

MINUTES OF A REGULAR MONTHLY BOARD MEETING OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, JULY 15, 2010, 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; Mark D. Stewart, Treasurer; Todd Anderson, Operations Manager; Cathy Dyer, Office Manager; Nellie Radcliff, Office Clerk; Kevin J. Rhodes and Jeff Minner, Pond Creek Fire Dept.; Virginia and Mike Donaldson, Pond Creek Residents; Howard Baldwin, Resident of Chesterville, were present.

Mr. Baldwin had attended the Miss Utility meeting in Snowshoe, West Virginia, and reported that it is becoming mandatory for the Public Service Districts to have a membership with them.

Mr. Radabaugh made a motion to approve the Minutes of the June 17, 2010, Board Meeting as presented. Mr. Stewart seconded the motion. Mr. Stewart signed the June 17, 2010, Board Meeting Minutes.

Mr. and Mrs. Donaldson had nothing new to report on the Pond Creek Area Waterline Extension. She had heard nothing new from Mr. Meeks regarding the funding. The District will be at the Pond Creek Fire Department on August 17, 2010, at 6:00 p.m. with maps and user agreements to sign-up potential water customers for financial commitments to a three-year user agreement. Mr. and Mrs. Donaldson excused themselves from the rest of the meeting.

Mr. Minner and Mr. Rhodes were present to discuss the possibility of installing a water dispenser at the Pond Creek Fire Dept. at the Rockport Substation. They had questions regarding the District's feelings on this idea. The Board feels that this would be great for the people in the out lying areas that have to haul water. The District would be willing to provide the water, but not be responsible for the up keep on such a dispenser. The Dispenser at the District is quite costly to repair. Mr. Minner feels that the Fire Dept. can get some funding thru the Parkersburg Area Community Foundation. He had information from two companies - one dispenser would be \$8,500.00 and the other \$13,000.00. One dispenser operates with a smart card. The District will be glad to help in any way it can with a tap and application. Mr. Minner and Mr. Rhodes excused themselves from the rest of the meeting.

Mrs. Dyer presented the Board with the Requisition No. 8 for \$17,667.74 for the 2009 Miscellaneous Water Improvement Project. Mr. Lett made a motion to approve Requisition No. 8 as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed Requisition No. 8.

Mrs. Dyer presented the Board with Requisition No. 9 for \$11,965.24 on the 2009 Miscellaneous Water Improvement Project. Mr. Lett made a motion to approve Requisition No. 9 as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed Requisition No. 9.

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Mrs. Dyer presented the Board with an updated "Promise to Pay" agreement and a "Deferred Payment Plan" to be approved by the Board. Mr. Lett made a motion to approve the revised copy as presented. Mr. Stewart seconded the motion. The motion passed unanimously.

Mrs. Dyer presented the Board with a request to change the asset value amount on the Depreciation Schedule from \$100.00 to \$1,000.00 on the advise of the Districts accountant. The request is to be effective for the fiscal year 2010. Mr. Lett made a motion to change the dollar amount from \$100.00 to \$1000.00 on the depreciation schedule. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Anderson presented the Board with the sticker price of the new meter reading truck (copy attached). Water will lease to sewer an amount of \$5,000.00 to be paid in monthly payments. Mr. Lett made a motion to accept the total cost of \$21,441.59. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial Statements dated June 30, 2010 for All Finances, Water Revenue Checking Account Fund, Sewer Revenue Checking Account Fund (copies attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve checks #40933 thru #40999 written on the consolidated Water and Sewer Revenue Checking account between June 17, 2010 thru July 15, 2010,(copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks #2841 thru #2872 written on the Consolidate Payroll Account between June 17, 2010 thru July 15, 2010, (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

The following letters were discussed.

Letter #8 - Letter dated June 18, 2010, to Sandra Squire, P S C, attaching the required forms for a Rule 19A in Sewer.

Letter #9 - Letter dated June 18, 2010, to Sandra Squire, P S C, attaching the required forms for a Rule 19A in Water.

Letter #12 - Letter dated June 18, 2010, to Dan Parker, WV Bureau for Public Health Environmental Health Services attaching certification of distribution of the Consumer Confidence Report(annual Drinking Water Quality Report).

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Letter #36 - Approved Copies of Tariff No. 11 for Water.

Letter #89 - Letter dated July 8, 2010, from the State of WV Department of Revenue Tax Department Certificate of Release of the Final Payment for Mid-Atlantic Storage, Inc.

Letter #90 - Letter dated July 8, 2010, from the State of WV Department of Revenue Tax Department Certificate of Release of the Final Payment for the Stonegate Construction Co., Inc.

Letter #113 - Letter dated July 14, 2010, to WV PSC attaching Certification of Customers. The District has 1159 water customers and 1700 sewer customers for a total of 2859.

Letter #116 - Letter dated July 14, 2010, to Sandra Squire, PSC, requesting them to re-open the water tariff rate change for the 2% increase approved in October 2009 for the Miscellaneous Water Improvements Project.

Letter #118 - Letter dated July 14, 2010, to Virginia McDonald, RUS, requesting approval for final payment for Contract #2 - Mid-Atlantic Storage Tank Systems. Work has been completed.

Letter #122 - Letter dated July 14, 2010, to Virginia McDonald, RUS, requesting approval for final payment for Contract #1 - Stonegate Construction Co., Inc.

Mrs. Dyer did not have anything new to discuss.

Mr. Anderson reported on the following progress of the field work.

The smoke testing of the sewer system has been completed for the summer. Cerrone, Inc., will be back in the fall to do more smoke testing. The manholes are in bad condition.

DEP will be meeting the District at the Wastewater Treatment Plant to see what progress is being made to be in compliance.

The repair quote of the Lockhart's driveway came in at \$2800.00 from Evans Construction Co.

The repair parts and labor for the coin water dispenser was approximately \$2500.00.

The new meter reading truck purchased at Matheny Motor Truck Co. was \$21,441.59.

The Anderson Subdivision lagoon appears to be in bad condition. The District feels that it does not want to be responsible for taking care of it.

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PWP called and wanted to know if they could dispose of approximately 6,000 gallon of glycall in the districts sewer system. The Board said absolutely no. Mr. Anderson is to call and let them know.

There is a problem with the Parkersburg Tie-In. The hour meter and VFD light runs all the time. C. I. Thornburg and Cerrone, Inc., have been contacted.


This concluded Mr. Anderson's report.

Mr. Radabaugh made a motion that the meeting be recessed for an executive session at 6:50 p. m. Mr. Lett seconded the motion the motion passed unanimously. The meeting was recessed.

Mr. Radabaugh reconvened the meeting at 7:50 p.m. There were no motions made during the executive session. Mr. Lett made a motion the meeting be adjourned. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 8:00 p.m.

CERTIFICATION

I, James R. Lett, Secretary of the Public Service Board of the Mineral Wells Public Service District, a West Virginia corporation, do hereby certify that the foregoing and hereto annexed Minutes are a true and accurate record of the Meeting held at the time and place aforesaid.



James R. Lett, Secretary of the Public Service Board of the
Mineral Wells Public Service District, Mineral Wells, West
Virginia

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
June 30, 2010**

Checking Accounts

Water Revenue Fund Checking Account	
WesBanco Bank - 1131.2	\$ 2,179.38
09 Water System Improvement Project Account	
WesBanco Bank - 1131.4	\$ 91.05
Sewer Revenue Fund Checking Account	
WesBanco Bank - 2120.2	<u>13,303.46</u>
Total in Checking Accounts:	\$ 15,573.89

Water Accounts

Depreciation Reserve Account	
WesBanco Bank - 1125.31	\$ 13,163.88
Revenue Reserve Account	
WesBanco Bank - 1125.21	26,145.28
Revenue Reserve Account - Sams Creek/Chesterville	
WesBanco Bank - 1125.22	32,826.24
Revenue Reserve Account - Rockport	
WesBanco Bank - 1125.32	13,160.63
Depreciation Reserve Account - Rockport	
WesBanco Bank - 1125.23	11,083.10
Revenue Reserve Account - Water Improvement	
WesBanco Bank - 1125.24	23,105.86
Depreciation Reserve Account - Water Improvement	
WesBanco Bank - 1125.33	37,409.15
Depreciation Reserve Account - Sycamore 2004A	
WesBanco Bank - 1125.27	11,793.87
Security Deposit Account	
WesBanco Bank - 1134.0	39,994.22
Sycamore Renewal/Replacement	
WesBanco - Bank 1125.34	<u>78,288.60</u>
Total In Water Accounts:	\$ 286,970.83

Sewer Accounts

Repair and Replacement Account	
WesBanco Bank - 2114.2	\$ 7,895.68
Reserve for Grinder Pump Maintenance	
Prime Rate Money Market - WesBanco Bank - 2114.1	12,853.80
Security Deposit Account	
WesBanco Bank - 2121.3	<u>30,892.91</u>
Total in Sewer Accounts:	\$ 51,642.39

Total All Finances - June 30, 2010 **\$ 354,187.11**

MINERAL WELLS PUBLIC SERVICE DISTRICT
 FINANCIAL STATEMENT
 WATER REVENUE FUND CHECKING ACCOUNT
 June 30, 2010

BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT
 WESBANCO BANK, MAY 31, 2010

\$22,917.58

RECEIPTS:

