

MINUTES OF A REGULAR BOARD MEETING OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, AUGUST 20TH 2009, 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 M. Stewart, Treasurer; Cathy Dyer, Office Manager; Todd Anderson, Operations Manager; Nellie Radcliff and Linda Watson, Office Clerks; Howard Baldwin; Virginia and Michael Donaldson, residents of Pond Creek area, were present.

There was no one from the public present.

The first order of business was the discussion of the Pond Creek Area residents meeting that was held at the Pond Creek Fire Department building on August 14, 2009, reference to water being extended in the area of the Donaldson's. Mr. Wright of Environmental Wet Testing lives in this area, and agreed to test the wells for the residents at a cost of \$65.00 per test. The residents will receive a copy of the test results. There were 13 homes selected to be tested. Mrs. Donaldson is to collect the payment from the residents, then deliver it to the District's office, then the District will send the payment to Mr. Wright. Mr. and Mrs. Donaldson excused themselves from the rest of the meeting.

Mr. Lett made a motion to approve the Minutes of the July 16, 2009, Regular Board Meeting as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes of July 16, 2009, Regular Board Meeting.

Mr. Lett made a motion to approve the Minutes of the Special Board Meeting of August 4, 2009, as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes of August 4, 2009, Special Board Meeting.

Mr. Lett made a motion to approve the Miscellaneous Sewer Improvements Project Design Loan up to \$500,000.00 with WesBanco with payback starting within 15 months of Design Loan Closing. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial Statement dated July 31, 2009, All Finances (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial Statement dated July 31, 2009, 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 July 31, 2009, Sewer Revenue Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

MINERAL WELLS PUBLIC SERVICE DISTRICT
MINUTES - AUGUST 20, 2009
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Mr. Lett made a motion to approve the checks 040005 thru 040099 written on the consolidated Water and Sewer Revenue Checking Account (copy attached). Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Lett made a motion to approve Payroll Checks 2448 thru 2479 written on the Consolidated Payroll Account between July 16, 2009 and August 20, 2009, (copy attached). Mr. Stewart seconded the motion. The motion passed unanimously.

The following letters were discussed.

Letter 38 - Signed order from the PSC Sewer Tariff No. 10 effective 7/1/09 an 8.31% rate increase Customer charge increased to \$10.82 and \$4.19 per 1000 gallons of water used.

Letter 96 - Letter dated August 10, 2009 to the PSC from Steve Hardman, Bowles Rice response to the July 31, 2009 procedural order.

Letter 103- Correspondence from Cam Siegrist, Bowles Rice to banking institutions for proposals to refinance the 1997 sewer loan.

Mrs. Dyer reported that Mr. Frymier, Cerrone Associates, Inc., suggested that ads for bids needed to be run for the Miscellaneous Water Improvement Project. Mr. Lett made a motion authorizing the placement of ads to be run August 25, 2009 and September 1, 2009 in the Parkersburg News and Sentinel. Mr. Stewart seconded the motion. The motion passed unanimously.

There will be a Special Board Meeting on September 24, 2009, in the am to open the bids.

Mr. Anderson reported that Department of Highways informed him that the District will have to pay the difference in the cost of the upgrade of pipe that was recommended for the up coming bridge project that effects the Districts sewer/water lines in the Barnett Bridge area.

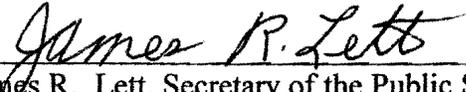
Parts have been ordered for the re-locating of the waterline Cutlip Warner built the new apartment building on.

The dikes at the Wastewater Treatment Plant are in need of attention. They are about to collapse.

