

MINUTES OF A REGULAR MONTHLY BOARD MEETING OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD AUGUST 19, 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. Stephen R. Varner, Sr., resident of Mineral Wells; Cathy Dyer, Office Manager; Nellie Radcliff, Office Clerk; Mark D. Stewart, Treasurer; James R. Lett, Secretary; Todd Anderson, Operations Manager; and Virginia Donaldson, resident of Pond Creek, were present.

The first order of business was the discussion with Mr. Varner wanting to know if the District would allow him to obtain an easement from a neighbor of his to set his own meter to haul water to his resident. He lives in an area that will probably never have water service. After a brief discussion the Board agreed that if a neighbor would agree to give the District and Mr. Varner an easement the District would provide the water. Mr. Varner is to get back with the District with an answer. He excused himself from the rest of the meeting.

Mr. Lett made a motion to approve the Minutes of the July 15, 2010, Regular Board Meeting as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Lett signed the Minutes of the July 15, 2010, Board Meeting.

Mrs. Donaldson was present to thank the Board for having the meeting and signing user agreements in regards to the Pond Creek Waterline Extension. The Board is hoping for a grant to fund the extension. If the grant is not obtained, the District cannot afford to put the water in the Pond Creek area. Mrs. Donaldson excused herself from the rest of the meeting.

Mr. Lett made a motion to approve the opening of a Bank Account for the Pond Creek Waterline Extension. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh, Mr. Lett, Mr. Stewart and Mrs. Dyer signed signature cards for the new account.

Mr. Lett made a motion to approve Cerrone Associates, Inc., to apply for a Rule 42 for a Water rate increase. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Lett made a motion to approve Cerrone Associates, Inc., to apply for a Rule 42 for a Sewer rate increase. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial Statements of All Finances, Water Revenue Checking Account, Sewer Revenue Checking Account as presented (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve checks #41002 thru #41087 written on the Consolidated Water and Sewer Revenue Checking Account (copy attached) between July 15, 2010 and August 19, 2010. Mr. Lett seconded the motion. The motion passed unanimously.

MINERAL WELLS PUBLIC SERVICE DISTRICT  
MINUTES - AUGUST 19, 2010  
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Mr. Stewart made a motion to approve Payroll Checks #2873 thru #2912 written on the Consolidated Payroll Account (copy attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mrs. Dyer discussed the following correspondence with the Board.

Letter #38 - Copy of a letter and application for the Pre-Construction Expense Assistance to the WV Infrastructure for the Sewer System Improvement Project.

Letter #59 - Letter dated July 28, 2010, from Joseph Hickman of the West Virginia DEP attaching (2) non-compliance items from the Waste Water Treatment Plant inspection on July 8, 2010.

Letter #73 - Copy of a Letter dated August 5, 2010, to Scott Mandirola, Director of the WVDEP responding to the non-compliance items.

Letter #85-#87 - Letters dated August 9, 2010, from Gregory Dugan, Executive Director, WesBanco effective September 10, 2010, the WesBanco Prime Rate on Balances of \$100,000.00 or more are being restructured and the interest rate will be at their discretion. The current rate is 1.3%. The accounts that will be effected are Sycamore Repair and Replacement, Sewer Repair and Replacement and the Grinder Pump Repair.

Letter #98 - Copy of letter dated August 12, 2010, to Sandra Squire, PSC, from Terry Owen, PSC answer from request to reopen case # 09-0147-PWD-CN for a tariff change request for the final disposition approval to be expedited.

Mrs. Dyer discussed with the Board the purchasing of new computers thru Rural Development. Alan Harris, Rural Development, explained to Mrs. Dyer what she needed to do in order to make the purchase thru Rural Development. There will be some money left in the Miscellaneous Water Extension Project, to buy meters.

Mr. Anderson reported that the West Virginia Labors Training Center had purchased the land next to their property and would like for the District to allow them at their expense to move the 4" waterline. The training center would like to up grade the 4" line to a 6" line. The District feels that it would agree to this idea. The District would pay the difference from a 4" to a 6" and install a fire hydrant. There needs to be an agreement between the District and the Training Center for these improvements. The District's lawyer will need to see the agreement and approve it.

Because of the recurring problems the District has been having at the Wastewater Treatment Plant, Mr. Anderson, Denny Brown and Bill Byers went to Parsons to tour their facility. The Blower Building was very quite. Mr. Harper recommended that each pond has its own blower.

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The Dept. of Highway project may soon be starting.

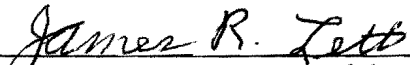
The meeting with the lawyers and Ms. Hill over the Anderson Lagoon went well. The District informed them that it did not want all the problems that it would incur. Ms. Hill said there was no sense in taking up anymore of the lawyers time or hers.

The meeting at the Pond Creek Fire Station went well. There were several people interested in getting water. There needs to be several more people interested before the project will be able to obtain funding.

All business having been discussed, Mr. Lett made a motion the meeting be adjourned. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 6:45 p.m.

CERTIFICATION

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

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

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
July 31, 2010**

**Checking Accounts**

Water Revenue Fund Checking Account	
WesBanco Bank - 1131.2	\$ 7,728.00
09 Water System Improvement Project Account	
WesBanco Bank - 1131.4	\$ 15,061.07
Sewer Revenue Fund Checking Account	
WesBanco Bank - 2120.2	<u>17,617.98</u>
<b>Total in Checking Accounts:</b>	<b>\$ 40,407.05</b>

**Water Accounts**

Depreciation Reserve Account	
WesBanco Bank - 1125.31	\$ 13,163.88
Revenue Reserve Account	
WesBanco Bank - 1125.21	26,181.58
Revenue Reserve Account - Sams Creek/Chesterville	
WesBanco Bank - 1125.22	33,162.72
Revenue Reserve Account - Rockport	
WesBanco Bank - 1125.32	12,297.68
Depreciation Reserve Account - Rockport	
WesBanco Bank - 1125.23	11,258.99
Revenue Reserve Account - Water Improvement	
WesBanco Bank - 1125.24	23,628.08
Depreciation Reserve Account - Water Improvement	
WesBanco Bank - 1125.33	32,753.30
Depreciation Reserve Account - Sycamore 2004A	
WesBanco Bank - 1125.27	10,873.06
Security Deposit Account	
WesBanco Bank - 1134.0	40,094.55
Sycamore Renewal/Replacement	
WesBanco - Bank 1125.34	<u>67,813.25</u>
<b>Total in Water Accounts:</b>	<b>\$ 271,227.09</b>

**Sewer Accounts**

Repair and Replacement Account	
WesBanco Bank - 2114.2	\$ 5,732.44
Reserve for Grinder Pump Maintenance	
Prime Rate Money Market - WesBanco Bank - 2114.1	12,858.82
Security Deposit Account	
WesBanco Bank - 2121.3	<u>31,074.36</u>
<b>Total in Sewer Accounts:</b>	<b>\$ 49,665.62</b>

**Total All Finances - July 31, 2010** **\$ 361,299.76**

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 WATER REVENUE FUND CHECKING ACCOUNT  
 July 31, 2010

BALANCE IN WATER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, JUNE 30, 2010 \$2,179.38

RECEIPTS:

Water Sales	\$107,667.88
Water Buffalo Sales	905.25
Reconnection Fees	375.00
Tap Fees	1050.00
Security Deposit Refunds	1378.21
Transfer funds Truck purchase	17,944.00
Transfer fund Water Disp repair	1,680.00
Rent from Sewer	416.67

Total Receipts: \$131,417.01

Total Cash Available: \$133,596.39

Expenditures:

Action Telecom	\$ 54.78
Allegheny Power	704.78
Auto Zone	41.98
At & T Mobility	161.28
BP Credit Card Company	613.25
Claywood Park PSD	36,966.15
Cardmember Services	81.00
C I Thornburg	484.97
Cintas	213.12
Commissioner's Salaries	225.00
Cutlip Warner Development Co	5,153.20
Dominion Hope	30.31
Frontier	162.14
Ferguson Waterworks	179.12
HD Supply Waterworks, LTD	3,516.90
Hardman Supply Company	38.87
Matheny Motor Truck Co	17,973.63
Melanie L. Wine	172.80
Miller Communications	155.00
Mineral Wells PSD	1,033.14
Miss Utility of WV Inc.	33.75
Monarch Coin & Security	219.50
Municipal Bond Commission	9,104.47
Parkersburg Office Supply	83.93
PEIA	2,652.36
Pitney Bowes	311.39
Rural Development Admin 91-02	2,112.00
Rural Development - USDA 91-03	3,140.00
Rural Development - USDA 91-06	10,040.00
Rural Development - USDA 91-09	3,518.00
Rural Development - USDA 91-07	3,325.00
Salaries	9,432.07
Taylor's Disposal Inc	67.93
Telepage Communication System	22.71

US Postal Service .	300.77
USA Blue Book	168.46
Valtronics, Inc	1,470.04
Water Environmental Testing	82.50
WesBanco Bank 1979 Sams Creek	314.00
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	4,166.74
WesBanco Bank-Parkersburg-Sycamore R/R	1,771.27
WesBanco - Box rent	13.20
WV Retiree Health Benefit Trust Fund	489.85
WV Public Employees Retirement System	2,578.47
WV State Tax Department	690.33
Security Deposit Refunds	284.23