Water Sales	\$108,541.25
Water Buffalo Sales	617.25
Reconnection Fees	325.00
Tap Fees	700.00
Security Deposit Refunds	1014.82
Transfer funds Debt Service	16,505.00
Rent from Sewer	1,111.08
Leigh Mason meter purchase	96.00
Transfer fund Meter Handheld reader	4,191.00

Total Receipts:

\$133,101.40

Total Cash Available:

\$156,018.98

Expenditures:

Action Telecom	\$ 51.00
ADT Security Services	109.28
Allegheny Power	672.55
At & T Mobility	157.26
BFMC, Inc	539.45
BP Credit Card Company	773.18
Bill Bailey Insurance	4,127.41
Claywood Park PSD	75,077.82
C I Thornburg	1,402.67
Cintas	213.12
Commissioner's Salaries	150.00
Cutlip Warner Development Co	3,393.94
Dominion Hope	6.55
Fasteners & Supply Inc	43.20
Ferguson Waterworks	1,737.73
HD Supply Waterworks, LTD	6,161.13
Hardman Supply Company	152.10
Lowe's	5.99
Melanie L. Wine	172.80
Mineral Wells PSD	838.20
Miss Utility of WV Inc.	29.40
Municipal Bond Commission	9,104.47
Parkersburg Sentinel Co	742.17
Parkersburg Office Supply	49.45
PEIA	2,380.67
Pitney Bowes	300.00
Public Service Commission	4,100.61
REI Consultants	32.00
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	7,122.31
Taylor's Disposal Inc	34.08
Ted Casto, Jr	1,089.90
Telepage Communication System	10.74
Tractor Supply Credit Plan	68.65
US Postal Service	298.13
Verizon	154.57
Water Environmental Testing	96.00
WesBanco Bank-Parkersburg - Rockport	334.00
WesBanco Bank-Parkersburg - Water Imprv	1,004.00
WesBanco Bank-Parkersburg - Stephens Fk	176.00
WesBanco Bank-Parkersburg- Payroll taxes	3,157.66
WesBanco Bank-Parkersburg-Sycamore R/R	1,670.22
Wirt County Journal	1,147.83
WV Retiree Health Benefit Trust Fund	407.10
WV Public Employees Retirement System	1,789.62
WV State Tax Department	526.34
Security Deposit Refunds	93.30

Total Expenditures: \$153,839.60

Balance in Water Revenue Fund Checking Account,
WesBanco Bank, June 30, 2010 \$2,179.38

Accounts Payable 0.00

Total Accounts Payable \$ -

Borrowed Funds

2/10 Water System Improve Reserve	\$ 10,040.00
4/10 Water System Improve Reserve	\$ 10,040.00
4/10 Sams Creek/Chesterville Reserve	\$ 3,140.00
4/10 Rockport Reserve	\$ 3,325.00
6/10 Water System Improve Reserve	\$ 10,040.00
6/10 Sams Creek/Chesterville Reserve	\$ 3,140.00
6/10 Rockport Reserve	\$ 3,325.00

Total Borrowed Funds \$43,050.00

Balance Due \$ (40,870.62)

MINERAL WELLS PUBLIC SERVICE DISTRICT
 FINANCIAL STATEMENT
 SEWER REVENUE FUND CHECKING ACCOUNT
 June 30, 2010

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT
 WESBANCO BANK, MAY 31, 2010 \$ 7,285.88

RECEIPTS:

Sewer Sales	61,535.23
Butcher Bend Lagoon Assoc	924.23
Security Deposit Refunds	701.00
Bill Bailey Insurance Claim	7,308.08
Transfer funds Meter handheld reader	2,794.00
Pepsi Bottling - oil and grease sampling	65.00
Liberty Truck Stop - oil and grease sampling	154.00

Total Receipts: \$73,481.54

Total Cash Available: \$ 80,767.42

Expenditures:

Action Telecomm	\$34.00
ADT Security Services	72.86
At & T Mobility	104.84
Allegheny Power	7,430.89
BFMC, Inc.	359.64
BP Credit Card Company	515.46
Badgett Farm & Feed Supply	1,400.00
Bill Bailey Insurance Agency	2,751.60
Butcher Bend Lagoon Assoc	733.42
C. I. Thornburg	4,372.60
Cardmember Services	16.93
Cintas	142.08
Commissioner's Salaries	100.00
Cutlip Warner Development Co	416.70
Dominion Hope	4.37
Fasteners & Supply, Inc	28.80
HD Supply Waterworks	2,802.75
Hardman Supply Company	26.24
Lowe's	221.78
Melanie L. Wine	115.20
Mineral Wells PSD	1,791.72
Miss Utility of WV Inc.	19.60
Municipal Bond Commission	17,201.08
Parkersburg Office Supply	32.96
Parkersburg Sentinel Co	31.62
Patriot Automation	2,277.75
PEIA	2,533.27
Pitney Bowes	200.00
Public Service Commission	2,451.81
Ron's Porta Johns, Inc	370.00
Salaries	6,358.34
Specialty Piping Corporation	3,209.24
State Electric	83.15
Taylor's Disposal Inc	22.72

Telepage	7.16
Tesa Company Inc	40.17
Tractor Supply	45.77
US Postal Service	325.03
USA Blue Book	85.16
Verizon	653.75
Water Environmental Testing	442.00
WesBanco Bank-Parkersburg-Sewer R/R	1,425.13
WesBanco Bank-Parkersburg-Payroll Taxes	2,962.72
Retiree Health Benefit Trust Fund	431.04
WV Public Employees Retirement System	1,631.93
WV State Tax Department	497.66
WW Grainger	161.82
Security Deposit Refunds	521.20

Total Expenditures: \$ 67,463.96

Balance in Sewer Revenue Fund Checking Account, \$ 13,303.46
WesBanco Bank, June 30, 2010

MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT
09 MISC WATER IMPROVEMENT PROJECT
June 30, 2010

BALANCE 09 MISC WATER IMPROVEMENT PROJECT WESBANCO BANK, MAY 31, 2010		\$ 128,672.75
RECEIPTS:		
	Deposits RUS 6/23/10	\$ 36,000.00
Total Receipts:		\$ 36,000.00
Total Cash Available:		\$ 164,672.75
Expenditures:		
	Stonegate Const. Req No. 6	\$ 15,295.25
	Mid Atlantic Req No. 6	\$ 104,869.55
	Cerrone Assoc No. 6	\$ 8,456.04
	Mid Atlantic Req No. 7	\$ 33,416.25
	Cerrone Assoc No. 7	\$ 2,544.61
Total Expenditures:		\$ 164,581.70
Balance in 09 Misc Water Improvement Project WesBanco Bank, June 30, 2010		\$ 91.05

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: WATER FUND **
 ** BEGINNING DATE: 6/18/10 - ENDING DATE: 7/15/10 **
 ** 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#
3 101 000 00 CONSOLIDATED BANK ACCOUNT						
2,313	WESBANCO BANK-PARKERSBURG	6/21/10	165452	6/21/10	809.39	36
2,101	U S POSTAL SERVICE	6/23/10	165513	6/23/10	298.13	40,933
106	ALLEGHENY POWER	6/28/10	165695	6/28/10	672.55	40,934
145	ADT SECURITY SERVICES	6/28/10	165698	6/28/10	109.28	40,935
153	ACTION TELECOMM	6/28/10	165699	6/28/10	51.00	40,936
224	BILL BAILEY INSURANCE AGENCY	6/28/10	165700	6/28/10	4,127.41	40,937
314	AT&T MOBILITY	6/28/10	165701	6/28/10	151.22	40,938
360	CUTLIP-WARNER DEVELOPMENT CO	6/28/10	165702	6/28/10	1,553.94	40,939
389	TED CASTO, SR.	6/28/10	165706	6/28/10	1,089.90	40,940
486	GARY GOODMAN	6/28/10	165710	6/28/10	19.81	40,944
1,311	FERGUSON WATERWORKS	6/28/10	165717	6/28/10	577.66	40,947
1,512	HD SUPPLY WATERWORKS, LTD	6/28/10	165718	6/28/10	6,161.13	40,948
1,600	PARKERSBURG SENTINEL CO	6/28/10	165720	6/28/10	694.74	40,949
1,604	PARKERSBURG OFFICE SUPPLY	6/28/10	165721	6/28/10	49.45	40,950
1,619	PUBLIC SERVICE COMMISSION-WV	6/28/10	165723	6/28/10	4,100.61	40,951
1,805	RURAL DEVELOPMENT ADMN.	6/28/10	165725	6/28/10	5,252.00	40,952
1,806	ROY L RADABAUGH	6/28/10	165726	6/28/10	75.00	40,953
1,843	CINTAS LOC #531	6/28/10	165727	6/28/10	213.12	40,954
2,005	C I THORNBURG	6/28/10	165732	6/28/10	157.85	40,956
2,205	VERIZON	6/28/10	165738	6/28/10	154.57	40,958
2,314	WV DEPT OF TAX & REVENUE	6/28/10	165740	6/28/10	526.34	40,959
2,315	PUBLIC EMPLOYEES RETIREMENT SY	6/28/10	165741	6/28/10	1,789.62	40,960
2,349	WIRT COUNTY JOURNAL	6/28/10	165742	6/28/10	1,147.83	40,961
23,064	BFMC, INC.	6/28/10	165745	6/28/10	539.45	40,964
23,067	MELANIE L WINE	6/28/10	165746	6/28/10	172.80	40,965
23,079	MARK STEWART	6/28/10	165747	6/28/10	75.00	40,966
23,081	PITNEY BOWES	6/28/10	165748	6/28/10	300.00	40,967
1,302	MINERAL WELLS PSD	6/28/10	165759	6/28/10	46.14	40,969
832	HARDMAN SUPPLY COMPANY	6/29/10	165771	6/30/10	152.10	40,970
2,005	C I THORNBURG	6/29/10	165772	6/30/10	1,244.82	40,971
309	CLAYWOOD PARK PSD	6/30/10	165822	6/30/10	36,258.60	40,972
2,313	WESBANCO BANK-PARKERSBURG	7/01/10	166088	7/01/10	766.61	37
2,313	WESBANCO BANK-PARKERSBURG	7/06/10	166333	7/09/10	733.09	38
2,313	WESBANCO BANK-PARKERSBURG	7/12/10	166752	7/12/10	896.23	40
1,307	MUNICIPAL BOND COMMISSION	7/12/10	166889	7/13/10	9,104.47	43

