

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD IN THE CONFERENCE ROOM OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT ON OCTOBER 15, 2009, 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. Charles Stewart, Treasurer; James R. Lett, Secretary; Todd Anderson, Operations Manager; Cathy Dyer, Office Manager; Linda Watson, Office Clerk; Howard Baldwin; Charles Cooper, and resident of Pond Creek Virginia Donaldson were present.

The first order of business was the discussion of the Pond Creek Area residents. Mrs. Donaldson spoke again of the results she received from Water Environmental Testing, out of the 13 homes selected, 12 have bacteria; out of those 12, 2 have E-Coli, and 2 came out OK. Mrs. Donaldson contacted Tim Meeks, Mid Ohio Valley Regional Council and gave him all information that she had collected from Water Environmental Testing. Mrs. Donaldson said Mr. Meeks would get in touch with Manning Frymier, of Cerrone Associates, and discuss the results with him. Mrs. Donaldson excused herself from the rest of the meeting.

Mr. Lett made a motion to approve the Minutes of the September 17, 2009, Regular Board Meeting as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes of September 17, 2009, Regular Board Meeting.

Mr. Lett made a motion to approve the Minutes of the September 24, 2009, Special Board Meeting as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes of September 24, 2009, Special Board Meeting.

Mr. Lett made a motion to approve the construction checking account for the Miscellaneous Water Improvements Project. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh, Mr. Stewart, Mr. Lett and Mrs. Dyer signed the Construction Checking account signature cards.

Mr. Lett made a motion to approve the Agreements between the Parkersburg Utility Board and the Mineral Wells PSD for the Emergency Connection to Parkersburg. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Agreement between the Parkersburg Utility Board and the Mineral Wells PSD for the Emergency Connection to Parkersburg.

Mr. Lett made a motion to approve Timothy Kelly and Richard Merritt of Cerrone Associates as inspectors for the Miscellaneous Water Improvement Project. Mr. Stewart seconded the motion. The motion passed unanimously.

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MINUTES – OCTOBER 15, 2009  
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Mr. Lett made a motion to approve the Agreement between West Virginia Department of Highways and Mineral Wells PSD to upgrade to the HDPE pipe on the I-77 St. Rt. 13 Interchange in the amount of \$6,411.99. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Agreement between West Virginia Department of Highways and Mineral Wells PSD to upgrade to HDPE pipe.

Mr. Stewart made a motion to approve the Financial Statement dated September 30, 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 September 30, 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 September 30, 2009, Sewer Revenue Checking Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Lett made a motion to approve the checks 40194 thru 40287 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 2512 thru 2551 written on the Consolidated Payroll Account between September 18, 2009 and October 15, 2009, (copy attached). Mr. Stewart seconded the motion. The motion passed unanimously.

The following letters were discussed:

Letter dated August 10, 2009, from Steve Hardman, Bowles Rice, attaching Recommended Decision from the Public Service Commission for the Miscellaneous Water Improvement Project.

Letter dated September 25, 2009, to Virginia McDonald, RUS, confirming the recommendation of Cerrone Associates, Inc. to award the construction contract to Stonegate Construction, Inc. – contract #1 and Mid-Atlantic Storage Systems – contract #2.

Letter dated September 25, 2009, from Manning Frymier, Cerrone Associates, attaching certified bid tabulation.

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Letters dated September 28, 2009, the annual required mailing of the 2009 Audit and Financial Statements.

Letter dated October 5, 2009, from Virginia McDonald, RUS, regarding information needed for the Miscellaneous Water Improvement Project loan closing.

Copy of letter dated October 6, 2009, to Randall Cole, Cerrone Associates, enclosing invoices from FY 2007, FY 2008, FY 2009 and FY 2010 to re-imburse by the Miscellaneous Water Improvement Project totaling \$9,039.11 for the first drawdown of the loan.

Copy of letter dated October 9, 2009, to Virginia McDonald, RUS, attaching information needed from her letter dated October 5, 2009.

Letter dated October 7, 2009, from Virginia McDonald, RUS, enclosing information needed from the engineer for the pre-construction conference.

Mrs. Dyer also reported that the purchase of new computers are on the Miscellaneous Water Improvement Project, however, Manning Frymier, Cerrone Associates, thinks we will not be able to get them because the cost of the project will be higher than expected. The cost for new computers will be \$19,265.97. Mr. Radabaugh suggested to be cautious and not purchase anything just yet.

Mrs. Dyer had nothing further to report.

Mr. Anderson reported that all flushing had been completed for the winter, will start again next spring.

Mr. Anderson reported that he had received 9 easements for the Rt 14 South Interchange. He had also spoke to Manning Frymier, Cerrone Associates, about the mapping that was received as well, they agreed not to accept a few things on the maps.

Mr. Anderson reported he received a phone call from Gary L. Farnsworth of Elizabeth Pike, inquiring about a fire hydrant. Mr. Anderson declined his request because of it being a 4" line.

Mr. Anderson also reported he received an estimate from Manning Frymier, Cerrone Associates, regarding the extra fire hydrant in the Windsor Drive area. The estimate is \$4,300.00. Mr. Frymier stated it wouldn't be a problem. Cutlip Warner would be the one to do the work if the residents agreed to pay for the hydrant.

Mr. Anderson had nothing further to report.

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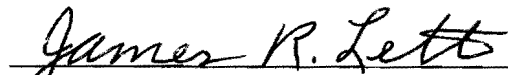
Mr. Cooper said he received his phone call regarding the flushing at 11:30 on Sunday morning. He requested to give people notice a little sooner, especially ones with children.

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 5:30 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.

IN WITNESS WHEREOF, I have hereunto set my hand on this the 19<sup>th</sup> day of November 2009.

  
\_\_\_\_\_  
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**  
**September 30, 2009**

**Checking Accounts**

Water Revenue Fund Checking Account	
WesBanco Bank - 1131.2	\$ 11,213.95
Sewer Revenue Fund Checking Account	
WesBanco Bank - 2120.2	<u>3,687.46</u>
<b>Total in Checking Accounts:</b>	<b>\$ 14,901.41</b>

**Water Accounts**

Depreciation Reserve Account	
WesBanco Bank - 1125.31	\$ 13,163.88
Revenue Reserve Account	
WesBanco Bank - 1125.21	26,096.28
Revenue Reserve Account - Sams Creek/Chesterville	
WesBanco Bank - 1125.22	39,033.34
Revenue Reserve Account - Rockport	
WesBanco Bank - 1125.32	16,199.50
Depreciation Reserve Account - Rockport	
WesBanco Bank - 1125.23	16,199.21
Revenue Reserve Account - Water Improvement	
WesBanco Bank - 1125.24	48,617.35
Depreciation Reserve Account - Water Improvement	
WesBanco Bank - 1125.33	48,695.76
Depreciation Reserve Account - Sycamore 2004A	
WesBanco Bank - 1125.27	10,190.23
Security Deposit Account	
WesBanco Bank - 1134.0	37,124.27
Sycamore Renewal/Replacement	
WesBanco - Bank 1125.34	<u>74,856.89</u>
<b>Total In Water Accounts:</b>	<b>\$ 330,176.71</b>

**Sewer Accounts**

Repair and Replacement Account	
WesBanco Bank - 2114.2	\$ 3,848.81
Reserve for Grinder Pump Maintenance	
Prime Rate Money Market - WesBanco Bank - 2114.1	14,443.82
Security Deposit Account	
WesBanco Bank - 2121.3	<u>28,157.74</u>
<b>Total in Sewer Accounts:</b>	<b>\$ 46,450.37</b>

**Total All Finances - September 30, 2009** **\$ 391,528.49**

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 WATER REVENUE FUND CHECKING ACCOUNT  
 September 30, 2009

BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, AUGUST 31, 2009 \$16,022.02

RECEIPTS:

Water Sales	\$102,331.43
Tap Fee	350.00
Water Buffalo Sales	868.50
Reconnection Fees	225.00
Security Deposit Refunds	869.26
Ronald/Patricia Mulinex	3,500.00
Leigh Mason Trailer Park	96.00

Total Receipts: \$108,240.19

Total Cash Available: \$124,262.21

Expenditures:

Action Answering Service Plus	\$ 47.79
Allegheny Power	604.36
At & T Mobility	187.56
At & T State Calling Service	4.21
BP Credit Card Company	764.39
Bill Bailey Insurance Agency	3,511.20
Budget Termite & Pest Control	120.00
C I Thornburg	4,082.17
Cardmember Services	19.79
Cintas	224.74
Claywood Park PSD	33,106.61
Commissioner's Salaries	360.00
Cutlip Warner Development Co	4,223.20
Discount Industrial Supply Corp	44.83
Dominion Hope	16.55
Fasteners & Supply Inc	64.80
HD Supply Waterworks, Ltd	3,291.00
Hardman Supply Company	50.18
Innovative Business Products	191.46
Lowe's	48.52
Melanie L. Wine	172.80
Mineral Wells PSD	730.43
Miss Utility of WV Inc.	40.05
Municipal Bond Commission	9,104.47
Ohio Valley Muffler & Brake	18.00
Parkersburg Office Supply	149.78
Parkersburg Sentinel Co	247.70
Ray Stinespring	1,600.00
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	7,483.74
Suttle & Stalnaker, PLLC	3,480.00

Taylor's Disposal Inc	31.84
Telepage Communication System	10.74
US Postal Service	325.23
USA Blue Book	177.50
Verizon	156.15
Water Environmental Testing	82.50
WesBanco Bank	300.00
WesBanco Bank/Ronald Mulinex	3,500.00
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	3,253.35
WesBanco Bank-Parkersburg-Sycamore R/R	1,612.36
WV Public Employees Insurance Agency	2,727.94
WV Retiree Health Benefit Trust Fund	467.08
WV Public Employees Retirement System	1,882.35
WV State Tax Department	552.50
Wood County Clerk	11.00
Barbara Brown	4.39

Total Expenditures: \$113,048.26

Balance in Water Revenue Fund Checking Account,  
WesBanco Bank, September 30, 2009 \$11,213.95

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 SEWER REVENUE FUND CHECKING ACCOUNT  
 September 30, 2009

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, AUGUST 31, 2009

\$ 776.34

RECEIPTS:

Sewer Sales	62,750.42
Security Deposit Refunds	728.38
Reconnect Fee	75.00
Transfer Sewer R&R	1,670.00
Butcher Bend Lagoon Assoc	839.30
Liberty Truck Stop - oil/grease sampling	140.00
Wal-Mart - oil/grease sampling	71.50
<b>Total Receipts:</b>	<b>\$66,274.60</b>

Total Cash Available:

\$ 67,050.94

Expenditures:

Action Answering Service Plus	31.86
Allegheny Power	6,250.76
At & T State Calling Service	2.80
At & T Mobility	125.04
BP Credit Card Company	509.60
Badgett Farm & Feed Supply	400.00
Bill Bailey Insurance Agency	2,340.80
Budget Termite & Pest Control	80.00
Butcher Bend Lagoon Assoc	814.73
C. I. Thornburg	2,556.44
Cardmember Services	13.20
Cintas	149.80
Commissioner's Salaries	240.00
Cutlip-Warner Development Co	1,760.00
Discount Industrial Supply Corp.	29.88
Dominion Hope	11.03
Fasteners & Supply Inc	50.40
Ferguson Waterworks	170.23
Filtech, Inc.	27.95
Hardman Supply Company	130.52
Innovative Business Products	127.64
Lowe's	219.77
Melanie L. Wine	115.20
Mineral Wells PSD	6,598.73
Miss Utility of WV Inc.	26.70
Municipal Bond Commission	18,310.28
Northrop Gruman	265.00
Ohio Valley Muffler & Brake	12.00
Omni-Site Net	22.00
Parkersburg Office Supply	99.84
Parkersburg Utility Board	225.00
Ron's Porta Johns, Inc	1,500.00
Salaries	5,546.63
Somerville Fabricators Inc.	50.00
Suttle & Stalnaker, PLLC	2,320.00
Taylor's Disposal Inc	21.23



Telepage	7.16
Trombold Equipment Co Inc	1,848.39
US Postal Service	343.66
Verizon	654.48
Water Environmental Testing	512.00
WesBanco Bank-Parkersburg-Sewer R/R	1,497.86
WesBanco Bank-Parkersburg-Payroll Taxes	2,483.29
WV Public Employees Insurance Agency	2,186.00
Retiree Health Benefit Trust Fund	371.06
WV Public Employees Retirement System	1,407.72
WV State Tax Department	425.50
WWT Electric	125.00
Billie Linger	112.84
Jeanette R. Skidmore	15.72
Kelly Lucas	50.61
Jackie McCoy	62.39
Duane Owens	44.35
Melissa A. Garnes	21.40
Shawn White	38.99

Total Expenditures: \$ 63,363.48

Balance in Sewer Revenue Fund Checking Account, \$ 3,687.46  
WesBanco Bank, September 30, 2009

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 9/18/09 - ENDING DATE: 10/15/09 \*\*

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

\*\* PRINT ORDER: DATE / CHECK # \*\*

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
101 000 00	CONSOLIDATED BANK ACCOUNT					
486	SAMUEL & SHANNON HANNAHS	10/08/09	148373	8/31/05	6.35	35,306 VOID ** ERROR **
486	GRACE BAKER	10/08/09	148374	10/20/05	2.52	35,483 VOID ** ERROR **
486	BRIAN VANNOY	10/08/09	148376	10/31/05	8.03	35,531 VOID ** ERROR **
486	PAUL R DERENBERGER	10/08/09	148375	12/30/05	50.42	35,675 VOID ** ERROR **
486	GARY E SOMERVILLE	10/08/09	148377	1/31/06	51.56	35,786 VOID ** ERROR **
486	JENNIFER BRADLEY	10/08/09	148378	2/15/06	20.69	35,828 VOID ** ERROR **
486	ROBERT WILCOX JR.	10/08/09	148379	2/15/06	1.06	35,830 VOID ** ERROR **
486	LORETTA LYNCH	10/08/09	148397	3/31/06	7.94	35,991 VOID ** ERROR **
486	MELLISSA J SHAFFER	10/08/09	148381	4/14/06	7.86	36,028 VOID ** ERROR **
486	DANNY DOLIN	10/08/09	148383	5/31/06	33.45	36,205 VOID ** ERROR **
486	JOHN RICHARD MCCLEAD	10/08/09	148384	6/15/06	5.28	36,247 VOID ** ERROR **
486	RACHEL M BURTON	10/08/09	148385	6/30/06	5.05	36,283 VOID ** ERROR **
486	CHASE DEMOSS	10/08/09	148388	12/30/06	4.40	37,018 VOID ** ERROR **
486	STEVE BROWN	10/08/09	148396	6/15/07	17.85	37,544 VOID ** ERROR **
2,313	WESBANCO BANK-PARKERSBURG	9/21/09	147049	9/21/09	883.84	9
2,101	U S POSTAL SERVICE	9/23/09	147182	9/23/09	301.23	40,194
106	ALLEGHENY POWER	9/24/09	147218	9/24/09	442.27	40,195
314	AT&T MOBILITY	9/24/09	147222	9/24/09	187.56	40,196
360	CUTLIP-WARNER DEVELOPMENT CO	9/24/09	147223	9/24/09	2,351.78	40,197
401	DISCOUNT INDUSTRIAL SUPPLY COR	9/24/09	147225	9/24/09	44.83	40,198
904	INNOVATIVE BUSINESS PRODUCTS	9/24/09	147228	9/24/09	191.46	40,199
1,204	JAMES R. LETT	9/24/09	147229	9/24/09	120.00	40,200
1,302	MINERAL WELLS PSD	9/24/09	147233	9/24/09	22.36	40,201
1,500	OHIO VALLEY MUFFLER & BRAKE	9/24/09	147237	9/24/09	18.00	40,203
1,805	RURAL DEVELOPMENT ADMN.	9/24/09	147244	9/24/09	2,112.00	40,204
1,806	ROY L RADABAUGH	9/24/09	147245	9/24/09	120.00	40,205
1,912	CHARLES M. STEWART	9/24/09	147249	9/24/09	120.00	40,206
2,005	C I THORNBERG	9/24/09	147250	9/24/09	74.16	40,207
2,103	USDA-RURAL DEVELOPMENT	9/24/09	147254	9/24/09	3,140.00	40,208

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 9/18/09 - ENDING DATE: 10/15/09 \*\*

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

\*\* PRINT ORDER: DATE / CHECK # \*\*

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
101 000 00	CONSOLIDATED BANK ACCOUNT					
2,205	VERIZON	9/24/09	147255	9/24/09	156.15	40,209
2,314	WV DEPT OF TAX & REVENUE	9/24/09	147257	9/24/09	552.50	40,210
2,314	WV DEPT OF TAX & REVENUE	9/28/09	147377	9/24/09	552.50	40,210 VOID
2,315	PUBLIC EMPLOYEES RETIREMENT SY	9/24/09	147258	9/24/09	1,882.35	40,211
2,315	PUBLIC EMPLOYEES RETIREMENT SY	9/28/09	147382	9/24/09	1,882.35	40,211 VOID
2,338	WESBANCO-WATER RES-SAMS-CV	9/24/09	147259	9/24/09	314.00	40,212
23,032	SUTTLE & STALNAKER, PLLC	9/24/09	147262	9/24/09	3,480.00	40,215
23,074	RAY STINESPRING	9/24/09	147264	9/24/09	1,600.00	40,216
2,314	WV DEPT OF TAX & REVENUE	9/28/09	147403	9/28/09	552.50	40,217
2,315	PUBLIC EMPLOYEES RETIREMENT SY	9/28/09	147404	9/28/09	1,882.35	40,218
106	ALLEGHENY POWER	9/30/09	147619	9/30/09	162.09	40,219
309	CLAYWOOD PARK PSD	9/30/09	147620	9/30/09	33,106.61	40,220
360	CUTLIP-WARNER DEVELOPMENT CO	9/30/09	147622	9/30/09	1,871.42	40,221
832	HARDMAN SUPPLY COMPANY	9/30/09	147628	9/30/09	50.18	40,226
1,512	HD SUPPLY WATERWORKS, LTD	9/30/09	147633	9/30/09	1,191.00	40,229
1,604	PARKERSBURG OFFICE SUPPLY	9/30/09	147634	9/30/09	149.78	40,230
1,843	CINTAS LOC #531	9/30/09	147643	9/30/09	224.74	40,232
2,109	USA BLUE BOOK	9/30/09	147648	9/30/09	177.50	40,234
23,067	MELANIE L WINE	9/30/09	147651	9/30/09	172.80	40,237
2,313	WESBANCO BANK-PARKERSBURG	10/01/09	147892	10/01/09	851.69	9
2,313	WESBANCO BANK-PARKERSBURG	10/05/09	148152	10/05/09	750.66	9
2,313	WESBANCO BANK-PARKERSBURG	10/12/09	148718	10/12/09	832.98	9
486	DANNY DOLIN	10/15/09	148837	10/15/09	.00	1
124	AT&T - STATE CALLING SERVICE	10/15/09	148831	10/15/09	5.46	40,243
153	ACTION TELECOMM	10/15/09	148832	10/15/09	47.79	40,244
275	BP	10/15/09	148833	10/15/09	1,137.52	40,245
360	CUTLIP-WARNER DEVELOPMENT CO	10/15/09	148835	10/15/09	1,092.50	40,246
438	DOMINION HOPE	10/15/09	148836	10/15/09	19.98	40,247
486	DOUG BROOKINS	10/15/09	148842	10/15/09	5.06	40,251
600	FASTENERS & SUPPLY INC	10/15/09	148849	10/15/09	246.25	40,256
877	HANK'S SALES & SERVICE INC.	10/15/09	148850	10/15/09	137.40	40,257
1,301	MISS UTILITY OF WV INC	10/15/09	148852	10/15/09	36.45	40,259

