SUPERVISION & ENGIN	2 725 000 00	.00	.00	.00		.00		.00
INT STRUCTURES & IMPROV	2 726 000 00	500.00	208.30	.00		417.29	83.45	(82.71)
INT PUMPING-LIFT STATIONS	2 727 100 00	25,000.00	10,416.65	1,596.78	76.64	11,765.77	47.06	(13,234.23)
INT OTHER PUMPING EQUIPMENT	2 727 200 00	50,000.00	20,833.30	4,885.33	117.24	16,976.13	33.95	(33,023.87)
TOTAL PUMPING EXPENSES		120,500.00	50,208.15	9,995.16	99.53	45,629.44	37.86	(74,870.56)

Mineral Wells PSD
 GENERAL LEDGER
 SEWER INCOME STATEMENT

DESCRIPTION	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
TREATMENT & DISPOSAL EXPENSES								
OPER SUPERVISION & ENGINEERING	2 741 000 00	.00	.00	.00		38.50		38.50
OPERATION LABOR-TREATMENT	2 742 000 00	8,500.00	3,541.65	1,644.88	232.21	11,628.40	136.80	3,128.40
SUPPLIES AND EXPENSES-PLANT	2 743 100 00	18,500.00	7,708.30	6,107.08	396.13	32,977.79	178.25	14,477.79
CHEMICAL TREATMENT EXP-PLANT	2 743 200 00	3,500.00	1,458.30	2,316.00	794.07	10,781.50	308.04	7,281.50
POWER EXPENSE-PLANT	2 743 300 00	35,000.00	14,583.30	3,699.46	126.83	18,711.61	53.46	(16,288.39)
MAINT SUPERVISION & ENG	2 744 000 00	.00	.00	.00		40.65		40.65
MAINT OF STRUCTURE & IMPROVEMT	2 745 000 00	500.00	208.30	.00		312.80	62.56	(187.20)
MAINT OF SEWAGE PONDS	2 745 100 00	.00	.00	.00		6,269.86		6,269.86
MAINT OF T & D SYS EQUIPMENT	2 746 000 00	9,000.00	3,750.00	.00		3,188.24	35.42	(5,811.76)
TOTAL TREATMENT & DISPOSAL		75,000.00	31,249.85	13,767.42	220.27	83,949.35	111.93	8,949.35
BILLING & COLLECTING EXPENSES								
METER READING LABOR	2 782 000 00	7,100.00	2,958.30	317.55	53.67	1,410.05	19.85	(5,689.95)
BILLING & COLLECTING LABOR	2 783 100 00	26,000.00	10,833.30	1,735.19	80.08	10,373.45	39.89	(15,626.55)
BILLING & COLLECTING EXPENSE	2 783 200 00	3,200.00	1,333.30	1,041.21	390.46	4,803.99	150.12	1,603.99
TOTAL BILLING & COLLECTING		36,300.00	15,124.90	3,093.95	102.27	16,587.49	45.69	(19,712.51)
ADMINISTRATIVE/GENERAL EXPENSE								
ADMIN & GENERAL SALARIES	2 790 000 00	34,000.00	14,166.65	2,513.33	88.70	13,793.20	40.56	(20,206.80)
GENERAL SALARIES-OPERATIONS	2 790 100 00	.00	.00	.00		.00		.00
EXPENSES-GENERAL OFFICERS	2 792 100 00	.00	.00	.00		.00		.00
EXPENSES-GENERAL EMPLOYEES	2 792 200 00	500.00	208.30	.00		.00		(500.00)
OFFICE SUPPLIES & EXPENSES	2 793 000 00	15,000.00	6,250.00	2,669.39	213.55	6,567.12	43.78	(8,432.88)
SPECIAL SERVICES	2 795 000 00	4,100.00	1,708.30	300.00	87.80	6,087.50	148.47	1,987.50
SPECIAL LEGAL SERVICES	2 796 000 00	1,000.00	416.65	.00		74.00	7.40	(926.00)
REGULATORY COMMISSION	2 797 000 00	2,600.00	1,083.30	.00		.00		(2,600.00)
INSURANCE	2 798 000 00	7,800.00	3,250.00	2,102.80	323.50	4,234.56	54.28	(3,565.44)
LIABILITIES/DAMAGES	2 799 000 00	2,400.00	1,000.00	.00		.00		(2,400.00)
EMPLOYEES WELFARE EXPENSES	2 800 100 00	1,000.00	416.65	.00		.00		(1,000.00)
EMPLOYEE PENSION & BENEFITS	2 800 200 00	32,000.00	13,333.30	2,524.29	94.66	14,021.24	43.81	(17,978.76)
EMPLOYEES VACATION PAY	2 800 300 00	4,400.00	1,833.30	339.36	92.55	2,577.12	58.57	(1,822.88)
EMPLOYEES HOLIDAY PAY	2 800 400 00	6,000.00	2,500.00	1,354.96	270.99	2,208.08	36.80	(3,791.92)
EMPLOYEES SICK PAY	2 800 500 00	4,000.00	1,666.65	142.32	42.69	318.84	7.97	(3,681.16)
EMPLOYEES' FUNERAL LEAVE PAY	2 800 600 00	1,000.00	416.65	.00		.00		(1,000.00)
LEAVE TIME	2 800 700 00	1,300.00	541.65	166.16	153.38	663.43	51.03	(636.57)
OB/WV RETIREE HEALTH BENEFIT	2 800 800 00	4,200.00	1,750.00	536.50	153.28	2,682.50	63.86	(1,517.50)
CELLANEOUS GENERAL EXPENSE	2 801 000 00	4,000.00	1,666.65	316.80	95.04	2,474.16	61.85	(1,525.84)
INT GENERAL PROPERTY	2 802 000 00	5,000.00	2,083.30	.00		.00		(5,000.00)
INTS	2 803 000 00	5,000.00	2,083.30	.00		.00		(5,000.00)
TRANSPORTATION EXPENSE	2 903 000 00	11,500.00	4,791.65	843.62	88.03	5,048.38	43.89	(6,451.62)
UNCOLLECTIBLE ACCOUNTS	2 904 100 00	3,200.00	1,333.30	.00		.00		(3,200.00)
TOTAL ADMINISTRATIVE & GEN EX		150,000.00	62,499.60	13,809.53	110.47	60,750.13	40.50	(89,249.87)