Total Expenditures: \$125,868.39

Balance in Water Revenue Fund Checking Account,  
WesBanco Bank, July 31, 2010 \$7,728.00

Accounts Payable	0.00
Total Accounts Payable	\$ -
<b>Borrowed Funds</b>	
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	\$ (35,322.00)

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 SEWER REVENUE FUND CHECKING ACCOUNT  
 July 31, 2010

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT

WESBANCO BANK, JUNE 30, 2010 \$ 13,303.46

RECEIPTS:

Sewer Sales	59,348.83
Butcher Bend Lagoon Assoc	819.33
Security Deposit Refunds	1,013.12
Reconnect Fee	50.00
Tap Fee	350.00
Transfer fund Truck purchase	3,600.00

Total Receipts: \$65,181.28

Total Cash Available: \$ 78,484.74

Expenditures:

Action Telecomm	\$36.52
At & T Mobility	107.52
Allegheny Power	7,213.38
Auto Zone	27.99
BP Credit Card Company	408.83
Badgett Farm & Feed Supply	700.00
Bowles Rice McDavid Graff & Love	101.00
Butcher Bend Lagoon Assoc	740.83
C. I. Thornburg	2,203.00
Cardmember Services	54.00
Cintas	142.08
Commissioner's Salaries	150.00
Cutlip Warner Development Co	1,067.50
Dominion Hope	20.20
Fed Ex	131.98
Ferguson Waterworks	144.00
Frontier	634.35
HD Supply Waterworks	1,030.60
Hardman Supply Company	81.36
Johnstone Supply	76.44
Lowe's	151.74
Matheny Motor Truck Co.	3,649.09
Melanie L. Wine	115.20
Mineral Wells PSD	2,235.23
Miss Utility of WV Inc.	22.50
Municipal Bond Commission	17,135.31
Parkersburg Office Supply	55.95
Parkersburg Utility Board	25.00
PEIA	2,517.09
Pitney Bowes	207.60
Ron's Porta Johns, Inc	475.00
Salaries	8,356.69
State Electric	231.90
Taylor's Disposal Inc	45.28
Telepage	15.14

Tesa Company Inc	35.10
US Postal Service	325.68
USA Blue Book	194.28
Water Environmental Testing	531.00
WesBanco Bank-Parkersburg-Sewer R/R	1,434.07
WesBanco Bank-Parkersburg-Payroll Taxes	4,010.70
WesBanco Bank - box rent	8.80
Retiree Health Benefit Trust Fund	476.15
WV Public Employees Retirement System	2,366.45
WV State Tax Department	670.67
Security Deposit Refunds	503.56

Total Expenditures: \$ 60,866.76

Balance in Sewer Revenue Fund Checking Account, \$ 17,617.98  
WesBanco Bank, July 31, 2010



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

BALANCE 09 MISC WATER IMPROVEMENT PROJECT WESBANCO BANK, JUNE 30, 2010			\$	91.05
RECEIPTS:				
	Deposits	City of Parkersburg	\$	15,000.00
Total Receipts:			\$	15,000.00
Total Cash Available:			\$	15,091.05
Expenditures:			\$	-
Total Expenditures:			\$	-
Balance in 09 Misc Water Improvement Project WesBanco Bank, July 31, 2010			\$	15,091.05

VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 7/16/10 - ENDING DATE: 8/19/10 \*\*

\*\* 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					
2,205	VERIZON	7/31/10	168541	6/28/10	154.57	40,958 VOID
2,313	WESBANCO BANK-PARKERSBURG	7/19/10	167565	7/19/10	981.93	44
2,101	U S POSTAL SERVICE	7/21/10	167719	7/22/10	300.77	41,002
2,313	WESBANCO BANK-PARKERSBURG	7/26/10	168060	7/26/10	788.88	45
106	ALLEGHENY POWER	7/29/10	168297	7/29/10	704.78	41,003
124	AT&T - STATE CALLING SERVICE	7/29/10	168302	7/29/10	9.05	41,004
153	ACTION TELECOMM	7/29/10	168303	7/29/10	54.78	41,005
314	AT&T MOBILITY	7/29/10	168304	7/29/10	152.23	41,006
360	CUTLIP-WARNER DEVELOPMENT CO	7/29/10	168305	7/29/10	5,153.20	41,007
486	SARAH SMITH BENNETT	7/29/10	168308	7/29/10	70.38	41,008
486	J L BUNNER	7/29/10	168310	7/29/10	70.37	41,009
486	MICHAEL LLOYD	7/29/10	168311	7/29/10	50.75	41,010
486	JACKSON HOME BUIDERS	7/29/10	168314	7/29/10	64.89	41,013
832	HARDMAN SUPPLY COMPANY	7/29/10	168316	7/29/10	38.87	41,014
1,204	JAMES R. LETT	7/29/10	168318	7/29/10	75.00	41,016
1,301	MISS UTILITY OF WV INC	7/29/10	168319	7/29/10	33.75	41,017
1,304	MILLER COMMUNICATIONS	7/29/10	168322	7/29/10	155.00	41,019
1,512	HD SUPPLY WATERWORKS, LTD	7/29/10	168323	7/29/10	1,095.90	41,020
1,604	PARKERSBURG OFFICE SUPPLY	7/29/10	168324	7/29/10	83.93	41,021
1,805	RURAL DEVELOPMENT ADMN.	7/29/10	168330	7/29/10	5,252.00	41,022
1,806	ROY L RADABAUGH	7/29/10	168331	7/29/10	75.00	41,023
1,843	CINTAS LOC #531	7/29/10	168332	7/29/10	213.12	41,024
2,005	C I THORNBURG	7/29/10	168337	7/29/10	193.04	41,026
2,039	TELEPAGE	7/29/10	168338	7/29/10	11.97	41,027
2,109	USA BLUE BOOK	7/29/10	168340	7/29/10	168.46	41,028
2,200	CARDMEMBER SERVICES	7/29/10	168341	7/29/10	81.00	41,029
2,205	FRONTIER	7/29/10	168342	7/29/10	162.14	41,030
2,314	WV DEPT OF TAX & REVENUE	7/29/10	168343	7/29/10	690.33	41,031
2,315	PUBLIC EMPLOYEES RETIREMENT SY	7/29/10	168344	7/29/10	2,578.47	41,032
23,024	MONARCH COIN & SECURITY	7/29/10	168347	7/29/10	219.50	41,034
23,067	MELANIE L WINE	7/29/10	168350	7/29/10	172.80	41,036
23,079	MARK STEWART	7/29/10	168351	7/29/10	75.00	41,037
23,081	PITNEY BOWES	7/29/10	168352	7/29/10	311.39	41,038
23,083	WESBANCO BANK INC	7/29/10	168353	7/29/10	13.20	41,039
23,084	RICHARD E OR LISA CIMARIK	7/29/10	168354	7/29/10	21.02	41,040

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 7/16/10 - ENDING DATE: 8/19/10 \*\*

\*\* 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					
1,364	MATHENY MOTOR TRUCK CO.	7/30/10	168366	7/30/10	17,973.63	41,041
1,311	FERGUSON WATERWORKS	7/30/10	168465	7/30/10	179.12	41,047
2,211	VALTRONICS, INC.	7/30/10	168466	7/30/10	1,470.04	41,048
133	AUTO ZONE	7/31/10	168530	7/31/10	41.98	41,050
309	CLAYWOOD PARK PSD	7/31/10	168531	7/31/10	36,966.15	41,051
438	DOMINION HOPE	7/31/10	168532	7/31/10	16.73	41,052
1,512	HD SUPPLY WATERWORKS, LTD	7/31/10	168533	7/31/10	2,421.00	41,053
2,002	TAYLOR'S DISPOSAL INC	7/31/10	168535	7/31/10	33.85	41,054
2,205	VERIZON	7/31/10	168547	7/31/10	154.57	41,056
2,313	WESBANCO BANK-PARKERSBURG	8/04/10	168798	8/04/10	971.82	46
2,313	WESBANCO BANK-PARKERSBURG	8/09/10	169092	8/09/10	741.20	47
2,313	WESBANCO BANK-PARKERSBURG	8/16/10	169555	8/16/10	851.32	50
1,307	MUNICIPAL BOND COMMISSION	8/16/10	169595	8/16/10	9,104.47	51
133	AUTO ZONE	8/16/10	169578	8/16/10	125.11	41,059
153	ACTION TELECOMM	8/16/10	169580	8/16/10	58.29	41,060
275	BP	8/16/10	169582	8/16/10	741.28	41,062
360	CUTLIP-WARNER DEVELOPMENT CO	8/16/10	169583	8/16/10	2,783.56	41,063
512	EVANS CONST. CO.	8/16/10	169587	8/16/10	3,504.00	41,066
600	FASTENERS & SUPPLY INC	8/16/10	169589	8/16/10	54.80	41,067
733	W. W. GRAINGER, INC.	8/16/10	169590	8/16/10	20.72	41,068
877	HANK'S SALES & SERVICE INC.	8/16/10	169591	8/16/10	137.40	41,069
1,301	MISS UTILITY OF WV INC	8/16/10	169593	8/16/10	35.25	41,071
1,304	MILLER COMMUNICATIONS	8/16/10	169594	8/16/10	16.40	41,072
1,500	OHIO VALLEY MUFFLER & BRAKE	8/16/10	169602	8/16/10	826.04	41,073
1,866	REI CONSULTANTS	8/16/10	169605	8/16/10	170.00	41,074
2,005	C I THORNBURG	8/16/10	169606	8/16/10	272.91	41,075
2,039	TELEPAGE	8/16/10	169609	8/16/10	22.71	41,076
2,106	USDA-RURAL DEVELOPMENT	8/16/10	169610	8/16/10	16,883.00	41,077
2,306	WATER ENVIRONMENTAL TESTING	8/16/10	169615	8/16/10	67.50	41,079
2,308	PEIA	8/16/10	169618	8/16/10	2,533.21	41,080
2,373	WESBANCO BANK-PARKERSBURG	8/16/10	169620	8/16/10	1,828.00	41,082
23,005	WESBANCO BANK, INC.	8/16/10	169626	8/16/10	1,681.04	41,083
23,047	RETIREE HEALTH BNFT TRST FUND	8/16/10	169629	8/16/10	514.27	41,086
	CONSOLIDATED BANK ACCOUNT				123,169.70	66 *