## V E N D O R C H E C K S R E P O R T

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

\*\* BEGINNING DATE: 9/18/09 - ENDING DATE: 10/15/09 \*\*

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

\*\* PRINT ORDER: DATE / CHECK # \*\*

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
101 000 00	CONSOLIDATED BANK ACCOUNT					
1,302	MINERAL WELLS PSD	10/15/09	148853	10/15/09	28.44	40,260
1,307	MUNICIPAL BOND COMMISSION	10/15/09	148854	10/15/09	9,104.47	40,261
2,001	TESA COMPANY INC	10/15/09	148861	10/15/09	18.14	40,262
2,002	TAYLOR'S DISPOSAL INC	10/15/09	148862	10/15/09	37.84	40,263
2,005	C I THORNBERG	10/15/09	148863	10/15/09	677.91	40,264
2,039	TELEPAGE	10/15/09	148872	10/15/09	10.74	40,265
2,106	USDA-RURAL DEVELOPMENT	10/15/09	148873	10/15/09	3,325.00	40,266
2,107	USDA-RURAL DEVELOPMENT	10/15/09	148874	10/15/09	10,040.00	40,267
2,113	USDA-RURAL UTILITIES SERVICE	10/15/09	148876	10/15/09	3,518.00	40,269
2,200	CARDMEMBER SERVICES	10/15/09	148877	10/15/09	324.59	40,270
2,306	WATER ENVIRONMENTAL TESTING	10/15/09	148878	10/15/09	941.00	40,271
2,308	PEIA	10/15/09	148882	10/15/09	2,640.88	40,272
2,342	OFFICE OF THE WEST VIRGINIA	10/15/09	148884	10/15/09	222.46	40,274
2,373	WESBANCO BANK-PARKERSBURG	10/15/09	148885	10/15/09	167.00	40,275
2,374	WESBANCO BANK-PARKERSBURG	10/15/09	148886	10/15/09	167.00	40,276
2,375	WESBANCO BANK-PARKERSBURG	10/15/09	148887	10/15/09	502.00	40,277
2,376	WESBANCO BANK-PARKERSBURG	10/15/09	148888	10/15/09	502.00	40,278
23,004	WESBANCO BANK INC	10/15/09	148889	10/15/09	176.00	40,279
23,005	WESBANCO BANK, INC.	10/15/09	148890	10/15/09	1,482.40	40,280
23,032	SUTTLE & STALNAKER, PLLC	10/15/09	148895	10/15/09	3,540.00	40,284
23,047	PEIA	10/15/09	148898	10/15/09	452.04	40,286
23,064	BFMC, INC.	10/15/09	148899	10/15/09	530.01	40,287
	CONSOLIDATED BANK ACCOUNT				98,569.81	51 *

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 9/18/09 - ENDING DATE: 10/15/09 \*\*

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

\*\* PRINT ORDER: DATE / CHECK # \*\*

BANK ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
101 000 00	CONSOLIDATED BANK ACCOUNT					
486	MONA L BARKER	10/08/09	148372	8/31/05	34.89	35,305 VOID ** ERROR **
486	SAMUEL & SHANNON HANNAHS	10/08/09	148373	8/31/05	12.79	35,306 VOID ** ERROR **
486	BRIAN VANNOY	10/08/09	148376	10/31/05	4.99	35,531 VOID ** ERROR **
486	PAUL R DERENBERGER	10/08/09	148375	12/30/05	50.42	35,675 VOID ** ERROR **
486	JENNIFER BRADLEY	10/08/09	148378	2/15/06	29.96	35,828 VOID ** ERROR **
486	PAMELA BURKE	10/08/09	148380	3/28/06	.81	35,979 VOID ** ERROR **
486	LORETTA LYNCH	10/08/09	148397	3/31/06	4.93	35,991 VOID ** ERROR **
486	DANIEL JACKSON	10/08/09	148382	5/31/06	4.68	36,202 VOID ** ERROR **
486	DANNY DOLIN	10/08/09	148383	5/31/06	41.25	36,205 VOID ** ERROR **
486	JOHN RICHARD MCCLEAD	10/08/09	148384	6/15/06	19.96	36,247 VOID ** ERROR **
486	RACHEL M BURTON	10/08/09	148385	6/30/06	6.98	36,283 VOID ** ERROR **
486	ERIN TRAVIS	10/08/09	148386	7/21/06	11.51	36,511 VOID ** ERROR **
486	TONYA A DAWSON	10/08/09	148387	10/31/06	6.99	36,830 VOID ** ERROR **
486	CHASE DEMOSS	10/08/09	148388	12/30/06	5.21	37,018 VOID ** ERROR **
486	MATHEW C POWELL	10/08/09	148389	1/31/07	23.33	37,146 VOID ** ERROR **
486	KENNETH M CAPLINGER	10/08/09	148390	2/28/07	8.34	37,216 VOID ** ERROR **
486	ASHLEE MILLER	10/08/09	148391	2/28/07	15.84	37,217 VOID ** ERROR **
486	BETTY SCOTT	10/08/09	148392	4/15/07	11.26	37,349 VOID ** ERROR **
486	MARY D & GEORGE CHENG	10/08/09	148393	4/15/07	79.04	37,350 VOID ** ERROR **
486	RACHEL A AARON	10/08/09	148394	4/15/07	10.13	37,351 VOID ** ERROR **
486	NICOLE GRIFFITH	10/08/09	148395	6/15/07	.90	37,540 VOID ** ERROR **
2,313	WESBANCO BANK-PARKERSBURG	9/21/09	147049	9/21/09	643.64	9
2,101	U S POSTAL SERVICE	9/23/09	147182	9/23/09	200.82	40,194

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 9/18/09 - ENDING DATE: 10/15/09 \*\*

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

\*\* PRINT ORDER: DATE / CHECK # \*\*

K ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
101 000 00	CONSOLIDATED BANK ACCOUNT					
733	W. W. GRAINGER, INC.	9/24/09	147226	9/24/09	.00	1
106	ALLEGHENY POWER	9/24/09	147218	9/24/09	971.08	40,195
314	AT&T MOBILITY	9/24/09	147222	9/24/09	125.04	40,196
360	CUTLIP-WARNER DEVELOPMENT CO	9/24/09	147223	9/24/09	460.00	40,197
401	DISCOUNT INDUSTRIAL SUPPLY COR	9/24/09	147225	9/24/09	29.88	40,198
904	INNOVATIVE BUSINESS PRODUCTS	9/24/09	147228	9/24/09	127.64	40,199
1,204	JAMES R. LETT	9/24/09	147229	9/24/09	80.00	40,200
1,302	MINERAL WELLS PSD	9/24/09	147233	9/24/09	801.55	40,201
1,307	MUNICIPAL BOND COMMISSION	9/24/09	147236	9/24/09	5,688.40	40,202
1,500	OHIO VALLEY MUFFLER & BRAKE	9/24/09	147237	9/24/09	12.00	40,203
1,806	ROY L RADABAUGH	9/24/09	147245	9/24/09	80.00	40,205
1,912	CHARLES M. STEWART	9/24/09	147249	9/24/09	80.00	40,206
2,005	C I THORNBURG	9/24/09	147250	9/24/09	2,086.00	40,207
2,205	VERIZON	9/24/09	147255	9/24/09	654.48	40,209
2,314	WV DEPT OF TAX & REVENUE	9/24/09	147257	9/24/09	550.15	40,210
2,314	WV DEPT OF TAX & REVENUE	9/28/09	147377	9/24/09	550.15	40,210 VOID
2,315	PUBLIC EMPLOYEES RETIREMENT SY	9/24/09	147258	9/24/09	1,827.08	40,211
2,315	PUBLIC EMPLOYEES RETIREMENT SY	9/28/09	147382	9/24/09	1,827.08	40,211 VOID
23,023	RON'S PORTA JOHNS, INC.	9/24/09	147260	9/24/09	750.00	40,213
23,027	NORTHROP GRUMMAN - CIS	9/24/09	147261	9/24/09	265.00	40,214
23,032	SUTTLE & STALNAKER, PLLC	9/24/09	147262	9/24/09	2,320.00	40,215
2,314	WV DEPT OF TAX & REVENUE	9/28/09	147403	9/28/09	425.50	40,217
2,315	PUBLIC EMPLOYEES RETIREMENT SY	9/28/09	147404	9/28/09	1,407.72	40,218
106	ALLEGHENY POWER	9/30/09	147619	9/30/09	5,257.23	40,219
360	CUTLIP-WARNER DEVELOPMENT CO	9/30/09	147622	9/30/09	1,300.00	40,221
486	JACKIE MC COY	9/30/09	147624	9/30/09	62.39	40,222
486	DUANE OWENS	9/30/09	147625	9/30/09	44.35	40,223
486	MELISSA A GARNES	9/30/09	147626	9/30/09	21.40	40,224
486	SHAWN WHITE	9/30/09	147627	9/30/09	38.99	40,225
832	HARDMAN SUPPLY COMPANY	9/30/09	147628	9/30/09	130.52	40,226
1,302	MINERAL WELLS PSD	9/30/09	147629	9/30/09	5,000.00	40,227
1,307	MUNICIPAL BOND COMMISSION	9/30/09	147632	9/30/09	9,040.00	40,228
1,604	PARKERSBURG OFFICE SUPPLY	9/30/09	147634	9/30/09	99.84	40,230
1,607	PARKERSBURG UTILITY BOARD	9/30/09	147642	9/30/09	225.00	40,231
1,843	CINTAS LOC #531	9/30/09	147643	9/30/09	149.80	40,232
2,005	C I THORNBURG	9/30/09	147647	9/30/09	108.61	40,233
2,300	WWT ELECTRIC	9/30/09	147649	9/30/09	125.00	40,235