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		418,600.00	174,415.80	42,374.04	121.47	228,031.56	54.47	(190,568.44)
DEPRECIATION	2 503 000 00	302,400.00	126,000.00	25,100.00	99.60	125,500.00	41.50	(176,900.00)
MUTUAL FUND EXPENSE	2 507 100 00	10,000.00	4,166.65	793.99	95.27	4,614.87	46.14	(5,385.13)
INTEREST/DIVIDEND EARNED	2 524 000 00	(2,535.00)	(1,056.25)	(37.52)	17.76	(231.37)	9.12	2,303.63
MISC NONOPERATING REVENUES	2 526 000 00	.00	.00	.00		.00		.00
INTEREST ON LONG TERM DEBT	2 530 000 00	96,000.00	40,000.00	7,800.00	97.50	39,000.00	40.62	(57,000.00)
AMORT OF DEBT DISC & EXP	2 531 000 00	.00	.00	.00		.00		.00
OTHER INTEREST EXPENSE	2 535 000 00	100.00	41.65	11.22	134.69	56.73	56.73	(43.27)
		=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENSES & OTHER INCOME		161,257.00	67,189.55	25,901.82	192.74	119,979.70	74.40	(41,277.30)
		=====	=====	=====	=====	=====	=====	=====
BALANCE TO SURPLUS		161,257.00	67,189.55	25,901.82	192.74	119,979.70	74.40	(41,277.30)