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 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 Service District, Mineral Wells, West
Virginia

MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
July 31, 2009

Checking Accounts

Water Revenue Fund Checking Account WesBanco Bank - 1131.2	\$ 28,891.33
Sewer Revenue Fund Checking Account WesBanco Bank - 2120.2	<u>7,104.69</u>
Total in Checking Accounts:	\$ 35,996.02

Water Accounts

Depreciation Reserve Account WesBanco Bank - 1125.31	\$ 13,139.31
Revenue Reserve Account WesBanco Bank - 1125.21	26,096.28
Revenue Reserve Account - Sams Creek/Chesterville WesBanco Bank - 1125.22	38,405.34
Revenue Reserve Account - Rockport WesBanco Bank - 1125.32	15,865.50
Depreciation Reserve Account - Rockport WesBanco Bank - 1125.23	15,865.21
Revenue Reserve Account - Water Improvement WesBanco Bank - 1125.24	47,613.35
Depreciation Reserve Account - Water Improvement WesBanco Bank - 1125.33	47,691.76
Depreciation Reserve Account - Sycamore 2004A WesBanco Bank - 1125.27	9,838.23
Security Deposit Account WesBanco Bank - 1134.0	36,429.76
Sycamore Renewal/Replacement WesBanco - Bank 1125.34	<u>71,726.54</u>
Total In Water Accounts:	\$ 322,671.28

Sewer Accounts

Repair and Replacement Account WesBanco Bank - 2114.2	\$ 4,507.94
Reserve for Grinder Pump Maintenance Prime Rate Money Market - WesBanco Bank - 2114.1	17,172.63
Security Deposit Account WesBanco Bank - 2121.3	<u>27,506.14</u>
Total in Sewer Accounts:	\$ 49,186.71
Total All Finances - July 31, 2009	\$ 407,854.01

MINERAL WELLS PUBLIC SERVICE DISTRICT
 FINANCIAL STATEMENT
 WATER REVENUE FUND CHECKING ACCOUNT
 July 31, 2009

BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
 WESBANCO BANK, JUNE 30, 2009 \$15,871.06

RECEIPTS:

Water Sales	\$103,760.67
Tap Fee	700.00
Water Buffalo Sales	990.31
Reconnection Fees	725.00
Security Deposit Refunds	2332.61
Leigh Mason Trlr Park - D. Bee	96.00
R. Amos - crab setter	96.00

Total Receipts: \$108,700.59

Total Cash Available: \$124,571.65

Expenditures:

Action Answering Service Plus	\$ 47.79
Advanced Alarm Technologies	72.00
Allegheny Power	572.03
At & T Mobility	150.42
At & T State Calling Service	4.99
Auto Zone	52.78
BP Credit Card Company	595.27
Bill Bailey Insurance Agency	3,589.66
Bowles Rice McDavid Graff & Love	104.37
Brickstreet Insurance Co.	466.20
C I Thornburg	363.59
Cardmember Services	19.79
Cintas	224.74
Claywood Park PSD	24,141.82
Commissioner's Salaries	150.00
Cutlip Warner Development Co	5,859.57
Dominion Hope	39.46
Ferguson Waterworks	603.20
Fore Timber Co Inc	20.70
HD Supply Waterworks, Ltd	450.00
Hardman Supply Company	327.13
Lowe's	171.18
Matheny Auto Service	281.50
Melanie L. Wine	172.80
Mineral Wells PSD	1.00
Miss Utility of WV Inc.	39.30
Municipal Bond Commission	9,104.47
Ohio Valley Muffler & Brake	73.20
Parkersburg Office Supply	203.49
Purchase Power	82.48
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	9,332.59
Taylor's Disposal Inc	31.84
Telepage Communication System	10.74
US Postal Service	300.31
USA Blue Book	150.00
Verizon	169.52
Water Environmental Testing	97.50
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	3,991.02
WesBanco Bank-Parkersburg-Sycamore R/R	1,492.91
WV Public Employees Insurance Agency	2,885.84
WV Retiree Health Benefit Trust Fund	453.77
WV Public Employees Retirement System	2,322.85
WV State Tax Department	675.88
Mark & Terri Dennis	50.77
James V & Danielle Haines	70.33
United Union of Roofers	70.35
Joe Decator	70.36
Joyce Radcliff	50.30
Michael P. Stewart	50.52
Alex Karwatka	50.45
Debra & Tim Arthur	70.38
Kathy & Lester Newberry	70.34
Annette & Chad Emrick	50.38
Kyle Wood	46.18
Billie C. Linger	13.07