VENDOR CHECKS REPORT

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

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K ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
101 000 00	CONSOLIDATED BANK ACCOUNT					
23,063	FILTECH, INC	9/30/09	147650	9/30/09	27.95	40,236
23,067	MELANIE L WINE	9/30/09	147651	9/30/09	115.20	40,237
23,070	BADGETT FARM & FEED SUPPLY	9/30/09	147652	9/30/09	400.00	40,238
23,046	BUTCHER BEND LAGOON ASSOC	9/30/09	147703	9/30/09	814.73	40,239
2,313	WESBANCO BANK-PARKERSBURG	10/01/09	147892	10/01/09	630.59	9
2,313	WESBANCO BANK-PARKERSBURG	10/05/09	148152	10/05/09	742.32	9
2,313	WESBANCO BANK-PARKERSBURG	10/12/09	148718	10/12/09	612.28	9
2,101	U S POSTAL SERVICE	10/12/09	148751	10/13/09	126.00	40,240
486	DANNY DOLIN	10/15/09	148837	10/15/09	.00	1
101	APPLIED INDUSTRIAL TECHNOLOGIE	10/15/09	148829	10/15/09	161.16	40,241
106	ALLEGHENY POWER	10/15/09	148830	10/15/09	19.05	40,242
124	AT&T - STATE CALLING SERVICE	10/15/09	148831	10/15/09	3.64	40,243
153	ACTION TELECOMM	10/15/09	148832	10/15/09	31.86	40,244
275	BP	10/15/09	148833	10/15/09	758.36	40,245
438	DOMINION HOPE	10/15/09	148836	10/15/09	13.32	40,247
486	SHANNON HORNBECK	10/15/09	148839	10/15/09	64.87	40,248
486	ANDREA HOLBERT	10/15/09	148840	10/15/09	83.92	40,249
486	SAUNDRA WHITE	10/15/09	148841	10/15/09	17.76	40,250
486	STEVEN B LASKO	10/15/09	148843	10/15/09	54.27	40,252
486	M W A S CHEERLEADING LLC	10/15/09	148844	10/15/09	31.23	40,253
486	SAMANTHA RAE MARKER	10/15/09	148845	10/15/09	5.96	40,254
486	BRITTANY HARRIS	10/15/09	148846	10/15/09	2.76	40,255
600	FASTENERS & SUPPLY INC	10/15/09	148849	10/15/09	84.25	40,256
877	HANK'S SALES & SERVICE INC.	10/15/09	148850	10/15/09	91.60	40,257
1,200	LOWE'S	10/15/09	148851	10/15/09	38.97	40,258
1,301	MISS UTILITY OF WV INC	10/15/09	148852	10/15/09	24.30	40,259
1,302	MINERAL WELLS PSD	10/15/09	148853	10/15/09	67.80	40,260
1,307	MUNICIPAL BOND COMMISSION	10/15/09	148854	10/15/09	9,040.00	40,261
2,002	TAYLOR'S DISPOSAL INC	10/15/09	148862	10/15/09	25.23	40,263
2,005	C I THORNBURG	10/15/09	148863	10/15/09	2,504.22	40,264
2,039	TELEPAGE	10/15/09	148872	10/15/09	7.16	40,265
2,109	USA BLUE BOOK	10/15/09	148875	10/15/09	115.68	40,268
2,200	CARDMEMBER SERVICES	10/15/09	148877	10/15/09	216.39	40,270
2,306	WATER ENVIRONMENTAL TESTING	10/15/09	148878	10/15/09	363.00	40,271

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*  
 \*\* BEGINNING DATE: 9/18/09 - ENDING DATE: 10/15/09 \*\*  
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K ACCOUNT

VENDOR#	VENDOR NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
101 000 00 CONSOLIDATED BANK ACCOUNT						
2,308	PEIA	10/15/09	148882	10/15/09	2,273.06	40,272
2,312	WESBANCO BANK-PARKERSBURG	10/15/09	148883	10/15/09	1,471.77	40,273
2,342	OFFICE OF THE WEST VIRGINIA	10/15/09	148884	10/15/09	384.21	40,274
23,011	ALL POWER	10/15/09	148891	10/15/09	550.00	40,281
23,023	RON'S PORTA JOHNS, INC.	10/15/09	148892	10/15/09	1,282.00	40,282
23,030	OMNI-SITE.NET	10/15/09	148894	10/15/09	23.00	40,283
23,032	SUTTLE & STALNAKER, PLLC	10/15/09	148895	10/15/09	2,360.00	40,284
23,034	SMITH & LOVELESS, INC.	10/15/09	148897	10/15/09	937.22	40,285
23,047	PEIA	10/15/09	148898	10/15/09	386.10	40,286
23,064	BFMC, INC.	10/15/09	148899	10/15/09	353.34	40,287
CONSOLIDATED BANK ACCOUNT					65,744.20	58 *



Mineral Wells Public Service District  
Payroll Checks  
Consolidated Revenue Fund Checking Account

Check No.	Name	Check Amt.	Check Date
2512	Todd R. Anderson	\$508.61	9/18/2009
2513	Dennis R. Brown	\$358.91	9/18/2009
2514	William H. Byers, Jr.	\$508.82	9/18/2009
2515	Cathy J. Dyer	\$531.85	9/18/2009
2516	Linda K. Watson	\$369.56	9/18/2009
2517	Darin L. Crites	\$279.45	9/18/2009
2518	Nellie B. Radcliff	\$315.73	9/18/2009
2519	Mark A. Dennis	\$334.42	9/18/2009
2520	Todd R. Anderson	\$783.74	9/25/2009
2521	Dennis R. Brown	\$351.70	9/25/2009
2522	William H. Byers, Jr.	\$448.63	9/25/2009
2523	Cathy J. Dyer	\$531.85	9/25/2009
2524	Linda K. Watson	\$375.54	9/25/2009
2525	Darin L. Crites	\$341.84	9/25/2009
2526	Nellie B. Radcliff	\$315.73	9/25/2009
2527	Mark A. Dennis	\$334.42	9/25/2009
2536	Todd R. Anderson	\$508.61	10/2/2009
2537	Dennis R. Brown	\$351.67	10/2/2009
2538	William H. Byers, Jr.	\$525.56	10/2/2009
2539	Cathy J. Dyer	\$531.86	10/2/2009
2540	Linda K. Watson	\$375.53	10/2/2009
2541	Darin L. Crites	\$398.31	10/2/2009
2542	Nellie B. Radcliff	\$315.72	10/2/2009
2543	Mark A. Dennis	\$334.42	10/2/2009
2544	Todd R. Anderson	\$559.03	10/9/2009
2545	Dennis R. Brown	\$351.68	10/9/2009
2546	William H. Byers, Jr.	\$512.24	10/9/2009
2547	Cathy J. Dyer	\$531.85	10/9/2009
2548	Linda K. Watson	\$375.54	10/9/2009
2549	Darin L. Crites	\$335.91	10/9/2009
2550	Nellie B. Radcliff	\$315.72	10/9/2009
2551	Mark A. Dennis	\$392.21	10/9/2009

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	(900,000.00)	(225,000.00)	(75,946.45)	101.26	(229,890.46)	25.54	670,109.54
METERED SALES-COMMERCIAL	1 461 200 00	(180,000.00)	(45,000.00)	(15,629.48)	104.19	(46,456.18)	25.80	133,543.82
METERED SALES-INDUSTRIAL	1 461 300 00	.00	.00	(191.13)		(618.29)		(618.29)
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	.00	.00	(53.54)		(152.68)		(152.68)
TOTAL METERED SALES		(1080,000.00)	(270,000.00)	(91,820.60)	102.02	(277,117.61)	25.65	802,882.39
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(22,000.00)	(5,499.99)	(1,672.12)	91.20	(4,965.88)	22.57	17,034.12
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(1,500.00)	(375.00)	(2,953.58)	999.99	(6,481.72)	432.11	(4,981.72)
METER LEASE - MOBILE HOME PARK	1 472 500 00	(500.00)	(124.98)	(96.00)	230.43	(288.00)	57.60	212.00
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(1,249.98)	5,000.00	999.99-	5,000.00	100.00-	10,000.00
OTHER WATER REVENUES	1 474 000 00	(10,000.00)	(2,499.99)	(866.25)	103.95	(2,514.56)	25.14	7,485.44
TOTAL OTHER REVENUES		(39,000.00)	(9,749.94)	(587.95)	18.09	(9,250.16)	23.71	29,749.84
TOTAL REVENUES		(1119,000.00)	(279,749.94)	(92,408.55)	99.09	(286,367.77)	25.59	832,632.23

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	288,000.00	72,000.00	26,460.89	110.25	74,778.79	25.96	(213,221.21)
TOTAL SOURCE OF SUPPLY		288,000.00	72,000.00	26,460.89	110.25	74,778.79	25.96	(213,221.21)
PUMPING OPERATION								
POWER PURCHASED PUMPING	1 623 000 00	6,000.00	1,500.00	424.22	84.84	1,299.65	21.66	(4,700.35)
PUMPING LABOR	1 624 000 00	7,000.00	1,749.99	243.35	41.71	943.98	13.48	(6,056.02)
PUMPING EXPENSES	1 624 001 00	2,000.00	499.98	226.47	135.88	1,618.57	80.92	(381.43)
TOTAL OPERATION		15,000.00	3,749.97	894.04	71.52	3,862.20	25.74	(11,137.80)
MAINTENANCE								
FIXTURES & IMPROVEMENT	1 631 000 00	600.00	150.00	.00		.00		(600.00)
PUMPING EQUIPMENT	1 633 000 00	3,000.00	750.00	110.00	44.00	535.20	17.84	(2,464.80)
TOTAL MAINTENANCE		3,600.00	900.00	110.00	36.66	535.20	14.86	(3,064.80)
TOTAL PUMPING		18,600.00	4,649.97	1,004.04	64.77	4,397.40	23.64	(14,202.60)
TRANSMISSION & DISTRIBUTION OPERATION								
TRANS & DIST LINE EXPENSE	1 662 000 00	20,000.00	4,999.98	1,267.92	76.07	4,125.61	20.62	(15,874.39)
TER EXPENSE	1 663 000 00	2,000.00	499.98	776.44	465.88	2,162.20	108.11	162.20
TOTAL OPERATION		22,000.00	5,499.96	2,044.36	111.51	6,287.81	28.58	(15,712.19)
MAINTENANCE								
FIXTURES & IMPROVEMENT	1 671 000 00	1,000.00	249.99	156.65	187.98	1,192.01	119.20	192.01
DISTRIBUTION RESERVOIRS	1 672 000 00	.00	.00	1,850.69		1,850.69		1,850.69
INTENANCE OF MAINS T & D	1 673 000 00	26,000.00	6,499.98	3,365.28	155.32	13,222.05	50.85	(12,777.95)
INTENANCE OF SERVICES T & D	1 675 000 00	10,000.00	2,499.99	2,404.33	288.52	7,223.11	72.23	(2,776.89)
INTENANCE OF METERS T & D	1 676 000 00	2,800.00	699.99	490.96	210.41	850.20	30.36	(1,949.80)
INTENANCE OF HYDRANT T & D	1 677 000 00	2,000.00	499.98	98.75	59.25	98.75	4.93	(1,901.25)
TOTAL MAINTENANCE		41,800.00	10,449.93	8,366.66	240.19	24,436.81	58.46	(17,363.19)
TOTAL TRANS. & DISTRIBUTION		63,800.00	15,949.89	10,411.02	195.81	30,724.62	48.15	(33,075.38)

