

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
POST OFFICE BOX 266  
MINERAL WELLS, WV 26150  
TELEPHONE: (304) 489-2915      FAX: (304) 489-2971**

April 23, 2012

Mr. Marty Seufer  
Wood County Commission  
Wood County Courthouse  
#1 Court Square, Box 2  
Parkersburg, WV 26102-5340

Dear Mr. Seufer:

Please find enclosed an approved copy of the Minutes of the Regular Board Meeting held March 15, 2012 and the Minutes of the Special Board Meeting held on April 11, 2012; the minutes were approved at the Regular Board meeting held on Thursday, April 19, 2012.

Should you have any questions please contact us @ (304) 489-2915.

Yours truly,

Mineral Wells PSD

  
Cathy Dyer  
Office Manager

Enclosures: March 15, 2012, minutes  
April 11, 2012, minutes

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, MARCH, 15, 2012 AT 5:00 PM IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA

Mr. Roy L. Radabaugh, Chairman, called the meeting to order at 5:00 p.m. He asked everyone present to sign the attendance roster. Mark Stewart, Treasurer; James R. Lett, Secretary; Todd Anderson, Operations Manager; Cathy Dyer, Office Manager and Nellie Radcliff, Office Clerk, were present.

There was no one from the public present.

Mr. Lett made a motion to approve the Minutes of the February 16, 2012, Regular Board Meeting as presented. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Lett signed the Board Meeting Minutes.

Mr. Lett made a motion to approve the following items for the SCADA Project:

Applicant Certification Federal Collection Policies for Consumer or Commercial Debts

Equal Opportunity Agreement

Assurance Agreement

Certification Regarding Debarment, Suspension and Other Responsibility Matters

Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh and Mr. Lett signed the Applicant Certification Federal Collection Policies for Consumer or Commercial Debts and the Equal Opportunity Agreement. Mr. Radabaugh signed the Assurance Agreement and the Certification Regarding Debarment, Suspension and Other Responsibility Matters.

Mr. Lett made a motion to approve the increase of the WVDOH permit to \$25,000.00. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial Statements dated for February 29, 2012 (copy attached) for All Finances, Water Revenue Checking Account, Sewer Revenue Checking Account. Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve checks #42666 thru #42743 written on the Consolidated Water and Sewer Revenue Checking Account between February 16, 2012 and March 15, 2012 (copies attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll checks # 3554 thru #3585 written on the Consolidate Payroll Account between February 16, 2012 and march 15, 2012 (copies attached). Mr. Lett seconded the motion. The motion passed unanimously.

Mrs. Dyer discussed the following correspondence.

MINERAL WELLS PUBLIC SERVICE DISTRICT  
MINUTES – MARCH 15, 2012  
PAGE 2

Letter # 5 – Letter dated February 16, 2012, to Rod Lowe, Bassett and Lowe attaching the information request for the Rule 42 tariff change on the SCADA Updates Project.

Letter #49 – Letter dated February 28, 2012, from Andrea Westhoff, Cerrone Associates, Inc., to Virginia McDonald, RUS, attaching info to the Sewer Phase II Project.

Letter # 62 – Letter dated March 2, 2012, from Virginia McDonald, RUS accepting Addendum #2 to the Engineering Agreement with Cerrone Associates, Inc., on the Sewer Project Phase II.

Letter # 70 – E-mail dated March 9, 2012, from Virginia McDonald, RUS, Sewer System Improvements Project informing the District on April 11, 2012, at 10:00 a.m. there will be a loan closing and a Pre-Construction meeting at 11:00 am in the district's office. All documents will be dated April 13, 2012 for the official loan closing. The total loan is \$4,900,000.00 at 3.375% interest rate with loan payment of \$19,110.00.

Letter #80 – E-mail dated March 9, 2012, from Steve Hardman, Bowles Rice, attaching letter filed with Sandra Squire, PSC, on the Petition of Re-open rate case on the Sewer Project, loan closing date change and new interest rate.

Mrs. Dyer had nothing further to discuss.

Mr. Anderson discussed with the Board, he had several plots of acreage for the sludge removal to be looked at by the DEP.

Chad Miller, Cerrone Associates, Inc., discussed installing fire hydrants for flushing and keeping chlorine level at the proper level thru out the district.

The slip on Sycamore Run Road will be put on another water project when the district is doing another water project.

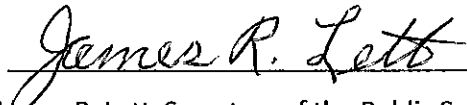
Mr. Robert Matheny would like for the District to put stone on the road that the District uses to the Mineral Wells Hill Tank site. The Board elected to not stone this road.

All business having been discussed, Mr. Lett made a motion to adjourn. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 5:20 p.m.

MINERAL WELLS PUBLIC SERVICE DISTRICT  
MINUTES – MARCH 15, 2012  
PAGE 3

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.

A handwritten signature in cursive script that reads "James R. Lett". The signature is written in black ink and is positioned above a horizontal line.

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

MINUTES OF A SPECIAL BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD WEDNESDAY, APRIL 11, 2012, AT 10:00 A.M. IN THE DISTRICT'S OFFICE LOCATED AT MINERAL WELLS, WEST VIRGINIA

Mr. Roy L. Radabaugh, Chairman, called the meeting to order at 10:00 a.m. He asked everyone present to sign the attendance roster. Mark Stewart, Treasurer; Roy Radabaugh, Chairman; James R. Lett, Secretary; Todd Anderson, Operations Manager; Cathy Dyer, Office Manager; Andrea Westhoff, Cerrone Associates, Inc.; Alan Harris, USDA Rural Development; Virginia McDonald, USDA Rural Development; Dianne Wolfe, Bowles Rice; Steven Hardman, Bowles Rice; Cam Siegrist; Bowles Rice; Chad Miller, Cerrone Associates, Inc.; Dominick Cerrone, Cerrone Associates, Inc.; Justin Miracle, WVDOH; Keith Lynch, WVDOH; Rick Robinson, Cerrone Associates, Inc.; Chris Ferrell, Cerrone Associates, Inc.; John Persun, Jr., Orders Construction Co., Inc.; Brian Reger, Pro Contracting, Inc.; Richard Thompson, Dominion Hope Gas; Tammy Maze, Dominion Hope; Harry Taylor, USDA Rural Development.

No one from the public was present.

Mr. Cam Siegrist presented the Board Bond Resolution Revenue Bond 2012A in the amount of \$4,900,000.00 funded by the USDA Rural Development to finance costs of improvements and betterment to the sewage system. The Bond is to be paid over a period of 40 years with the first 2 years being interest only and the remaining 38 years at monthly installments of \$19,110.00. Mr. Lett made a motion to accept the Bond Resolution as presented by Mr. Siegrist. Mr. Stewart seconded the motion. The motion passed unanimously. The Bond Resolution was signed by Mr. Radabaugh and Mr. Lett.

Mr. Lett made a motion to approve Sewer System Improvement Project Requisition No. 1 in the amount of \$605,575.95. Mr. Stewart seconded the motion. The motion passed unanimously. The Requisition was signed by Mr. Radabaugh.

Mr. Lett made a motion to approve Change Order #1 for Orders Construction Contract No. 1. Mr. Stewart seconded the motion. The motion passed unanimously. The Change Order was signed by Mr. Radabaugh.

Mr. Siegrist, Mr. Hardman, Ms. Wolfe excused themselves from the rest of the meeting.

Mr. Cerrone presented the pre-construction rules and regulations to the Board and Contactors.

Mr. Taylor presented the pre-construction rules and regulations of the USDA Rural Development to the Board, Contractors and Engineers, it was signed by all.

All business having been discussed, Mr. Stewart made a motion to adjourn. Mr. Lett seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 12:20 P.M.

CERTIFICATION

I, James R. Lett, Secretary of the Public Service Board of the Mineral Wells PSD 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

WATER INCOME STATEMENT  
July 1, 2012 - June 30, 2013

	NEXT YEAR'S		CURRENT YEAR'S		PRIOR YEAR'S	
	BUDGET	BUDGET	BUDGET	ACTUAL	BUDGET	ACTUAL
	<u>2013</u>	<u>2012</u>	<u>Bal 3/12</u>	<u>2011</u>		
OPERATING REVENUE ACCOUNTS						
METERED SALES						
METERED SALES-RESIDENTIAL	1 461 100 00	1,031,000.00-	1,031,000.00-	745,276.38-	960,000.00-	1,002,927.32-
METERED SALES-COMMERCIAL	1 461 200 00	181,000.00-	177,000.00-	134,091.47-	189,000.00-	169,550.82-
METERED SALES-INDUSTRIAL	1 461 300 00	4,000.00-	5,000.00-	3,024.70-	2,600.00-	4,415.02-
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	600.00-	900.00-	429.98-	700.00-	639.36-
METER RENTAL	1 461 500 00	.00	.00	.00	.00	.00
		-----	-----	-----	-----	-----
TOTAL METERED SALES		1,216,600.00-	1,213,900.00-	882,822.53-	1,152,300.00-	1,177,532.52-
OTHER REVENUES						
FORFEITED DISCOUNTS	1 470 000 00	24,000.00-	21,000.00-	17,632.55-	20,000.00-	22,290.65-
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	3,000.00-	3,000.00-	4,341.32-	3,000.00-	3,400.00-
METER LEASE - MOBILE HOME PARK	1 472 500 00	1,300.00-	1,115.00-	1,338.00-	1,248.00-	196.00-
INTERDEPARTMENT RENTS	1 473 000 00	5,000.00-	5,000.00-	3,750.03-	5,000.00-	4,583.37-
OTHER WATER REVENUES	1 474 000 00	9,000.00-	9,000.00-	4,538.85-	9,000.00-	8,450.81-
GAIN ON SALE	1 476 000 00	.00	.00	.00	.00	.00
TOTAL OTHER REVENUES		42,300.00-	39,115.00-	31,600.75-	38,248.00-	38,920.83-
		=====	=====	=====	=====	=====
TOTAL REVENUES		1,258,900.00-	1,253,015.00-	914,423.28-	1,190,548.00-	1,216,453.35-

WATER INCOME STATEMENT  
July 1, 2012 - June 30, 2013

		NEXT YEAR'S		CURRENT YEAR'S		PRIOR YEAR'S	
		BUDGET	BUDGET	BUDGET	ACTUAL	BUDGET	ACTUAL
		2013	2012	Bal 3/12		2011	
OPERATION/MAINTENANCE EXPENSE							
SOURCE OF SUPPLY							
PURCHASED WATER	1 602 000 00	410,000.00	425,000.00	299,120.10		425,000.00	417,655.16
PURCHASED WATER PARKERBURG	1 602 100 00	4,000.00	2,000.00	3,943.60		.00	972.11
		=====	=====	=====		=====	=====
TOTAL SOURCE OF SUPPLY		414,000.00	427,000.00	303,063.70		425,000.00	418,627.27
PUMPING							
OPERATION							
OPERATION SUPERVISION PUMPING	1 620 000 00	.00	.00	.00		.00	.00
POWER PURCHASED PUMPING	1 623 000 00	7,000.00	7,000.00	5,154.90		6,000.00	6,774.12
PUMPING LABOR	1 624 000 00	7,000.00	5,000.00	4,986.16		6,500.00	3,750.70
PUMPING EXPENSES	1 624 001 00	7,000.00	4,000.00	4,929.24		7,000.00	2,893.87
MISCELLANEOUS EXPENSE	1 626 000 00	.00	.00	.00		.00	.00
		-----	-----	-----		-----	-----
TOTAL OPERATION		21,000.00	16,000.00	15,070.30		19,500.00	13,418.69
MAINTENANCE							
SUPERVISION TRANS & DIST	1 630 000 00	.00	.00	.00		.00	.00
MAINT STRUCTURES & IMPROVEMENT	1 631 000 00	.00	600.00	.00		600.00	.00
MAINT PUMPING EQUIPMENT	1 633 000 00	3,800.00	3,800.00	2,489.45		3,800.00	2,142.55
		-----	-----	-----		-----	-----
TOTAL MAINTENANCE		3,800.00	4,400.00	2,489.45		4,400.00	2,142.55
		=====	=====	=====		=====	=====
TOTAL PUMPING		24,800.00	20,400.00	17,559.75		23,900.00	15,561.24
TRANSMISSION & DISTRIBUTION							
OPERATION							
OPER SUPERVISION & ENGINEERING	1 660 000 00	.00	.00	.00		.00	.00
TRANS & DIST LINE EXPENSE	1 662 000 00	20,000.00	20,000.00	13,767.68		22,000.00	19,220.84
METER EXPENSE	1 663 000 00	11,000.00	10,000.00	8,535.17		17,000.00	5,930.80
MISCELLANEOUS EXPENSES	1 665 000 00	.00	.00	.00		.00	.00
		-----	-----	-----		-----	-----
TOTAL OPERATION		31,000.00	30,000.00	22,302.85		39,000.00	25,151.64
MAINTENANCE							
MAINT SUPERVISION & ENGINEER	1 670 000 00	.00	.00	.00		.00	.00
MAINT STRUCTURES & IMPROVEMENT	1 671 000 00	2,000.00	3,500.00	1,240.89		3,500.00	2,986.89
MAINT DISTRIBUTION RESERVOIRS	1 672 000 00	.00	.00	1,200.00		.00	.00
MAINTENANCE OF MAINS T & D	1 673 000 00	34,000.00	25,000.00	23,561.54		25,000.00	74,212.12
MAINTENANCE OF SERVICES T & D	1 675 000 00	20,000.00	25,000.00	14,538.87		20,000.00	20,381.07
MAINTENANCE OF METERS T & D	1 676 000 00	2,000.00	1,500.00	1,353.89		1,700.00	3,292.92
MAINTENANCE OF HYDRANT T & D	1 677 000 00	1,000.00	2,000.00	165.17		500.00	4,111.28
		-----	-----	-----		-----	-----
TOTAL MAINTENANCE		59,000.00	57,000.00	42,060.36		50,700.00	104,984.28
		=====	=====	=====		=====	=====
TOTAL TRANS. & DISTRIBUTION		90,000.00	87,000.00	64,363.21		89,700.00	130,135.92