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 7/16/10 - ENDING DATE: 8/19/10 \*\*

\*\* 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					
2,205	VERIZON	7/31/10	168541	6/28/10	653.75	40,958 VOID
2,313	WESBANCO BANK-PARKERSBURG	7/19/10	167565	7/19/10	756.35	44
2,101	U S POSTAL SERVICE	7/21/10	167719	7/22/10	200.52	41,002
2,313	WESBANCO BANK-PARKERSBURG	7/26/10	168060	7/26/10	837.20	45
106	ALLEGHENY POWER	7/29/10	168297	7/29/10	6,756.64	41,003
124	AT&T - STATE CALLING SERVICE	7/29/10	168302	7/29/10	6.03	41,004
153	ACTION TELECOMM	7/29/10	168303	7/29/10	36.52	41,005
314	AT&T MOBILITY	7/29/10	168304	7/29/10	101.49	41,006
360	CUTLIP-WARNER DEVELOPMENT CO	7/29/10	168305	7/29/10	1,067.50	41,007
486	SARAH SMITH BENNETT	7/29/10	168308	7/29/10	54.29	41,008
486	MICHAEL B DUCKWORTH	7/29/10	168312	7/29/10	23.24	41,011
486	RYAN MATHER	7/29/10	168313	7/29/10	78.70	41,012
486	JACKSON HOME BUIDERS	7/29/10	168314	7/29/10	23.86	41,013
832	HARDMAN SUPPLY COMPANY	7/29/10	168316	7/29/10	81.36	41,014
1,035	JOHNSTONE SUPPLY	7/29/10	168317	7/29/10	76.44	41,015
1,204	JAMES R. LETT	7/29/10	168318	7/29/10	50.00	41,016
1,301	MISS UTILITY OF WV INC	7/29/10	168319	7/29/10	22.50	41,017
1,302	MINERAL WELLS PSD	7/29/10	168320	7/29/10	651.18	41,018
1,512	HD SUPPLY WATERWORKS, LTD	7/29/10	168323	7/29/10	730.60	41,020
1,604	PARKERSBURG OFFICE SUPPLY	7/29/10	168324	7/29/10	55.95	41,021
1,806	ROY L RADABAUGH	7/29/10	168331	7/29/10	50.00	41,023
1,843	CINTAS LOC #531	7/29/10	168332	7/29/10	142.08	41,024
1,908	STATE ELECTRIC SUPPLY CO INC	7/29/10	168336	7/29/10	231.90	41,025
2,005	C I THORNBURG	7/29/10	168337	7/29/10	1,720.00	41,026
2,039	TELEPAGE	7/29/10	168338	7/29/10	7.98	41,027
2,200	CARDMEMBER SERVICES	7/29/10	168341	7/29/10	54.00	41,029
2,205	FRONTIER	7/29/10	168342	7/29/10	634.35	41,030
2,314	WV DEPT OF TAX & REVENUE	7/29/10	168343	7/29/10	670.67	41,031
2,315	PUBLIC EMPLOYEES RETIREMENT SY	7/29/10	168344	7/29/10	2,366.45	41,032
23,023	RON'S PORTA JOHNS, INC.	7/29/10	168345	7/29/10	475.00	41,033
23,044	FED EX	7/29/10	168349	7/29/10	131.98	41,035
23,067	MELANIE L WINE	7/29/10	168350	7/29/10	115.20	41,036
23,079	MARK STEWART	7/29/10	168351	7/29/10	50.00	41,037
23,081	PITNEY BOWES	7/29/10	168352	7/29/10	207.60	41,038
23,083	WESBANCO BANK INC	7/29/10	168353	7/29/10	8.80	41,039
23,084	RICHARD E OR LISA CIMARIK	7/29/10	168354	7/29/10	11.59	41,040

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 7/16/10 - ENDING DATE: 8/19/10 \*\*

\*\* 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						
1,364	MATHENY MOTOR TRUCK CO.	7/30/10	168366	7/30/10	3,649.09	41,041
106	ALLEGHENY POWER	7/30/10	168459	7/30/10	456.74	41,042
486	JANA SCHUPBACH	7/30/10	168460	7/30/10	59.56	41,043
486	CHARLES W REYNOLDS	7/30/10	168461	7/30/10	20.89	41,044
486	SUSAN P NEELY	7/30/10	168462	7/30/10	5.34	41,045
1,302	MINERAL WELLS PSD	7/30/10	168463	7/30/10	416.67	41,046
1,311	FERGUSON WATERWORKS	7/30/10	168465	7/30/10	144.00	41,047
23,046	BUTCHER BEND LAGOON ASSOC	7/30/10	168467	7/30/10	740.83	41,049
133	AUTO ZONE	7/31/10	168530	7/31/10	27.99	41,050
438	DOMINION HOPE	7/31/10	168532	7/31/10	11.15	41,052
1,512	HD SUPPLY WATERWORKS, LTD	7/31/10	168533	7/31/10	300.00	41,053
2,002	TAYLOR'S DISPOSAL INC	7/31/10	168535	7/31/10	22.56	41,054
23,070	BADGETT FARM & FEED SUPPLY	7/31/10	168536	7/31/10	700.00	41,055
2,205	VERIZON	7/31/10	168547	7/31/10	653.75	41,056
2,313	WESBANCO BANK-PARKERSBURG	8/04/10	168798	8/04/10	552.12	46
2,313	WESBANCO BANK-PARKERSBURG	8/09/10	169092	8/09/10	722.86	47
2,101	U S POSTAL SERVICE	8/10/10	169137	8/12/10	127.12	41,057
2,313	WESBANCO BANK-PARKERSBURG	8/16/10	169555	8/16/10	765.68	50
1,307	MUNICIPAL BOND COMMISSION	8/16/10	169595	8/16/10	17,135.31	51
106	ALLEGHENY POWER	8/16/10	169577	8/16/10	25.49	41,058
133	AUTO ZONE	8/16/10	169578	8/16/10	83.40	41,059
153	ACTION TELECOMM	8/16/10	169580	8/16/10	38.86	41,060
205	BOWLES RICE MC DAVID GRAFF &	8/16/10	169581	8/16/10	201.06	41,061
275	BP	8/16/10	169582	8/16/10	645.43	41,062
401	DISCOUNT INDUSTRIAL SUPPLY COR	8/16/10	169585	8/16/10	69.02	41,064
486	CHAD & CHRISTINA DENNIS	8/16/10	169586	8/16/10	21.52	41,065
512	EVANS CONST. CO.	8/16/10	169587	8/16/10	36.00	41,066
600	FASTENERS & SUPPLY INC	8/16/10	169589	8/16/10	27.20	41,067
733	W. W. GRAINGER, INC.	8/16/10	169590	8/16/10	13.81	41,068
877	HANK'S SALES & SERVICE INC.	8/16/10	169591	8/16/10	91.60	41,069
1,200	LOWE'S	8/16/10	169592	8/16/10	162.06	41,070
1,301	MISS UTILITY OF WV INC	8/16/10	169593	8/16/10	23.50	41,071
1,500	OHIO VALLEY MUFFLER & BRAKE	8/16/10	169602	8/16/10	550.69	41,073
2,039	TELEPAGE	8/16/10	169609	8/16/10	15.14	41,076
2,205	FRONTIER	8/16/10	169613	8/16/10	86.21	41,078

## VENDOR CHECKS REPORT

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

\*\* BEGINNING DATE: 7/16/10 - ENDING DATE: 8/19/10 \*\*

\*\* 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					
2,306	WATER ENVIRONMENTAL TESTING	8/16/10	169615	8/16/10	426.00	41,079
2,308	PEIA	8/16/10	169618	8/16/10	2,236.24	41,080
2,312	WESBANCO BANK-PARKERSBURG	8/16/10	169619	8/16/10	1,423.57	41,081
23,023	RON'S PORTA JOHNS, INC.	8/16/10	169627	8/16/10	402.50	41,084
23,034	SMITH & LOVELESS, INC.	8/16/10	169628	8/16/10	2,171.88	41,085
23,047	RETIREE HEALTH BNFT TRST FUND	8/16/10	169629	8/16/10	451.73	41,086
23,085	AULICK CHEMICAL SOLUTIONS, INC	8/16/10	169630	8/16/10	667.00	41,087
	CONSOLIDATED BANK ACCOUNT				54,215.79	76 *