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	5,000.00	1,249.98	486.50	116.76	1,577.15	31.54	(3,422.85)
BILLING & COLLECTING - LABOR	1 903 100 00	32,000.00	7,999.98	2,169.89	81.37	6,948.55	21.71	(25,051.45)
BILLING & COLLECTING - EXPENSE	1 903 200 00	8,000.00	1,999.98	127.13	19.06	930.56	11.63	(7,069.44)
COLLECTIBLE ACCOUNTS	1 904 000 00	3,000.00	750.00	.00		.00		(3,000.00)
		=====	=====	=====	=====	=====	=====	=====
TOTAL CUSTOMER SERVICE EXPENSES		48,000.00	11,999.94	2,783.52	69.58	9,456.26	19.70	(38,543.74)
<b>ADMINISTRATIVE &amp; GENERAL</b>								
<b>OPERATION</b>								
MIN & GENERAL SALARIES	1 920 000 00	60,000.00	15,000.00	145.91	2.91	7,466.36	12.44	(52,533.64)
PENSES GENERAL EMPLOYEES	1 920 200 00	1,200.00	300.00	.00		.00		(1,200.00)
OFFICE SUPPLIES & EXPENSE	1 921 000 00	23,000.00	5,749.98	876.68	45.73	3,438.77	14.95	(19,561.23)
OUTSIDE SERVICES EMPLOYED	1 923 000 00	7,000.00	1,749.99	3,480.00	596.57	3,480.00	49.71	(3,520.00)
LAWYER	1 923 001 00	600.00	150.00	.00		155.37	25.89	(444.63)
PROPERTY INSURANCE	1 924 000 00	15,000.00	3,750.00	.00		7,100.86	47.33	(7,899.14)
INJURIES & DAMAGES	1 925 000 00	600.00	150.00	.00		.00		(600.00)
EMPLOYEES WELFARE EXPENSE	1 926 100 00	1,200.00	300.00	.00		.00		(1,200.00)
EMPLOYEES PENSIONS/BENEFITS	1 926 200 00	40,000.00	9,999.99	2,072.51	62.17	8,953.41	22.38	(31,046.59)
EMPLOYEE VACATION PAY	1 926 300 00	9,000.00	2,250.00	367.05	48.94	3,070.34	34.11	(5,929.66)
EMPLOYEES HOLIDAY PAY	1 926 400 00	7,300.00	1,824.99	608.88	100.09	1,253.52	17.17	(6,046.48)
EMPLOYEES SICK PAY	1 926 500 00	5,000.00	1,249.98	54.42	13.06	479.08	9.58	(4,520.92)
EMPLOYEES' FUNERAL LEAVE PAY	1 926 600 00	400.00	99.99	.00		.00		(400.00)
COMP TIME	1 926 700 00	2,000.00	499.98	155.06	93.03	626.88	31.34	(1,373.12)
REB/WV RETIREE HEALTH BENEFIT	1 926 800 00	13,850.00	3,462.48	2,739.60	237.36	8,218.80	59.34	(5,631.20)
REGULATORY COMMISSION EXPENSE	1 928 000 00	3,500.00	874.98	.00		.00		(3,500.00)
MISCELLANEOUS GENERAL EXPENSE	1 930 200 00	5,000.00	1,249.98	255.77	61.38	977.01	19.54	(4,022.99)
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TOTAL OPERATION		194,650.00	48,662.34	10,755.88	66.30	45,220.40	23.23	(149,429.60)
<b>MAINTENANCE</b>								
MAINTENANCE OF GENERAL PLANT	1 932 000 00	.00	.00	120.00		544.44		544.44
TRANSPORTATION EXPENSES	1 933 000 00	19,000.00	4,749.99	1,037.62	65.53	3,146.83	16.56	(15,853.17)
		=====	=====	=====	=====	=====	=====	=====
<b>ADMINISTRATIVE &amp; GENERAL</b>								
		-----	-----	-----	-----	-----	-----	-----
TOTAL OPERATION & MAINTENANCE		632,050.00	158,012.13	52,572.97	99.81	168,268.74	26.62	(463,781.26)

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

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
DEPRECIATION EXPENSE	1 403 000 00	290,000.00	72,499.98	22,950.00	94.96	71,250.00	24.56	(218,750.00)
DEPRECIATION EXPENSE	1 408 100 00	13,500.00	3,375.00	618.55	54.98	2,656.68	19.67	(10,843.32)
		=====	=====	=====	=====	=====	=====	=====
TOTAL OPERATING EXPENSES		935,550.00	233,887.11	76,141.52	97.66	242,175.42	25.88	(693,374.58)
OTHER INCOME & DEDUCTIONS								
INTEREST & DIVIDEND INCOME	1 419 000 00	(1,300.00)	(324.99)	(60.81)	56.13	(353.48)	27.19	946.52
INTEREST ON LONGTERM DEBT	1 427 000 00	195,000.00	48,750.00	14,375.00	88.46	46,725.00	23.96	(148,275.00)
OTHER INTEREST EXPENSE	1 431 000 00	200.00	49.98	9.10	54.62	42.42	21.21	(157.58)
		-----	-----	-----	-----	-----	-----	-----
TOTAL OTHER INCOME & DEDUCTIO		193,900.00	48,474.99	14,323.29	88.64	46,413.94	23.93	(147,486.06)
		=====	=====	=====	=====	=====	=====	=====
TOTAL INCOME		10,450.00	2,612.16	(1,943.74)	223.20-	2,221.59	21.25	(8,228.41)

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	(475,000.00)	(118,749.99)	(42,310.86)	106.89	(124,918.61)	26.29	350,081.39
DOMESTIC SERVICE-COMMERCIAL	2 602 000 00	(190,000.00)	(47,499.99)	(16,411.58)	103.65	(46,162.91)	24.29	143,837.09
DOMESTIC SERVICE-PUBLIC AUTHOR	2 603 000 00	.00	.00	(72.51)		(194.00)		(194.00)
DOMESTIC SALES-INDUSTRIAL	2 604 000 00	.00	.00	(151.60)		(522.39)		(522.39)
MUTCHER BEND SEWER	2 605 000 00	(300.00)	(75.00)	92.88	371.52-	157.93	52.64-	457.93
TOTAL SALES OF SEWER SERVICE		(665,300.00)	(166,324.98)	(58,853.67)	106.15	(171,639.98)	25.79	493,660.02
OTHER SEWER REVENUES								
FORFEITED DISCOUNTS & PENALTY	2 612 000 00	(13,000.00)	(3,249.99)	(1,005.39)	92.80	(3,066.17)	23.58	9,933.83
DISC SEWERAGE REVENUES	2 615 000 00	(600.00)	(150.00)	(130.00)	260.00	(870.31)	145.05	(270.31)
TOTAL OTHER SEWER REVENUES		(13,600.00)	(3,399.99)	(1,135.39)	100.18	(3,936.48)	28.94	9,663.52
TOTAL REVENUES		(678,900.00)	(169,724.97)	(59,989.06)	106.03	(175,576.46)	25.86	503,323.54
OPERATION/MAINTENANCE EXPENSE								
COLLECTING EXPENSES								
WATER SERVICE CONN & TRAP	2 705 100 00	7,000.00	1,749.99	1,189.66	203.94	1,908.79	27.26	(5,091.21)
WATER COLLECT & TRANS MAINS	2 705 200 00	15,000.00	3,750.00	171.41	13.71	1,995.62	13.30	(13,004.38)
TOTAL COLLECTING EXPENSES		22,000.00	5,499.99	1,361.07	74.24	3,904.41	17.74	(18,095.59)
PUMPING EXPENSES								
OPERATION LABOR-PUMPING	2 722 000 00	8,000.00	1,999.98	405.67	60.85	2,093.26	26.16	(5,906.74)
WATER LIFT STATIONS	2 723 100 00	16,000.00	3,999.99	1,218.21	91.36	3,646.28	22.78	(12,353.72)
WATER GRINDER PUMPS	2 723 200 00	5,200.00	1,299.99	434.91	100.36	1,313.53	25.26	(3,886.47)
WATER SUPPLIES-EXP LIFT STA GRINDERS	2 724 000 00	15,000.00	3,750.00	1,000.78	80.06	3,264.32	21.76	(11,735.68)
WATER TREATMENT STRUCTURES & IMPROV	2 726 000 00	750.00	187.50	.00		.00		(750.00)
WATER TREATMENT PUMPING-LIFT STATIONS	2 727 100 00	30,000.00	7,500.00	2,319.04	92.76	7,374.47	24.58	(22,625.53)
WATER TREATMENT OTHER PUMPING EQUIPMENT	2 727 200 00	42,000.00	10,500.00	(228.18)	6.51-	7,126.79	16.96	(34,873.21)
TOTAL PUMPING EXPENSES		116,950.00	29,237.46	5,150.43	52.84	24,818.65	21.22	(92,131.35)