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: WATER FUND **
 ** BEGINNING DATE: 6/18/10 - ENDING DATE: 7/15/10 **
 ** 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					
275	BP	7/12/10	166886	7/13/10	613.25	40,975
438	DOMINION HOPE	7/12/10	166887	7/13/10	13.58	40,976
2,002	TAYLOR'S DISPOSAL INC	7/12/10	166898	7/13/10	34.08	40,980
2,039	TELEPAGE	7/12/10	166901	7/13/10	10.74	40,982
2,106	USDA-RURAL DEVELOPMENT	7/12/10	166903	7/13/10	13,558.00	40,983
2,306	WATER ENVIRONMENTAL TESTING	7/12/10	166908	7/13/10	82.50	40,985
2,373	WESBANCO BANK-PARKERSBURG	7/12/10	166914	7/13/10	1,828.00	40,987
23,005	WESBANCO BANK, INC.	7/12/10	166920	7/13/10	1,771.27	40,988
1,302	MINERAL WELLS PSD	7/12/10	167077	7/13/10	24.04	40,989
486	BRANDON PETTY	7/13/10	167195	7/13/10	6.82	40,996
2,005	C I THORNBURG	7/13/10	167197	7/13/10	291.93	40,998
2,106	USDA-RURAL DEVELOPMENT	7/13/10	167200	7/13/10	3,325.00	40,999
	CONSOLIDATED BANK ACCOUNT				101,631.07	47 *

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: SEWER FUND **
 ** BEGINNING DATE: 6/18/10 - ENDING DATE: 7/15/10 **
 ** 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					
2,313	WESBANCO BANK-PARKERSBURG	6/21/10	165452	6/21/10	730.59	36
2,101	U S POSTAL SERVICE	6/23/10	165513	6/23/10	198.75	40,933
106	ALLEGHENY POWER	6/28/10	165695	6/28/10	7,407.83	40,934
145	ADT SECURITY SERVICES	6/28/10	165698	6/28/10	72.86	40,935
153	ACTION TELECOMM	6/28/10	165699	6/28/10	34.00	40,936
224	BILL BAILEY INSURANCE AGENCY	6/28/10	165700	6/28/10	2,751.60	40,937
314	AT&T MOBILITY	6/28/10	165701	6/28/10	100.81	40,938
360	CUTLIP-WARNER DEVELOPMENT CO	6/28/10	165702	6/28/10	416.70	40,939
486	PAUL AND DARLENE CONNER	6/28/10	165707	6/28/10	44.00	40,941
486	LAUREN FULMER	6/28/10	165708	6/28/10	103.23	40,942
486	WILLIAM TERRY	6/28/10	165709	6/28/10	73.38	40,943
486	GARY GOODMAN	6/28/10	165710	6/28/10	17.14	40,944
733	W. W. GRAINGER, INC.	6/28/10	165712	6/28/10	161.82	40,945
1,302	MINERAL WELLS PSD	6/28/10	165715	6/28/10	819.33	40,946
1,512	HD SUPPLY WATERWORKS, LTD	6/28/10	165718	6/28/10	2,802.75	40,948
1,604	PARKERSBURG OFFICE SUPPLY	6/28/10	165721	6/28/10	32.96	40,950
1,619	PUBLIC SERVICE COMMISSION-WV	6/28/10	165723	6/28/10	2,451.81	40,951
1,806	ROY L RADABAUGH	6/28/10	165726	6/28/10	50.00	40,953
1,843	CINTAS LOC #531	6/28/10	165727	6/28/10	142.08	40,954
1,908	STATE ELECTRIC SUPPLY CO INC	6/28/10	165731	6/28/10	83.15	40,955
2,005	C I THORNBURG	6/28/10	165732	6/28/10	4,372.60	40,956
2,109	USA BLUE BOOK	6/28/10	165737	6/28/10	85.16	40,957
2,205	VERIZON	6/28/10	165738	6/28/10	653.75	40,958
2,314	WV DEPT OF TAX & REVENUE	6/28/10	165740	6/28/10	497.66	40,959
2,315	PUBLIC EMPLOYEES RETIREMENT SY	6/28/10	165741	6/28/10	1,631.93	40,960
23,046	BUTCHER BEND LAGOON ASSOC	6/28/10	165743	6/28/10	733.42	40,962
23,060	SPECIALTY PIPING CORPORATION	6/28/10	165744	6/28/10	3,209.24	40,963
23,064	BFMC, INC.	6/28/10	165745	6/28/10	359.64	40,964
23,067	MELANIE L WINE	6/28/10	165746	6/28/10	115.20	40,965
23,079	MARK STEWART	6/28/10	165747	6/28/10	50.00	40,966
23,081	PITNEY BOWES	6/28/10	165748	6/28/10	200.00	40,967
23,082	PATRIOT AUTOMATION	6/28/10	165749	6/28/10	2,277.75	40,968
1,302	MINERAL WELLS PSD	6/28/10	165759	6/28/10	48.63	40,969
832	HARDMAN SUPPLY COMPANY	6/29/10	165771	6/30/10	26.24	40,970
23,070	BADGETT FARM & FEED SUPPLY	6/30/10	165844	6/30/10	700.00	40,973
2,313	WESBANCO BANK-PARKERSBURG	7/01/10	166088	7/01/10	812.73	37
2,313	WESBANCO BANK-PARKERSBURG	7/06/10	166333	7/09/10	815.31	38

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 6/18/10 - ENDING DATE: 7/15/10 **

** 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					
2,313	WESBANCO BANK-PARKERSBURG	7/12/10	166752	7/12/10	789.11	40
1,307	MUNICIPAL BOND COMMISSION	7/12/10	166889	7/13/10	17,135.31	43
2,101	U S POSTAL SERVICE	7/12/10	166883	7/13/10	125.16	40,974
275	BP	7/12/10	166886	7/13/10	408.83	40,975
438	DOMINION HOPE	7/12/10	166887	7/13/10	9.05	40,976
1,200	LOWE'S	7/12/10	166888	7/13/10	151.74	40,977
1,607	PARKERSBURG UTILITY BOARD	7/12/10	166896	7/13/10	25.00	40,978
2,001	TESA COMPANY INC	7/12/10	166897	7/13/10	35.10	40,979
2,002	TAYLOR'S DISPOSAL INC	7/12/10	166898	7/13/10	22.72	40,980
2,005	C I THORNBURG	7/12/10	166899	7/13/10	483.00	40,981
2,039	TELEPAGE	7/12/10	166901	7/13/10	7.16	40,982
2,109	USA BLUE BOOK	7/12/10	166905	7/13/10	194.28	40,984
2,306	WATER ENVIRONMENTAL TESTING	7/12/10	166908	7/13/10	531.00	40,985
2,312	WESBANCO BANK-PARKERSBURG	7/12/10	166913	7/13/10	1,434.07	40,986
1,302	MINERAL WELLS PSD	7/12/10	167077	7/13/10	69.03	40,989
205	BOWLES RICE MC DAVID GRAFF &	7/13/10	167189	7/13/10	101.00	40,990
486	JENNY J BRUNONI	7/13/10	167190	7/13/10	19.70	40,991
486	MEGAN DAWN MOSS	7/13/10	167191	7/13/10	14.44	40,992
486	AMANDA ARLEDGE	7/13/10	167192	7/13/10	80.33	40,993
486	BILLIE ROBERTS	7/13/10	167193	7/13/10	41.13	40,994
486	LANCE SHEARS	7/13/10	167194	7/13/10	66.41	40,995
486	VIOLET HENDERSON	7/13/10	167196	7/13/10	4.08	40,997
	CONSOLIDATED BANK ACCOUNT				56,831.70	59 *