WATER INCOME STATEMENT  
July 1, 2012 - June 30, 2013

		NEXT YEAR'S		CURRENT YEAR'S		PRIOR YEAR'S	
		BUDGET	BUDGET	BUDGET	ACTUAL	BUDGET	ACTUAL
		<u>2013</u>	<u>2012</u>	<u>Bal 3/12</u>	<u>2011</u>		
<b>CUSTOMER SERVICE EXPENSES</b>							
OPERATION							
METER READING EXPENSES	1 902 000 00	7,000.00	6,100.00	5,233.43	6,000.00	5,882.33	
BILLING & COLLECTING - LABOR	1 903 100 00	31,000.00	31,000.00	22,579.54	28,000.00	30,957.48	
BILLING & COLLECTING - EXPENSE	1 903 200 00	7,000.00	5,600.00	5,268.73	5,000.00	5,899.72	
UNCOLLECTIBLE ACCOUNTS	1 904 000 00	2,500.00	3,000.00	481.15-	3,000.00	2,515.16	
		=====	=====	=====	=====	=====	
TOTAL CUSTOMER SERVICE EXPENS		47,500.00	45,100.00	32,600.55	42,000.00	45,254.69	
<b>ADMINISTRATIVE &amp; GENERAL</b>							
OPERATION							
ADMIN & GENERAL SALARIES	1 920 000 00	62,000.00	53,000.00	44,798.98	48,000.00	51,628.19	
EXPENSES GENERAL EMPLOYEES	1 920 200 00	2,000.00	25,000.00	1,081.86	700.00	514.06	
OFFICE SUPPLIES & EXPENSE	1 921 000 00	23,000.00	8,000.00	16,322.50	32,000.00	21,059.90	
OUTSIDE SERVICES EMPLOYED	1 923 000 00	8,000.00	8,000.00	7,065.00	6,800.00	9,940.00	
ATTORNEY	1 923 001 00	600.00	600.00	9,996.52	600.00	177.88	
AUDITOR	1 923 002 00	.00	.00	.00	.00	.00	
ENGINEERING CONSULTANTS	1 923 004 00	.00	.00	21,504.54-	.00	22,658.45	
PROPERTY INSURANCE	1 924 000 00	18,000.00	16,200.00	17,824.04	16,000.00	12,637.17	
INJURIES & DAMAGES	1 925 000 00	.00	.00	.00	600.00	.00	
EMPLOYEES WELFARE EXPENSE	1 926 100 00	.00	.00	460.00	.00	282.11	
EMPLOYEES PENSIONS/BENFITS	1 926 200 00	50,000.00	50,000.00	36,349.24	50,000.00	41,102.75	
EMPLOYEE BENEFIT BRICKSTREET	1 926 210 00	5,500.00	4,400.00	3,556.25	.00	2,864.05	
EMPLOYEE VACATION PAY	1 926 300 00	11,000.00	10,550.00	8,036.08	9,350.00	9,492.55	
EMPLOYEES HOLIDAY PAY	1 926 400 00	7,900.00	7,900.00	6,372.06	7,600.00	7,745.76	
EMPLOYEES SICK PAY	1 926 500 00	7,900.00	7,900.00	3,091.34	7,600.00	2,528.32	
EMPLOYEES' FUNERAL LEAVE PAY	1 926 600 00	.00	.00	181.44	400.00	140.16	
COMP TIME	1 926 700 00	2,200.00	2,200.00	1,679.70	2,000.00	1,981.89	
OPEB/WV RETIREE HEALTH BENEFIT	1 926 800 00	35,000.00	35,000.00	25,725.60	35,000.00	32,336.53	
REGULATORY COMMISSION EXPENSE	1 928 000 00	4,400.00	4,400.00	.00	4,000.00	3,469.51	
MISCELLANEOUS GENERAL EXPENSE	1 930 200 00	7,000.00	6,000.00	4,948.98	4,000.00	5,008.41	
		-----	-----	-----	-----	-----	
TOTAL OPERATION		244,500.00	239,150.00	165,985.05	224,650.00	225,567.69	
MAINTENANCE OF GENERAL PLANT	1 922 000 00	800.00	2,000.00	744.09	.00	1,012.02	
TRANSPORTATION EXPENSES	1 933 000 00	20,000.00	16,000.00	13,266.57	13,000.00	15,880.19	
		=====	=====	=====	=====	=====	
ADMINISTRATIVE & GENERAL		20,800.00	18,000.00	13,608.48	13,000.00	16,892.21	
		=====	=====	=====	=====	=====	
TOTAL OPERATION & MAINTENANCE		841,600.00	836,650.00	597,582.92	818,250.00	852,039.02	

WATER INCOME STATEMENT

July 1, 2012 - June 30, 2013

		NEXT YEAR'S		CURRENT YEAR'S		PRIOR YEAR'S	
		BUDGET	BUDGET	BUDGET	ACTUAL	BUDGET	ACTUAL
		2013	2012	Bal 3/12		2011	
DEPRECIATION EXPENSE	1 403 000 00	306,000.00	309,600.00	224,837.00		282,000.00	297,720.00
FICA EXPENSE	1 408 100 00	14,000.00	13,500.00	9,962.19		13,500.00	11,970.15
GAIN-LOSSES DISPOSITION OF PRO	1 414 000 00	.00	.00	.00		.00	.00
TOTAL OPERATING EXPENSES		1,161,600.00	1,159,750.00	832,382.11		1,113,750.00	1,161,729.17
OTHER INCOME & DEDUCTIONS							
INTEREST & DIVIDEND INCOME	1 419 000 00	600.00-	1,200.00-	375.02-		1,700.00-	1,040.71-
MISC NONOPERATING INCOME ST FK	1 421 000 00	.00	.00	.00		.00	.00
INTEREST ON LONGTERM DEBT	1 427 000 00	203,000.00	197,500.00	166,819.88		190,000.00	220,714.03
OTHER INTEREST EXPENSE	1 431 000 00	150.00	150.00	143.92		200.00	137.07
AMORT OF DEBT DISCOUNT (BONDS)	1 440 000 00	.00	.00	.00		.00	.00
AMORT OF DEBT DISCOUNT (LOAN)	1 442 000 00	.00	.00	.00		.00	.00
GRANT REVENUE-SERIES 2004A	1 450 000 00	.00	.00	.00		.00	.00
WV INFRASTRUCTURE & JOB DEV							
GRANT REVENUE-SERIES 2004B	1 451 000 00	.00	.00	.00		.00	.00
RURAL DEVELOPMENT SERVICE							
TOTAL OTHER INCOME & DEDUCTIO		202,550.00	196,450.00	166,588.78		188,500.00	219,810.39
NET INCOME							
		105,250.00	103,185.00	84,547.61		111,702.00	165,086.21

Metered Sales	\$1,216,600.00
Penalties	24,000.00
Misc. Water Revenues	4,300.00
Interdepartmental Rents	5,000.00
Other Water Revenue	9,000.00
Other Interest Income	600.00
<b>Total Revenue</b>	<b>\$1,259,500.00</b>
Operation and Maintenance	-\$837,100.00
Other Interest Exepnse	- 150.00
Fica Expense	- 14,000.00
Bonds, Reserve, Depreciation	- 436,000.00
<b>Total Expenditures</b>	<b>-\$1,287,250.00</b>
Remaining from Revenue	-\$27,750.00
Tap Fees (15)	\$5,250.00
Capital Improvements	-\$22,500.00

Mineral Wells PSD  
B U D G E T P R E P A R A T I O N  
SEWER INCOME STATEMENT

July 1, 2012 - June 30, 2013

		NEXT YEAR'S BUDGET <u>2013</u>	CURRENT YEAR'S BUDGET <u>2012</u>	ACTUAL <u>Bal 3/12</u>	PRIOR YEAR'S BUDGET <u>2011</u>	ACTUAL
<b>OPERATING REVENUE ACCOUNTS</b>						
DOMESTIC SERVICE-RESIDENTIAL	2 601 000 00	507,000.00-	508,000.00-	364,019.79-	480,000.00-	496,573.46-
DOMESTIC SERVICE-COMMERCIAL	2 602 000 00	174,000.00-	178,950.00-	126,266.23-	172,000.00-	166,393.35-
DOMESTIC SERVICE-PUBLIC AUTHOR	2 603 000 00	550.00-	1,050.00-	548.53-	900.00-	1,054.25-
DOMESTIC SALES-INDUSTRIAL	2 604 000 00	3,300.00-	4,000.00-	2,345.75-	2,400.00-	3,604.63-
BUTCHER BEND SEWER	2 605 000 00	250.00-	250.00-	123.58-	250.00-	143.64-
		-----	-----	-----	-----	-----
TOTAL SALES OF SEWER SERVICE		685,100.00-	692,250.00-	493,303.88-	655,550.00-	667,769.33-
<b>OTHER SEWER REVENUES</b>						
FORFEITED DISCOUNTS & PENALTY	2 612 000 00	13,500.00-	13,500.00-	9,795.42-	13,000.00-	12,995.59-
MISC SEWERAGE REVENUES	2 615 000 00	600.00-	600.00-	600.00-	600.00-	25.00-
MISCELLANEOUS REVENUE-DECHLOR- INATION PROJECT	2 615 100 00	.00	.00	.00	.00	.00
GAIN ON SALE	2 620 000 00	.00	.00	.00	.00	.00
		-----	-----	-----	-----	-----
TOTAL OTHER SEWER REVENUES		14,100.00-	14,100.00-	10,395.42-	13,600.00-	13,020.59-
		=====	=====	=====	=====	=====
TOTAL REVENUES		699,200.00-	706,350.00-	503,699.30-	669,150.00-	680,789.92-
<b>OPERATION/MAINTENANCE EXPENSE</b>						
<b>COLLECTING EXPENSES</b>						
OPERATION LABOR GENERAL SEWER	2 700 000 00	.00	.00	.00	.00	.00
OPER SUPERVISION/ENGINEERING	2 701 000 00	.00	.00	.00	.00	.00
OPERATION LABOR-COLLECTING	2 702 000 00	.00	.00	.00	.00	.00
SUPPLIES AND EXPENSES	2 703 000 00	.00	.00	.00	.00	.00
MAINT SUPERVISION/ENGINEERING	2 704 000 00	.00	.00	.00	.00	.00
MAINT SERVICE CONN & TRAP	2 705 100 00	3,000.00	2,500.00	2,237.74	6,000.00	2,289.28
MAINT COLLECT & TRANS MAINS	2 705 200 00	16,000.00	13,000.00	11,895.06	13,000.00	9,476.39
		-----	-----	-----	-----	-----
TOTAL COLLECTING EXPENSES		19,000.00	15,500.00	14,132.80	19,000.00	11,765.67
<b>PUMPING EXPENSES</b>						
OPER SUPERVISION & ENGINEERING	2 721 000 00	.00	.00	.00	.00	.00
OPERATION LABOR-PUMPING	2 722 000 00	9,900.00	7,000.00	7,342.47	9,000.00	7,959.28
POWER LIFT STATIONS	2 723 100 00	19,000.00	18,000.00	14,265.53	17,000.00	18,752.06
POWER GRINDER PUMPS	2 723 200 00	6,900.00	6,600.00	5,129.50	5,700.00	6,390.62
SUPPLIES-EXP LIFT STA GRINDERS	2 724 000 00	14,500.00	13,000.00	10,695.77	11,000.00	10,004.08
MAINT SUPERVISION & ENGIN	2 725 000 00	.00	.00	.00	.00	.00
MAINT STRUCTURES & IMPROV	2 726 000 00	.00	.00	.00	750.00	.00
MNT PUMPING-LIFT STATIONS	2 727 100 00	27,000.00	32,000.00	18,495.68	25,000.00	34,427.22
MAINT OTHER PUMPING EQUIPMENT	2 727 200 00	35,000.00	42,000.00	25,412.92	38,000.00	40,451.12
		-----	-----	-----	-----	-----
TOTAL PUMPING EXPENSES		112,300.00	118,600.00	81,341.87	106,450.00	117,984.38