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
<b>TREATMENT &amp; DISPOSAL EXPENSES</b>								
OPERATION LABOR-TREATMENT	2 742 000 00	26,000.00	6,499.98	948.67	43.78	3,923.89	15.09	(22,076.11)
SUPPLIES AND EXPENSES-PLANT	2 743 100 00	25,000.00	6,249.99	2,468.42	118.48	6,183.60	24.73	(18,816.40)
CHEMICAL TREATMENT EXP-PLANT	2 743 200 00	20,000.00	4,999.98	140.00	8.40	5,797.00	28.98	(14,203.00)
POWER EXPENSE-PLANT	2 743 300 00	42,000.00	10,500.00	4,483.12	128.08	12,405.80	29.53	(29,594.20)
MAINT OF STRUCTURE & IMPROVEMT	2 745 000 00	1,700.00	424.98	404.31	285.40	966.50	56.85	(733.50)
MAINT OF T & D SYS EQUIPMENT	2 746 000 00	7,000.00	1,749.99	147.73	25.32	749.54	10.70	(6,250.46)
<b>TOTAL TREATMENT &amp; DISPOSAL</b>		<b>121,700.00</b>	<b>30,424.92</b>	<b>8,592.25</b>	<b>84.72</b>	<b>30,026.33</b>	<b>24.67</b>	<b>(91,673.67)</b>
<b>BILLING &amp; COLLECTING EXPENSES</b>								
OPERATION LABOR	2 782 000 00	3,500.00	874.98	448.00	153.60	1,413.75	40.39	(2,086.25)
BILLING & COLLECTING LABOR	2 783 100 00	26,000.00	6,499.98	1,720.70	79.41	5,295.45	20.36	(20,704.55)
BILLING & COLLECTING EXPENSE	2 783 200 00	7,000.00	1,749.99	512.41	87.84	1,677.98	23.97	(5,322.02)
<b>TOTAL BILLING &amp; COLLECTING</b>		<b>36,500.00</b>	<b>9,124.95</b>	<b>2,681.11</b>	<b>88.14</b>	<b>8,387.18</b>	<b>22.97</b>	<b>(28,112.82)</b>
<b>ADMINISTRATIVE/GENERAL EXPENSE</b>								
MIN & GENERAL SALARIES	2 790 000 00	34,000.00	8,499.99	(268.07)	9.46-	4,162.78	12.24	(29,837.22)
EXPENSES-GENERAL EMPLOYEES	2 792 200 00	300.00	75.00	.00		.00		(300.00)
OFFICE SUPPLIES & EXPENSES	2 793 000 00	15,000.00	3,750.00	433.42	34.67	1,826.18	12.17	(13,173.82)
SPECIAL SERVICES	2 795 000 00	6,000.00	1,500.00	2,320.00	464.00	2,320.00	38.66	(3,680.00)
SPECIAL LEGAL SERVICES	2 796 000 00	1,000.00	249.99	.00		34.00	3.40	(966.00)
REGULATORY COMMISSION	2 797 000 00	2,600.00	649.98	.00		.00		(2,600.00)
INSURANCE	2 798 000 00	8,500.00	2,124.99	.00		4,733.90	55.69	(3,766.10)
FINES/JURIES/DAMAGES	2 799 000 00	2,400.00	600.00	.00		.00		(2,400.00)
EMPLOYEES WELFARE EXPENSES	2 800 100 00	1,000.00	249.99	.00		.00		(1,000.00)
EMPLOYEE PENSION & BENEFITS	2 800 200 00	36,000.00	9,000.00	1,609.72	53.65	7,505.77	20.84	(28,494.23)
EMPLOYEES VACATION PAY	2 800 300 00	5,200.00	1,299.99	244.70	56.46	1,944.28	37.39	(3,255.72)
EMPLOYEES HOLIDAY PAY	2 800 400 00	6,300.00	1,575.00	405.92	77.31	811.84	12.88	(5,488.16)
EMPLOYEES SICK PAY	2 800 500 00	3,000.00	750.00	(3,967.90)	999.99-	(3,534.08)	117.80-	(6,534.08)
EMPLOYEES' FUNERAL LEAVE PAY	2 800 600 00	500.00	124.98	.00		.00		(500.00)
LEAVE TIME	2 800 700 00	1,500.00	375.00	103.73	82.98	431.82	28.78	(1,068.18)
OB/WV RETIREE HEALTH BENEFIT	2 800 800 00	9,300.00	2,325.00	1,826.40	235.66	5,479.20	58.91	(3,820.80)
CELLANEOUS GENERAL EXPENSE	2 801 000 00	4,800.00	1,200.00	164.38	41.09	458.63	9.55	(4,341.37)
REAL ESTATE GENERAL PROPERTY	2 802 000 00	5,000.00	1,249.98	.00		.00		(5,000.00)
REPAIRS	2 803 000 00	5,000.00	1,249.98	.00		.00		(5,000.00)
TRANSPORTATION EXPENSE	2 903 000 00	11,500.00	2,874.99	691.73	72.18	2,097.81	18.24	(9,402.19)
UNCOLLECTIBLE ACCOUNTS	2 904 100 00	3,000.00	750.00	.00		.00		(3,000.00)
<b>TOTAL ADMINISTRATIVE &amp; GEN EX</b>		<b>161,900.00</b>	<b>40,474.86</b>	<b>3,564.03</b>	<b>26.41</b>	<b>28,272.13</b>	<b>17.46</b>	<b>(133,627.87)</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		459,050.00	114,762.18	21,348.89	55.80	95,408.70	20.78	(363,641.30)
DEPRECIATION	2 503 000 00	300,000.00	75,000.00	25,100.00	100.40	75,300.00	25.10	(224,700.00)
DEPRECIATION EXPENSE	2 507 100 00	11,000.00	2,749.98	487.81	53.21	2,232.62	20.29	(8,767.38)
INTEREST/DIVIDEND EARNED	2 524 000 00	(1,000.00)	(249.99)	(7.29)	8.74	(36.17)	3.61	963.83
INTEREST ON LONG TERM DEBT	2 530 000 00	96,000.00	24,000.00	5,400.00	67.50	21,000.00	21.87	(75,000.00)
OTHER INTEREST EXPENSE	2 535 000 00	100.00	24.99	9.28	111.40	43.83	43.83	(56.17)
		=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENSES & OTHER INCOME		186,250.00	46,562.19	(7,650.37)	49.29-	18,372.52	9.86	(167,877.48)
		=====	=====	=====	=====	=====	=====	=====
BALANCE TO SURPLUS		186,250.00	46,562.19	(7,650.37)	49.29-	18,372.52	9.86	(167,877.48)



**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
SEPTEMBER 18, 2009 – OCTOBER 15, 2009**

1. Public Notice of Change in Rates with proposed effective dates from Allegheny Power.
2. Copy of letter dated September 16, 2009, to West Virginia Public Service Commission, from Cam Siegrist, Bowles Rice, regarding Petition for Consent and Approval of Temporary Financing to Pay for Project Design.
3. Copy of letter dated September 18, 2009, to Virginia McDonald, RUS, from Cathy Dyer, enclosing the following signed and dated forms that were approved at the Regular Board Meeting held Thursday, September 17, 2009: Applicant Certification Federal Collection Policies for Consumer or Commercial Debt, Equal Opportunity Agreement, Assurance Agreement, Certification Regarding Debarment, Suspension and Other Responsibility Matters and Certification for Contracts, Grants and Loans.
4. Invoice dated September 17, 2009, to Mineral Wells PSD, from Ray Stinespring Tree Removal, in the amount of \$1,600.00 to remove two large oak trees located on the access road to Price Rd. water tank.
5. Fax dated September 18, 2009, to Jackson Herald Newspaper, from Mineral Wells PSD, attaching notice of a Special meeting to be held Thursday, September 24, 2009, to be inserted in the newspaper.
6. Fax dated September 18, 2009, to Parkersburg News & Sentinel, from Mineral Wells PSD, attaching notice of a Special meeting to be held Thursday, September 24, 2009, to be inserted in the newspaper.
7. Fax dated September 18, 2009, to Wirt County Journal, from Mineral Wells PSD, attaching notice of a Special meeting to be held Thursday, September 24, 2009, to be inserted in the journal.
8. Fax dated September 18, 2009, to Cathy Dyer, from Steve Hardman, Bowles Rice, attaching the Recommended Decision for the Administrative Law Judge in regards to the Misc. Water Improvements Project.
9. Copy of letter dated September 18, 2009, to Office of Environmental Health Services Regulatory Development and Compliance Unit, from Linda Watson, enclosing the August 2009 DMR & ES59, the August 2009 DMR for Liberty Truck Stop and 3<sup>rd</sup> quarter DMR for Pepsi Bottling Group and Walmart Car Care.
10. Copy of letter dated September 18, 2009, to West Virginia Department of Environmental Protection and Natural Resources, from Linda Watson, enclosing the August 2009 DMR & ES59, the August 2009 DMR for Liberty Truck Stop and 3<sup>rd</sup> quarter DMR for Pepsi Bottling Group and Walmart Car Care.
11. Copy of letter dated September 18, 2009, to WV Department of Environmental Protection Division of Water and Waste Management Permitting and Engineering Branch, from Linda Watson, enclosing the August 2009 DMR & ES59, the August 2009 DMR for Liberty Truck Stop and 3<sup>rd</sup> quarter DMR for Pepsi Bottling Group and Walmart Car Care.

**Mineral Wells PSD  
List of Correspondence  
October 15, 2009  
Page 2**

12. Copy of letter dated September 18, 2009, to Manning Frymier, Cerrone Associates, Inc., from Linda Watson, enclosing the August 2009 DMR & ES59, the August 2009 DMR for Liberty Truck Stop and 3<sup>rd</sup> quarter DMR for Pepsi Bottling Group and Walmart Car Care.
13. Copy of letter dated September 18, 2009, to Department of Environmental Protection Environmental Enforcement, from Linda Watson, enclosing the August 2009 DMR & ES59, the August 2009 DMR for Liberty Truck Stop and 3<sup>rd</sup> quarter DMR for Pepsi Bottling Group and Walmart Car Care.
14. Copy of letter dated September 18, 2009, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing an approved copy of the Minutes of the Regular Board Meeting held Thursday, August 20, 2009.
15. Mineral Wells PSD Misc. Water Improvements Project, Plan Holders List, Plans & Specs - Contract #1 \$200.00, Plans & Specs - Contract #2 \$200.00.
16. Letter dated September 15, 2009, to Mineral Wells PSD, from Omni Site, notification of a slight rate adjustment.
17. \*\*\*\*Letter dated August 10, 2009, to Cathy Dyer, from Steve Hardman, Bowles Rice, enclosing the Recommended Decision from the Administrative Law Judge regarding the Misc. Water Improvements Project.
18. Fax dated September 21, 2009, to Cindy, Bill Bailey Insurance, from Todd Anderson, attaching an invoice from New Way Carpet Cleaning in the amount of \$3,648.81 for sewer clean-up at 387 Alpine Street.
19. Fax dated September 18, 2009, to Mineral Wells PSD, from Union Williams PSD, stating the monthly PSD meeting will be held September 23, 2009 at Claywood Park PSD.
20. Fax dated September 21, 2009, to Todd Anderson, from Manning Frymier, Cerrone Associates, confirming for an additional fire hydrant in Windsor Estates would be \$4,300.00.
21. E-mail dated September 21, 2009, to Mineral Wells PSD, from PEIA, attaching a message regarding new features on the website.
22. Fax dated September 23, 2009, to Todd Anderson, from Larry Moore, WV Department of Highways, attaching a list of locations the District wants to use the expensive HDPE pipe instead of PVD.
23. E-mail dated September 23, 2009, to Cam Siegrist, Bowles Rice, from Mineral Wells PSD, attaching a response letter to Pete Lopez, Public Service Commission, regarding the \$500,000.00 design loan.
24. Fax dated September 23, 2009, to Pete Lopez, Public Service Commission, from Cathy Dyer, attaching a letter regarding the \$500,000.00 Design loan.