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

Check No.	Name	Check Amt.	Check Date
2841	Todd R. Anderson	\$599.28	6/25/2010
2842	Dennis R. Brown	\$363.23	6/25/2010
2843	William H. Byers, Jr.	\$529.10	6/25/2010
2844	Cathy J. Dyer	\$541.42	6/25/2010
2845	Linda K. Watson	\$387.11	6/25/2010
2846	Darin L. Crites	\$279.13	6/25/2010
2847	Nellie B. Radcliff	\$350.73	6/25/2010
2848	Mark A. Dennis	\$345.98	6/25/2010
2849	Todd R. Anderson	\$518.18	7/2/2010
2850	Dennis R. Brown	\$379.41	7/2/2010
2851	William H. Byers, Jr.	\$621.80	7/2/2010
2852	Cathy J. Dyer	\$541.43	7/2/2010
2853	Linda K. Watson	\$387.11	7/2/2010
2854	Darin L. Crites	\$279.16	7/2/2010
2855	Nellie B. Radcliff	\$327.29	7/2/2010
2856	Mark A. Dennis	\$382.25	7/2/2010
2857	Todd R. Anderson	\$518.17	7/9/2010
2858	Dennis R. Brown	\$379.41	7/9/2010
2859	William H. Byers, Jr.	\$580.13	7/9/2010
2860	Cathy J. Dyer	\$541.42	7/9/2010
2861	Linda K. Watson	\$387.11	7/9/2010
2862	Darin L. Crites	\$304.22	7/9/2010
2863	Nellie B. Radcliff	\$327.30	7/9/2010
2864	Mark A. Dennis	\$345.99	7/9/2010
2865	Todd R. Anderson	\$518.18	7/16/2010
2866	Dennis R. Brown	\$442.99	7/16/2010
2867	William H. Byers, Jr.	\$725.13	7/16/2010
2868	Cathy J. Dyer	\$541.42	7/16/2010
2869	Linda K. Watson	\$387.10	7/16/2010
2870	Darin L. Crites	\$324.04	7/16/2010
2871	Nellie B. Radcliff	\$327.30	7/16/2010
2872	Mark A. Dennis	\$345.99	7/16/2010

MINERAL WELLS PUBLIC SERVICE DISTRICT
POST OFFICE BOX 266
MINERAL WELLS, WEST VIRGINIA 26150-0266
(304) 489-2915 - OFFICE - (304) 489-2971 - FAX

Payment Agreement Policy

Promise to Pay

- Promise to Pay, may be extended no further than the 5th of the following month or five calendar days past termination, which ever is greater.
- A (25%) Twenty-five percent of the past due bill will be required when signing a Promise to Pay.
- Customer is required to fill out the proper form at the Mineral Wells PSD main office prior to date of Termination.
- If Promise to Pay needs to be extended it may only occur once, and can only go three (3) three more days. More than one extension will result in a broken promise.
- If Promise to Pay is broken the District reserves the right to terminate service, meaning a reconnect fee of (\$25.00) Twenty-five, plus any additional security deposits required.

Deferred Payment Plan

- Deferred Payment Plan will be established if bill amount is greater than (2) two months average bill.
- Payment Plan will be structured around the customer's financial ability to pay.
- An initial payment of a minimum bill shall be made before the District will enter into a Payment Plan.
- While engaged in a payment plan the customer shall keep the current bill paid, while also continuing to pay the agreed amount.
- If a Deferred payment plan is broken the District reserves the right to terminate service, which means total debt owed to the District be paid plus a reconnect fee (\$25.00) twenty-five, and any additional security deposits required.

MINERAL WELLS PUBLIC SERVICE DISTRICT
POST OFFICE BOX 266
MINERAL WELLS, WEST VIRGINIA 26150-0266
(304) 489-2915 - OFFICE - (304) 489-2971 - FAX

Equipment Depreciation Policy

Effective July 1, 2009

New purchases of equipment

- Only items of \$1,000.00 or over will be added to the District's assets/depreciation schedule.
- All items under \$1,000.00 will be charged to current years expense

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
JUNE 18, 2010 – JULY 15, 2010**

1. WV Municipal Bond Commission payment confirmation numbers, June 17, 2010.
2. Copy of letter dated June 17, 2010, to Cindy Musser and John King, West Virginia Department of Environmental Protection and Natural Resources, from Linda Watson, enclosing Discharge Monitoring Report for May 2010, the Discharge Monitoring Report for Liberty Truck Stop for May 2010 and an updated report on equipment problems at the WWTP.
3. Copy of letter dated June 17, 2010, to WV Department of Environmental Protection Division of Water and Waste Management Permitting and Engineering Branch, from Linda Watson, enclosing Discharge Monitoring Report for May 2010, the Discharge Monitoring Report for Liberty Truck Stop for May 2010 and an updated report on equipment problems at the WWTP.
4. Copy of letter dated June 17, 2010, to Manning Frymier, Cerrone Associates, from Linda Watson, enclosing Discharge Monitoring Report for May 2010, the Discharge Monitoring Report for Liberty Truck Stop for May 2010 and an updated report on equipment problems at the WWTP.
5. Copy of letter dated June 17, 2010, to Jeff Smith, Office of Environmental Health Services Regulatory Development and Compliance Unit, from Linda Watson, enclosing Discharge Monitoring Report for May 2010, the Discharge Monitoring Report for Liberty Truck Stop for May 2010 and an updated report on equipment problems at the WWTP.
6. Copy of letter dated June 18, 2010, to Eric D. Staats, from Cathy Dyer, regarding an insufficient funds check in the amount of \$46.00 the District received back.
7. Letter dated June 15, 2010, to Todd Anderson, from Nicole Simpkins and Louis Argento, Huntington Bank, regarding products and services they offer.
8. ****Copy of letter dated June 18, 2010, to Sandra Squire, Public Service Commission, from Roy Radabaugh, Chairman, regarding a request for a rate adjustment on current sewer rates, also attaching, Tariff Form 11 – Application to Change Rates, Tariff Form 12 – Verification and Tariff Form 2 – Report on Tariff Change.
9. ****Copy of letter dated June 18, 2010, to Sandra Squire, Public Service Commission, from Roy Radabaugh, Chairman, regarding a request for a rate adjustment on current water rates, also attaching, Tariff Form 11 – Application to Change Rates, Tariff Form 12 – Verification and Tariff Form 2 – Report on Tariff Change.
10. Copy of letter dated June 18, 2010, to Vickie L. Priddy, WV Public Service Commission, from Cathy Dyer, enclosing six (6) signed tariffs No. 11, for the District's 30B Pass thru Rate increase.
11. Copy of letter dated June 18, 2010, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing four (4) copies of Requisition No. 7, for the Misc. Water System Improvement Project.

**Mineral Wells PSD
List of Correspondence
July 15, 2010
Page 2**

12. ****Copy of letter dated June 18, 2010, to Dan Parker, WV Bureau for Public Health Office of Environmental Health Services, from Cathy Dyer, regarding the Consumer Confidence Report for 2009 and Monitoring Results for January 1 to December 31, 2009.
13. Copy of check dated June 18, 2010, to Rodney L. Wayne, from Cathy Dyer, regarding an insufficient check in the amount of \$100.00 the district received back.
14. E-mail dated June 18, 2010, to Mineral Wells PSD, from Jim Ruckman, Cerrone Associates, attaching the start up report for the new Booster Station at Pettyville.
15. Field Service Report dated April 15, 2010, to Mineral Wells PSD, form CI Thornburg, Co., regarding the start up for the Booster station at Pettyville.
16. Neptune Now, Spring 10, Volume 05, Issue 01.
17. Letter dated June 21, 2010, to Todd Anderson, from Jim Mayles, Project Engineer, Cerrone Associates, enclosing a set of information on the MARS aeration system that was installed at the Parsons WWTP.
18. Letter dated May 27, 2010, to Mineral Wells PSD, from Jim Fay, Pipe Tools, regarding an effective leak detection program.
19. Fax dated June 22, 2010, to Chad Miller, Cerrone Associates, from Linda Watson, attaching a list of our business customers' average monthly water usage that are close to the interstate.
20. Rebate for \$10.00 from Lowe's.
21. Check in the amount of \$7,298.08 to Mineral Wells PSD, from Glatfelter Claims Management, Inc., payment was issued for repairs due to power surge at the WWTP on May 2, 2010.
22. Fax dated June 23, 2010, to Linda Watson, from Chad Miller, Cerrone Associates, requesting verification of the Ameri-Host Inn monthly consumption.
23. Letter dated June 21, 2010, to Mineral Wells PSD, from Frontier Communications, requesting an address change for the Verizon property located in Mineral Wells.
24. E-mail dated June 22, 2010, to Mineral Wells PSD, from WV Public Service Commission, attaching the following activity; Interim Water Tariff No. 11, effective on and after April 30, 2010.
25. E-mail dated June 22, 2010, to Mineral Wells PSD, from WV Public Service Commission, attaching the following activity; New case filing received for a water rate increase.
26. E-mail dated June 22, 2010, to Mineral Wells PSD, from WV Public Service Commission, attaching the following activity; New case filing received for a sewer rate increase.