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

Check No.	Name	Check Amt.	Check Date
2873	Todd R. Anderson	\$967.46	7/23/2010
2874	Dennis R. Brown	\$363.68	7/23/2010
2875	William H. Byers, Jr.	\$579.23	7/23/2010
2876	Cathy J. Dyer	\$541.52	7/23/2010
2877	Linda K. Watson	\$387.27	7/23/2010
2878	Darin L. Crites	\$279.25	7/23/2010
2879	Nellie B. Radcliff	\$367.25	7/23/2010
2880	Mark A. Dennis	\$346.29	7/23/2010
2881	Todd R. Anderson	\$518.21	7/30/2010
2882	Dennis R. Brown	\$363.66	7/30/2010
2883	William H. Byers, Jr.	\$669.75	7/30/2010
2884	Cathy J. Dyer	\$541.52	7/30/2010
2885	Linda K. Watson	\$387.28	7/30/2010
2886	Darin L. Crites	\$370.04	7/30/2010
2887	Nellie B. Radcliff	\$327.52	7/30/2010
2888	Mark A. Dennis	\$346.30	7/30/2010
2889	Todd R. Anderson	\$559.26	8/6/2010
2890	Dennis R. Brown	\$363.67	8/6/2010
2891	William H. Byers, Jr.	\$520.18	8/6/2010
2892	Cathy J. Dyer	\$541.53	8/6/2010
2893	Linda K. Watson	\$387.28	8/6/2010
2894	Darin L. Crites	\$324.15	8/6/2010
2895	Nellie B. Radcliff	\$327.51	8/6/2010
2896	Mark A. Dennis	\$346.30	8/6/2010
2905	Todd R. Anderson	\$518.21	8/13/2010
2906	Dennis R. Brown	\$363.66	8/13/2010
2907	William H. Byers, Jr.	\$456.29	8/13/2010
2908	Cathy J. Dyer	\$541.52	8/13/2010
2909	Linda K. Watson	\$387.28	8/13/2010
2910	Darin L. Crites	\$324.15	8/13/2010
2911	Nellie B. Radcliff	\$327.51	8/13/2010
2912	Mark A. Dennis	\$346.30	8/13/2010

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE**  
**JULY 16, 2010 – AUGUST 19, 2010**

1. E-mail dated July 15, 2010, to Mineral Wells PSD, from PEIA, regarding PEIA eligibility.
2. Copy of letter dated July 18, 2010, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing (4) four copies of Requisition No. 9, for the Misc. Water System Improvements Project.
3. Copy of letter dated July 18, 2010, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing (4) copies of Requisition No. 8, for the Misc. Water System Improvements Project.
4. E-mail dated July 15, 2010, to Mineral Wells PSD, from Chad Miller, Project Rep., Cerrone Associates, regarding Booster Station Warranty Work.
5. E-mail dated July 15, 2010, to Mineral Wells PSD, from Dianne Wolfe, Bowles Rice, attaching a copy of the final invoice for services rendered and expenses incurred as District's Counsel in connection with the Misc. Water System Improvements Project. (\$2,400.00)
6. Letter dated July 14, 2010, to Mineral Wells PSD, from George E. Blum, Director, Finance & Administration, Cerrone Associates, attaching a revised Design Assistance Application for review and signature for the Wastewater System Improvements Project.
7. Copy of letter dated July 16, 2010, to George E. Blum, Director, Finance & Administration, Cerrone Associates, enclosing (2) two signed Design Assistance Applications for the Mineral Wells PSD Sewer System Improvements Project.
8. Letter dated July 20, 2010, regarding the charge for a tap fee and the charge of a security deposit.
9. E-mail dated July 20, 2010, to Mineral Wells PSD, from Chad Miller, Cerrone Associates, regarding additional warranty work on the booster station.
10. Information on Carr-Bilt Buildings.
11. Letter of Transmittal dated July 16, 2010, to Mineral Wells PSD, from Jim Ruckman, Cerrone Associates, attaching Photo Log & Pictures, with DVD, of the Misc. Water Systems Improvements Project.
12. Fax dated July 21, 2010, to Mineral Wells PSD, from Union Williams PSD, regarding the monthly PSD meeting at Union Williams PSD, July 21, 2010.
13. Letter dated July 16, 2010, to Mineral Wells PSD, from Sandra Squire, Public Service Commission, acknowledging receipt of letter dated July 14, 2010, in which Case No. 09-0147-PWD-PC-CN, was requested to be re-opened.



**Mineral Wells PSD  
List of Correspondence  
August 19, 2010  
Page 2**

14. Letter dated July 16, 2010, to Mineral Wells PSD, from Chad A. Miller, Cerrone Associates, requesting water usage per zone for the Sewer System Improvements Project.
15. E-mail dated July 16, 2010, to Mineral Wells PSD, from WV Public Service Commission, regarding case 09-0147-PWD-PC-CN, Petition to Re-open to adjust tariff rates with attaching tariff No. 11 and Supplement No. 1 to No. 11, and Certificates of Substantial Completion for Contract No. 1 and No. 2, filed by Mineral Wells PSD, case remains closed pending further Commission order.
16. E-mail dated July 16, 2010, to Mineral Wells PSD, from Megan Lewis, Valley Supply Company, attaching a Customer Satisfaction Survey.
17. E-mail dated July 16, 2010, to Mineral Wells PSD, from Debbie Britt, West Virginia Rural Water Association, attaching a brief on WVRWA Snowshoe Conference.
18. E-mail dated July 19, 2010, to Mineral Wells PSD, from Jim Cox, Lubeck PSD, attaching a copy of the employee handbook.
19. Fax dated July 22, 2010, confirming receipt from Telepage, pager has been repaired.
20. Fax dated July 22, 2010, to Todd Anderson, from Manning Frymier, Cerrone Associates, regarding an analysis based on his review of Denny's test results for the first half of July for the WWTP.
21. Copy of letter dated July 22, 2010, to Manning Frymier, Cerrone Associates, from Linda Watson, attaching a copy of the National Pollutant Discharge Elimination System Discharge Monitoring Report, State of West Virginia and a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of June 2010, enclosing the Discharge Monitoring Report for Liberty Truck Stop for the month of June 2010, discharge monitoring reports for the 2<sup>nd</sup> quarter on Walmart Car Care Center and Pepsi Bottling Group and I & I finding and repairs for the 2<sup>nd</sup> quarter on the Mineral Wells collection system.
22. Copy of letter dated July 22, 2010, to WV Department of Environmental Protection Division of Water and Waste Management Permitting & Engineering Branch, from Linda Watson, attaching a copy of the National Pollutant Discharge Elimination System Discharge Monitoring Report, State of West Virginia and a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of June 2010, enclosing the Discharge Monitoring Report for Liberty Truck Stop for the month of June 2010, discharge monitoring reports for the 2<sup>nd</sup> quarter on Walmart Car Care Center and Pepsi Bottling Group and I & I finding and repairs for the 2<sup>nd</sup> quarter on the Mineral Wells collection system.

**Mineral Wells PSD  
List of Correspondence  
August 19, 2010  
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23. Copy of letter dated July 22, 2010, to Jeff Smith, Office of Environmental Health Services Regulatory Development and Compliance Unit, from Linda Watson, attaching a copy of the National Pollutant Discharge Elimination System Discharge Monitoring Report, State of West Virginia and a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of June 2010, enclosing the Discharge Monitoring Report for Liberty Truck Stop for the month of June 2010, discharge monitoring reports for the 2<sup>nd</sup> quarter on Walmart Car Care Center and Pepsi Bottling Group and I & I finding and repairs for the 2<sup>nd</sup> quarter on the Mineral Wells collection system.
24. Copy of letter dated July 22, 2010, to Cindy Musser and John King, West Virginia Department of Environmental Protection and Natural Resources, from Linda Watson, attaching a copy of the National Pollutant Discharge Elimination System Discharge Monitoring Report, State of West Virginia and a copy of the WV Summary of Waste Water Treatment Plant Operations for the month of June 2010, enclosing the Discharge Monitoring Report for Liberty Truck Stop for the month of June 2010, discharge monitoring reports for the 2<sup>nd</sup> quarter on Walmart Car Care Center and Pepsi Bottling Group and I & I finding and repairs for the 2<sup>nd</sup> quarter on the Mineral Wells collection system.
25. E-mail dated July 22, 2010, to Mineral Wells PSD, from WV Public Service Commission, regarding, Initial and Final Staff Memo filed by Ronald Robertson, Jr., case 10-0915-PWD-19A.
26. Letter dated July 22, 2010, to Mineral Wells PSD, from Sandra Squires, Public Service Commission, enclosing a copy of the Staff memorandum regarding Case no. 10-0916-PSD-19A. Increase of sewer rates.
27. Letter dated July 22, 2010, to Mineral Wells PSD, from Sandra Squires, Public Service Commission, enclosing a copy of the Staff memorandum regarding Case no. 10-0916-PSD-19A. Increase of water rates.
28. Carbon copy of letter dated July 21, 2010, to Eric Bennett, Superintendent, Parkersburg Water & Sewer Board, from Manning Frymier, Cerrone Associates, regarding the Parkersburg Emergency Connection.
29. Letter dated July 21, 2010, to Mineral Wells PSD, from Camden P. Siegrist, Bowles Rice, confirming the agreement to defer fifty percent (50%) of fees in connection with the Sewer System Improvements Project-MI10-28S.
30. Letter dated July 23, 2010, to Steve Hardman, Bowles Rice, from Mineral Wells PSD, regarding information needed in connection for our annual audit on June 30, 2010.
31. E-mail dated July 22, 2010, to Mineral Wells PSD, from Sara Boardman, Municipal Bond Commission, regarding June 2010 monthly statements, Annual FY 2010 and the fourth quarter statements.