Mineral Wells PSD  
B U D G E T P R E P A R A T I O N  
SEWER INCOME STATEMENT

		NEXT YEAR'S		CURRENT YEAR'S		PRIOR YEAR'S	
		BUDGET <u>2013</u>	BUDGET <u>2012</u>	ACTUAL <u>Bal. 3/12</u>	BUDGET <u>2011</u>	ACTUAL	
<b>TREATMENT &amp; DISPOSAL EXPENSES</b>							
OPER SUPERVISION & ENGINEERING	2 741 000 00	.00	.00	.00	.00	.00	
OPERATION LABOR-TREATMENT	2 742 000 00	13,000.00	17,000.00	9,132.65	17,000.00	14,595.30	
SUPPLIES AND EXPENSES-PLANT	2 743 100 00	33,000.00	31,000.00	24,800.49	30,000.00	29,121.51	
CHEMICAL TREATMENT EXP-PLANT	2 743 200 00	26,000.00	16,000.00	18,936.07	20,000.00	19,582.21	
POWER EXPENSE-PLANT	2 743 300 00	56,000.00	53,000.00	41,940.78	45,000.00	50,836.22	
MAINT SUPERVISION & ENG	2 744 000 00	.00	.00	.00	.00	.00	
MAINT OF STRUCTURE & IMPROVEMT	2 745 000 00	2,500.00	3,100.00	1,742.27	3,000.00	2,897.43	
MAINT OF SEWAGE PONDS	2 745 100 00	.00	.00	.00	.00	.00	
MAINT OF T & D SYS EQUIPMENT	2 746 000 00	4,800.00	5,500.00	3,500.80	3,500.00	4,668.88	
		-----	-----	-----	-----	-----	
TOTAL TREATMENT & DISPOSAL		135,300.00	125,600.00	100,053.06	118,500.00	121,701.55	
<b>BILLING &amp; COLLECTING EXPENSES</b>							
METER READING LABOR	2 782 000 00	6,700.00	6,000.00	4,988.85	5,900.00	5,903.58	
BILLING & COLLECTING LABOR	2 783 100 00	24,000.00	24,000.00	17,702.44	23,000.00	24,166.65	
BILLING & COLLECTING EXPENSE	2 783 200 00	7,000.00	7,500.00	5,346.94	6,000.00	6,652.90	
		-----	-----	-----	-----	-----	
TOTAL BILLING & COLLECTING		37,700.00	37,500.00	28,038.23	34,900.00	36,723.13	
<b>ADMINISTRATIVE/GENERAL EXPENSE</b>							
ADMIN & GENERAL SALARIES	2 790 000 00	36,000.00	33,000.00	26,967.16	30,000.00	31,858.55	
GENERAL SALARIES-OPERATIONS	2 790 100 00	.00	500.00	.00	.00	.00	
EXPENSES-GENERAL OFFICERS	2 792 100 00	.00	15,000.00	.00	.00	.00	
EXPENSES-GENERAL EMPLOYEES	2 792 200 00	500.00	8,000.00	345.51	500.00	342.70	
OFFICE SUPPLIES & EXPENSES	2 793 000 00	13,000.00	15,000.00	9,783.34	20,500.00	11,431.38	
SPECIAL SERVICES	2 795 000 00	8,000.00	8,000.00	5,835.00	8,000.00	7,670.00	
SPECIAL SERVICE ENGINEER	2 795 100 00	.00	.00	14,336.35	.00	14,336.35	
SPECIAL LEGAL SERVICES	2 796 000 00	1,700.00	1,000.00	1,285.42	500.00	2,969.80	
REGULATORY COMMISSION	2 797 000 00	2,500.00	2,700.00	.00	2,600.00	2,181.09	
INSURANCE	2 798 000 00	16,000.00	17,000.00	11,764.72	12,500.00	8,258.12	
INJURIES/DAMAGES	2 799 000 00	1,000.00	1,000.00	.00	1,000.00	1,307.95	
EMPLOYEES WELFARE EXPENSES	2 800 100 00	1,000.00	1,000.00	.00	1,000.00	322.42	
EMPLOYEE PENSION & BENEFITS	2 800 200 00	40,000.00	40,000.00	28,998.85	41,000.00	36,063.24	
EMPLOYEE BENEFIT BRICKSTBET	2 800 210 00	3,700.00	3,700.00	2,371.39	.00	1,909.35	
EMPLOYEES VACATION PAY	2 800 300 00	7,500.00	7,000.00	5,400.24	6,300.00	6,346.47	
EMPLOYEES HOLIDAY PAY	2 800 400 00	5,300.00	5,200.00	4,204.00	5,700.00	5,061.12	
EMPLOYEES SICK PAY	2 800 500 00	5,300.00	3,000.00	2,190.17	3,000.00	1,925.13	
EMPLOYEES' FUNERAL LEAVE PAY	2 800 600 00	.00	.00	120.96	500.00	93.44	
COMP TIME	2 800 700 00	1,500.00	1,500.00	1,135.85	1,500.00	1,359.15	
OPEB/WV RETIREE HEALTH BENEFIT	2 800 800 00	24,000.00	22,000.00	17,150.40	22,000.00	21,557.69	
MISCELLANEOUS GENERAL EXPENSE	2 801 000 00	5,700.00	5,000.00	4,346.22	4,800.00	5,165.73	
SEWER SYSTEM IMPR PROJ	2 801 100 00	.00	.00	.00	.00	600.00	
MAINT GENERAL PROPERTY	2 802 000 00	.00	.00	.00	5,000.00	.00	
RENTS	2 803 000 00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	
TRANSPORTATION EXPENSE	2 903 000 00	12,000.00	10,000.00	8,844.30	9,500.00	10,587.17	
UNCOLLECTIBLE ACCOUNTS	2 904 100 00	2,000.00	2,000.00	229.79	2,000.00	9,298.58	
		-----	-----	-----	-----	-----	
TOTAL ADMINISTRATIVE & GEN EX		191,700.00	206,600.00	121,177.39	182,900.00	185,645.43	

Mineral Wells PSD  
B U D G E T P R E P A R A T I O N  
SEWER INCOME STATEMENT

	NEXT YEAR'S		CURRENT YEAR'S		PRIOR YEAR'S	
	BUDGET		BUDGET	ACTUAL	BUDGET	ACTUAL
	<u>2013</u>		<u>2012</u>	<u>Bal 3/12</u>	<u>2011</u>	
TOTAL OPERATING EXPENSES	496,000.00	503,800.00	344,743.35	461,750.00	473,820.16	
DEPRECIATION	2 503 000 00	303,000.00	302,000.00	227,665.00	300,000.00	301,500.00
FICA EXPENSE	2 507 100 00	11,000.00	11,000.00	7,837.06	11,000.00	10,287.11
INTEREST/DIVIDEND EARNED	2 324 000 00	600.00-	600.00-	160.11-	1,000.00-	500.68-
MISC NONOPERATING REVENUES	2 526 000 00	.00	.00	.00	.00	.00
INTEREST ON LONG TERM DEBT	2 530 000 00	57,000.00	70,000.00	35,119.50	84,000.00	64,117.75
AMORT OF DEBT DISC & EXP	2 531 000 00	.00	.00	.00	.00	.00
OTHER INTEREST EXPENSE	2 535 000 00	130.00	130.00	97.91	100.00	109.16
TOTAL EXPENSES & OTHER INCOME	<u>370,530.00</u>	<u>382,530.00</u>	<u>270,559.36</u>	<u>394,100.00</u>	<u>375,513.34</u>	
BALANCE TO SURPLUS	<u>167,330.00</u>	<u>179,980.00</u>	<u>111,603.41</u>	<u>186,700.00</u>	<u>168,543.58</u>	

Metered Sales \$685,100.00  
 Penalties 13,500.00  
 Misc. Sewer Revenues 600.00  
 Other Interest Income 600.00

Total Revenue \$699,800.00

Operation & Maintenance-\$496,000.00  
 Other Interest Expense - 130.00  
 Fica Expense - 11,000.00  
 Bonds, Reserve, Depre - 223,000.00

Total Expenditures -\$730,130.00

Remaining from - \$30,330.00

Tap Fees (5) \$1,750.00

Capital Improvements -\$28,580.00

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT  
March 31, 2012**

**Checking Accounts**

Water Revenue Fund Checking Account WesBanco Bank - 1131.2	\$ 7,260.12
Sewer Revenue Fund Checking Account WesBanco Bank - 2120.2	<u>8,771.69</u>
<b>Total in Checking Accounts:</b>	<b>\$ 16,031.81</b>

**Water Accounts**

Series 1979 Water Reserve Depreciation WesBanco Bank - 1125.31	\$ 13,202.29
Series 1979 Water Reserve WesBanco Bank - 1125.21	26,241.21
Series 1997 Sams Creek/Chesterville Reserve WesBanco Bank - 1125.22	29,586.46
Series 1999A Rockport Water Reserve Depreciation WesBanco Bank - 1125.32	4,720.48
Series 1999A Rockport Water Reserve WesBanco Bank - 1125.23	7,986.49
Series 1999B Water Improvement/Office Building Reserve WesBanco Bank - 1125.24	13,669.69
Series 1999B Water Imprmt/Office Building Reserve Deprec WesBanco Bank - 1125.33	14,786.62
Series 2004A Sycamore, Stephens, Limestone Water Reserve WesBanco Bank - 1125.27	10,912.01
Water Security Deposit Account WesBanco Bank - 1134.0	39,842.24
Series 2004A Sycmore, Stephens, Limestone Repair and Replacement WesBanco - Bank 1125.34	<u>50,544.31</u>
<b>Total in Water Accounts:</b>	<b>\$ 211,491.80</b>

**Sewer Accounts**

Series 2003 Sewer Improvements Repair & Replacement WesBanco Bank - 2114.2	\$ 11,217.53
Grinder Pump Maintenance Reserve Prime Rate Money Market - WesBanco Bank - 2114.1	2,796.89
Sewer Security Deposit Account WesBanco Bank - 2121.3	30,328.72
Sewer System Improvement Project WesBanco Bank - 2120.4	<u>6.67</u>
<b>Total in Sewer Accounts:</b>	<b>\$ 44,343.14</b>

**Total All Finances - March 31, 2012** **\$ 271,866.75**

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 WATER REVENUE FUND CHECKING ACCOUNT  
 March 31, 2012

WESBANCO BANK, February 29, 2012 \$15,248.58

RECEIPTS:

Water Sales	\$96,798.58
Water Buffalo Sales	335.50
Reconnection Fees	425.00
Security Deposit Refunds	1,593.86
Rent from sewer	416.67
Tap Fee Payment	350.00

Total Receipts: \$99,919.61

Total Cash Available: \$115,168.19

Expenditures:

Action Telecom	\$51.00
ADT Security Services	70.09
At & T Mobility	237.56
All Power	400.00
BP Credit Card Company	1,040.09
Bill Bailey Insurance Agency	296.97
CI Thornburg	2,177.70
Cardmember Services	1,869.35
Cintas	461.66
Citizens Security Life Inc Co	173.76
Commissioner's Salaries	225.00
Claywood Park PSD	33,762.15
Cutlip Warner Development Co	2,875.00
Dominion Hope	362.67
Dowler's Tractor Sales & Service	200.28
Evans Const. Co.	1,044.00
Ferguson Waterworks	807.35
Fire Extinguisher Specialists	25.20
Frontier	154.93
HD Supply Waterworks	2,838.68
Hardman Supply Company	69.53
Innovative Business Products	130.88
Lowe's	23.61
Mineral Wells PSD	885.69
Miss Utility of WV Inc.	21.06
Mon Power	486.60
Municipal Bond Commission	9,396.87
Parkersburg Office Supply	205.09
PEIA	2,830.96
Presort Plus Inc	48.05
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
Rural Development - USDA 91-11	2,924.00
Salaries	9568.32
Taylor's Disposal Inc	34.92
Telepage	10.74
US Postal Service	337.81
Water Environmental Testing	94.50
WesBanco Bank	95.40
WesBanco Bank-Parkersburg- Payroll taxes	4,238.60
WV Dept of Tax & Revenue	736.03
WV Retiree Health Benefit Trust Fund	592.19
WV Public Employees Retirement System	3,010.66
WV Rural Water Association	120.00
Melanie L. Wine	172.80
Security Deposit Refunds	665.32

Total Expenditures: \$107,908.07

Balance in Water Revenue Fund Checking Account,  
WesBanco Bank, March 31, 2012 \$7,260.12

Accounts Payable	Claywood Park PSD	\$ 31,025.40
	Total Accounts Payable	\$ 31,025.40

Total -\$23,765.28



MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 SEWER REVENUE FUND CHECKING ACCOUNT  
 March 31, 2012

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, February 29, 2012 \$ 11,596.17

RECEIPTS:

Sewer Sales	\$51,678.02
Butcher Bend Lagoon Assoc	741.52
Security Deposit Refunds	2,103.94
Pepsi - Oil & Grease sampling	65.00
Walmart - Oil & Grease Sampling	71.50
Liberty Truck Stop - Oil & Grease Sampling	140.00
Tap Fee	350.00