**Mineral Wells PSD
List of Correspondence
July 15, 2010
Page 3**

27. Letter dated June 18, 2010, to Mineral Wells PSD, from Randall M. Cole, Project Administrator, Cerrone Associates, enclosing a fully approved copy of Change Order No. 4 to Stonegate Construction, Inc.
28. Business Registration Certificate issued to Mineral Wells PSD, issued on June 15, 2010.
29. WesBanco, Your Money Matters, June 2010.
30. Letter dated June 21, 2010, to Mineral Wells PSD, from Virginia McDonald, Rural Development, advising that project funds in the amount of \$36,000.00 ordered on June 21, 2010, will be deposited on June 23, 2010. (Mid Atlantic \$33,416.25 & Cerrone Associates \$2,544.61)
31. E-mail dated June 24, 2010, to Mineral Wells PSD, from WV Municipal Bond Commission, attaching our automatic reminder of our monthly deposits.
32. Letter from Mark S. Miller, Chief Financial Officer, State of West Virginia Consolidated Public Retirement Board, requesting updated information.
33. Copy of letter dated June 25, 2010, to State of West Virginia Consolidated Public Retirement Board, from Cathy Dyer, enclosing the completed Participating Employer Information Form for the Mineral Wells PSD.
34. Letter dated June 22, 2010, to Mineral Wells PSD, from Sandra Squire, Director, Public Service Commission, stating Case No. 10-0915-PWD-19A has been received and has been forwarded to the Commission and its Staff for processing.
35. Letter dated June 22, 2010, to Mineral Wells PSD, from Sandra Squire, Director, Public Service Commission, stating Case No. 10-0916-PSD-19A has been received and has been forwarded to the Commission and its Staff for processing.
36. ****Copy of Tariff for the Districts records, Mineral Wells, West Virginia Interim Rates, Rules and Regulations for Furnishing Water.
37. Fax dated June 25, 2010, to Mineral Wells PSD, from Valtronics, Inc., confirming for the solenoid needed to repair the 2" valve at the water dispenser.
38. In the United States Bankruptcy Court for the Eastern District of Virginia Richmond Division, Chapter 11, Movie Gallery.
39. Letter dated June 25, 2010, to Mineral Wells PSD, from Timothy White, Principal Engineer, Terradon Corporation, regarding State Project S354-77-164.69 00, City Beer Overpass Bridge Replacement, Wood County, West Virginia, Utility Verifications.
40. E-mail dated June 25, 2010, to Mineral Wells PSD, from PEIA, reviewing your 2011 EPICS Plan Year Changes.

**Mineral Wells PSD
List of Correspondence
July 15, 2010
Page 4**

41. E-mail dated June 28, 2010, to Bobby Bowers, WesBanco, from Cathy Dyer, regarding the Districts FY 2010 Audit, the auditors have requested bank statements as of June 30, 2010 for all accounts.
42. Mountain State Water Line, A Publication of the West Virginia Rural Water Association, Summer 2010.
43. Letter dated June 28, 2010, to William E. Wells, from Cathy Dyer, regarding delinquent account #1-01270-02 in the amount of \$83.19, the District will be forced to file suit through the Magistrate Court System if we haven't heard from you within ten days of this letter.
44. State of West Virginia National Pollutant Discharge Elimination System Discharge Monitoring Report, for April - May - June.
45. E-mail dated June 28, 2010, to Mineral Wells PSD, from WV Public Service Commission, EMA Form returned by Roy L. Radabaugh, Chairman and Cathy Dyer, Case # 10-0916-PSD-19A.
46. E-mail dated June 28, 2010, to Mineral Wells PSD, from WV Public Service Commission, EMA Form returned by Roy L. Radabaugh, Chairman and Cathy Dyer, Case # 10-0915-PWD-19A.
47. E-mail dated June 28, 2010, to Mineral Wells PSD, from Walter Frazier, Appalachian Software, reminder to run year end reports on June 30, 2010.
48. Views & Visions, A publication of Bowles Rice McDavid Graff & Love, Summer 2010.
49. E-mail dated June 28, 2010, to Mineral Wells PSD, from Jim Mayles, Cerrone Associates, requesting samples of the effluent sent for analysis to properly design the UV System for the WWTP.
50. Letter dated June 28, 2010, to Cathy Dyer, from Tracy Batman, PERS Contributions Specialist, regarding the PERS Employer contribution rate will increase from 11.0% to 12.5% effective July 1, 2010.
51. Copy of letter dated June 28, 2010, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing a check in the amount of \$5,252.00, Loan 91-03 Series 1997A Sams Creek/Chesterville Extension: Loan Amount - \$3,140.00; Loan 91-02 Series 1979 Water Revenue Bond: Loan Amount - \$2112.00.
52. Copy of letter dated June 29, 2010, to Manning Frymier, Cerrone Associates, from Cathy Dyer, enclosing a check in the amount of \$2,544.61 for Engineering Services, Requisition No. 7, Misc. Water Improvement Project.
53. Copy of letter dated June 29, 2010, to Mid Atlantic Storage Systems, Inc., from Cathy Dyer, enclosing a check in the amount of \$33,416.25, Requisition No. 7, Misc. Water Improvement Project.

**Mineral Wells PSD
List of Correspondence
July 15, 2010
Page 5**

54. E-mail dated June 29, 2010, to Mineral Wells PSD, from PEIA, the July 2010 billing will not occur until July 9, 2010.
55. United States Bankruptcy Court, Final Decree Closing Case, Edward Allen Phillips and Heather Louise Phillips.
56. WV Division of Labor, Safety Training Schedule, July – August 2010.
57. Copy of letter dated March 12, 2010, to Ron's Porta Johns, Inc. from Scott G. Mandirola, West Virginia Department of Environmental Protection, regarding the extension of WV General Permit Number WVSG20000 until September 12, 2010.
58. Fax dated June 29, 2010, to Action Answering Service, from Mineral Wells PSD, attaching a list of customers turned off for non-payment.
59. E-mail dated June 30, 2010, to Mineral Wells PSD, from PEIA, a message to Benefit Coordinators and Web Contributions Coordinators.
60. Copy of letter dated July 1, 2010, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing approved copies of the Minutes of the Regular Board Meeting held May 20, 2010.
61. Fax dated July 1, 2010, to Christy Pitsenbarger, WV Bureau of Public Health Office of Environmental Health Services, from Todd Anderson, attaching the Monthly Operational Report for the District for the month of July 2010.
62. Copy of letter dated July 1, 2010, to Eric Bumgardner, Parkersburg Utility Board, from Cathy Dyer, enclosing an approved copy of the Certificate of Substantial Completion for the Mineral Wells PSD and the City of Parkersburg emergency connection.
63. Letter dated June 29, 2010, to Cathy Dyer, from Jennifer L. Bruce, Area Technician, USDA, attaching a copy of approved Requisition No. 7 for the District's files.
64. Fax dated July 1, 2010, to Manning Frymier, Cerrone Associates, from Cathy Dyer, attaching a Copy of the Mineral Wells PSD Water Users Agreement.
65. E-mail dated July 2, 2010, to Mineral Wells PSD, from PEIA, regarding the life insurance cheat sheet is available on the Web Contributions System.
66. Letter dated July 1, 2010, to Mineral Wells PSD, from Gregory A. Burton, Brickstreet, regarding the Annual Meeting of Members of Brickstreet Mutual Insurance Company, July 26, 2010 at 10:00 am.
67. Bacteriological Examination of Water From Public Water Distribution System, reported July 1, 2010, by Water Environmental Testing.
68. Fax dated July 6, 2010, to Virginia McDonald, Rural Development, from Cathy Dyer, attaching the bank statement for 2009 Water Systems Improvements Project for the month of June 2010.

Mineral Wells PSD
List of Correspondence
July 15, 2010
Page 6

69. E-mail dated July 6, 2010, to Mineral Wells PSD, from PEIA, regarding a brief demo on obtaining your year to date OPEB expense and liability is available on the Web Contribution System.
70. Data Collection Waiver, signed by Todd Anderson, authorizing Thrasher Engineering Inc. and Camp, Dresser, and McKee, Inc., to collect data and information from the utility for the West Virginia Comprehensive Planning Study for Water, Wastewater, and Storm Water project.
71. West Virginia Infrastructure and Jobs Development Council West Virginia Water Development Authority, Scope of Work, Professional Project Management Services, Comprehensive Planning Study, Revised June 10, 2009.
72. Fax dated July 2, 2010, to Cathy Dyer, from Manning Frymier, Cerrone Associates, attaching changes marked on the "draft" user agreement.
73. E-mail dated July 6, 2010, to Mineral Wells PSD, from Frontier Communications, regarding changes to our e-mail services.
74. Fax dated July 7, 2010, to WV State Tax Dept. Administration Support Unit, from Cathy Dyer, enclosing the following Request for Release of Final Settlement; Stonegate Construction, Inc. – Contract 1 and Mid Atlantic Storage Systems – Contract 2.
75. Invoice dated July 8, 2010, to Walmart, in the amount of \$71.50, per conversation, returning check made out to Mineral County Health Dept.
76. Copy of letter dated July 8, 2010, to Kimberly J. Thomas, from Cathy Dyer, regarding a check the District received back in the amount of \$28.91 marked "Closed Account".
77. Copy of letter dated July 8, 2010, to David & Charlene Barton, from Cathy Dyer, regarding a check the District received back in the amount of \$54.00 marked "Non Sufficient Funds".
78. E-mail dated June 30, 2010, to Mineral Wells PSD, from Carrie L. Grimm, Environmental Resources WV Division of Environmental Protection, Division of Water & Waste Management, reminding to submit budget for FY11.
79. Copy of letter dated July 8, 2010, to Carrie L. Grimm, Environmental Resources WV Division of Environmental Protection, Division of Water & Waste Management, enclosing a copy of the District's annual Budget for the year July 1, 2010 thru June 30, 2011.
80. Letter dated June 30, 2010, to Mineral Wells PSD, from Sharon Stewart, Public Service Commission, regarding requirement to file this Commission's Annual Report for the twelve months ended June 30, 2010.
81. Letter dated July 1, 2010, to The Commissions, Mineral Wells PSD, from Suttle & Stalnaker, communicating certain matters related to the planned scope and timing of the audit of Mineral Wells PSD's financial statements as of and for the year ended June 30, 2010.