Total Expenditures: \$94,526.13

Balance in Water Revenue Fund Checking Account,
WesBanco Bank, July 31, 2009 \$30,045.52

MINERAL WELLS PUBLIC SERVICE DISTRICT
 FINANCIAL STATEMENT
 SEWER REVENUE FUND CHECKING ACCOUNT
 July 31, 2009

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT

WESBANCO BANK, JUNE 30, 2009 \$ 1,051.29

RECEIPTS:

Sewer Sales	61,008.57
Security Deposit Refunds	1,937.72
Transfer Sewer R&R	2,749.30
CWD - sewer castings and lids	355.31
Butcher Bend Lagoon Assoc	998.85

Total Receipts: \$67,049.75

Total Cash Available: \$ 68,101.04

Expenditures:

Action Answering Service Plus	31.86
Advanced Alarm Technologies	48.00
Allegheny Power	5,738.93
At & T State Calling Service	3.32
At & T Mobility	100.28
Auto Zone	35.18
BP Credit Card Company	396.85
Badgett Farm & Feed Supply	400.00
Bill Bailey Insurance Agency	2,393.10
Brickstreet Insurance Company	310.80
Butcher Bend Lagoon Assoc	950.00
C. I. Thornburg	1,946.00
Cardmember Services	13.20
Cintas	149.80
Commissioner's Salaries	100.00
Cutlip-Warner Development Co	230.00
Dominion Hope	26.31
Ferguson Waterworks	403.34
Fore timber Co Inc	13.80
HD Supply Waterworks, Ltd	300.00
Hardman Supply Company	206.30
Lowe's	50.75
Matheny Auto Service	187.67
Melanie L. Wine	115.20
Mineral Wells PSD	2,987.25
Miss Utility of WV Inc.	26.20
Municipal Bond Commission	20,310.28
Ohio Valley Muffler & Brake	48.80
Omni-Site Net	22.00
Parkersburg Office Supply	135.68
Purchase Power	54.98
Ron's Porta Johns, Inc	1,197.50
Salaries	7,320.32
Taylor's Disposal Inc	21.23
Telepage	7.16
Tractor Supply Credit Plan	36.97
US Postal Service	325.09
USA Blue Book	81.28

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: SEWER FUND **
 ** BEGINNING DATE: 7/17/09 - ENDING DATE: 8/20/09 **
 ** VENDOR RANGE: ALL VENDORS ** ** CHECK RANGE: ALL CHECKS **
 ** PRINT ORDER: DATE / CHECK # **