**Mineral Wells PSD  
List of Correspondence  
August 19, 2010  
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32. E-mail dated July 23, 2010, to Mineral Wells PSD, from WV Public Service Commission, regarding EMA Form returned by Cathy Dyer, Office Manager, for case no. 09-0147-PWD-PC-CN.
33. E-mail dated July 23, 2010, to Mineral Wells PSD, from PEIA, regarding subsidized healthcare upon retirement.
34. Letter dated July 22, 2010, to Todd Anderson, from Manning Frymier, Cerrone Associates, enclosing one full size and one half size set of record drawing prints for the Water System Improvements Project.
35. The Wage-Hour and FMLA Seminar for West Virginia Public Agencies, Berkeley Springs, September 20, 2010.
36. Tailgate Support Cable Replacement for the 2002 GMC Sonoma.
37. Change of Service Provider Notification from Frontier.
38. \*\*\*\*Carbon copy of letter dated July 22, 2010, to Jim Ellars, WV Infrastructure & Jobs Development Council, from George Blum, Cerrone Associates, enclosing for review and consideration one original application for Pre-Construction Expense Assistance for Mineral Wells PSD for the Misc. Sewer System Improvements Project.
39. Copy of letter dated July 26, 2010, to Charles Shedd, from Cathy Dyer, regarding a check the district received back in the amount of \$83.88 marked non-sufficient funds, therefore, you need to come to the office prior to August 2, 2010, to avoid service interruption.
40. Copy of letter dated July 26, 2010, to Pamela Brand, from Cathy Dyer, regarding a check the district received back in the amount of \$42.79 marked non-sufficient funds, therefore, you need to come to the office prior to August 2, 2010, to avoid service interruption.
41. Copy of letter dated July 26, 2010, to Brian Metz, from Cathy Dyer, regarding a check the district received back in the amount of \$31.56 marked non-sufficient funds, therefore, you need to come to the office prior to August 2, 2010, to avoid service interruption.
42. E-mail dated July 26, 2010, to Mineral Wells PSD, from Sara Boardman, WV Municipal Bond Commission, attaching the automatic reminder of monthly deposits coming due August 2, 2010.
43. Copy of letter dated July 27, 2010, to Mid Atlantic Storage Systems, Inc., from Cathy Dyer, enclosing a check in the amount of \$17,667.74, Requisition No. 8, Misc. Water Improvements Project.
44. Copy of letter dated July 27, 2010, to Stonegate Construction, Inc., from Cathy Dyer, enclosing a check in the amount of \$7,462.24, Requisition No. 9, Misc. Water Improvements Project.

**Mineral Wells PSD  
List of Correspondence  
August 19, 2010  
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45. Copy of letter dated July 27, 2010, to Steven Hardman, from Cathy Dyer, enclosing a check in the amount of \$2,400.00, Requisition No. 9, Misc. Water Improvements Project.
46. Copy of letter dated July 27, 2010, to Manning Frymier, Cerrone Associates, from Cathy Dyer, enclosing a check in the amount of \$2,100.00, Requisition No. 9, Misc. Water Improvements Project.
47. E-mail dated July 27, 2010, to Mineral Wells PSD, from Frontier, regarding improved e-mail services.
48. Copy of letter dated July 27, 2010, to Wood County Magistrate Court, from Cathy Dyer, enclosing a completed civil complaint form for request of payment for a delinquent utility bill for William E. Wells.
49. E-mail dated July 27, 2010, to Mineral Wells PSD, from Verizon, attaching security update information.
50. Fax dated July 27, 2010, to Mineral Wells PSD, from Barry Frigot, Trombold Equipment, regarding, Environment One Extreme Series Troubleshooting and Repair Service Seminar on August 10, 2010.
51. Termination Notice for Brandy Moore, faxed to Angela Crone, DHHR.
52. E-mail dated July 28, 2010, to Mineral Wells PSD, from Frontier, regarding e-mail services.
53. Movie Gallery, In the United States Bankruptcy Court for the Eastern District of Virginia Richmond Division, Chapter 11.
54. WesBanco Your Money Matter\$, July 2010.
55. Customers Turned Off for Non-Payment on July 28, 2010.
56. History Report for Taco Bell Express from 1/5/10 -7/22/10.
57. E-mail dated July 30, 2010, to Mineral Wells PSD, from Renee Shotwell, Bill Bailey Insurance, attaching ID Card for the 2010 GMC Sierra.
58. Retail Purchase Agreement from Matheny Motor Truck, purchased 2010 GMC Sierra in the amount of \$21,622.72.
59. \*\*\*\*Letter dated July 28, 2010, to Mineral Wells PSD, from Joseph M. Hickman, WV Department of Environmental Protection, enclosing the report for the compliance inspection.
60. State of West Virginia National Pollutant Discharge Elimination System Discharge Monitoring Report, Liberty Truck Stop for July 2010.

**Mineral Wells PSD  
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Page 6**

61. Fax dated August 2, 2010, to Christy Pitsenbarger, WV Bureau of Public Health Office of Environmental Health Services, from Todd Anderson, attaching the Monthly Operational Report for July 2010.
62. E-mail dated August 2, 2010, to Mineral Wells PSD, from PEIA Billing Notification.
63. Letter dated July 16, 2010, to Todd Anderson, from Chad Miller, Cerrone Associates, regarding information for the Sewer System Improvement Project.
64. Stop payment put on check #40958 in the amount of \$765.86 made payable to Verizon.
65. Fax dated August 2, 2010, to Jim Mayles, Cerrone Associates, from Todd Anderson, attaching quote for Aulick Chemical solutions.
66. Fax dated August 3, 2010, to Virginia McDonald, Rural Development, from Cathy Dyer, attaching bank statement for the 2009 Water Systems Improvements Project for the month of July 2010.
67. Fax dated August 3, 2010, to Todd Anderson, from Manning Frymier, Cerrone Associates, attaching his review of Denny's test results for July.
68. Bacteriological Examination of Water from Public Water Distribution System, compliance date July 2010.
69. Memo dated August 2, 2010, to Mineral Wells PSD, from Sara Poe, WV Consolidated Public Retirement Board, enclosing the PERS annual retirement statements for the year ended December 31, 2009.
70. Aulick Chemical Solutions, Inc., New Customer Profile.
71. Invoice dated August 4, 2010, to Pepsi Cola, from Mineral Wells PSD, in the amount of \$65.00 for Oil and Grease Sampling.
72. Copy of letter dated July 16, 2010, to Todd Anderson, from Chad Miller, Cerrone Associates, regarding smoke testing, physical surveying and flow monitoring of the Mineral Wells PSD Sewer System.
73. \*\*\*\*Copy of letter dated August 5, 2010, to Scott Mandirola, Director, WV Department of Environmental Protection, from Todd Anderson, responding to the compliance inspection conducted at the Mineral Wells PSD Wastewater Treatment plant on July 8, 2010.
74. Copy of letter dated July 23, 2010, to Steve Hardman, Bowles Rice, from Roy Radabaugh, Chairman, requesting information needed for our audit for fiscal year ending June 30, 2010.
75. Summary Plan Description, Plan Year 2011 Benefits, July 1, 2010 – June 30, 2011.