**Mineral Wells PSD
List of Correspondence
July 15, 2010
Page 7**

82. E-mail dated July 8, 2010, to Mineral Wells PSD, from PEIA, regarding OPEB Expense Demo.
83. E-mail dated July 8, 2010, to Mineral Wells PSD, from Sharon Stewart, WV Public Service Commission, regarding Online Annual Report Request.
84. Fax dated July 8, 2010, to Todd Anderson, from Robert D. Evans, Evans Construction Co., quote for \$2,850.00 for Lockhart Property on Sams Creek Road. Todd Anderson signed quote.
85. Fax dated July 9, 2010, to Wirt County Journal, from Mineral Wells PSD, attaching notice for the Regular Board Meeting on Thursday, July 15, 2010.
86. Fax dated July 9, 2010, to Jackson County Herald, from Mineral Wells PSD, attaching notice for the Regular Board Meeting on Thursday, July 15, 2010.
87. Fax dated July 9, 2010, to Parkersburg News & Sentinel, from Mineral Wells PSD, attaching notice for the Regular Board Meeting on Thursday, July 15, 2010.
88. Copy of letter dated July 9, 2010, to Arthur & Linda Hall, from Cathy Dyer, regarding a check in the amount of \$75.00 the district received back marked "Non Sufficient Funds."
89. ****Letter dated July 8, 2010, to Mineral Wells PSD, from Darlena L. Lilly, State of West Virginia Department of Revenue State Tax Department, Certificate of Release of Final Payment for Contract #1 in the amount of \$353,354.65. (Mid Atlantic Storage)
90. ****Letter dated July 8, 2010, to Mineral Wells PSD, from Darlena L. Lilly, State of West Virginia Department of Revenue State Tax Department, Certificate of Release of Final Payment for Contract #2 in the amount of \$149,244.86. (Stonegate Construction)
91. Fax dated July 9, 2010, to Randy Cole, Cerrone Associates, from Cathy Dyer, attaching Certificate of Release of Final Payments for Contract 1 and Contract 2.
92. Letter dated June, 2010, to Mineral Wells PSD, from WesBanco, attaching information for the 1997 Revenue Bond.
93. National Pollutant Discharge Elimination System Discharge Monitoring Report State of West Virginia, June 2010.
94. Letter dated June 25, 2010, to Mineral Wells PSD, from Stephanie Heller, Frontier Communications, requesting a completed W-9 form. Completed W-9 form faxed July 12, 2010.
95. West Virginia Rural Water Association Infrastructure Council Report Newsletter, Vol. 16, Issue 7, July 9, 2010.
96. Copy of letter dated July 12, 2010, to BB&T, Governmental Finance, from Cathy Dyer, regarding Account 1301528-001, stating it is paid to WV Municipal Bond Commission.

**Mineral Wells PSD
List of Correspondence
July 15, 2010
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97. E-mail dated July 12, 2010, to Mineral Wells PSD, from PEIA, stating the Web Contribution Site is temporarily unavailable.
98. E-mail dated July 12, 2010, to Mineral Wells PSD, from PEIA, stating the Web Contribution Site is available.
99. WVETC presents two special new Training Wastewater Programs, August 3-4, 2010.
100. PSC Water/Wastewater Seminar Registration Request for Managers Seminar to be held September 28, 2010, Todd R. Anderson, Cathy Dyer and Mark Stewart.
101. E-mail dated July 13, 2010, to Mineral Wells PSD, from Manning Frymier, Cerrone Associates, attaching the budget update for the water project.
102. E-mail dated July 13, 2010, to Mineral Wells PSD, from Randy Cole, Cerrone Associates, attaching the budget update for the water project.
103. Letter dated July 8, 2010, to Cathy Dyer, from Terry A. Nisewarner II, Suttle & Stalnaker, regarding the preparation of the audit the year ending June 30, 2010.
104. E-mail dated July 13, 2010, to Mineral Wells PSD, from Nancy Tincher, Public Service Commission, to Mineral Wells PSD, confirming online seminar registration for Todd R. Anderson, Cathy Dyer and Mark Stewart.
105. E-mail dated July 13, 2010, to Mineral Wells PSD, from Manning Frymier, Cerrone Associates, attaching a sample letter for the City Beer Overpass Bridge.
106. WV Municipal Bond Commission confirmation numbers, July 13, 2010.
107. Copy of letter dated July 13, 2010, to West Virginia Water Development Authority, from Cathy Dyer, regarding the following deposit in the amount of \$5,688.40 for Series 1995 Sewage System Revenue Bonds.
108. Copy of letter dated July 13, 2010, to West Virginia Water Development Authority, from Cathy Dyer, regarding the following deposit in the amount of \$2,288.88 for Series 2003 Sewage System Revenue Bonds.
109. Copy of letter dated July 13, 2010, to WV Infrastructure & Jobs Development Council, from Cathy Dyer, regarding the following deposit in the amount of \$811.69 and \$175.90 for Series 2004 Water System Revenue Bonds.
110. Mineral Wells PSD, Miscellaneous Water System Improvements, Requisition No. 9, July 13, 2010, \$9,565.24- Stonegate Construction, Inc. - \$7,465.24 and \$2,100.00-Cerrone Associates, Inc.
111. E-mail dated July 13, 2010, to Mineral Wells PSD, from Sharon Stewart, Public Service Commission, regarding the District's 2009 Annual Report.
112. West Virginia State Treasurer John D. Perdue, Summer 2010, Newsletter.

Mineral Wells PSD
List of Correspondence
July 15, 2010
Page 9

113. ****Copy of letter dated July 14, 2010, to WV Public Service Commission Water & Wastewater Division, enclosing the Certification of Customers and Request for Information for the District.
114. Letter dated July 12, 2010, to Mineral Wells PSD, from Randall M. Cole, Cerrone Associates, enclosing for review and signature, four (4) copies of Requisition No. 8 for the Miscellaneous Water System Improvements Project. Final payment request from Mid Atlantic Storage Systems, Inc.
115. Copy of letter dated July 14, 2010, to Holli & Steven Parsons, from Cathy Dyer, regarding a check in the amount of \$43.00 the District received back "Non Sufficient Funds."
116. ****Copy of letter dated July 14, 2010, to Sandra Squire, WV Public Service Commission, from Cathy Dyer, enclosing an original and twelve copies of tariffs No. 11 and Supplement No. 1 to No. 11, the District is requesting to have case No. 09-0147-PWD-PC-CN reopened to adjust tariff rates. Enclosed also, are copies of the Certificate of Substantial Completion for Contract No. 1 and Contract No. 2 for case No. 09-014-PWD-PC-CN, Misc. Water Improvements Project.
117. Letter dated July 12, 2010, to Mineral Wells PSD, from Randall M. Cole, Cerrone Associates, enclosing the following releases for Requisition No. 8; Certificate of Release, Contractor's Letter of Completion, Consent of Surety, State Tax Department Release, Engineer's Notice of Acceptability of Work and Certificate Of Substantial Completion.
118. ****Copy of letter dated July 14, 2010, to Virginia McDonald, Rural Development, from Cathy Dyer, requesting approval of final payment for Contract #2, Mid Atlantic Storage Systems, Inc.
119. E-mail dated July 14, 2010, to Cathy Dyer, from Randy Cole, Cerrone Associates, attaching the revised Requisition No. 9, including the payment for final amount due to Bowles Rice.
120. Letter dated July 13, 2010, to Mineral Wells PSD, from Randall M. Cole, Cerrone Associates, enclosing for review and signature are four copies of Requisition No. 9 for the Miscellaneous Water System Improvements project. Final payment request from Stonegate Construction, Inc.
121. Letter dated July 13, 2010, to Mineral Wells PSD, from Randall. M. Cole, Cerrone Associates, enclosing the following releases for Requisition No. 9; Certificate of Release, Contractor's Letter of Completion, Consent of Surety, State Tax Department Release, Engineer's Notice of Acceptability of Work, Certificate of Substantial Completion and WV DOH letter of Acceptability.
122. ****Copy of letter dated July 15, 2010, to Virginia McDonald, Rural Development, from Cathy Dyer, requesting approval of final payment for Contract #1, Stonegate Construction, Inc.