Total Receipts: \$55,149.98

Total Cash Available: \$ 66,746.15

Expenditures:

Action Telecomm	\$34.00
Adt Security Services	46.73
At & T Mobility	158.37
Aulick Chemical Solutions	2,956.50
BP Credit Card Company	693.40
Bill Bailey Insurance Agency	80.00
Butcher Bend Lagoon Assoc	682.35
Cardmember Services	213.57
Cintas	307.74
Citizens Security Life Ins Co	148.64
Commissioner's Salaries	150.00
Cutlip Warner Development Co	550.00
Dominion Hope	241.78
Evans Const. Co	696.00
Fire Extinguisher Specialists	16.80
Frontier	672.40
Hardman Supply Company	214.22
Innovative Business Products	87.26
Lowes'	15.74
Mineral Wells PSD	1,727.68
Miss Utility of WV Inc	14.04
Mon Power	7,149.84
Municipal Bond Commission	17,135.31
Parkersburg Office Supply	136.72
PEIA	1,971.10
Presort Plus Inc	32.03
Pro 1 Electric LLC	235.00
Ron's Porta Johns Inc	500.00
Salaries	7,981.57
Smith & Loveless, Inc	1,215.53
State Electric Supply	107.43
Taylor's Disposal Inc	23.28
Telepage	7.16
Trombold Equipment Co	494.62

US Postal Service	367.61
Water Environmental Testing	327.00
WesBanco Bank	63.60
WesBanco Bank-Parkersburg-Payroll Taxes	3,514.43
WesBanco Sewer Repair & Replacement	1,278.35
Melanie L. Wine	115.20
Retiree Health Benefit Trust Fund	409.81
WV Public Employees Retirement System	2,505.13
WV Rural Water Association	80.00
WV State Tax Department	614.97
WWT Electric	433.35
Security Deposit Refunds	1,568.20

Total Expenditures: \$57,974.46

Balance in Sewer Revenue Fund Checking Account,  
WesBanco Bank, March 31, 2012 \$ 8,771.69

Accounts Payable Mon Power 5350.99

Total Accounts Payable \$ 5,350.99

Total \$ 3,420.70

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 2/17/12 - ENDING DATE: 3/15/12 \*\*  
 \*\* VENDOR RANGE: ALL VENDORS \*\* \*\* CHECK RANGE: ALL CHECKS \*\*  
 \*\* PRINT ORDER: DATE / CHECK # \*\*

BANK ACCOUNT	PAY-TO						
VENDOR#	VENDOR-NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#	
3 101 000 00	CONSOLIDATED BANK ACCOUNT						
1,307	MUNICIPAL BOND COMMISSION	2/17/12	209949	2/16/12	8,116.88	252	** ERROR **
205	BOWLES RICE MC DAVID GRAFF &	2/17/12	209946	2/16/12	4,050.08	42,666	
275	BP	2/17/12	209947	2/16/12	942.28	42,667	** ERROR **
20,010	BRICKSTREET INSURANCE COMPANY	2/17/12	209963	2/16/12	260.40	42,669	
360	CUTLIP-WARNER DEVELOPMENT CO	2/17/12	209969	2/17/12	805.00	42,670	** ERROR **
2,373	WESBANCO BANK-PARKERSBURG	2/17/12	209974	2/17/12	1,828.00	42,673	
23,005	WESBANCO BANK, INC.	2/17/12	209980	2/17/12	1,710.30	42,674	** ERROR **
2,313	WESBANCO BANK-PARKERSBURG	2/21/12	210201	2/21/12	983.47	253	** ERROR **
2,101	U S POSTAL SERVICE	2/22/12	210247	2/22/12	338.07	42,675	** ERROR **
106	MON POWER	2/27/12	210368	2/27/12	623.11	42,677	** ERROR **
314	AT&T MOBILITY	2/27/12	210373	2/27/12	232.26	42,679	
1,204	JAMES R. LETT	2/27/12	210374	2/27/12	75.00	42,680	** ERROR **
1,311	FERGUSON WATERWORKS	2/27/12	210377	2/27/12	1,146.94	42,683	
1,364	MATHENY MOTOR TRUCK CO.	2/27/12	210378	2/27/12	29.85	42,684	
1,512	HD SUPPLY WATERWORKS, LTD	2/27/12	210379	2/27/12	4,193.43	42,685	
1,604	PARKERSBURG OFFICE SUPPLY	2/27/12	210381	2/27/12	70.11	42,686	
1,805	USDA RURAL DEVELOPMENT	2/27/12	210385	2/27/12	5,252.00	42,687	
1,806	ROY L RADABAUGH	2/27/12	210386	2/27/12	75.00	42,688	
1,843	CINTAS CORPORATION J67	2/27/12	210387	2/27/12	260.76	42,689	
1,866	REI CONSULTANTS	2/27/12	210390	2/27/12	892.50	42,690	
2,001	TESA COMPANY INC	2/27/12	210392	2/27/12	73.10	42,691	** ERROR **
2,314	WV DEPT OF TAX & REVENUE	2/27/12	210396	2/27/12	636.87	42,693	
2,315	PUBLIC EMPLOYEES RETIREMENT SY	2/27/12	210397	2/27/12	2,625.50	42,694	
23,067	MELANIE L WINE	2/27/12	210398	2/27/12	322.80	42,695	
23,079	MARK STEWART	2/27/12	210400	2/27/12	75.00	42,696	
23,103	CONLEY FABRICATIONS LLP	2/27/12	210401	2/27/12	180.00	42,697	** ERROR **
106	MON POWER	2/29/12	210518	2/29/12	273.84	42,704	
224	BILL BAILEY INSURANCE AGENCY	2/29/12	210519	2/29/12	4,357.80	42,705	
832	HARDMAN SUPPLY COMPANY	2/29/12	210520	2/29/12	12.04	42,706	
20,010	BRICKSTREET INSURANCE COMPANY	2/29/12	210521	2/29/12	1,318.50	42,707	** ERROR **
2,313	WESBANCO BANK-PARKERSBURG	3/01/12	210718	3/01/12	946.91	254	
2,313	WESBANCO BANK-PARKERSBURG	3/05/12	210983	3/05/12	826.89	255	
2,313	WESBANCO BANK-PARKERSBURG	3/12/12	211438	3/12/12	805.40	256	** ERROR **
309	CLAYWOOD PARK PSD	3/13/12	211556	3/13/12	33,762.15	42,710	

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 2/17/12 - ENDING DATE: 3/15/12 \*\*  
 \*\* VENDOR RANGE: ALL VENDORS \*\* \*\* CHECK RANGE: ALL CHECKS \*\*  
 \*\* PRINT ORDER: DATE / CHECK # \*\*

BANK ACCOUNT	PAY-TO						
VENDOR#	VENDOR-NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#	
3 101 000 00	CONSOLIDATED BANK ACCOUNT						
23,101	CITIZENS SECURITY LIFE INS CO	3/13/12	211609	3/13/12	173.76	42,711	** ERROR **
1,307	MUNICIPAL BOND COMMISSION	3/15/12	211669	3/15/12	9,396.87	258	** ERROR **
124	AT&T - STATE CALLING SERVICE	3/15/12	211648	3/15/12	5.54	42,713	
145	ADT SECURITY SERVICES	3/15/12	211649	3/15/12	70.09	42,714	
224	BILL BAILEY INSURANCE AGENCY	3/15/12	211650	3/15/12	176.97	42,715	
275	BP	3/15/12	211651	3/15/12	1,040.09	42,716	
438	DOMINION HOPE	3/15/12	211654	3/15/12	297.43	42,717	** ERROR **
486	MARK HOPKINS	3/15/12	211657	3/15/12	.66	42,720	** ERROR **
512	EVANS CONST. CO.	3/15/12	211666	3/15/12	1,044.00	42,729	
904	INNOVATIVE BUSINESS PRODUCTS	3/15/12	211667	3/15/12	130.88	42,730	
1,200	LOWE'S	3/15/12	211668	3/15/12	23.61	42,731	
1,843	CINTAS CORPORATION J67	3/15/12	211678	3/15/12	86.92	42,732	** ERROR **
2,002	TAYLOR'S DISPOSAL INC	3/15/12	211680	3/15/12	34.92	42,734	
2,039	TELEPAGE	3/15/12	211681	3/15/12	10.74	42,735	
2,106	USDA RURAL DEVELOPMENT	3/15/12	211684	3/15/12	6,442.00	42,736	** ERROR **
2,306	WATER ENVIRONMENTAL TESTING	3/15/12	211687	3/15/12	94.50	42,738	
2,308	PEIA	3/15/12	211689	3/15/12	2,830.96	42,739	
2,320	WV RURAL WATER ASSOCIATION	3/15/12	211691	3/15/12	120.00	42,740	** ERROR **
23,047	RETIREE HEALTH BNFT TRST FUND	3/15/12	211701	3/15/12	592.19	42,743	
	CONSOLIDATED BANK ACCOUNT				100,674.37	53	*

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*  
 \*\* BEGINNING DATE: 2/17/12 - ENDING DATE: 3/15/12 \*\*  
 \*\* VENDOR RANGE: ALL VENDORS \*\* \*\* CHECK RANGE: ALL CHECKS \*\*  
 \*\* PRINT ORDER: DATE / CHECK # \*\*

BANK ACCOUNT	PAY-TO	VENDOR#	VENDOR-NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
3 101 000 00	CONSOLIDATED BANK ACCOUNT							
		1,307	MUNICIPAL BOND COMMISSION	2/17/12	209949	2/16/12	1,293.00	252
								** ERROR **
		275	BP	2/17/12	209947	2/16/12	628.18	42,667
		2,306	WATER ENVIRONMENTAL TESTING	2/17/12	209953	2/16/12	1,340.00	42,668
		20,010	BRICKSTREET INSURANCE COMPANY	2/17/12	209963	2/16/12	173.60	42,669
								** ERROR **
		2,300	WWT ELECTRIC	2/17/12	209971	2/17/12	45.00	42,671
		2,312	WESBANCO BANK-PARKERSBURG	2/17/12	209972	2/17/12	2,747.54	42,672
								** ERROR **
		2,313	WESBANCO BANK-PARKERSBURG	2/21/12	210201	2/21/12	591.62	253
								** ERROR **
		2,101	U S POSTAL SERVICE	2/22/12	210247	2/22/12	225.38	42,675
		1,302	MINERAL WELLS PSD	2/22/12	210257	2/22/12	25.00	42,676
		106	MON POWER	2/27/12	210368	2/27/12	1,384.94	42,677
		302	CUMMINS CROSSPOINT	2/27/12	210372	2/27/12	1,006.00	42,678
		314	AT&T MOBILITY	2/27/12	210373	2/27/12	154.84	42,679
		1,204	JAMES R. LETT	2/27/12	210374	2/27/12	125.00	42,680
		1,302	MINERAL WELLS PSD	2/27/12	210375	2/27/12	416.67	42,681
		1,302	MINERAL WELLS PSD	2/27/12	210376	2/27/12	559.38	42,682
								** ERROR **
		1,364	MATHENY MOTOR TRUCK CO.	2/27/12	210378	2/27/12	19.90	42,684
								** ERROR **
		1,604	PARKERSBURG OFFICE SUPPLY	2/27/12	210381	2/27/12	46.74	42,686
								** ERROR **
		1,806	ROY L RADABAUGH	2/27/12	210386	2/27/12	125.00	42,688
		1,843	CINTAS CORPORATION J67	2/27/12	210387	2/27/12	173.82	42,689
								** ERROR **
		2,306	WATER ENVIRONMENTAL TESTING	2/27/12	210393	2/27/12	270.00	42,692
		2,314	WV DEPT OF TAX & REVENUE	2/27/12	210396	2/27/12	423.13	42,693
		2,315	PUBLIC EMPLOYEES RETIREMENT SY	2/27/12	210397	2/27/12	1,715.47	42,694
		23,067	MELANIE L WINE	2/27/12	210398	2/27/12	115.20	42,695
		23,079	MARK STEWART	2/27/12	210400	2/27/12	125.00	42,696
		23,103	CONLEY FABRICATIONS LLP	2/27/12	210401	2/27/12	120.00	42,697
		486	MICHAEL DOBY	2/28/12	210469	2/28/12	92.56	42,698
		486	CHARLOTTE POSTON	2/28/12	210470	2/28/12	59.86	42,699
		486	STEPHANIE LACHANCE	2/28/12	210471	2/28/12	34.80	42,700
		486	ANITA LOONEY	2/28/12	210472	2/28/12	76.10	42,701
		486	STANLEY T MORTENSEN	2/28/12	210473	2/28/12	31.69	42,702
		486	PRISCILLA HARDWICK	2/28/12	210474	2/28/12	37.22	42,703
		106	MON POWER	2/29/12	210518	2/29/12	87.82	42,704
		224	BILL BAILEY INSURANCE AGENCY	2/29/12	210519	2/29/12	2,905.20	42,705
		832	HARDMAN SUPPLY COMPANY	2/29/12	210520	2/29/12	8.03	42,706
		20,010	BRICKSTREET INSURANCE COMPANY	2/29/12	210521	2/29/12	879.00	42,707
		23,046	BUTCHER BEND LAGOON ASSOC	2/29/12	210522	2/29/12	720.64	42,708
								** ERROR **
		2,313	WESBANCO BANK-PARKERSBURG	3/01/12	210718	3/01/12	569.98	254