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	7/20/09	142055	7/20/09	636.11	9
2,101	U S POSTAL SERVICE	7/22/09	142162	7/22/09	200.21	40,005
2,313	WESBANCO BANK-PARKERSBURG	7/27/09	142582	7/27/09	713.32	9
106	ALLEGHENY POWER	7/30/09	142891	7/30/09	5,716.77	40,006
224	BILL BAILEY INSURANCE AGENCY	7/30/09	142895	7/30/09	2,393.10	40,007
314	AT&T MOBILITY	7/30/09	142896	7/30/09	100.28	40,008
360	CUTLIP-WARNER DEVELOPMENT CO	7/30/09	142897	7/30/09	230.00	40,009
486	MARK AND TERRI DENNIS	7/30/09	142898	7/30/09	50.77	40,010
486	JOYCE RADCLIFF	7/30/09	142903	7/30/09	50.30	40,014
486	MICHAEL P STEWART	7/30/09	142905	7/30/09	50.52	40,015
486	DEBORAH KOLLAR	7/30/09	142911	7/30/09	9.94	40,020
486	CHATA SEYMOUR	7/30/09	142912	7/30/09	3.74	40,021
486	SHANE M & JENNIFER LOCKHART	7/30/09	142913	7/30/09	59.44	40,022
486	CHRISTIN M COX	7/30/09	142914	7/30/09	101.67	40,023
486	BRAD & JESSICA FARRELL	7/30/09	142915	7/30/09	35.51	40,024
486	WINDMILL RESTAURANT & CO	7/30/09	142916	7/30/09	85.18	40,025
486	NEW PARKERSBURG TRUCK STOP	7/30/09	142917	7/30/09	1,076.26	40,026
486	ROY BOLYARD	7/30/09	142918	7/30/09	84.95	40,027
832	HARDMAN SUPPLY COMPANY	7/30/09	142921	7/30/09	206.30	40,030
1,204	JAMES R. LETT	7/30/09	142922	7/30/09	50.00	40,031
1,302	MINERAL WELLS PSD	7/30/09	142926	7/30/09	641.09	40,032
1,307	MUNICIPAL BOND COMMISSION	7/30/09	142927	7/30/09	11,040.00	40,033
1,311	FERGUSON WATERWORKS	7/30/09	142930	7/30/09	403.34	40,034
1,604	PARKERSBURG OFFICE SUPPLY	7/30/09	142933	7/30/09	135.68	40,035
1,806	ROY L RADABAUGH	7/30/09	142942	7/30/09	50.00	40,037
1,843	CINTAS LOC #531	7/30/09	142943	7/30/09	149.80	40,038
2,205	VERIZON	7/30/09	142949	7/30/09	664.01	40,041
2,314	WV DEPT OF TAX & REVENUE	7/30/09	142951	7/30/09	577.12	40,042
2,315	WV PUBLIC EMPLOYEES RETIREMENT	7/30/09	142952	7/30/09	1,875.83	40,043
23,023	RON'S PORTA JOHNS, INC.	7/30/09	142954	7/30/09	1,197.50	40,045
23,067	MELANIE L WINE	7/30/09	142956	7/30/09	115.20	40,046
23,071	MATHENY AUTO SERVICE	7/30/09	142957	7/30/09	187.67	40,047
438	DOMINION HOPE	7/31/09	143016	7/31/09	14.37	40,050
2,002	TAYLOR'S DISPOSAL INC	7/31/09	143021	7/31/09	21.23	40,051
23,030	OMNI-SITE.NET	7/31/09	143022	7/31/09	22.00	40,052

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)	(74,333.33)	(90,339.77)	121.53	(90,339.77)	10.12	801,660.23
METERED SALES-COMMERCIAL	1 461 200 00	(166,000.00)	(13,833.33)	(25,259.92)	182.60	(25,259.92)	15.21	140,740.08
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
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TOTAL METERED SALES		(1058,000.00)	(88,166.66)	(115,599.69)	131.11	(115,599.69)	10.92	942,400.31
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(23,000.00)	(1,916.66)	(1,727.64)	90.13	(1,727.64)	7.51	21,272.36
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(1,500.00)	(125.00)	(447.00)	357.60	(447.00)	29.80	1,053.00
METER LEASE - MOBILE HOME PARK	1 472 500 00	(392.00)	(32.66)	(192.00)	587.87	(192.00)	48.97	200.00
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(416.66)	.00		.00		5,000.00
OTHER WATER REVENUES	1 474 000 00	(8,000.00)	(666.66)	(770.50)	115.57	(770.50)	9.63	7,229.50
GAIN ON SALE	1 476 000 00	.00	.00	.00		.00		.00
TOTAL OTHER REVENUES		(37,892.00)	(3,157.64)	(3,137.14)	99.35	(3,137.14)	8.27	34,754.86
		=====	=====	=====	=====	=====	=====	=====
TOTAL REVENUES		(1095,892.00)	(91,324.30)	(118,736.83)	130.01	(118,736.83)	10.83	977,155.17