**Mineral Wells PSD  
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Page 7**

76. West Virginia Rural Water Association, Infrastructure Council Report Newsletter, Vol. 16, Issue 8.
77. Movie Gallery, Inc, United States Bankruptcy Court, for the Eastern District of Virginia Richmond Division.
78. West Virginia Rural Water Association presents Collection System Evaluation, August 26, 2010.
79. Signed proposal by Todd Anderson, dated August 9, 2010, to Evans Construction Co., in the amount of \$600.00 for Mineral Wells Baptist Church.
80. Letter dated August 5, 2010, to Mineral Wells PSD, from Brickstreet, regarding a Premium Audit in review of the District's records and operations.
81. CPA Client Bulletin, Suttle & Stalnaker, Smart Tax, Business & Planning Ideas; July 2010.
82. CPA Client Bulletin, Suttle & Stalnaker, Smart Tax, Business & Planning Ideas; August 2010.
83. Fax dated August 10, 2010, to Mineral Wells PSD, from Jim Wright, Water Environmental Testing, attaching lead and copper sample results.
84. Fax dated August 10, 2010, to Susan Knuckles, Aulick Chemical, from Todd Anderson, attaching lead and copper results from Water Environmental Testing.
85. \*\*\*\*Letter dated August 9, 2010, to Mineral Wells PSD, Sycamore 2004A Renewal Replacement Fund, from Gregory A. Dugan, WesBanco, regarding change in Prime Interest Rate Factor.
86. \*\*\*\*Letter dated August 9, 2010, to Mineral Wells PSD, Fox Run Dr., from Gregory A. Dugan, WesBanco, regarding change in Prime Interest Rate Factor.
87. \*\*\*\*Letter dated August 9, 2010, to Mineral Wells PSD, Grinder Pump Reserve Acct., from Gregory A. Dugan, WesBanco, regarding change in Prime Interest Rate Factor.
88. Fax dated August 11, 2010, to Chad Miller, Cerrone Associates, from Todd Anderson, attaching a letter from Arthur Howard Winer, a proposed new customer at 309 Little Rock Road, Rockport, WV.
89. Letter dated August 10, 2010, to Mineral Wells PSD, from George Manoogian, Utility Workers Union of America, attaching an open letter to U.S. Municipalities Operating Water and Wastewater Systems.
90. National Pollutant Discharge Elimination System Discharge Monitoring Report State of West Virginia, for the month of July 2010.

**Mineral Wells PSD  
List of Correspondence  
August 19, 2010  
Page 8**

91. E-mail dated August 11, 2010, to Mineral Wells PSD, from Sara Boardman, regarding MBC statements of Activity are available.
92. Material Safety Data Sheet on SC-408 (Clarification Polymer Blend) from Aulick Chemical Solutions, Inc.
93. Fax dated August 13, 2010, to Parkersburg News & Sentinel, from Mineral Wells PSD, attaching notice to be inserted in the Newspaper for our regular scheduled Board meeting to be held, August 19, 2010.
94. Fax dated August 13, 2010, to Jackson County Herald, from Mineral Wells PSD, attaching notice to be inserted in the Newspaper for our regular scheduled Board Meeting to be held, August 19, 2010.
95. Fax dated August 13, 2010, to Wirt County Journal, from Mineral Wells PSD, attaching notice to be inserted in the Journal for our regular scheduled Board Meeting to be held, August 19, 2010.
96. Copy of letter dated August 13, 2010, to Amanda Dobbins, from Cathy Dyer, regarding a check the District received back in the amount of \$106.52 marked NSF, in order to avoid termination of your service, you must take care of this matter by August 19, 2010.
97. Copy of check dated August 13, 2010, to Joseph & Gloria Gordon, from Cathy Dyer, regarding a check the District received back in the amount of \$30.00 marked NSF, in order to avoid termination of your service, you must take care of this matter by August 19, 2010.
98. \*\*\*\*Letter dated August 12, 2010, to Steve Hardman, Bowles Rice, from Sandra Squire, Public Service Commission, enclosing a copy of the Staff memorandum regarding case no. 09-0147-PWD-PC-CN.
99. Copy of letter dated August 13, 2010, to Chad Miller, Cerrone Associates, from Linda Watson, enclosing copies of the maps and water consumption of each zone for the sewer system improvements project.
100. Fax dated August 9, 2010, to Cathy Dyer, from Jennifer L. Bruce, USDA, attaching the end of year reports for loans 91-02, 91-03, 91-06, 91-07, 91-09, 91-11 and 91-12.
101. Letter dated August 3, 2010, to Mineral Wells PSD, from WesBanco, regarding stop payment request on check no. 40958 in the amount of \$808.32 made payable to Verizon.
102. Commission Order to Mineral Wells PSD, from Public Service Commission of West Virginia, dated August 13, 2010, the Commission dismisses the Rule 19-A application to increase water rates and charges filed by the District on June 22, 2010.
103. Fax dated August 13, 2010, to Mineral Wells PSD, from Miss Utility of West Virginia, stating due to financial circumstances, or Call Center vender, One Call Systems, has found it necessary to file for bankruptcy and may cease operations.

**Mineral Wells PSD  
List of Correspondence  
August 19, 2010  
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104. Letter dated August 12, 2010, to Todd Anderson, from Kathy Lough, REIC, regarding sample results from Saulsbury Booster Station.
105. Service interruption planned for Wednesday, August 18, 2010, from Allegheny Power.
106. E-mail dated August 16, 2010, to Mineral Wells PSD, from PEIA, regarding a survey from Minnesota Life.
107. Fax dated August 12, 2010, to Virginia McDonald, Rural Development, from Cathy Dyer, attaching computer quotes.
108. Confirmation numbers from Municipal Bond Commission for the District's monthly payments in the amount of \$26,239.78.
109. Free underground damage prevention and safe digging program, sponsored by Paradigm Services.
110. Fax dated August 17, 2010, to Gina, CDW, from Cathy Dyer, requesting a price quote for computer systems.
111. Copy of check dated August 17, 2010, to Evelyn Life & Colby Snodgrass, from Cathy Dyer, regarding a check in the amount of \$33.00 the District received back marked NSF to avoid service interruption, this matter must be taken care of before August 26, 2010.
112. Copy of letter dated August 17, 2010, to Mary Seufer, Wood County Commission, from Cathy Dyer, enclosing an approved copy of the Minutes of the Regular Board meeting held June 17, 2010.
113. E-mail dated August 17, 2010, to Mineral Wells PSD, from PEIA, regarding a request from Minnesota Life requesting feedback.
114. Invoice dated August 17, 2010, to Walmart, from Mineral Wells PSD, in the amount of \$65.00 for Oil & Grease Sampling.
115. Invoice dated August 17, 2010, to Liberty Truck Stop, from Mineral Wells PSD, in the amount of \$140.00 for Oil & Grease Sampling.
116. Copy of letter dated August 12, 2010, to Mineral Wells PSD, from Robert A. Smith, P.E., regarding revised Lead & Copper Requirements.
117. Certificate of Origin for a Vehicle, 2010 GMC Truck, VIN# 1GTPKTEA0AZ260858.
118. CERTIFIED MAIL receipt sent to Scott Mandirola, Director, WV Department of Environmental Protection, Division of Water and Waste Management.
119. Fax dated August 17, 2010, to Mineral Wells PSD, from Citifinancial, requesting a W-9 be signed and returned. (Form filled out and faxed back)



**Mineral Wells PSD  
List of Correspondence  
August 19, 2010  
Page 10**

120. E-mail dated August 18, 2010, to Mineral Wells PSD, from PEIA, regarding premium accounts.
121. Copy of letter dated August 18, 2010, to West Virginia Water Development Authority, from Cathy Dyer, regarding a deposit in the amount of \$2,288.88 made to the Municipal Bond Commission for Sewage System Revenue Bonds, Series 2003.
122. Copy of letter dated August 18, 2010, to Angela Chestnut, Executive Secretary, WV Infrastructure & Jobs Development Council, from Cathy Dyer, regarding deposits that were made to the Municipal Bond Commission in the amount of \$811.69-Reserve Fund-04-A and \$175.90-Reserve Fund-04-B.
123. Copy of letter dated August 18, 2010, to West Virginia Water Development Authority, from Cathy Dyer, regarding a deposit in the amount of \$5,688.40 made to the Municipal Bond Commission for Sewage System Revenue Bonds, Series 1995.
124. Carbon copy of letter dated August 17, 2010, to Suttle & Stalnaker, from Steven Hardman, Bowles Rice, regarding a request made in connection with the District's audit for FY 10.
125. Civil Complaint signed by the Magistrate Court Clerk, and certified mail sent to William Wells for a delinquent bill in the amount of \$83.19.
126. Letter dated August 17, 2010, to Todd Anderson, from Chad Miller, Cerrone Associates, attaching information for a potential new customer at 309 Little Rock Rd., Rockport, WV.