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*  
 \*\* BEGINNING DATE: 2/17/12 - ENDING DATE: 3/15/12 \*\*  
 \*\* VENDOR RANGE: ALL VENDORS \*\* \*\* CHECK RANGE: ALL CHECKS \*\*  
 \*\* PRINT ORDER: DATE / CHECK # \*\*

BANK ACCOUNT	PAY-TO					
VENDOR#	VENDOR-NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
3 101 000 00	CONSOLIDATED BANK ACCOUNT					
2,313	WESBANCO BANK-PARKERSBURG	3/05/12	210983	3/05/12	700.12	255
2,313	WESBANCO BANK-PARKERSBURG	3/12/12	211438	3/12/12	888.63	256
						** ERROR **
2,101	U S POSTAL SERVICE	3/12/12	211476	3/12/12	142.40	42,709
						** ERROR **
23,101	CITIZENS SECURITY LIFE INS CO	3/13/12	211609	3/13/12	148.64	42,711
						** ERROR **
1,307	MUNICIPAL BOND COMMISSION	3/15/12	211669	3/15/12	11,446.91	258
						** ERROR **
106	MON POWER	3/15/12	211647	3/15/12	5,795.37	42,712
124	AT&T - STATE CALLING SERVICE	3/15/12	211648	3/15/12	3.69	42,713
145	ADT SECURITY SERVICES	3/15/12	211649	3/15/12	46.73	42,714
						** ERROR **
275	BP	3/15/12	211651	3/15/12	693.40	42,716
438	DOMINION HOPE	3/15/12	211654	3/15/12	198.28	42,717
486	MARSHA DOTSON	3/15/12	211655	3/15/12	11.87	42,718
486	MIRANDA BUFFINGTON	3/15/12	211656	3/15/12	13.94	42,719
						** ERROR **
486	KENNETH BRAND	3/15/12	211658	3/15/12	509.14	42,721
486	PAMELA L STARCHER	3/15/12	211659	3/15/12	54.15	42,722
486	RYAN M COPLIN	3/15/12	211660	3/15/12	54.09	42,723
486	MINERAL MANOR LLC	3/15/12	211661	3/15/12	512.33	42,724
486	CHRIS MARTIN	3/15/12	211662	3/15/12	54.10	42,725
486	BARBRINA SHAPPER	3/15/12	211663	3/15/12	23.21	42,726
486	SEAN FERNER	3/15/12	211664	3/15/12	9.57	42,727
486	MOMMA SUB'S CATERING & DELI	3/15/12	211665	3/15/12	44.60	42,728
512	EVANS CONST. CO.	3/15/12	211666	3/15/12	696.00	42,729
904	INNOVATIVE BUSINESS PRODUCTS	3/15/12	211667	3/15/12	87.26	42,730
1,200	LOWE'S	3/15/12	211668	3/15/12	15.74	42,731
1,843	CINTAS CORPORATION J67	3/15/12	211678	3/15/12	57.94	42,732
1,908	STATE ELECTRIC SUPPLY CO INC	3/15/12	211679	3/15/12	107.43	42,733
2,002	TAYLOR'S DISPOSAL INC	3/15/12	211680	3/15/12	23.28	42,734
2,039	TELEPAGE	3/15/12	211681	3/15/12	7.16	42,735
						** ERROR **
2,300	WWT ELECTRIC	3/15/12	211686	3/15/12	433.35	42,737
2,306	WATER ENVIRONMENTAL TESTING	3/15/12	211687	3/15/12	327.00	42,738
2,308	PEIA	3/15/12	211689	3/15/12	1,971.10	42,739
2,320	WV RURAL WATER ASSOCIATION	3/15/12	211691	3/15/12	80.00	42,740
23,023	RON'S PORTA JOHNS, INC.	3/15/12	211699	3/15/12	500.00	42,741
23,034	SMITH & LOVELESS, INC.	3/15/12	211700	3/15/12	1,215.53	42,742
23,047	RETIREE HEALTH BNFT TRST FUND	3/15/12	211701	3/15/12	409.81	42,743
23,085	AULICK CHEMICAL SOLUTIONS, INC	3/15/12	211702	3/15/12	2,956.50	42,744
23,094	PRO 1 ELECTRIC LLC	3/15/12	211703	3/15/12	235.00	42,745
						** ERROR **
	CONSOLIDATED BANK ACCOUNT				49,827.58	73 *

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

Check No.	Name	Check Amt.	Check Date
3554	Todd R. Anderson	\$826.14	2/23/2012
3555	Dennis R. Brown	\$378.41	2/23/2012
3556	William H. Byers, Jr.	\$508.80	2/23/2012
3557	Cathy J. Dyer	\$481.69	2/23/2012
3558	Linda K. Watson	\$403.45	2/23/2012
3559	Darin L. Crites	\$295.84	2/23/2012
3560	Nellie B. Radcliff	\$343.09	2/23/2012
3561	Mark A. Dennis	\$387.99	2/23/2012
3562	Todd R. Anderson	\$664.43	3/1/2012
3563	Dennis R. Brown	\$378.39	3/1/2012
3564	William H. Byers, Jr.	\$508.82	3/1/2012
3565	Cathy J. Dyer	\$481.67	3/1/2012
3566	Linda K. Watson	\$403.43	3/1/2012
3567	Darin L. Crites	\$309.98	3/1/2012
3568	Nellie B. Radcliff	\$343.09	3/1/2012
3569	Mark A. Dennis	\$387.99	3/1/2012
3570	Todd R. Anderson	\$643.57	3/8/2012
3571	Dennis R. Brown	\$378.41	3/8/2012
3572	William H. Byers, Jr.	\$556.42	3/8/2012
3573	Cathy J. Dyer	\$481.68	3/8/2012
3574	Linda K. Watson	\$403.45	3/8/2012
3575	Darin L. Crites	\$295.85	3/8/2012
3576	Nellie B. Radcliff	\$343.10	3/8/2012
3577	Mark A. Dennis	\$374.00	3/8/2012
3578	Todd R. Anderson	\$891.70	3/15/2012
3579	Dennis R. Brown	\$333.89	3/15/2012
3580	William H. Byers, Jr.	\$491.13	3/15/2012
3581	Cathy J. Dyer	\$481.70	3/15/2012
3582	Linda K. Watson	\$358.71	3/15/2012
3583	Darin L. Crites	\$436.54	3/15/2012
3584	Nellie B. Radcliff	\$298.39	3/15/2012
3585	Mark A. Dennis	\$380.66	3/15/2012

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
MARCH 10, 2012 – APRIL 19, 2012**

1. E-mail dated March 15, 2012, to Virginia McDonald, RUS, from Cathy Dyer, regarding Authorization to Release Information to Basses & Lowe for the Rule 42 for the Water Telemetry System Project.
2. Annual Test & Maintenance Report for Backflow Prevention Assemblies for Gomart.
3. Confirmation numbers for payments made to the WV Municipal Bond Commission Bond Commission in the amount of \$20,843.78.
4. Copy of letter dated March 15, 2012, to WV Infrastructure & Jobs Development Council, from Cathy Dyer, regarding deposits in the amounts of \$811.69 and \$175.90 were made to the Municipal Bond Commission.
5. Copy of letter dated March 15, 2012, to West Virginia Water Development Authority, from Cathy Dyer, regarding a deposit in the amount of \$2,288.88 was made to the Municipal Bond Commission.
6. Letter dated March 1, 2012, to Roy Radabaugh, from Crystal Hubbard, Department of Health and Human Resources, regarding Notification of Available Funds through the 2012 Local Wellhead and Source Water Protection Grant for Community Water Systems.
7. Copy of letter dated March 16, 2012, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing an approved copy of the Minutes of the Regular Board Meeting held February 16, 2012.
8. Letter dated March 8, 2012, to Mineral Wells PSD, from Renee Shotwell, Account Manager, Bill Bailey Insurance Agency, enclosing the application that Ohio Farmers/Westfield requires signed and on file in order to increase the Permit bond to the \$25,000 as required by the WV DOH.
9. Copy of letter dated March 16, 2012, to Renee Shotwell, Bill Bailey Insurance Agency, from Cathy Dyer, enclosing the approved and signed Permit Bond #387313 for the WV DOH.
10. Letter dated March 2, 2012, to Mineral Wells PSD, from Virginia McDonald, RUS, regarding information needed for the Water Telemetry System Project.
11. Copy of letter dated March 16, 2012, to Virginia McDonald, RUS, from Cathy Dyer, enclosing forms needed for the Water Telemetry System Project.
12. Copy of letter dated March 15, 2012, to William Byers, Jr., from Dawn A Newell, Department of Health and Human Resources, regarding Backflow Prevention Assembly Inspector/Tester Certification.
13. State of West Virginia National Pollutant Discharge Elimination System discharge Monitoring Report for Liberty Truck Stop for the month of March 2012.



**Mineral Wells PSD  
List of Correspondence  
April 19, 2012  
Page 2**

14. Blue Bits, News from USA Blue Book, Blue Bits, Spring 2012.
15. E-mail dated March 23, 2012, to Mineral Wells PSD, from Mike Dill, West Virginia Rural Water Association, regarding Collection System Evaluation.
16. E-mail dated March 20, 2012, to Mineral Wells PSD, from Minnesota Life, regarding New Eligibility Rules for Dependents.
17. Letter dated March 23, 2012, to Mineral Wells PSD, from Parkersburg Housing Authority, regarding utility rates.
18. E-mail dated March 23, 2012, to Cathy Dyer, from Beth Bumgarner, attaching AUP engagements on the Sewer system Bonds – Series 2011.
19. E-mail dated March 26, 2012, to Cathy Dyer, from Randy Cole, Cerrone Associates, regarding the invoice from Suttle & Stalnaker for the Sewer System Improvements Project.
20. E-mail dated March 19, 2012, to Mineral Wells PSD, from WV Public Service Commission, regarding case no. 11-1708-PWD-30B.
21. E-mail dated March 26, 2012, to Jackson Herald Newspaper, from Cathy Dyer, attaching a legal ad to be run in the newspaper.
22. E-mail dated March 26, 2012, to Parkersburg News & Sentinel, from Cathy Dyer, attaching a legal ad to be run in the newspaper.
23. E-mail dated March 26, 2012, to Wirt County Journal, from Cathy Dyer, attaching a legal ad to be run in the journal.
24. U.S. Department of Commerce – 2012 Census of Governments.
25. Letter dated March 1, 2012, to William H. Byers, Jr., from Crystal Hubbard, Department of Health and Human Resources, regarding notification of Available Funds Through the 2012 Local Wellhead and Source Water Protection Grant for Community Water Systems.
26. Letter dated March 22, 2012, to Cathy Dyer, from Renee Shotwell, Bill Bailey Insurance Agency, enclosing the renewal questionnaire for the district's policies renewing July 1, 2012.
27. Memo from Cathy Jenkins, Permit Dept., WV DOH, to Mineral Wells PSD, enclosing a blanket permit for 2012.
28. E-mail dated March 21, 2012, to Mineral Wells PSD, from PEIA, regarding UCI Invoices.
29. E-mail dated March 26, 2012, to Mineral Wells PSD, from PEIA, regarding open enrollment training.

**Mineral Wells PSD  
List of Correspondence  
April 19, 2012  
Page 3**

30. Letter dated March 21, 2012, to Roy Radabaugh, from Amber Cross, Tariff Section, Public Service Commission, enclosing six copies of water tariff P.S.C. WV No. 13.
31. Letter dated March 14, 2012, to Roy Radabaugh, from Alan Harris, Rural Development, regarding the Contract of Engagement dated February 16, 2012, between the District and Bowles Rice is acceptable. (\$25,000.00)
32. Letter dated March 14, 2012, to Roy Radabaugh, from Alan Harris, Rural Development, regarding the Legal Services Agreement dated February 16, 2012, between the District and Bowles Rice is acceptable. (\$7,500.00)
33. Copy of letter dated March 26, 2012, to Herb Brooks, Budget & Finance Manager, Public Service Commission, from Cathy Dyer, enclosing the Water and Sewer 2011 Gross Intrastate Revenue for the District.
34. E-mail dated March 26, 2012, to Mineral Wells PSD, from Sara Boardman, Municipal Bond Commission, attaching a monthly bond payment reminder.
35. Letter dated March 14, 2012, to Roy Radabaugh, from Virginia McDonald, RUS, referencing the District's "Application for Federal Assistance" to Rural Development.
36. E-mail dated March 26, 2012, to Parkersburg News & Sentinel, from Cathy Dyer, attaching a legal ad regarding the Wastewater System Improvements Notice of Intent to File Application.
37. Copy of letter dated March 26, 2012, to Gregg Gainer, from Todd Anderson, Operations Manager, referencing water that was used between July 2006 to present day.
38. Proof of Claim Form, United States Bankruptcy Court regarding Ryan's.
39. Proof of Claim Form, United States Bankruptcy Court regarding Ryan's.
40. Copy of letter dated March 22, 2012, to Roy Radabaugh, from Randall Cole, Cerrone Associates, regarding Certificates of Insurance received from Orders Construction.
41. Copy of letter dated March 27, 2012, to Darin Crites, from Todd Anderson, Operations Manager, regarding Brickstreet Claim No. 2012004266.
42. Fax dated March 28, 2012, to Cindy Mason, Brickstreet, from Cathy Dyer, attaching Claim no. 2012004266 for Darin Crites.
43. E-mail dated March 28, 2012, to Cathy Dyer, from Cam Siegrist, Bowles Rice, regarding the CPA Certificate.
44. E-mail dated March 28, 2012, to Cathy Dyer, from Adam Kennedy, Suttle & Stalnaker, attaching the Accountants' Chart of Accounts Certification.
45. Confirmation number regarding payment sent to Municipal Bond Commission in the amount of \$5,688.40.