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
METERING REVENUE ACCOUNTS								
METERED SALES								
METERED SALES-RESIDENTIAL	1 461 100 00	(900,000.00)	(900,000.00)	(88,129.91)	117.50	(900,907.06)	100.10	(907.06)
METERED SALES-COMMERCIAL	1 461 200 00	(180,000.00)	(180,000.00)	(14,718.99)	98.12	(165,342.08)	91.85	14,657.92
METERED SALES-INDUSTRIAL	1 461 300 00	.00	.00	(416.99)		(2,703.00)		(2,703.00)
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	.00	.00	(52.56)		(608.03)		(608.03)
TOTAL METERED SALES		(1080,000.00)	(1080,000.00)	(103,318.45)	114.79	(1069,560.17)	99.03	10,439.83
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(22,000.00)	(21,999.96)	(1,985.59)	108.30	(19,179.04)	87.17	2,820.96
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(1,500.00)	(1,500.00)	(300.00)	240.00	(5,134.12)	342.27	(3,634.12)
METER LEASE - MOBILE HOME PARK	1 472 500 00	(500.00)	(499.92)	(96.00)	230.43	(672.00)	134.40	(172.00)
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(4,999.92)	(1,111.08)	266.66	(5,000.00)	100.00	.00
OTHER WATER REVENUES	1 474 000 00	(10,000.00)	(9,999.96)	(612.25)	73.47	(8,100.36)	81.00	1,899.64
TOTAL OTHER REVENUES		(39,000.00)	(38,999.76)	(4,104.92)	126.30	(38,085.52)	97.65	914.48
TOTAL REVENUES		(1119,000.00)	(1118,999.76)	(107,423.37)	115.19	(1107,645.69)	98.98	11,354.31

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	288,000.00	68,432.10	285.13	321,267.05	111.55	33,267.05
TOTAL SOURCE OF SUPPLY		288,000.00	288,000.00	68,432.10	285.13	321,267.05	111.55	33,267.05
PUMPING								
OPERATION								
POWER PURCHASED PUMPING	1 623 000 00	6,000.00	6,000.00	514.44	102.88	6,339.90	105.66	339.90
PUMPING LABOR	1 624 000 00	7,000.00	6,999.96	208.30	35.70	5,236.56	74.80	(1,763.44)
PUMPING EXPENSES	1 624 001 00	2,000.00	1,999.92	460.00	276.01	21,729.78	999.99	19,729.78
MISCELLANEOUS EXPENSE	1 626 000 00	.00	.00	.00		536.74		536.74
TOTAL OPERATION		15,000.00	14,999.88	1,182.74	94.61	33,842.98	225.61	18,842.98
MAINTENANCE								
PAINT STRUCTURES & IMPROVEMENT	1 631 000 00	600.00	600.00	.00		.00		(600.00)
PAINT PUMPING EQUIPMENT	1 633 000 00	3,000.00	3,000.00	193.06	77.22	3,365.07	112.16	365.07
TOTAL MAINTENANCE		3,600.00	3,600.00	193.06	64.35	3,365.07	93.47	(234.93)
TOTAL PUMPING		18,600.00	18,599.88	1,375.80	88.76	37,208.05	200.04	18,608.05
TRANSMISSION & DISTRIBUTION								
OPERATION								
TRANS & DIST LINE EXPENSE	1 662 000 00	20,000.00	19,999.92	2,305.49	138.32	24,213.85	121.06	4,213.85
WATER EXPENSE	1 663 000 00	2,000.00	1,999.92	324.00	194.40	6,958.45	347.92	4,958.45
TOTAL OPERATION		22,000.00	21,999.84	2,629.49	143.42	31,172.30	141.69	9,172.30
MAINTENANCE								
INT SUPERVISION & ENGINEER	1 670 000 00	.00	.00	.00		185.50		185.50
INT STRUCTURES & IMPROVEMENT	1 671 000 00	1,000.00	999.96	298.92	358.71	4,308.51	430.85	3,308.51
INT DISTRIBUTION RESERVOIRS	1 672 000 00	.00	.00	.00		2,292.50		2,292.50
INTENANCE OF MAINS T & D	1 673 000 00	26,000.00	25,999.92	2,373.61	109.55	50,472.33	194.12	24,472.33
INTENANCE OF SERVICES T & D	1 675 000 00	10,000.00	9,999.96	999.37	119.92	18,438.10	184.38	8,438.10
INTENANCE OF METERS T & D	1 676 000 00	2,800.00	2,799.96	22.51	9.64	1,808.36	64.58	(991.64)
INTENANCE OF HYDRANT T & D	1 677 000 00	2,000.00	1,999.92	.00		352.73	17.63	(1,647.27)
TOTAL MAINTENANCE		41,800.00	41,799.72	3,694.41	106.05	77,858.03	186.26	36,058.03
TOTAL TRANS. & DISTRIBUTION		63,800.00	63,799.56	6,323.90	118.94	109,030.33	170.89	45,230.33

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
CUSTOMER SERVICE EXPENSES								
OPERATION								
METER READING EXPENSES	1 902 000 00	5,000.00	4,999.92	937.78	225.07	6,551.26	131.02	1,551.26
BILLING & COLLECTING - LABOR	1 903 100 00	32,000.00	31,999.92	2,123.80	79.64	27,988.95	87.46	(4,011.05)
BILLING & COLLECTING - EXPENSE	1 903 200 00	8,000.00	7,999.92	413.76	62.06	4,614.28	57.67	(3,385.72)
COLLECTIBLE ACCOUNTS	1 904 000 00	3,000.00	3,000.00	.00		.00		(3,000.00)
		=====	=====	=====	=====	=====	=====	=====
TOTAL CUSTOMER SERVICE EXPENSES		48,000.00	47,999.76	3,475.34	86.88	39,154.49	81.57	(8,845.51)
ADMINISTRATIVE & GENERAL								
OPERATION								
ADMIN & GENERAL SALARIES	1 920 000 00	60,000.00	60,000.00	3,054.48	61.08	46,886.59	78.14	(13,113.41)
PENSES GENERAL EMPLOYEES	1 920 200 00	1,200.00	1,200.00	.00		413.04	34.42	(786.96)
OFFICE SUPPLIES & EXPENSE	1 921 000 00	23,000.00	22,999.92	1,615.07	84.26	19,515.02	84.84	(3,484.98)
OUTSIDE SERVICES EMPLOYED	1 923 000 00	7,000.00	6,999.96	.00		7,020.00	100.28	20.00
COURTNEY	1 923 001 00	600.00	600.00	.00		647.48	107.91	47.48
PROPERTY INSURANCE	1 924 000 00	15,000.00	15,000.00	4,127.41	330.19	18,280.67	121.87	3,280.67
INJURIES & DAMAGES	1 925 000 00	600.00	600.00	.00		.00		(600.00)
EMPLOYEES WELFARE EXPENSE	1 926 100 00	1,200.00	1,200.00	.00		.00		(1,200.00)
EMPLOYEES PENSIONS/BENEFITS	1 926 200 00	40,000.00	39,999.96	3,477.28	104.31	43,861.98	109.65	3,861.98
EMPLOYEE VACATION PAY	1 926 300 00	9,000.00	9,000.00	1,324.47	176.59	8,374.58	93.05	(625.42)
EMPLOYEES HOLIDAY PAY	1 926 400 00	7,300.00	7,299.96	869.76	142.97	8,020.23	109.86	720.23
EMPLOYEES SICK PAY	1 926 500 00	5,000.00	4,999.92	826.05	198.25	2,839.03	56.78	(2,160.97)
EMPLOYEES' FUNERAL LEAVE PAY	1 926 600 00	400.00	399.96	.00		234.00	58.50	(166.00)
COMP TIME	1 926 700 00	2,000.00	1,999.92	77.52	46.51	1,871.38	93.56	(128.62)
DEB/WV RETIREE HEALTH BENEFIT	1 926 800 00	13,850.00	13,849.92	2,739.60	237.36	32,875.20	237.36	19,025.20
REGULATORY COMMISSION EXPENSE	1 928 000 00	3,500.00	3,499.92	4,100.61	999.99	4,100.61	117.16	600.61
MISCELLANEOUS GENERAL EXPENSE	1 930 200 00	5,000.00	4,999.92	334.46	80.27	3,530.58	70.61	(1,469.42)
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TOTAL OPERATION		194,650.00	194,649.36	22,546.71	138.99	198,470.39	101.96	3,820.39
MAINTENANCE OF GENERAL PLANT								
TRANSPORTATION EXPENSES	1 933 000 00	19,000.00	18,999.96	986.30	62.29	13,620.04	71.68	(5,379.96)
		=====	=====	=====	=====	=====	=====	=====
ADMINISTRATIVE & GENERAL								
		=====	=====	=====	=====	=====	=====	=====
TOTAL OPERATION & MAINTENANCE		632,050.00	632,048.52	103,276.15	196.07	720,817.91	114.04	88,767.91

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	289,999.92	23,750.00	98.27	285,000.00	98.27	(5,000.00)
DEPRECIATION EXPENSE	1 408 100 00	13,500.00	13,500.00	883.25	78.51	11,903.07	88.17	(1,596.93)
		=====	=====	=====	=====	=====	=====	=====
TOTAL OPERATING EXPENSES		935,550.00	935,548.44	127,909.40	164.06	1017,720.98	108.78	82,170.98
OTHER INCOME & DEDUCTIONS								
INTEREST & DIVIDEND INCOME	1 419 000 00	(1,300.00)	(1,299.96)	(74.90)	69.14	(1,462.19)	112.47	(162.19)
INTEREST ON LONGTERM DEBT	1 427 000 00	195,000.00	195,000.00	15,575.00	95.84	186,900.00	95.84	(8,100.00)
OTHER INTEREST EXPENSE	1 431 000 00	200.00	199.92	4.86	29.17	123.37	61.68	(76.63)
		-----	-----	-----	-----	-----	-----	-----
TOTAL OTHER INCOME & DEDUCTIO		193,900.00	193,899.96	15,504.96	95.95	185,561.18	95.69	(8,338.82)
		=====	=====	=====	=====	=====	=====	=====
TOTAL INCOME		10,450.00	10,448.64	35,990.99	999.99	95,636.47	915.18	85,186.47