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	(960,000.00)	(80,000.00)	(84,576.90)	105.72	(84,576.90)	8.81	875,423.10
METERED SALES-COMMERCIAL	1 461 200 00	(189,000.00)	(15,750.00)	(14,335.91)	91.02	(14,335.91)	7.58	174,664.09
METERED SALES-INDUSTRIAL	1 461 300 00	(2,600.00)	(216.66)	(722.91)	333.66	(722.91)	27.80	1,877.09
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	(700.00)	(58.33)	(52.56)	90.10	(52.56)	7.50	647.44
TOTAL METERED SALES		(1152,300.00)	(96,024.99)	(99,688.28)	103.81	(99,688.28)	8.65	1052,611.72
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(20,000.00)	(1,666.66)	(2,135.03)	128.10	(2,135.03)	10.67	17,864.97
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(3,000.00)	(250.00)	(375.00)	150.00	(375.00)	12.50	2,625.00
METER LEASE - MOBILE HOME PARK	1 472 500 00	(1,248.00)	(104.00)	.00		.00		1,248.00
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(416.66)	(416.67)	100.00	(416.67)	8.33	4,583.33
OTHER WATER REVENUES	1 474 000 00	(9,000.00)	(750.00)	(905.25)	120.70	(905.25)	10.05	8,094.75
TOTAL OTHER REVENUES		(38,248.00)	(3,187.32)	(3,831.95)	120.22	(3,831.95)	10.01	34,416.05
TOTAL REVENUES		(1190,548.00)	(99,212.31)	(103,520.23)	104.34	(103,520.23)	8.69	1087,027.77

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	425,000.00	35,416.66	36,966.15	104.37	36,966.15	8.69	(388,033.85)
TOTAL SOURCE OF SUPPLY		425,000.00	35,416.66	36,966.15	104.37	36,966.15	8.69	(388,033.85)
PUMPING								
OPERATION								
POWER PURCHASED PUMPING	1 623 000 00	6,000.00	500.00	507.11	101.42	507.11	8.45	(5,492.89)
PUMPING LABOR	1 624 000 00	6,500.00	541.66	208.83	38.55	208.83	3.21	(6,291.17)
PUMPING EXPENSES	1 624 001 00	7,000.00	583.33	426.20	73.06	426.20	6.08	(6,573.80)
TOTAL OPERATION		19,500.00	1,624.99	1,142.14	70.28	1,142.14	5.85	(18,357.86)
MAINTENANCE								
MAINT STRUCTURES & IMPROVEMENT	1 631 000 00	600.00	50.00	.00		.00		(600.00)
MAINT PUMPING EQUIPMENT	1 633 000 00	3,800.00	316.66	324.56	102.49	324.56	8.54	(3,475.44)
TOTAL MAINTENANCE		4,400.00	366.66	324.56	88.51	324.56	7.37	(4,075.44)
TOTAL PUMPING		23,900.00	1,991.65	1,466.70	73.64	1,466.70	6.13	(22,433.30)
TRANSMISSION & DISTRIBUTION								
OPERATION								
TRANS & DIST LINE EXPENSE	1 662 000 00	22,000.00	1,833.33	1,092.47	59.58	1,092.47	4.96	(20,907.53)
METER EXPENSE	1 663 000 00	17,000.00	1,416.66	310.04	21.88	310.04	1.82	(16,689.96)
TOTAL OPERATION		39,000.00	3,249.99	1,402.51	43.15	1,402.51	3.59	(37,597.49)
MAINTENANCE								
MAINT STRUCTURES & IMPROVEMENT	1 671 000 00	3,500.00	291.66	50.20	17.21	50.20	1.43	(3,449.80)
MAINTENANCE OF MAINS T & D	1 673 000 00	25,000.00	2,083.33	2,373.40	113.92	2,373.40	9.49	(22,626.60)
MAINTENANCE OF SERVICES T & D	1 675 000 00	20,000.00	1,666.66	3,756.75	225.40	3,756.75	18.78	(16,243.25)
MAINTENANCE OF METERS T & D	1 676 000 00	1,700.00	141.66	10.03	7.08	10.03	.59	(1,689.97)
MAINTENANCE OF HYDRANT T & D	1 677 000 00	500.00	41.66	64.60	155.06	64.60	12.92	(435.40)
TOTAL MAINTENANCE		50,700.00	4,224.97	6,254.98	148.04	6,254.98	12.33	(44,445.02)
TOTAL TRANS. & DISTRIBUTION		89,700.00	7,474.96	7,657.49	102.44	7,657.49	8.53	(82,042.51)

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
CUSTOMER SERVICE EXPENSES								
OPERATION								
METER READING EXPENSES	1 902 000 00	6,000.00	500.00	411.83	82.36	411.83	6.86	(5,588.17)
BILLING & COLLECTING - LABOR	1 903 100 00	28,000.00	2,333.33	2,021.07	86.61	2,021.07	7.21	(25,978.93)
BILLING & COLLECTING - EXPENSE	1 903 200 00	5,000.00	416.66	1,524.60	365.90	1,524.60	30.49	(3,475.40)
UNCOLLECTIBLE ACCOUNTS	1 904 000 00	3,000.00	250.00	.00		.00		(3,000.00)
TOTAL CUSTOMER SERVICE EXPENS		42,000.00	3,499.99	3,957.50	113.07	3,957.50	9.42	(38,042.50)
ADMINISTRATIVE & GENERAL								
OPERATION								
ADMIN & GENERAL SALARIES	1 920 000 00	48,000.00	4,000.00	2,896.16	72.40	2,896.16	6.03	(45,103.84)
EXPENSES GENERAL EMPLOYEES	1 920 200 00	700.00	58.33	.00		.00		(700.00)
OFFICE SUPPLIES & EXPENSE	1 921 000 00	32,000.00	2,666.66	906.79	34.00	906.79	2.83	(31,093.21)
OUTSIDE SERVICES EMPLOYED	1 923 000 00	6,800.00	566.66	.00		.00		(6,800.00)
ATTORNEY	1 923 001 00	600.00	50.00	.00		.00		(600.00)
PROPERTY INSURANCE	1 924 000 00	16,000.00	1,333.33	.00		.00		(16,000.00)
INJURIES & DAMAGES	1 925 000 00	600.00	50.00	.00		.00		(600.00)
EMPLOYEES PENSIONS/BENEFITS	1 926 200 00	50,000.00	4,166.66	3,567.65	85.62	3,567.65	7.13	(46,432.35)
EMPLOYEE VACATION PAY	1 926 300 00	9,350.00	779.16	1,174.87	150.78	1,174.87	12.56	(8,175.13)
EMPLOYEES HOLIDAY PAY	1 926 400 00	7,600.00	633.33	628.08	99.17	628.08	8.26	(6,971.92)
EMPLOYEES SICK PAY	1 926 500 00	7,600.00	633.33	164.94	26.04	164.94	2.17	(7,435.06)
EMPLOYEES' FUNERAL LEAVE PAY	1 926 600 00	400.00	33.33	.00		.00		(400.00)
COMP TIME	1 926 700 00	2,000.00	166.66	162.12	97.27	162.12	8.10	(1,837.88)
PEB/WV RETIREE HEALTH BENEFIT	1 926 800 00	35,000.00	2,916.66	2,671.20	91.58	2,671.20	7.63	(32,328.80)
REGULATORY COMMISSION EXPENSE	1 928 000 00	4,000.00	333.33	.00		.00		(4,000.00)
MISCELLANEOUS GENERAL EXPENSE	1 930 200 00	4,000.00	333.33	754.53	226.36	754.53	18.86	(3,245.47)
TOTAL OPERATION		224,650.00	18,720.77	12,926.34	69.04	12,926.34	5.75	(211,723.66)
TRANSPORTATION EXPENSES	1 933 000 00	13,000.00	1,083.33	308.38	28.46	308.38	2.37	(12,691.62)
ADMINISTRATIVE & GENERAL								
TOTAL OPERATION & MAINTENANCE								
		818,250.00	68,187.36	63,282.56	92.80	63,282.56	7.73	(754,967.44)

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

DESCRIPTION	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
DEPRECIATION EXPENSE	1 403 000 00	282,000.00	23,500.00	23,750.00	101.06	23,750.00	8.42	(258,250.00)
OFFICE EXPENSE	1 408 100 00	13,500.00	1,125.00	821.61	73.03	821.61	6.08	(12,678.39)
TOTAL OPERATING EXPENSES		1113,750.00	92,812.36	87,854.17	94.65	87,854.17	7.88	(1025,895.83)
OTHER INCOME & DEDUCTIONS								
INTEREST & DIVIDEND INCOME	1 419 000 00	(1,700.00)	(141.66)	(169.20)	119.44	(169.20)	9.95	1,530.80
INTEREST ON LONGTERM DEBT	1 427 000 00	190,000.00	15,833.33	15,575.00	98.36	15,575.00	8.19	(174,425.00)
OTHER INTEREST EXPENSE	1 431 000 00	200.00	16.66	8.13	48.79	8.13	4.06	(191.87)
TOTAL OTHER INCOME & DEDUCTIO		188,500.00	15,708.33	15,413.93	98.12	15,413.93	8.17	(173,086.07)
NET INCOME		111,702.00	9,308.38	(252.13)	2.70-	(252.13)	.22-	(111,954.13)