**Mineral Wells PSD  
List of Correspondence  
April 19, 2012  
Page 4**

46. Copy of letter dated March 28, 2012, to West Virginia Rural Water Development Authority, from Cathy Dyer, regarding a deposit in the amount of \$5,688.40 was made to Municipal Bond Commission for Series 1995.
47. Fax dated March 28, 2012, to Action Answering Service, from Mineral Wells PSD, attaching the list of customers turned off for non payment.
48. Financial Submittal Reminder from Carrie Grimm, WVDEP, regarding FY11 Audit, and FY13 Budget.
49. Contract signed by Tom Badgett, Owner, regarding Grass Mowing and Trimming at the WWTP.
50. E-mail dated March 29, 2012, to Mineral Wells PSD, from Cam Siegrist, Bowles Rice, attaching a proposed Notice for the meeting of the District to be held on April 11, 2012.
51. Fax dated March 30, 2012, to Cindy Mason, Brickstreet Insurance, regarding Darin Crites.
52. Fax dated March 29, 2012, to Todd Anderson, Operations Manager, from Med Express, attaching diagnosis sheet for Darin Crites.
53. E-mail dated March 30, 2012, to Mineral Wells PSD, from PEIA, regarding Open Enrollment Reminders.
54. E-mail dated April 2, 2012, to Mineral Wells PSD, from PEIA, regarding the April 2012 PEIA billing has posted to the Web Contributions Site.
55. E-mail dated April 2, 2012, to Mineral Wells PSD, from CCR, regarding registration in the Central Contractor Registration system has been accepted.
56. Independent Accountants' Certification from Suttle and Stalnaker regarding the Sewer System Revenue Bonds, Series 2012.
57. E-mail dated April 3, 2012, to Wirt County Journal, from Cathy Dyer, attaching notice to be run in the Journal on Wednesday, April 4, 2012.
58. Fax dated April 3, 2012, to Jackson Herald Newspaper, from Cathy Dyer, attaching notice to be run in the newspaper on Thursday, April 5, 2012.
59. Fax dated April 3, 2012, to Parkersburg News & Sentinel, from Cathy Dyer, attaching notice to be run in the newspaper on Thursday, April 5, 2012.
60. E-mail dated April 4, 2012, to Virginia McDonald, RUS, from Cathy Dyer, attaching the approved letter of engagement letter with Suttle and Stalnaker for the accounting certification for the Sewer System Revenue Bond Debt Service.
61. Client Bulletin, April 2012, Suttle & Stalnaker.

**Mineral Wells PSD  
List of Correspondence  
April 19, 2012  
Page 5**

62. Letter dated April 2, 2012, to Mineral Wells PSD, from WV Consolidated Public Retirement Board, regarding the Annual Regional Retirement Planning Seminar.
63. The Pipeline, January – March 2012.
64. Mountain State Water Line, Spring 2012.
65. Bacteriological Examination of Water from Public Water Distribution System.
66. Letter dated April 4, 2012, to Mineral Wells PSD, from Brickstreet, regarding Darin Crites.
67. Letter dated April 4, 2012, to Mineral Wells PSD, from Parkersburg Housing Authority, regarding utility rates.
68. Mineral Wells VFD used 500 gallons of water for fire fighting and 0 gallons for training purposes.
69. W-9 from WWT Electric.
70. Copy of letter dated April 9, 2012, to Parkersburg Housing Authority from Cathy Dyer, enclosing the District's average cost for water and sewer.
71. Fax dated April 4, 2012, to Christy Pitsenbarger, WV Bureau of Public Health, from Todd Anderson, Operations Manager, attaching the Monthly Operational Report for the Mineral Wells PSD for the month of March 2012.
72. Copy of letter dated April 9, 2012, to Cathy Jenkins, West Virginia Department of Transportation, enclosing the signed Blanket Permit for 2012.
73. Notice of Chapter 7 Bankruptcy Case, Meeting of Creditors for Diep Do.
74. WesBanco Your Money Matter\$, March 2012.
75. Letter dated April 5, 2012, to Roy Radabaugh, from Alan Harris, RUS, advising the Accountant's Agreement dated February 11, 2012, between the District and Suttle and Stalnaker is acceptable.
76. Letter dated March 31, 2012, to Mineral Wells PSD, from E.L. Robinson Engineering, announcing the new company brand and online presence.
77. E-mail dated April 9, 2012, to Beth Bumgarner, Suttle & Stalnaker, from Cathy Dyer, attaching a letter requesting that Suttle & Stalnaker act as their accountant for the Wastewater Improvement Project Phase II, Revenue Bond 2012 B.
78. Letter dated March 20, 2012, to Cathy Dyer, from Renee Shotwell, Bill Bailey Insurance Agency, enclosing the executed bond rider as requested increasing the WV DOH Permit bond to \$25,000 along with the premium invoice.

**Mineral Wells PSD  
List of Correspondence  
April 19, 2012  
Page 6**

79. 2012 Census of Governments.
80. Utility Billing Detail Inquiry faxed to Sandra, DHHR, regarding Leonard Casto, Jr.
81. 2012 Census of Governments Survey of Public Employment & Payroll.
82. Fax dated April 9, 2012, to Tabra West, Brickstreet, from Cathy Dyer, attaching a Return to Work Notice, signed by Todd Anderson, Operations Manager.
83. E-mail dated April 9, 2012, to Cathy Dyer, from Steve Hardman, Bowles Rice, regarding the order is being entered by the PSC.
84. E-mail dated April 9, 2012, to Cathy Dyer, from Steve Hardman, Bowles Rice, attaching the Commission Final Order for PSC Case 11-1039-PSD-CN.
85. E-mail dated April 9, 2012, to Mineral Wells PSD, from Walter Frazier, ASI, attaching Software Updates.
86. Mineral Wells Volunteer Fire Department Membership Drive.
87. Carbon copy of E-mail dated April 10, 2012, to Virginia McDonald, RUS, from Steve Hardman, Bowles Rice, attaching for review the proposed Mineral Wells PSD Final Title Opinion and Opinion of Counsel Relative to Rights of Way.
88. E-mail dated April 10, 2012, to Mineral Wells PSD, from Sara Boardman, Municipal Bond Commission, regarding MBC Statements of Activity are available.
89. Copy of letter dated April 10, 2012, to Renee Shotwell, Bill Bailey Insurance, from Cathy Dyer, enclosing the renewal questionnaire for the July 1, 2012 renewal.
90. Letter dated April 9, 2012, to Roy Radabaugh, from Virginia McDonald, RUS, regarding Annual Reporting Requirements.
91. Carbon copy of letter dated March 27, 2012, to Virginia McDonald, RUS, from Andrea Westhoff, Project Administrator, Cerrone Associates, enclosing a copy of Requisition No. One (1) for your review prior to the loan closing on April 13, 2012.
92. E-mail dated April 11, 2012, to Kimberly Workman, from Cathy Dyer, regarding WDE Request for 5G Process Procedure Utilized Regarding Water Project.
93. **\*\*\*\*Memo to Recipients of Rural Development Funding, for U.S. Department of Agriculture Nondiscrimination Statement.**
94. **\*\*\*\*West Virginia Commission for the Deaf and Hard of Hearing.**
95. Letter dated April 13, 2012, to Roy Radabaugh, from Virginia McDonald, RUS, advising that project funds in the amount of \$605,575.95 were ordered April 11, 2012.

**Mineral Wells PSD  
List of Correspondence  
April 19, 2012  
Page 7**

96. Letter dated March 22, 2012, to Roy Radabaugh, from Randall M. Cole, Cerrone Associates, regarding an issue with the Certificates of Insurance received from Orders Construction.
97. Mineral Wells Public Service District Contracts for Sewer System Improvements.
98. Commercial Signature Card, signed by Cathy Dyer, James Lett, Roy Radabaugh and Mark Stewart, for the Mineral Wells Public Service District Sewer Upgrade Project.
99. Letter dated March 31, 2012, to Mineral Wells Public Service District, from Ed Robinsion, E.L. Robinson Engineering, announcing our new company brand and online presence.
100. Copy of letter dated April 9, 2012, to Mineral Wells PSD, from Virginia McDonald, RUS, regarding Annual Reporting Requirements.
101. Newsletter from Workforce West Virginia.
102. National Pollutant Discharge Elimination System Discharge Monitoring Report for the month of March 2012.
103. Carbon copy of E-mail dated April 12, 2012, to Virginia McDonald, RUS, from Dianne Wolfe, Bowles Rice, regarding payment bonds were recorded.
104. E-mail dated April 11, 2012, to Mineral Wells PSD, from PEIA, regarding Open Enrollment Reminders.
105. Fax dated April 12, 2012, to Mineral Wells PSD, from Union Williams PSD, regarding the monthly PSD meeting will be held April 18, 2012, 12:00 at Lubeck PSD.
- 106. \*\*\*\*E-mail dated April 13, 2012, to Virginia McDonald, RUS, from Cathy Dyer, attaching a copy of the bank transaction for the deposit of \$605,575.95.**
107. Views & Visions, a publication of Bowles Rice McDavid Graff & Love, Spring 2012.
108. Letter dated April 11, 2012, to Mineral Wells PSD, from Andrea Westhoff, Project Administrator, Cerrone Associates, enclosing a signed copy of Change Order No. 1 for the Sewer System Improvements Project.
109. Fax dated April 13, 2012, to Todd Anderson, Operations Manager, from Chelsea Covington Maass, BRR Architecture, regarding Walmart Remodel project.
110. E-mail dated April 13, 2012, to Wirt County Journal, from Cathy Dyer, attaching notice of regular Board Meeting to be inserted in the journal on Wednesday, April 18, 2012.
111. Fax dated April 13, 2012, to Jackson Herald Newspaper, from Cathy Dyer, attaching notice of regular Board Meeting to be inserted in the newspaper on Tuesday, April 17, 2012.

**Mineral Wells PSD  
List of Correspondence  
April 19, 2012  
Page 8**

112. Fax dated April 13, 2012, to Parkersburg News & Sentinel, from Cathy Dyer, attaching notice of regular Board Meeting to be inserted in the newspaper on Monday, April 16, 2012.
113. Card from Bowles Rice, congratulating the District on the closing of the Sewer System Improvements Project.
114. Copy of letter dated April 13, 2012, to Cam Siegrist, Bowles Rice, from Cathy Dyer, enclosing District construction check #5001 in the amount of \$25,000.00 for Bond Counsel Services for the Sewer System Improvements Project.
115. Copy of letter dated April 13, 2012, to Steven Hardman, Bowles Rice, from Cathy Dyer, enclosing District construction check #5002 in the amount of \$16,000.00 for Legal Counsel Services for the Sewer system Improvements Project.
116. Copy of letter dated April 13, 2012, to Beth Bumgarner, Suttle & Stalnaker, from Cathy Dyer, enclosing District Construction check #5003 in the amount of \$3,000.00 for Legal Counsel Services for the Sewer System Improvements Project.
117. Copy of letter dated April 13, 2012, to Randy Cole, Cerrone Associates, from Cathy Dyer, enclosing District Construction check #5004 in the amount of \$77,005.00, check #5005 in the amount of \$200,000.00 and check #5006 in the amount \$281,000.00 for Engineering Services for the Sewer system Improvements Project.
118. Carbon copy of E-mail dated April 13, 2012, to Cam Siegrist, Bowles Rice, from Virginia McDonald, RUS, stating the Sewer System Improvement Project appears to be closed.
119. Copy of letter dated April 13, 2012, to Christopher Graham, from Cathy Dyer, regarding a check in the amount of \$30.00 the district received back marked NSF.
120. Fax dated April 13, 2012, to Leslie Cash, ARC, from Nellie Radcliff, attaching a history report for current billing.
121. Financial Audit Information sent to the Wood County Commission.
- 122. \*\*\*\*Copy of letter dated April 17, 2012, to Sandra Squire, Public Service Commission, from Cathy Dyer, attaching notice of filing the local newspaper for a Rule 30B for Claywood Park PSD.**
123. Shop Drawing Review from Pro Contracting, Inc., regarding the Mineral Wells Wastewater Collection System Construction Schedule through Sept. 2012.
124. E-mail dated April 16, 2012, to Mineral Wells PSD, from Mike Dill, WV Rural Water Association, attaching information on the Collection System Evaluation.
125. E-mail dated April 16, 2012, to Mineral Wells PSD, from Mike Dill, WV Rural Water Association, attaching information for Training Opportunities for May 2012.