**Mineral Wells PSD  
List of Correspondence  
October 15, 2009  
Page 3**

25. Fax dated September 23, 2009, to Christa Perkins, Suttle & Stalnaker, from Cathy Dyer, attaching the Sewer Statistics for year ending 2009.
26. E-mail dated September 23, 2009, to Mineral Wells PSD, from Sara Boardman, WV Municipal Bond Commission, attaching the reminder of the monthly deposit coming due Thursday, October 1, 2009.
27. State of West Virginia National Pollutant Discharge Elimination System Discharge Monitoring Report for Liberty Truck Stop for September 2009.
28. Fax dated September 24, 2009, to Kari Frymier, Cerrone Associates, from Manning Frymier, Cerrone Associates, attaching Contractors Name, Bid Bond and Bid Amount for the Mineral Wells PSD Miscellaneous Water Improvements Waterline Replacement Contract #1 - Waterlines and Appurtenances and Mineral Wells PSD Miscellaneous Water Improvements Waterline Replacement Contract #2 - Water Tank Replacement.
29. Copy of letter dated September 24, 2009, to Elizabeth Cottrell, from Cathy Dyer, stating the District received check no. 1816 in the amount of \$124.00 from the bank marked Insufficient funds, therefore, to avoid termination of your service, you must come to the office by 12:00 on Wednesday, September 30, 2009 with cash or money order.
30. E-mail dated September 24, 2009, to Mineral Wells PSD, from Christa Perkins, Suttle & Stalnaker, attaching the 2009 PSC Reports.
31. Copy of letter dated September 24, 2009, to Jamie Six, Clerk of Wood County, from Cathy Dyer, enclosing for recording right of way easements for Chad E. Emrick/Annette J. Emrick - Mineral Wells PSD and Chad E. Emrick/Annette J. Emrick - Paul D. Hays, Jr.
32. Fax dated September 24, 2009, to Bill, WWT, from Todd Anderson, attaching field connections for Motor and Module.
33. Copy of letter dated September 24, 2009, to West Virginia Municipal Bond Commission, from Cathy Dyer, enclosing a district check in the amount of \$5,688.40 for the Sewer 95 Revenue.
34. Copy of letter dated September 24, 2009, to West Virginia Municipal Bond Commission, from Cathy Dyer, enclosing a district check in the amount of \$5,688.40 for the Sewer 95 Revenue.
35. Letter dated September 22, 2009, to The Commissioners, from Suttle & Stalnaker, attaching the Independent Accountants' Report covering the Sewer Utility of the Mineral Wells PSD.
36. Letter dated September 22, 2009, to The Commissioners, from Suttle & Stalnaker, attaching the Independent Accountants' Report covering the Water Utility of the Mineral Wells PSD.

**Mineral Wells PSD  
List of Correspondence  
October 15, 2009  
Page 4**

37. Copy of letter dated September 25, 2009, to Terri Radcliff, from Cathy Dyer, regarding a check in the amount of \$39.31 the district received back marked insufficient funds, to avoid termination of service, you need to come to the office by 12:00 on Thursday, October 1, 2009.
38. Carbon Copy of E-mail dated September 25, 2009, to Virginia McDonald, RUS, from Manning Frymier, Cerrone Associates, attaching Budget Post Bids.
39. Copy of letter dated September 25, 2009, to Virginia McDonald, RUS, from Roy L. Radabaugh, confirming the District accepts the recommendation of Cerrone Associates, Inc. to award the construction contracts to the following: Contract #1 Stonegate Construction \$149,306.00 and Contract #2 Mid-Atlantic Storage Systems \$327,678.00.
40. Letter dated September 25, 2009, to Virginia McDonald, RUS, from Roy Radabaugh, confirming that the Mineral Wells PSD accepts the engineer's recommendation on the award of the construction contracts as follows: Contract #1- Stonegate Construction \$149,306 and Contract #2 - Mid Atlantic Storage Systems \$327,687.
41. Copy of letter dated September 24, 2009, Elizabeth Cottrell, from Cathy Dyer, regarding a check the District received back in the amount of \$124.00 for Insufficient funds, therefore we must ask you to take care of this matter by 12:00 pm on Wednesday, September 30, 2009 to avoid termination of your water and sewer service.
42. E-mail dated September 25, 2009, to Mineral Wells PSD, from Christa Perkins, Suttle & Stalnaker, regarding the 2009 Sewer Annual Report template for Mineral Wells PSD.
43. E-mail dated September 25, 2009, to Mineral Wells PSD, from Christa Perkins, Suttle & Stalnaker, regarding the 2009 Water Annual Report template for Mineral Wells PSD.
44. Certificate of Insurance from Erie Insurance on Cutlip Warner A Partnership.
45. Certificate of Insurance from Erie Insurance on Ron's Porta Johns Inc.
46. The West Virginia Environmental Training Center, presents the Fall Course Lineup 2009.
47. \*\*\*\*Letter dated September 25, 2009, to Roy Radabaugh, from Manning Frymier, Cerrone Associates, regarding the Mineral Wells PSD Water System Improvements Project, also attaching a certified tabulation of bids received for this contract. Carbon copy to Jim Lett and Charles Stewart.
48. WesBanco, Your Money Matter\$, September 2009.
49. \*\*\*\*Copy of letter dated September 28, 2009, to FT Interactive Data, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail
50. \*\*\*\*Copy of letter dated September 28, 2009, to Standard & Poor's Securities Evaluations, Inc, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail

**Mineral Wells PSD  
List of Correspondence  
October 15, 2009  
Page 5**

51. \*\*\*\*Copy of letter dated September 28, 2009, to DPC Data Inc., from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail
52. \*\*\*\*Copy of letter dated September 28, 2009, to Bloomberg Municipal Repository, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail
53. \*\*\*\*Copy of letter dated September 28, 2009, to Chris E. Jarrett, Director, State of West Virginia Water Development Authority, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail
54. \*\*\*\*Copy of letter dated September 28, 2009, to Carrie Grimm, ERS II, State Revolving Fund Program, WV Division of Environmental Protection Office of Water Resources, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail
55. \*\*\*\*Copy of letter dated September 28, 2009, to West Virginia State Tax Department Chief Inspector Division, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail
56. \*\*\*\*Copy of letter dated September 28, 2009, to Virginia McDonald, RUS, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail
57. \*\*\*\*Copy of letter dated September 28, 2009, to Public Service Commission of WV Executive Secretary Division, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail
58. \*\*\*\*Copy of letter dated September 28, 2009, to Angela Chestnut, WV Infrastructure & Job Development Council, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail
59. \*\*\*\*Copy of letter dated September 28, 2009, to Moody's Investors Service, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail
60. \*\*\*\*Copy of letter dated September 28, 2009, to The Bond Buyer, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail
61. \*\*\*\*Copy of letter dated September 28, 2009, to Marty Seuffer, Wood County Commission, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail
62. \*\*\*\*Copy of letter dated September 28, 2009, to Steve Hardman, Bowles Rice, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail

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63. \*\*\*\*Copy of letter dated September 28, 2009, to Manning Frymier, Cerrone Associates, from Cathy Dyer, enclosing a copy of the annual audit report for Mineral Wells PSD for fiscal year ending June 30, 2009. Certified Mail
64. Fax dated September 30, 2009, to Action Answering Service, from Linda Watson, attaching the turn off list for non payment.
65. E-mail dated September 30, 2009, to Mineral Wells PSD, from Bobby Bowers, WesBanco, responding to an e-mail regarding charges applied to account #0322886140.
66. E-mail dated September 30, 2009, to Mineral Wells PSD, from PEIA, regarding changes to the website.
67. E-mail dated September 30, 2009, to Mineral Wells PSD, from Omnisite, regarding a new telephone and pin number.
68. Fax dated October 1, 2009, to Christy Pitsenbarger, WV Bureau of Public Health Office of Environmental Health Services, from Todd Anderson, attaching the Monthly Operational Report for the month of September 30, 2009.
69. Copy of letter dated October 1, 2009, to West Virginia Municipal Bond Commission, from Cathy Dyer, enclosing a district check in the amount of \$9,040.00 for Sewer 97 Revenue.
70. Copy of letter dated October 1, 2009, to Charles R. Cooper, from Todd Anderson, regarding a request for information on an additional fire hydrant in the Windsor Drive area.
71. Letter dated September 28, 2009, to Mineral Wells PSD, from Social Security Administration, attaching information on W-2 Online: An Electronic Filing Option for Small Businesses.
72. Letter dated September 30, 2009, to Todd Anderson, from Andrew Boyd, Glatfelter Claims Management, Inc., regarding the payment for New Way Carpet Cleaning.
73. E-mail dated October 4, 2009, to Mineral Wells PSD, from Rob D. Roberts, from PEIA, October 2009 PEIA billing has been posted to the Web Contributions System.
74. Letter dated October 1, 2009, to Mineral Wells PSD, Gregory A. Burton, Brickstreet, regarding the Annual Meeting of Members of West Virginia Employers' Mutual Insurance Company.
75. Bacteriological Examination of Water from Public Water Distribution System, September 2009.
76. E-mail dated October 5, 2009, to Mineral Wells PSD, from Manning Frymier, Cerrone Associates, confirming a date for the closing and pre-construction conference on October 20, 2009 (10:00 and 11:00 am).