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

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
OPERATING REVENUE ACCOUNTS								
DOMESTIC SERVICE-RESIDENTIAL	2 601 000 00	(480,000.00)	(40,000.00)	(42,355.14)	105.88	(42,355.14)	8.82	437,644.86
DOMESTIC SERVICE-COMMERCIAL	2 602 000 00	(172,000.00)	(14,333.33)	(13,838.44)	96.54	(13,838.44)	8.04	158,161.56
DOMESTIC SERVICE-PUBLIC AUTHOR	2 603 000 00	(900.00)	(75.00)	(96.16)	128.21	(96.16)	10.68	803.84
DOMESTIC SALES-INDUSTRIAL	2 604 000 00	(2,400.00)	(200.00)	(641.42)	320.71	(641.42)	26.72	1,758.58
BUTCHER BEND SEWER	2 605 000 00	(250.00)	(20.83)	34.34	164.85-	34.34	13.73-	284.34
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TOTAL SALES OF SEWER SERVICE		(655,550.00)	(54,629.16)	(56,896.82)	104.15	(56,896.82)	8.67	598,653.18
OTHER SEWER REVENUES								
FORFEITED DISCOUNTS & PENALTY	2 612 000 00	(13,000.00)	(1,083.33)	(1,087.15)	100.35	(1,087.15)	8.36	11,912.85
MISC SEWERAGE REVENUES	2 615 000 00	(600.00)	(50.00)	(50.00)	100.00	(50.00)	8.33	550.00
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TOTAL OTHER SEWER REVENUES		(13,600.00)	(1,133.33)	(1,137.15)	100.33	(1,137.15)	8.36	12,462.85
		=====	=====	=====	=====	=====	=====	=====
TOTAL REVENUES		(669,150.00)	(55,762.49)	(58,033.97)	104.07	(58,033.97)	8.67	611,116.03
OPERATION/MAINTENANCE EXPENSE								
COLLECTING EXPENSES								
MAINT SERVICE CONN & TRAP	2 705 100 00	6,000.00	500.00	555.99	111.19	555.99	9.26	(5,444.01)
MAINT COLLECT & TRANS MAINS	2 705 200 00	13,000.00	1,083.33	223.77	20.65	223.77	1.72	(12,776.23)
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TOTAL COLLECTING EXPENSES		19,000.00	1,583.33	779.76	49.24	779.76	4.10	(18,220.24)
PUMPING EXPENSES								
OPERATION LABOR-PUMPING	2 722 000 00	9,000.00	750.00	481.20	64.16	481.20	5.34	(8,518.80)
POWER LIFT STATIONS	2 723 100 00	17,000.00	1,416.66	1,524.43	107.60	1,524.43	8.96	(15,475.57)
POWER GRINDER PUMPS	2 723 200 00	5,700.00	475.00	464.44	97.77	464.44	8.14	(5,235.56)
SUPPLIES-EXP LIFT STA GRINDERS	2 724 000 00	11,000.00	916.66	860.58	93.88	860.58	7.82	(10,139.42)
MAINT STRUCTURES & IMPROV	2 726 000 00	750.00	62.50	.00	.00	.00	.00	(750.00)
WATER PUMPING-LIFT STATIONS	2 727 100 00	25,000.00	2,083.33	2,140.55	102.74	2,140.55	8.56	(22,859.45)
MAINT OTHER PUMPING EQUIPMENT	2 727 200 00	38,000.00	3,166.66	2,120.19	66.95	2,120.19	5.57	(35,879.81)
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TOTAL PUMPING EXPENSES		106,450.00	8,870.81	7,591.39	85.57	7,591.39	7.13	(98,858.61)

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
<b>TREATMENT &amp; DISPOSAL EXPENSES</b>								
OPERATION LABOR-TREATMENT	2 742 000 00	17,000.00	1,416.66	1,524.34	107.60	1,524.34	8.96	(15,475.66)
SUPPLIES AND EXPENSES-PLANT	2 743 100 00	30,000.00	2,500.00	1,274.25	50.97	1,274.25	4.24	(28,725.75)
CHEMICAL TREATMENT EXP-PLANT	2 743 200 00	20,000.00	1,666.66	1,700.00	102.00	1,700.00	8.50	(18,300.00)
POWER EXPENSE-PLANT	2 743 300 00	45,000.00	3,750.00	5,099.19	135.97	5,099.19	11.33	(39,900.81)
MAINT OF STRUCTURE & IMPROVEMT	2 745 000 00	3,000.00	250.00	208.66	83.46	208.66	6.95	(2,791.34)
MAINT OF T & D SYS EQUIPMENT	2 746 000 00	3,500.00	291.66	304.51	104.40	304.51	8.70	(3,195.49)
<b>TOTAL TREATMENT &amp; DISPOSAL</b>		<b>118,500.00</b>	<b>9,874.98</b>	<b>10,110.95</b>	<b>102.38</b>	<b>10,110.95</b>	<b>8.53</b>	<b>(108,389.05)</b>
<b>BILLING &amp; COLLECTING EXPENSES</b>								
METER READING LABOR	2 782 000 00	5,900.00	491.66	411.83	83.76	411.83	6.98	(5,488.17)
BILLING & COLLECTING LABOR	2 783 100 00	23,000.00	1,916.66	1,551.22	80.93	1,551.22	6.74	(21,448.78)
BILLING & COLLECTING EXPENSE	2 783 200 00	6,000.00	500.00	1,478.96	295.79	1,478.96	24.64	(4,521.04)
<b>TOTAL BILLING &amp; COLLECTING</b>		<b>34,900.00</b>	<b>2,908.32</b>	<b>3,442.01</b>	<b>118.35</b>	<b>3,442.01</b>	<b>9.86</b>	<b>(31,457.99)</b>
<b>ADMINISTRATIVE/GENERAL EXPENSE</b>								
ADMIN & GENERAL SALARIES	2 790 000 00	30,000.00	2,500.00	1,777.28	71.09	1,777.28	5.92	(28,222.72)
EXPENSES-GENERAL EMPLOYEES	2 792 200 00	500.00	41.66	.00	.00	.00	.00	(500.00)
OFFICE SUPPLIES & EXPENSES	2 793 000 00	20,500.00	1,708.33	451.93	26.45	451.93	2.20	(20,048.07)
SPECIAL SERVICES	2 795 000 00	8,000.00	666.66	.00	.00	.00	.00	(8,000.00)
SPECIAL LEGAL SERVICES	2 796 000 00	500.00	41.66	.00	.00	.00	.00	(500.00)
REGULATORY COMMISSION	2 797 000 00	2,600.00	216.66	.00	.00	.00	.00	(2,600.00)
INSURANCE	2 798 000 00	12,500.00	1,041.66	.00	.00	.00	.00	(12,500.00)
INJURIES/DAMAGES	2 799 000 00	1,000.00	83.33	.00	.00	.00	.00	(1,000.00)
EMPLOYEES WELFARE EXPENSES	2 800 100 00	1,000.00	83.33	.00	.00	.00	.00	(1,000.00)
EMPLOYEE PENSION & BENEFITS	2 800 200 00	41,000.00	3,416.66	3,022.59	88.46	3,022.59	7.37	(37,977.41)
EMPLOYEES VACATION PAY	2 800 300 00	6,300.00	525.00	801.35	152.63	801.35	12.71	(5,498.65)
EMPLOYEES HOLIDAY PAY	2 800 400 00	5,700.00	475.00	418.72	88.15	418.72	7.34	(5,281.28)
EMPLOYEES SICK PAY	2 800 500 00	3,000.00	250.00	158.52	63.40	158.52	5.28	(2,841.48)
EMPLOYEES' FUNERAL LEAVE PAY	2 800 600 00	500.00	41.66	.00	.00	.00	.00	(500.00)
COMP TIME	2 800 700 00	1,500.00	125.00	108.08	86.46	108.08	7.20	(1,391.92)
PEB/WV RETIREE HEALTH BENEFIT	2 800 800 00	22,000.00	1,833.33	1,780.80	97.13	1,780.80	8.09	(20,219.20)
MISCELLANEOUS GENERAL EXPENSE	2 801 000 00	4,800.00	400.00	157.22	39.30	157.22	3.27	(4,642.78)
MAINT GENERAL PROPERTY	2 802 000 00	5,000.00	416.66	.00	.00	.00	.00	(5,000.00)
RENTS	2 803 000 00	5,000.00	416.66	5,000.00	999.99	5,000.00	100.00	.00
TRANSPORTATION EXPENSE	2 903 000 00	9,500.00	791.66	205.59	25.96	205.59	2.16	(9,294.41)
UNCOLLECTIBLE ACCOUNTS	2 904 100 00	2,000.00	166.66	.00	.00	.00	.00	(2,000.00)
<b>TOTAL ADMINISTRATIVE &amp; GEN EX</b>		<b>182,900.00</b>	<b>15,241.58</b>	<b>13,882.08</b>	<b>91.07</b>	<b>13,882.08</b>	<b>7.58</b>	<b>(169,017.92)</b>

Mineral Wells PSD  
 GENERAL LEDGER  
 SEWER INCOME STATEMENT

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
TOTAL OPERATING EXPENSES		461,750.00	38,479.02	35,806.19	93.05	35,806.19	7.75	(425,943.81)
DEPRECIATION	2 503 000 00	300,000.00	25,000.00	25,100.00	100.40	25,100.00	8.36	(274,900.00)
DEPRECIATION EXPENSE	2 507 100 00	11,000.00	916.66	724.16	78.99	724.16	6.58	(10,275.84)
INTEREST/DIVIDEND EARNED	2 524 000 00	(1,000.00)	(83.33)	(14.28)	17.13	(14.28)	1.42	985.72
INTEREST ON LONG TERM DEBT	2 530 000 00	84,000.00	7,000.00	7,000.00	100.00	7,000.00	8.33	(77,000.00)
OTHER INTEREST EXPENSE	2 535 000 00	100.00	8.33	7.12	85.47	7.12	7.12	(92.88)
		=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENSES & OTHER INCOME		186,700.00	15,558.19	10,589.22	68.06	10,589.22	5.67	(176,110.78)
		=====	=====	=====	=====	=====	=====	=====
BALANCE TO SURPLUS		186,700.00	15,558.19	10,589.22	68.06	10,589.22	5.67	(176,110.78)