**Mineral Wells PSD  
List of Correspondence  
April 19, 2012  
Page 9**

126. Letter dated April 16, 2012, to Mineral Wells PSD, from Brickstreet Mutual Insurance Company, regarding Notice of Election.
127. Plan Year 2013 Benefits, Shopper's Guide from WV PEIA.
128. Confirmation numbers for WV Municipal Bond Commission payments in the amount of \$26,532.18.
129. Copy of letter dated April 17, 2012, to WV Infrastructure & Jobs Development Co., from Cathy Dyer, regarding the following deposits were made to the Municipal Bond Commission in the amounts of \$811.69 and \$175.90.
130. Copy of letter dated April 17, 2012, to West Virginia Water Development Authority, from Cathy Dyer, regarding the following deposit in the amount of \$2,288.88 was made to the Municipal Bond Commission.
131. Copy of letter dated April 17, 2012, to West Virginia Water Development Authority, from Cathy Dyer, regarding the following deposit in the amount of \$5,688.40 was made to the Municipal Bond Commission.
132. West Virginia Currency Notes, Spring 2012.
133. April 16, 2012, Letter of Transmittal from Cerrone Associates, to Pro Contracting, Inc., attaching prints for the Sewer System Improvements Project – Contract #3.
134. Schedule of Auto changes to insurance policy, adding a 2012 Dodge Ram 3500 1 ton P/U, VIN # 3C63D3GL4CG137601.
135. E-mail dated April 18, 2012, to Jeff Minner, from Cathy Dyer, attaching explanation of water bill for the Pond Creek Volunteer Fire Dept.
136. Memo dated April 17, 2012, to PERS Participating Agency Payroll/Benefits Coordinators, from Belinda Saunders, Consolidated Public Retirement Board, regarding the PERS Annual Retirement Statements.
137. Letter from Packard Business Systems, regarding Jaguar remote deposit.



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	(1031,000.00)	(773,249.94)	(76,947.82)	89.56	(745,251.38)	72.28	285,748.62
METERED SALES-COMMERCIAL	1 461 200 00	(177,000.00)	(132,750.00)	(13,365.73)	90.61	(134,150.75)	75.79	42,849.25
METERED SALES-INDUSTRIAL	1 461 300 00	(5,000.00)	(3,749.94)	(216.96)	52.07	(3,024.70)	60.49	1,975.30
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	(900.00)	(675.00)	(54.24)	72.32	(429.98)	47.77	470.02
METER RENTAL	1 461 500 00	.00	.00	.00		.00		.00
TOTAL METERED SALES		(1213,900.00)	(910,424.88)	(90,584.75)	89.54	(882,856.81)	72.72	331,043.19
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(21,000.00)	(15,750.00)	(1,527.29)	87.27	(17,632.55)	83.96	3,367.45
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(3,000.00)	(2,250.00)	(400.00)	160.00	(4,341.32)	144.71	(1,341.32)
METER LEASE - MOBILE HOME PARK	1 472 500 00	(1,115.00)	(836.19)	.00		(1,338.00)	120.00	(223.00)
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(3,749.94)	(416.67)	100.00	(3,750.03)	75.00	1,249.97
OTHER WATER REVENUES	1 474 000 00	(9,000.00)	(6,750.00)	(335.50)	44.73	(4,473.10)	49.70	4,526.90
GAIN ON SALE	1 476 000 00	.00	.00	.00		.00		.00
TOTAL OTHER REVENUES		(39,115.00)	(29,336.13)	(2,679.46)	82.20	(31,535.00)	80.62	7,580.00
TOTAL REVENUES		(1253,015.00)	(939,761.01)	(93,264.21)	89.31	(914,391.81)	72.97	338,623.19

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

LINE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
OPERATION/MAINTENANCE EXPENSE								
SOURCE OF SUPPLY								
	1 602 000 00	425,000.00	318,749.94	31,025.40	87.60	299,120.10	70.38	(125,879.90)
	1 602 100 00	2,000.00	1,499.94	.00		3,943.60	197.18	1,943.60
		=====	=====	=====	=====	=====	=====	=====
	TOTAL SOURCE OF SUPPLY	427,000.00	320,249.88	31,025.40	87.19	303,063.70	70.97	(123,936.30)
PUMPING								
OPERATION								
	1 620 000 00	.00	.00	.00		.00		.00
	1 623 000 00	7,000.00	5,249.97	585.69	100.40	5,154.90	73.64	(1,845.10)
	1 624 000 00	5,000.00	3,749.94	392.25	94.14	4,940.01	98.80	(59.99)
	1 624 001 00	4,000.00	2,999.97	29.99	8.99	4,929.24	123.23	929.24
	1 626 000 00	.00	.00	.00		.00		.00
		-----	-----	-----	-----	-----	-----	-----
	TOTAL OPERATION	16,000.00	11,999.88	1,007.93	75.59	15,024.15	93.90	(975.85)
MAINTENANCE								
	1 630 000 00	.00	.00	.00		.00		.00
	1 631 000 00	600.00	450.00	.00		.00		(600.00)
	1 633 000 00	3,800.00	2,849.94	.00		2,489.45	65.51	(1,310.55)
		-----	-----	-----	-----	-----	-----	-----
	TOTAL MAINTENANCE	4,400.00	3,299.94	.00		2,489.45	56.57	(1,910.55)
		=====	=====	=====	=====	=====	=====	=====
	TOTAL PUMPING	20,400.00	15,299.82	1,007.93	59.29	17,513.60	85.85	(2,886.40)
TRANSMISSION & DISTRIBUTION								
OPERATION								
	1 660 000 00	.00	.00	.00		.00		.00
	1 662 000 00	20,000.00	14,999.94	761.06	45.66	13,673.40	68.36	(6,326.60)
	1 663 000 00	10,000.00	7,499.97	1,451.59	174.19	8,165.42	81.65	(1,834.58)
	1 665 000 00	.00	.00	.00		.00		.00
		-----	-----	-----	-----	-----	-----	-----
	TOTAL OPERATION	30,000.00	22,499.91	2,212.65	88.50	21,838.82	72.79	(8,161.18)
MAINTENANCE								
	1 670 000 00	.00	.00	.00		.00		.00
	1 671 000 00	3,500.00	2,624.94	142.98	49.02	1,240.89	35.45	(2,259.11)
	1 672 000 00	.00	.00	.00		1,200.00		1,200.00
	1 673 000 00	25,000.00	18,749.97	2,945.17	141.36	23,671.41	94.68	(1,328.59)
	1 675 000 00	25,000.00	18,749.97	2,521.60	121.03	15,263.67	61.05	(9,736.33)
	1 676 000 00	1,500.00	1,125.00	62.85	50.28	1,332.94	88.86	(167.06)
	1 677 000 00	2,000.00	1,499.94	13.45	8.07	165.17	8.25	(1,834.83)
		-----	-----	-----	-----	-----	-----	-----
	TOTAL MAINTENANCE	57,000.00	42,749.82	5,686.05	119.70	42,874.08	75.21	(14,125.92)
		=====	=====	=====	=====	=====	=====	=====
	TOTAL TRANS. & DISTRIBUTION	87,000.00	65,249.73	7,898.70	108.94	64,712.90	74.38	(22,287.10)

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
<b>CUSTOMER SERVICE EXPENSES</b>								
OPERATION								
METER READING EXPENSES	1 902 000 00	6,100.00	4,574.97	747.73	147.09	5,233.43	85.79	(866.57)
BILLING & COLLECTING - LABOR	1 903 100 00	31,000.00	23,249.97	2,745.24	106.26	21,936.15	70.76	(9,063.85)
BILLING & COLLECTING - EXPENSE	1 903 200 00	5,000.00	3,749.94	492.24	118.13	5,375.11	107.50	375.11
UNCOLLECTIBLE ACCOUNTS	1 904 000 00	3,000.00	2,250.00	.00		(481.15)	16.03-	(3,481.15)
TOTAL CUSTOMER SERVICE EXPENS		45,100.00	33,824.88	3,985.21	106.03	32,063.54	71.09	(13,036.46)
<b>ADMINISTRATIVE &amp; GENERAL</b>								
OPERATION								
ADMIN & GENERAL SALARIES	1 920 000 00	53,000.00	39,749.94	5,209.04	117.94	43,194.34	81.49	(9,805.66)
EXPENSES GENERAL EMPLOYEES	1 920 200 00	25,000.00	18,749.97	.00		1,081.86	4.32	(23,918.14)
OFFICE SUPPLIES & EXPENSE	1 921 000 00	8,000.00	5,999.94	2,092.58	313.89	16,216.12	202.70	8,216.12
OUTSIDE SERVICES EMPLOYED	1 923 000 00	8,000.00	5,999.94	.00		7,065.00	88.31	(935.00)
ATTORNEY	1 923 001 00	600.00	450.00	.00		9,996.52	999.99	9,396.52
AUDITOR	1 923 002 00	.00	.00	.00		.00		.00
ENGINEERING CONSULTANTS	1 923 004 00	.00	.00	.00		(21,504.54)		(21,504.54)
PROPERTY INSURANCE	1 924 000 00	16,200.00	12,150.00	296.97	21.99	17,824.04	110.02	1,624.04
INJURIES & DAMAGES	1 925 000 00	.00	.00	.00		.00		.00
EMPLOYEES WELFARE EXPENSE	1 926 100 00	.00	.00	120.00		460.00		460.00
EMPLOYEES PENSIONS/BENFITS	1 926 200 00	50,000.00	37,499.94	4,501.77	108.04	35,463.58	70.92	(14,536.42)
EMPLOYEE BENEFIT BRICKSTREET	1 926 210 00	4,400.00	3,299.94	483.45	131.85	3,556.25	80.82	(843.75)
EMPLOYEE VACATION PAY	1 926 300 00	10,550.00	7,912.44	1,361.92	154.91	7,832.68	74.24	(2,717.32)
EMPLOYEES HOLIDAY PAY	1 926 400 00	7,900.00	5,924.97	662.64	100.65	6,372.06	80.65	(1,527.94)
EMPLOYEES SICK PAY	1 926 500 00	7,900.00	5,924.97	592.10	89.93	3,027.77	38.32	(4,872.23)
EMPLOYEES' FUNERAL LEAVE PAY	1 926 600 00	.00	.00	.00		181.44		181.44
COMP TIME	1 926 700 00	2,200.00	1,649.97	184.34	100.55	1,639.02	74.50	(560.98)
OPEB/WV RETIREE HEALTH BENEFIT	1 926 800 00	35,000.00	26,249.94	2,858.40	98.00	25,725.60	73.50	(9,274.40)
REGULATORY COMMISSION EXPENSE	1 928 000 00	4,400.00	3,299.94	.00		.00		(4,400.00)
MISCELLANEOUS GENERAL EXPENSE	1 930 200 00	6,000.00	4,500.00	281.15	56.23	5,004.99	83.41	(995.01)
TOTAL OPERATION		239,150.00	179,361.90	18,644.36	93.55	163,136.73	68.21	(76,013.27)
<b>ADMINISTRATIVE &amp; GENERAL</b>								
OPERATION								
MAINTENANCE OF GENERAL PLANT	1 932 000 00	2,000.00	1,499.94	200.28	120.17	744.09	37.20	(1,255.91)
TRANSPORTATION EXPENSES	1 933 000 00	16,000.00	11,999.97	2,545.75	190.93	13,266.57	82.91	(2,733.43)
TOTAL OPERATION & MAINTENANCE		836,650.00	627,486.12	65,307.63	93.67	594,501.13	71.05	(242,148.87)

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	309,600.00	232,200.00	25,031.00	97.01	224,837.00	72.62	(84,763.00)
FICA EXPENSE	1 408 100 00	13,500.00	10,125.00	1,212.20	107.75	9,717.09	71.97	(3,782.91)
GAIN-LOSSES DISPOSITION OF PRO	1 414 000 00	.00	.00	.00		.00		.00
TOTAL OPERATING EXPENSES		1159,750.00	869,811.12	91,550.83	94.72	829,055.22	71.48	(330,694.78)
OTHER INCOME & DEDUCTIONS								
INTEREST & DIVIDEND INCOME	1 419 000 00	(1,200.00)	(900.00)	(19.13)	19.13	(378.64)	31.55	821.36
MISC NONOPERATING INCOME ST FK	1 421 000 00	.00	.00	.00		.00		.00
INTEREST ON LONGTERM DEBT	1 427 000 00	197,500.00	148,124.97	17,151.84	104.21	166,819.88	84.46	(30,680.12)
OTHER INTEREST EXPENSE	1 431 000 00	150.00	112.50	8.84	70.72	143.92	95.94	(6.08)
AMORT OF DEBT DISCOUNT (BONDS)	1 440 000 00	.00	.00	.00		.00		.00
AMORT OF DEBT DISCOUNT (LOAN)	1 442 000 00	.00	.00	.00		.00		.00
GRANT REVENUE-SERIES 2004A	1 450 000 00	.00	.00	.00		.00		.00
WV INFRASTRUCTURE & JOB DEV								
GRANT REVENUE-SERIES 2004B	1 451 000 00	.00	.00	.00		.00		.00
RURAL DEVELOPMENT SERVICE								
TOTAL OTHER INCOME & DEDUCTIO		196,450.00	147,337.47	17,141.55	104.70	166,585.16	84.79	(29,864.84)
NET INCOME		103,185.00	77,387.58	15,428.17	179.42	81,248.57	78.74	(21,936.43)