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)	(38,750.00)	(27,688.30)	71.45	(27,688.30)	5.95	437,311.70
DOMESTIC SERVICE-COMMERCIAL	2 602 000 00	(180,000.00)	(15,000.00)	(21,367.05)	142.44	(21,367.05)	11.87	158,632.95
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
BUTCHER BEND SEWER	2 605 000 00	(108.00)	(9.00)	(1,414.00)	999.99	(1,414.00)	999.99	(1,306.00)
TOTAL SALES OF SEWER SERVICE		(645,108.00)	(53,759.00)	(50,469.35)	93.88	(50,469.35)	7.82	594,638.65
OTHER SEWER REVENUES								
FORFEITED DISCOUNTS & PENALTY	2 612 000 00	(17,000.00)	(1,416.66)	(1,389.91)	98.11	(1,389.91)	8.17	15,610.09
MISC SEWERAGE REVENUES	2 615 000 00	(1,200.00)	(100.00)	(165.00)	165.00	(165.00)	13.75	1,035.00
MISCELLANEOUS REVENUE-DECHLORINATION PROJECT	2 615 100 00	.00	.00	.00		.00		.00
GAIN ON SALE	2 620 000 00	.00	.00	.00		.00		.00
TOTAL OTHER SEWER REVENUES		(18,200.00)	(1,516.66)	(1,554.91)	102.52	(1,554.91)	8.54	16,645.09
TOTAL REVENUES		(663,308.00)	(55,275.66)	(52,024.26)	94.11	(52,024.26)	7.84	611,283.74
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	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		.00		.00
INT SERVICE CONN & TRAP	2 705 100 00	11,800.00	983.33	256.21	26.05	256.21	2.17	(11,543.79)
INT COLLECT & TRANS MAINS	2 705 200 00	22,000.00	1,833.33	3,272.93	178.52	3,272.93	14.87	(18,727.07)
TOTAL COLLECTING EXPENSES		36,800.00	3,066.66	3,529.14	115.08	3,529.14	9.59	(33,270.86)
PUMPING EXPENSES								
OPER SUPERVISION & ENGINEERING	2 721 000 00	.00	.00	464.32		464.32		464.32
OPERATION LABOR-PUMPING	2 722 000 00	4,000.00	333.33	191.06	57.31	191.06	4.77	(3,808.94)
SEWER LIFT STATIONS	2 723 100 00	17,000.00	1,416.66	1,217.65	85.95	1,217.65	7.16	(15,782.35)
SEWER GRINDER PUMPS	2 723 200 00	5,000.00	416.66	400.64	96.15	400.64	8.01	(4,599.36)
SUPPLIES-EXP LIFT STA GRINDERS	2 724 000 00	19,000.00	1,583.33	544.63	34.39	544.63	2.86	(18,455.37)
INT SUPERVISION & ENGIN	2 725 000 00	.00	.00	.00		.00		.00
INT STRUCTURES & IMPROV	2 726 000 00	500.00	41.66	.00		.00		(500.00)
SEWER PUMPING-LIFT STATIONS	2 727 100 00	25,000.00	2,083.33	3,864.04	185.47	3,864.04	15.45	(21,135.96)
INT OTHER PUMPING EQUIPMENT	2 727 200 00	50,000.00	4,166.66	2,588.28	62.11	2,588.28	5.17	(47,411.72)
TOTAL PUMPING EXPENSES		120,500.00	10,041.63	9,270.62	92.32	9,270.62	7.69	(111,229.38)