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

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
DRAINAGE REVENUE ACCOUNTS								
DOMESTIC SERVICE-RESIDENTIAL	2 601 000 00	(475,000.00)	(474,999.96)	(42,895.16)	108.36	(491,528.61)	103.47	(16,528.61)
DOMESTIC SERVICE-COMMERCIAL	2 602 000 00	(190,000.00)	(189,999.96)	(14,034.79)	88.64	(170,671.15)	89.82	19,328.85
DOMESTIC SERVICE-PUBLIC AUTHOR	2 603 000 00	.00	.00	(80.03)		(918.45)		(918.45)
DOMESTIC SALES-INDUSTRIAL	2 604 000 00	.00	.00	(352.72)		(2,339.33)		(2,339.33)
MUTCHER BEND SEWER	2 605 000 00	(300.00)	(300.00)	(62.34)	249.36	(77.82)	25.94	222.18
TOTAL SALES OF SEWER SERVICE		(665,300.00)	(665,299.92)	(57,425.04)	103.57	(665,535.36)	100.03	(235.36)
OTHER SEWER REVENUES								
FORFEITED DISCOUNTS & PENALTY	2 612 000 00	(13,000.00)	(12,999.96)	(1,063.78)	98.19	(12,476.77)	95.97	523.23
DISC SEWERAGE REVENUES	2 615 000 00	(600.00)	(600.00)	219.00	438.00-	.00		600.00
TOTAL OTHER SEWER REVENUES		(13,600.00)	(13,599.96)	(844.78)	74.53	(12,476.77)	91.74	1,123.23
TOTAL REVENUES		(678,900.00)	(678,899.88)	(58,269.82)	102.99	(678,012.13)	99.86	887.87
OPERATION/MAINTENANCE EXPENSE								
COLLECTING EXPENSES								
MAINT SERVICE CONN & TRAP	2 705 100 00	7,000.00	6,999.96	120.92	20.72	3,860.01	55.14	(3,139.99)
MAINT COLLECT & TRANS MAINS	2 705 200 00	15,000.00	15,000.00	474.13	37.93	9,731.24	64.87	(5,268.76)
TOTAL COLLECTING EXPENSES		22,000.00	21,999.96	595.05	32.45	13,591.25	61.77	(8,408.75)
PUMPING EXPENSES								
OPERATION LABOR-PUMPING	2 722 000 00	8,000.00	7,999.92	1,015.07	152.26	8,911.21	111.39	911.21
SEWER LIFT STATIONS	2 723 100 00	16,000.00	15,999.96	1,424.25	106.81	17,784.17	111.15	1,784.17
SEWER GRINDER PUMPS	2 723 200 00	5,200.00	5,199.96	582.14	134.34	5,837.68	112.26	637.68
SUPPLIES-EXP LIFT STA GRINDERS	2 724 000 00	15,000.00	15,000.00	695.55	55.64	12,092.52	80.61	(2,907.48)
SEWER STRUCTURES & IMPROV	2 726 000 00	750.00	750.00	.00		.00		(750.00)
SEWER PUMPING-LIFT STATIONS	2 727 100 00	30,000.00	30,000.00	605.21	24.20	27,099.74	90.33	(2,900.26)
SEWER PUMPING OTHER EQUIPMENT	2 727 200 00	42,000.00	42,000.00	716.40	20.46	33,089.55	78.78	(8,910.45)
TOTAL PUMPING EXPENSES		116,950.00	116,949.84	5,038.62	51.70	104,814.87	89.62	(12,135.13)

Mineral Wells PSD
 GENERAL LEDGER
 SEWER INCOME STATEMENT

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
TREATMENT & DISPOSAL EXPENSES								
OPERATION LABOR-TREATMENT	2 742 000 00	26,000.00	25,999.92	1,372.97	63.36	15,040.76	57.84	(10,959.24)
SUPPLIES AND EXPENSES-PLANT	2 743 100 00	25,000.00	24,999.96	(1,140.65)	54.75-	30,177.05	120.70	5,177.05
CHEMICAL TREATMENT EXP-PLANT	2 743 200 00	20,000.00	19,999.92	1,700.00	102.00	17,558.00	87.79	(2,442.00)
POWER EXPENSE-PLANT	2 743 300 00	42,000.00	42,000.00	5,324.63	152.13	48,589.58	115.68	6,589.58
PAINT OF STRUCTURE & IMPROVEMT	2 745 000 00	1,700.00	1,699.92	285.48	201.52	3,730.88	219.46	2,030.88
PAINT OF T & D SYS EQUIPMENT	2 746 000 00	7,000.00	6,999.96	106.83	18.31	3,927.35	56.10	(3,072.65)
TOTAL TREATMENT & DISPOSAL		121,700.00	121,699.68	7,649.26	75.42	119,023.62	97.80	(2,676.38)
BILLING & COLLECTING EXPENSES								
METER READING LABOR	2 782 000 00	3,500.00	3,499.92	712.57	244.31	6,024.17	172.11	2,524.17
BILLING & COLLECTING LABOR	2 783 100 00	26,000.00	25,999.92	1,669.97	77.07	22,069.75	84.88	(3,930.25)
BILLING & COLLECTING EXPENSE	2 783 200 00	7,000.00	6,999.96	443.04	75.95	5,881.06	84.01	(1,118.94)
TOTAL BILLING & COLLECTING		36,500.00	36,499.80	2,825.58	92.89	33,974.98	93.08	(2,525.02)
ADMINISTRATIVE/GENERAL EXPENSE								
ADMIN & GENERAL SALARIES	2 790 000 00	34,000.00	33,999.96	2,220.02	78.35	29,457.01	86.63	(4,542.99)
EXPENSES-GENERAL EMPLOYEES	2 792 200 00	300.00	300.00	.00		275.36	91.78	(24.64)
OFFICE SUPPLIES & EXPENSES	2 793 000 00	15,000.00	15,000.00	920.60	73.64	10,995.37	73.30	(4,004.63)
SPECIAL SERVICES	2 795 000 00	6,000.00	6,000.00	.00		5,955.00	99.25	(45.00)
SPECIAL LEGAL SERVICES	2 796 000 00	1,000.00	999.96	.00		28,458.72	999.99	27,458.72
REGULATORY COMMISSION	2 797 000 00	2,600.00	2,599.92	2,451.81	999.99	2,451.81	94.30	(148.19)
INSURANCE	2 798 000 00	8,500.00	8,499.96	2,751.60	388.46	12,187.10	143.37	3,687.10
INJURIES/DAMAGES	2 799 000 00	2,400.00	2,400.00	.00		.00		(2,400.00)
EMPLOYEES WELFARE EXPENSES	2 800 100 00	1,000.00	999.96	.00		16.00	1.60	(984.00)
EMPLOYEE PENSION & BENEFITS	2 800 200 00	36,000.00	36,000.00	3,073.78	102.45	36,540.56	101.50	540.56
EMPLOYEES VACATION PAY	2 800 300 00	5,200.00	5,199.96	877.13	202.41	5,714.49	109.89	514.49
EMPLOYEES HOLIDAY PAY	2 800 400 00	6,300.00	6,300.00	579.84	110.44	5,127.13	81.38	(1,172.87)
EMPLOYEES SICK PAY	2 800 500 00	3,000.00	3,000.00	576.08	230.43	2,001.08	66.70	(998.92)
EMPLOYEES' FUNERAL LEAVE PAY	2 800 600 00	500.00	499.92	.00		156.00	31.20	(344.00)
COMP TIME	2 800 700 00	1,500.00	1,500.00	51.68	41.34	1,314.36	87.62	(185.64)
SEB/WV RETIREE HEALTH BENEFIT	2 800 800 00	9,300.00	9,300.00	1,826.40	235.66	21,916.80	235.66	12,616.80
SCCELLANEOUS GENERAL EXPENSE	2 801 000 00	4,800.00	4,800.00	132.89	33.22	6,313.83	131.53	1,513.83
CONTENT GENERAL PROPERTY	2 802 000 00	5,000.00	4,999.92	.00		.00		(5,000.00)
RENTS	2 803 000 00	5,000.00	4,999.92	.00		5,000.00	100.00	.00
TRANSPORTATION EXPENSE	2 903 000 00	11,500.00	11,499.96	657.54	68.61	9,572.03	83.23	(1,927.97)
UNCOLLECTIBLE ACCOUNTS	2 904 100 00	3,000.00	3,000.00	.00		.00		(3,000.00)
TOTAL ADMINISTRATIVE & GEN EX		161,900.00	161,899.44	16,119.37	119.47	183,452.65	113.31	21,552.65

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

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
TOTAL OPERATING EXPENSES		459,050.00	459,048.72	32,227.88	84.24	454,857.37	99.08	(4,192.63)
DEPRECIATION	2 503 000 00	300,000.00	300,000.00	25,100.00	100.40	301,200.00	100.40	1,200.00
MICA EXPENSE	2 507 100 00	11,000.00	10,999.92	805.44	87.86	10,042.52	91.29	(957.48)
INTEREST/DIVIDEND EARNED	2 524 000 00	(1,000.00)	(999.96)	(13.95)	16.74	(425.67)	42.56	574.33
INTEREST ON LONG TERM DEBT	2 530 000 00	96,000.00	96,000.00	1,531.00	19.13	92,439.43	96.29	(3,560.57)
OTHER INTEREST EXPENSE	2 535 000 00	100.00	99.96	3.00	36.01	102.53	102.53	2.53
		=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENSES & OTHER INCOME		186,250.00	186,248.76	1,383.55	8.91	180,204.05	96.75	(6,045.95)
		=====	=====	=====	=====	=====	=====	=====
BALANCE TO SURPLUS		186,250.00	186,248.76	1,383.55	8.91	180,204.05	96.75	(6,045.95)