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>OPERATING REVENUE ACCOUNTS</b>								
DOMESTIC SERVICE-RESIDENTIAL	2 601 000 00	(508,000.00)	(380,999.97)	(37,741.10)	89.15	(364,019.79)	71.65	143,980.21
DOMESTIC SERVICE-COMMERCIAL	2 602 000 00	(178,950.00)	(134,212.50)	(12,928.60)	86.69	(126,266.23)	70.55	52,683.77
DOMESTIC SERVICE-PUBLIC AUTHOR	2 603 000 00	(1,050.00)	(787.50)	(61.86)	70.69	(548.53)	52.24	501.47
DOMESTIC SALES-INDUSTRIAL	2 604 000 00	(4,000.00)	(2,999.97)	(147.00)	44.10	(2,345.75)	58.64	1,654.25
BUTCHER BEND SEWER	2 605 000 00	(250.00)	(187.47)	(.40)	1.92	(123.58)	49.43	126.42
TOTAL SALES OF SEWER SERVICE		(692,250.00)	(519,187.41)	(50,878.96)	88.19	(493,303.88)	71.26	198,946.12
<b>OTHER SEWER REVENUES</b>								
FORFEITED DISCOUNTS & PENALTY	2 612 000 00	(13,500.00)	(10,125.00)	(857.59)	76.23	(9,795.42)	72.55	3,704.58
MISC SEWERAGE REVENUES	2 615 000 00	(600.00)	(450.00)	.00		(600.00)	100.00	.00
MISCELLANEOUS REVENUE-DECHLORINATION PROJECT	2 615 100 00	.00	.00	.00		.00		.00
GAIN ON SALE	2 620 000 00	.00	.00	.00		.00		.00
TOTAL OTHER SEWER REVENUES		(14,100.00)	(10,575.00)	(857.59)	72.98	(10,395.42)	73.72	3,704.58
TOTAL REVENUES		(706,350.00)	(529,762.41)	(51,736.55)	87.89	(503,699.30)	71.31	202,650.70
<b>OPERATION/MAINTENANCE EXPENSE</b>								
<b>COLLECTING EXPENSES</b>								
OPERATION LABOR GENERAL SEWER	2 700 000 00	.00	.00	.00		.00		.00
OPER SUPERVISION/ENGINEERING	2 701 000 00	.00	.00	.00		.00		.00
OPERATION LABOR-COLLECTING	2 702 000 00	.00	.00	.00		.00		.00
SUPPLIES AND EXPENSES	2 703 000 00	.00	.00	.00		.00		.00
MAINT SUPERVISION/ENGINEERING	2 704 000 00	.00	.00	.00		.00		.00
MAINT SERVICE CONN & TRAP	2 705 100 00	2,500.00	1,874.97	225.29	108.14	2,237.74	89.50	(262.26)
MAINT COLLECT & TRANS MAINS	2 705 200 00	13,000.00	9,749.97	1,249.44	115.33	12,000.74	92.31	(999.26)
TOTAL COLLECTING EXPENSES		15,500.00	11,624.94	1,474.73	114.17	14,238.48	91.86	(1,261.52)
<b>PUMPING EXPENSES</b>								
OPER SUPERVISION & ENGINEERING	2 721 000 00	.00	.00	.00		.00		.00
OPERATION LABOR-PUMPING	2 722 000 00	7,000.00	5,249.97	920.90	157.86	7,180.11	102.57	180.11
POWER LIFT STATIONS	2 723 100 00	18,000.00	13,500.00	1,643.82	109.58	14,265.53	79.25	(3,734.47)
POWER GRINDER PUMPS	2 723 200 00	6,600.00	4,950.00	689.74	125.40	5,129.50	77.71	(1,470.50)
SUPPLIES-EXP LIFT STA GRINDERS	2 724 000 00	13,000.00	9,749.97	735.60	67.90	10,695.77	82.27	(2,304.23)
MAINT SUPERVISION & ENGIN	2 725 000 00	.00	.00	.00		.00		.00
MAINT STRUCTURES & IMPROV	2 726 000 00	.00	.00	.00		.00		.00
MNT PUMPING-LIFT STATIONS	2 727 100 00	32,000.00	23,999.94	2,651.09	99.41	18,495.68	57.79	(13,504.32)
MAINT OTHER PUMPING EQUIPMENT	2 727 200 00	42,000.00	31,500.00	1,813.63	51.81	25,799.20	61.42	(16,200.80)
TOTAL PUMPING EXPENSES		118,600.00	88,949.88	8,454.78	85.54	81,565.79	68.77	(37,034.21)

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

ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
<b>TREATMENT &amp; DISPOSAL EXPENSES</b>							
OPER SUPERVISION & ENGINEERING 2 741 000 00	.00	.00	.00		.00		.00
OPERATION LABOR-TREATMENT 2 742 000 00	17,000.00	12,749.94	1,060.44	74.85	8,727.17	51.33	(8,272.83)
SUPPLIES AND EXPENSES-PLANT 2 743 100 00	31,000.00	23,249.97	659.53	25.53	24,800.49	80.00	(6,199.51)
CHEMICAL TREATMENT EXP-PLANT 2 743 200 00	16,000.00	11,999.97	2,956.50	221.73	18,936.07	118.35	2,936.07
POWER EXPENSE-PLANT 2 743 300 00	53,000.00	39,749.94	4,262.80	96.51	41,940.78	79.13	(11,059.22)
MAINT SUPERVISION & ENG 2 744 000 00	.00	.00	.00		.00		.00
MAINT OF STRUCTURE & IMPROVEMT 2 745 000 00	3,100.00	2,324.97	177.99	68.90	1,708.37	55.10	(1,391.63)
MAINT OF SEWAGE PONDS 2 745 100 00	.00	.00	.00		.00		.00
MAINT OF T & D SYS EQUIPMENT 2 746 000 00	5,500.00	4,124.97	322.06	70.26	3,458.90	62.88	(2,041.10)
<b>TOTAL TREATMENT &amp; DISPOSAL</b>	<b>125,600.00</b>	<b>94,199.76</b>	<b>9,439.32</b>	<b>90.18</b>	<b>99,571.78</b>	<b>79.27</b>	<b>(26,028.22)</b>
<b>BILLING &amp; COLLECTING EXPENSES</b>							
METER READING LABOR 2 782 000 00	6,000.00	4,500.00	693.00	138.60	4,988.85	83.14	(1,011.15)
BILLING & COLLECTING LABOR 2 783 100 00	24,000.00	18,000.00	2,058.77	102.93	17,194.80	71.64	(6,805.20)
BILLING & COLLECTING EXPENSE 2 783 200 00	7,500.00	5,625.00	504.31	80.68	5,451.61	72.68	(2,048.39)
<b>TOTAL BILLING &amp; COLLECTING</b>	<b>37,500.00</b>	<b>28,125.00</b>	<b>3,256.08</b>	<b>104.19</b>	<b>27,635.26</b>	<b>73.69</b>	<b>(9,864.74)</b>
<b>ADMINISTRATIVE/GENERAL EXPENSE</b>							
ADMIN & GENERAL SALARIES 2 790 000 00	33,000.00	24,750.00	3,008.96	109.41	25,909.92	78.51	(7,090.08)
GENERAL SALARIES-OPERATIONS 2 790 100 00	500.00	374.94	.00		.00		(500.00)
PENSES-GENERAL OFFICERS 2 792 100 00	15,000.00	11,250.00	.00		.00		(15,000.00)
PENSES-GENERAL EMPLOYEES 2 792 200 00	8,000.00	5,999.94	.00		345.51	4.31	(7,654.49)
OFFICE SUPPLIES & EXPENSES 2 793 000 00	15,000.00	11,250.00	1,246.11	99.68	9,678.67	64.52	(5,321.33)
SPECIAL SERVICES 2 795 000 00	8,000.00	5,999.94	.00		5,835.00	72.93	(2,165.00)
SPECIAL SERVICE ENGINEER 2 795 100 00	.00	.00	.00		(14,336.35)		(14,336.35)
SPECIAL LEGAL SERVICES 2 796 000 00	1,000.00	749.97	.00		1,285.42	128.54	285.42
REGULATORY COMMISSION 2 797 000 00	2,700.00	2,025.00	.00		.00		(2,700.00)
INSURANCE 2 798 000 00	17,000.00	12,749.94	80.00	5.64	11,764.72	69.20	(5,235.28)
INJURIES/DAMAGES 2 799 000 00	1,000.00	749.97	.00		.00		(1,000.00)
EMPLOYEES WELFARE EXPENSES 2 800 100 00	1,000.00	749.97	.00		.00		(1,000.00)
EMPLOYEE PENSION & BENEFITS 2 800 200 00	40,000.00	29,999.97	3,705.17	111.15	28,264.08	70.66	(11,735.92)
EMPLOYEE BENEFIT BRICKSTEET 2 800 210 00	3,700.00	2,774.97	322.84	104.70	2,371.39	64.09	(1,328.61)
EMPLOYEES VACATION PAY 2 800 300 00	7,000.00	5,249.97	921.72	158.01	5,264.64	75.20	(1,735.36)
EMPLOYEES HOLIDAY PAY 2 800 400 00	5,200.00	3,899.97	441.76	101.94	4,204.00	80.84	(996.00)
EMPLOYEES SICK PAY 2 800 500 00	3,000.00	2,250.00	401.72	160.68	2,147.79	71.59	(852.21)
EMPLOYEES' FUNERAL LEAVE PAY 2 800 600 00	.00	.00	.00		120.96		120.96
COMP TIME 2 800 700 00	1,500.00	1,125.00	136.66	109.32	1,108.73	73.91	(391.27)
OPEB/WV RETIREE HEALTH BENEFIT 2 800 800 00	22,000.00	16,499.97	1,905.60	103.94	17,150.40	77.95	(4,849.60)
MISCELLANEOUS GENERAL EXPENSE 2 801 000 00	5,000.00	3,749.94	963.44	231.22	4,997.08	99.94	(2.92)
SEWER SYSTEM IMPR PROJ 2 801 100 00	.00	.00	.00		.00		.00
MAINT GENERAL PROPERTY 2 802 000 00	.00	.00	.00		.00		.00
RENTS 2 803 000 00	5,000.00	3,749.94	.00		5,000.00	100.00	.00
TRANSPORTATION EXPENSE 2 903 000 00	10,000.00	7,499.97	1,697.14	203.65	8,844.30	88.44	(1,155.70)
UNCOLLECTIBLE ACCOUNTS 2 904 100 00	2,000.00	1,499.94	.00		(229.79)	11.48-	(2,229.79)
<b>TOTAL ADMINISTRATIVE &amp; GEN EX</b>	<b>206,600.00</b>	<b>154,949.31</b>	<b>14,831.12</b>	<b>86.14</b>	<b>119,726.47</b>	<b>57.95</b>	<b>(86,873.53)</b>

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

ATLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
TOTAL OPERATING EXPENSES		503,800.00	377,848.89	37,456.03	89.21	342,737.78	68.03	(161,062.22)
DEPRECIATION	2 503 000 00	302,000.00	226,499.94	25,345.00	100.70	227,665.00	75.38	(74,335.00)
FICA EXPENSE	2 507 100 00	11,000.00	8,249.94	1,008.61	110.03	7,648.85	69.53	(3,351.15)
INTEREST/DIVIDEND EARNED	2 524 000 00	(600.00)	(450.00)	(13.92)	27.84	(168.61)	28.10	431.39
MISC NONOPERATING REVENUES	2 526 000 00	.00	.00	.00		.00		.00
INTEREST ON LONG TERM DEBT	2 530 000 00	70,000.00	52,499.97	14,675.71	251.58	44,914.08	64.16	(25,085.92)
AMORT OF DEBT DISC & EXP	2 531 000 00	.00	.00	.00		.00		.00
OTHER INTEREST EXPENSE	2 535 000 00	130.00	97.47	15.41	142.28	97.91	75.31	(32.09)
		=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENSES & OTHER INCOME		179,980.00	134,983.80	26,750.29	178.35	119,195.71	66.22	(60,784.29)
		=====	=====	=====	=====	=====	=====	=====
BALANCE TO SURPLUS		179,980.00	134,983.80	26,750.29	178.35	119,195.71	66.22	(60,784.29)