Mineral Wells PSD
GENERAL LEDGER
SEWER INCOME STATEMENT

PERIOD: 1, YEAR ENDING: 2009

TITLE	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		.00		.00
OPERATION LABOR-TREATMENT	2 742 000 00	8,500.00	708.33	1,345.61	189.96	1,345.61	15.83	(7,154.39)
SUPPLIES AND EXPENSES-PLANT	2 743 100 00	18,500.00	1,541.66	8,144.79	528.31	8,144.79	44.02	(10,355.21)
CHEMICAL TREATMENT EXP-PLANT	2 743 200 00	3,500.00	291.66	1,752.00	600.69	1,752.00	50.05	(1,748.00)
POWER EXPENSE-PLANT	2 743 300 00	35,000.00	2,916.66	3,759.89	128.91	3,759.89	10.74	(31,240.11)
PAINT SUPERVISION & ENG	2 744 000 00	.00	.00	.00		.00		.00
PAINT OF STRUCTURE & IMPROVEMT	2 745 000 00	500.00	41.66	.00		.00		(500.00)
PAINT OF SEWAGE PONDS	2 745 100 00	.00	.00	.00		.00		.00
PAINT OF T & D SYS EQUIPMENT	2 746 000 00	9,000.00	750.00	1,896.35	252.84	1,896.35	21.07	(7,103.65)
TOTAL TREATMENT & DISPOSAL		75,000.00	6,249.97	16,898.64	270.37	16,898.64	22.53	(58,101.36)
BILLING & COLLECTING EXPENSES								
METER READING LABOR	2 782 000 00	7,100.00	591.66	321.00	54.25	321.00	4.52	(6,779.00)
BILLING & COLLECTING LABOR	2 783 100 00	26,000.00	2,166.66	2,254.36	104.04	2,254.36	8.67	(23,745.64)
BILLING & COLLECTING EXPENSE	2 783 200 00	3,200.00	266.66	1,233.39	462.53	1,233.39	38.54	(1,966.61)
TOTAL BILLING & COLLECTING		36,300.00	3,024.98	3,808.75	125.90	3,808.75	10.49	(32,491.25)
ADMINISTRATIVE/GENERAL EXPENSE								
ADMIN & GENERAL SALARIES	2 790 000 00	34,000.00	2,833.33	2,552.08	90.07	2,552.08	7.50	(31,447.92)
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	41.66	.00		.00		(500.00)
OFFICE SUPPLIES & EXPENSES	2 793 000 00	15,000.00	1,250.00	889.75	71.18	889.75	5.93	(14,110.25)
SPECIAL SERVICES	2 795 000 00	4,100.00	341.66	.00		.00		(4,100.00)
SPECIAL LEGAL SERVICES	2 796 000 00	1,000.00	83.33	.00		.00		(1,000.00)
REGULATORY COMMISSION	2 797 000 00	2,600.00	216.66	.00		.00		(2,600.00)
INSURANCE	2 798 000 00	7,800.00	650.00	.00		.00		(7,800.00)
INJURIES/DAMAGES	2 799 000 00	2,400.00	200.00	.00		.00		(2,400.00)
EMPLOYEES WELFARE EXPENSES	2 800 100 00	1,000.00	83.33	.00		.00		(1,000.00)
EMPLOYEE PENSION & BENEFITS	2 800 200 00	32,000.00	2,666.66	3,046.26	114.23	3,046.26	9.51	(28,953.74)
EMPLOYEES VACATION PAY	2 800 300 00	4,400.00	366.66	1,068.80	291.49	1,068.80	24.29	(3,331.20)
EMPLOYEES HOLIDAY PAY	2 800 400 00	6,000.00	500.00	396.32	79.26	396.32	6.60	(5,603.68)
EMPLOYEES SICK PAY	2 800 500 00	4,000.00	333.33	73.75	22.12	73.75	1.84	(3,926.25)
EMPLOYEES' FUNERAL LEAVE PAY	2 800 600 00	1,000.00	83.33	.00		.00		(1,000.00)
PT TIME	2 800 700 00	1,300.00	108.33	148.33	136.92	148.33	11.41	(1,151.67)
OB/WV RETIREE HEALTH BENEFIT	2 800 800 00	4,200.00	350.00	536.50	153.28	536.50	12.77	(3,663.50)
CELLANEOUS GENERAL EXPENSE	2 801 000 00	4,000.00	333.33	287.95	86.38	287.95	7.19	(3,712.05)
SEWER SYSTEM IMPR PROJ	2 801 100 00	.00	.00	.00		.00		.00
RENT GENERAL PROPERTY	2 802 000 00	5,000.00	416.66	.00		.00		(5,000.00)
UTILITIES	2 803 000 00	5,000.00	416.66	.00		.00		(5,000.00)
TRANSPORTATION EXPENSE	2 903 000 00	11,500.00	958.33	1,536.78	160.36	1,536.78	13.36	(9,963.22)
COLLECTIBLE ACCOUNTS	2 904 100 00	3,200.00	266.66	.00		.00		(3,200.00)
TOTAL ADMINISTRATIVE & GEN EX		150,000.00	12,499.92	10,536.52	84.29	10,536.52	7.02	(139,463.48)

MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
JULY 17, 2009 – AUGUST 20, 2009

1. E-mail dated July 16, 2009, to Cathy Dyer, from PEIA, regarding Change in Status forms.
2. Fax dated July 14, 2009, to Annette Featherstone, Fibernet, from Cathy Dyer, attaching a Verizon invoice.
3. Copy of letter dated July 17, 2009, to West Virginia Water Development Authority, from Cathy Dyer, regarding a deposit in the amount of \$5,688.40 was made to the West Virginia Municipal Bond Commission for the Series 1995 Revenue Bond.
4. Copy of letter dated July 17, 2009, to West Virginia Municipal Bond Commission, from Cathy Dyer, enclosing a check in the amount of \$5,688.40 for the Sewer 95 Revenue.
5. Copy of letter dated July 17, 2009, to Public Service Commission of West Virginia, from Cathy Dyer, enclosing (5) signed tariffs No. 10 for the District's Sewer 19A Emergency Rate increase.
6. Copy of letter dated July 17, 2009, to Zachariah A. Smith, from Cathy Dyer, regarding a check in the amount of \$54.92 the District received back for insufficient funds, to avoid termination it must be taken care of before 12:00 pm on Thursday, July 23, 2009.
7. Fax dated July 17, 2009, to Todd Anderson, from Don Johnston, Pittsburg Tank & Tower Maintenance Co., Inc., attaching information about the Company, and tank inspection and maintenance code updates.
8. Copy of letter dated July 17, 2009, to Marty Seufer, Wood County Commission, enclosing an approved copy of the Minutes of the Regular Board Meeting held Thursday, July 16, 2009.
9. E-mail dated July 17, 2009, to Mineral Wells PSD, from Allegheny Power, regarding a scheduled power service interruption for Sunday, July 26, 2009 for Slate, Palestine, Rockport and Elizabeth Substations.
10. E-mail dated July 17, 2009, to Mineral Wells PSD, from Cam Siegrist, attaching a revised application for Consent and Approval to Enter into a Design Loan.
11. Mid Ohio Valley Health Department Permit for the Mineral Wells PSD is hereby issued a permit to operate a Septic Tank Cleaner, permit issued April 1, 2009, expires March 31, 2010.
12. Copy of letter dated July 20, 2009, to James D. Cunningham, from Cathy Dyer, regarding a check in the amount of \$85.44 the District received back for insufficient funds, to avoid termination it must be taken care of before 12:00 pm Monday, July 27, 2009.
13. Copy of Application for Certification and Examination for Wastewater Operators, for Dennis Brown.

Mineral Wells PSD
List of Correspondence
August 20, 2009
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112. Fax dated August 20, 2009, to Cam Siegrist, Bowles Rice, from Cathy Dyer, attaching 2008 Balance Sheets, 2009 Income Statements and 2010 Income Statements.
113. Letter dated August 18, 2009, to Mineral Wells PSD, from Glatfelter Claims Management, Inc., regarding the claim for Todd & Diane McCrady.