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77. E-mail dated October 5, 2009, to Mineral Wells PSD, from Manning Frymier, Cerrone Associates, enclosing copies of the bid tabulations and recommendations on the contract award.
78. Copy of letter dated October 6, 2009, to William E. Wells, from Cathy Dyer, regarding a check the District received back for insufficient funds in the amount of \$49.79. To avoid termination of your water and sewer service, please come to the office by 12:00 pm on Tuesday, October 13, 2009.
79. \*\*\*\*Letter dated October 5, 2009, to Roy L. Radabaugh, Chairman, from Virginia McDonald, RUS, regarding information for the loan closing and pre-construction conference.
80. Copy of letter dated October 6, 2009, to Teresa Dugan, from Todd Anderson, regarding her water and sewer service.
81. Fax dated October 6, 2009, to Manning Frymier, Cerrone Associates, from Cathy Dyer, attaching a letter from Virginia McDonald, RUS, regarding the loan closing and pre construction conference.
82. \*\*\*\*Copy of letter dated October 6, 2009, to Randall Cole, Cerrone Associates, Inc., from Cathy Dyer, enclosing requisitions for expenses incurred by the District in the amount of \$9,039.11.
83. Carbon copy of E-mail dated October 6, 2009, to Manning Frymier, Cerrone Associates, from Eric D. Bennett, requesting the construction cost for just the interconnection.
84. Carbon copy of E-mail dated October 5, 2009, to Eric D. Bennett, from Manning Frymier, Cerrone Associates, enclosing for your information and files are copies of the bid tabulations and our recommendation on the contract award.
85. Copy of letter dated October 6, 2009, to Eric Bennett, Parkersburg Utility Board, from Cathy Dyer, enclosing the approved agreements between the City of Parkersburg and the Mineral Wells PSD.
86. E-mail dated October 6, 2009, to Mineral Wells PSD, from Manning Frymier, Cerrone Associates, regarding the \$25,000.00 highway bond that needs to be secured with the DOH.
87. Copy of letter dated October 7, 2009, to Harry Hutchinson, III, Utilities Supervisor, WV Division of Highways, from Cathy Dyer, enclosing the surety bond the Mineral Wells PSD Misc. Water Improvement Project.
88. Copy of letter dated October 7, 2009, to Beth Bumgarner, Suttle & Stalnaker, from Cathy Dyer, enclosing the Mineral Wells PSD chart of accounts for the Misc. Water System Improvements Project.
89. E-mail dated October 7, 2009, to Mineral Wells PSD, from Cam Siegrist, Bowles Rice, attaching the Mineral Wells PSD Water Revenue Bonds, Miscellaneous Water System Improvements Project, Series 2009A, Bond Resolution.

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90. Flyer from Social Security regarding W-2 Online.
91. Letter dated October 7, 2009, to Mineral Wells PSD, from Virginia McDonald, RUS, regarding documents the engineer must have available to be distributed on the Water System Improvements Project.
92. E-mail dated October 7, 2009, to Mineral Wells PSD, from PEIA, attaching a message from PEIA.
93. Letter dated September 15, 2009, to Jim Wright, Water Environmental Testing, from Jimmy Suttle, Project Manager, REIC, attaching all water results from the Pond Creek area residents.
94. Copy of letter dated October 8, 2009, to Mr. & Mrs. Chad Emrick, from Cathy Dyer, enclosing copies of the recorded right of way easements to allow the District to set a water meter for Paul D. Hays, Jr.
95. Copy of letter dated October 8, 2009, to Paul D. Hays, Jr., from Cathy Dyer, enclosing copies of a recorded right-of-way to allow the District to set a water meter for him on property owned by Mr. & Mrs. Chad Emrick.
96. Letter dated September 24, 2009, to Mineral Wells PSD, from W. Kyle Stollings, P.E., West Virginia Department of Transportation Division of Highways, regarding the surety bond has been released. (Ohio Farmers Insurance Company \$25,000.00)
97. Copy of letter dated October 8, 2009, to Bill Bailey Insurance Agency, Inc., from Cathy Dyer, enclosing a copy of the letter dated September 24, 2009, from West Virginia Department of Transportation releasing the District of the Bond.
98. Fax dated October 8, 2009, to OEHS-EED, Certification & Training Section, from Dennis Brown, attaching a Renewal Application for Class 1 thru 4 Water Operators.
99. Fax dated October 8, 2009, to Cinda, Rural Utilities Services, from Cathy Dyer, attaching ACH Vendor Miscellaneous Payment Enrollment Form.
100. Fax dated October 9, 2009, to OEHS - Env. Eng. Division Certification & Training Section, from Mark Dennis, attaching Application for Wastewater Treatment Works.
101. \*\*\*\*Copy of letter dated October 9, 2009, to Virginia McDonald, RUS, from Cathy Dyer, enclosing the following for the loan closing on October 20, 2009: The District's accountants certification, Copy of the District's General Liability Coverage and Copy of the District's Workers Compensation and Employers Liability Policy.
102. Fax dated October 9, 2009, to Wirt County Journal, from Mineral Wells PSD, attaching notice of the District's regular board meeting on October 15, 2009 at 5:00pm.
103. Fax dated October 9, 2009, to Jackson County Herald, from Mineral Wells PSD, attaching notice of the District's regular board meeting on October 15, 2009 at 5:00pm.



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104. Fax dated October 9, 2009, to Parkersburg News & Sentinel, from Mineral Wells PSD, attaching notice of the District's regular board meeting on October 15, 2009 at 5:00pm.
105. Fax dated October 9, 2009, to Jackson County Herald, from Mineral Wells PSD, attaching notice of the District's Special session on Tuesday, October 20, 2009 at 10:00am.
106. Trust and Investments from WesBanco Trust Operations Department.
107. Copy of letter dated October 9, 2009, to West Virginia Department of Environmental Protection and Natural Resources, from Linda Watson, enclosing a copy of the September 2009 DMR & ES59 reports, September 2009 DMR for Liberty Truck Stop and Work Orders for I & I repairs for 3<sup>rd</sup> quarter.
108. Copy of letter dated October 9, 2009, to WV Department of Environmental Protection Division of Water & Waste Management Permitting and Engineering Branch, from Linda Watson, enclosing a copy of the September 2009 DMR & ES59 reports, September 2009 DMR for Liberty Truck Stop and Work Orders for I & I repairs for 3<sup>rd</sup> quarter.
109. Copy of letter dated October 9, 2009, to Manning Frymier, Cerrone Associates, from Linda Watson, enclosing a copy of the September 2009 DMR & ES59 reports, September 2009 DMR for Liberty Truck Stop and Work Orders for I & I repairs for 3<sup>rd</sup> quarter.
110. Copy of letter dated October 9, 2009, to Department of Environmental Protection Environmental Enforcement, from Linda Watson, enclosing a copy of the September 2009 DMR & ES59 reports, September 2009 DMR for Liberty Truck Stop and Work Orders for I & I repairs for 3<sup>rd</sup> quarter.
111. Copy of letter dated October 9, 2009, to Office of Environmental Health Services Regulatory Development and Compliance Unit, from Linda Watson, enclosing a copy of the September 2009 DMR & ES59 reports, September 2009 DMR for Liberty Truck Stop and Work Orders for I & I repairs for 3<sup>rd</sup> quarter.
112. Fax dated October 9, 2009, to Wirt County Journal, from Mineral Wells PSD, attaching notice of the District's Special session to be held Tuesday, October 20, 2009, at 10:00am.
113. Copy of Certificates from West Virginia Department of Education Division of Technical and Adult Education Services for 4 hours of In-service training in CPR Heartsaver First Aid for the following employees: Todd Anderson, William Byers, Dennis Brown, Darin Crites and Mark Dennis.
114. Memo from Mineral Wells Volunteer Fire Department, they used 750 gallons of water for fire fighting and 0 gallons for training purposes for the month of September 2009.
115. \*\*\*\*Letter dated October 7, 2009, to Mineral Wells PSD, from Virginia M. McDonald, Rural Development, regarding the Miscellaneous Water Improvements Project.
116. Copy of Parkersburg Utility Board to Mineral Wells PSD Water Service Agreement signed by Roy L. Radabaugh, Chairman.

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117. Copy of Mineral Wells PSD to Parkersburg Utility Board Water Service Agreement signed by Roy L. Radabaugh, Chairman.
118. E-mail dated October 12, 2009, to Mineral Wells PSD, from PEIA, regarding ARC Balance.
119. Copy of letter dated October 13, 2009, to Steve Hardman, Bowles Rice, from Cathy Dyer, enclosing the Water Service Agreements between Mineral Wells PSD and Parkersburg Utility Board, Parkersburg Utility Board and Mineral Wells PSD that were signed by Roy L. Radabaugh, Chairman of Mineral Wells PSD on October 12, 2009; also enclosed is a copy of letter dated September 25, 2009, from Manning Frymier, Cerrone Associates, certified bid tabulation for the Misc. Water Improvements Project.
120. Carbon copy of letter dated September 4, 2009, to Jay Cantley, L.A. Gates Company, from Manning Frymier, Cerrone Associates, enclosing transition detail for PE to PVC (mechanical joint solid sleeve) for the Rt. 14 South Interchange Project.
121. Copy of letter dated October 13, 2009, to Steve Hardman, Bowles Rice, from Cathy Dyer, enclosing copies of easement plats and legal descriptions for the Rt. 14 South Interchange Project.
122. Letter dated October 9, 2009, to Mineral Wells PSD, from Randall M. Cole, Project Administrator, Cerrone Associates, enclosing for review, resumes for Timothy Kelley and Richard Merritt, they will be assigned to the water extensions project as the Resident Project Representatives.
123. Fax dated October 13, 2009, to Virginia McDonald, RUS, from Cathy Dyer, regarding resumes from Timothy Kelley and Richard Merritt of Cerrone Associates, Inc., the District finds them to be acceptable and looks forward to working with them on the Misc. Water Improvements Project. Hard copy to follow. Carbon copy to Manning Frymier, Cerrone Associates.
124. Copy of letter dated October 13, 2009, to Parkersburg Utility Board, from Cathy Dyer, enclosing training certificates in error.
125. Bid Memo to Mineral Wells PSD, from Steve Balderson, Balderson Construction, stating a proposal in the amount of \$847.00 to replace section of driveway at the Mineral Wells Volunteer Fire Dept.
126. Letter dated October 7, 2009, to Todd Anderson, from Darrell W. Allen, West Virginia Department of Transportation, Division of Highways, reference to the upgrade of PVC pipe to HDPE pipe in the amount of \$6,411.99. (3 agreements need to be signed and returned 1 to keep for our records)
127. Fax dated October 14, 2009, to Diane Wolfe, Bowles Rice, from Cathy Dyer, copy of fax to Parkersburg News & Sentinel for the special meeting to be held October 20, 2009 at 10:00 am.
128. Double Check Valve Backflow Prevention Assembly from PWP Industries dated October 14, 2009.