

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

July 20, 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 June 21, 2012; the minutes were approved at the Regular Board meeting held on Thursday, July 19, 2012.

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

Yours truly,

Mineral Wells PSD

  
Cathy Dyer  
Office Manager

Enclosures: June 21, 2012, minutes

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, JUNE 21, 2012, AT 5:00 P.M. 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; Todd Anderson, Operations Manager; Cathy Dyer, Office Manager; Linda Watson and Nellie Radcliff, Office Clerks, were present.

There was no one present from the public.

Mr. Stewart made a motion to approve the Minutes of the May 17, 2012, Regular Board meeting as presented. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Stewart signed the May 17, 2012 Board Meeting Minutes.

Mrs. Dyer presented the Board with an employee pay raise of \$.25 cents on the hour. Mr. Radabaugh made a motion to accept 25 cents pay increase per hour per employee effective July 2, 2012. Mr. Stewart seconded the motion. The motion passed unanimously.

Mrs. Dyer presented the Board with Requisition No. 3 in the amount of \$443,968.87 for the Sewer System Improvement Project. Mr. Radabaugh made a motion to approve this requisition no 3. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed Requisition No. 3.

Mrs. Dyer presented the Board with Change Order No. 4, Contract # 1 on the Sewer System Improvement Project for extra air work on Lagoon #3 and the air release pits. Mr. Stewart made a motion to approve Change Order #4 Contract #1 Sewer System Improvement Project. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Change Order No. 4 Contract #1.

Mr. Stewart made a motion to approve Change Order No. 5 on the Sewer System Improvement Project to eliminate hauling of dewatered sludge and additional land application of liquid sludge. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed Change Order No. 5

Mr. Stewart made a motion that no changes to the UV System on the Sewer System Improvement Project should not be made without Mr. Anderson's approval. Mr. Radabaugh seconded the motion. The motion passed unanimously.

MINERAL WELLS PUBLIC SERVICE DISTRICT

MINUTES – JUNE 21, 2012

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Ms. Watson presented the Board with "Letter of Conditions" on the SCADA System Updates Project. Mr. Stewart made a motion to accept the "Letter of Conditions" as presented. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the "Letter of Conditions".

Mrs. Dyer presented the Board with "Letter of Conditions" for the Sewer System Improvements Project – Phase 2. Mr. Stewart made a motion to accept the "Letter of Conditions" as presented. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the "Letter of Conditions".

Mr. Stewart made a motion to approve the "1996 Uniform System of Accounts" for the fiscal year 2012. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve HD Waterworks Maintenance Support Meter Reading System Hardware and Software invoice in the amount of \$3,434.50. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Contract and agreed that funds for this should come out of the Repair and Replacement account.

Mr. Stewart made a motion to approve the Financial Statements (copy attached) dated May 31, 2012, for All Finances, Water Revenue Checking Account, Sewer Revenue Checking Account. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve checks # 42913 thru #42990 written on the Consolidated Water and Sewer Revenue Checking Account (copy attached) from May 17, 2012 thru June 21, 2012. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks #3658 thru #3697 (copy attached) written on the Consolidated Payroll Account between May 17, 2012 and June 21, 2012. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mrs. Dyer discussed the following items.

Item # 32 - Notice from the Public Service Commission of WV "Utility Scam".

Item # 66 - Notice from the public Service Commission of WV "Water Thefts"

Item # 74 - Letter dated June 5, 2012, from Virginia McDonald, Rural Development approving Addendum No. to Engineering Agreement for the Sewer System Improvement Project.

MINERAL WELLS PUBLIC SERVICE DISTRICT

MINUTES – JUNE 21, 2012

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Item #78 - Letter dated June 12, 2012, to Sandra Squires, PSC from Steve Hardman on the behalf of the District "Notice of Intent to File for a Certificate of Convenience and Necessity" for the Sewer System Improvement Project – Phase II .

Item # 108 – Letter dated June 19, 2012, to Sandra Squires, PSC from Steve Hardman on the behalf of the District, Notice of Intent to File for a Certification of Convenience and Necessity" for the SCADA Updates Project.

Mrs. Dyer reported that the Auditors will be here for the beginning of the audit on July 18, 2012 at 1:00 p.m. The audit will begin on August 6, 2012.

Mr. Stewart recalled the motion for the tariff that was to go into effect on the June billing period. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Anderson reported on the following items.

Price Road tank culvert was replaced. The Board approved using funds from the Repair and Replacement 2001-2002 Improvement Project.

Orders Construction Company is ahead of schedule and is 90% complete.

Pro-Contractors is behind schedule.

Windsor Drive sewer manhole repair is ahead of schedule . The Homeowners will do their paving work.

The District is still waiting for the DEP Permit for the 30 day ad to be placed for the land application of the sludge that is to be removed from the ponds.

The GPS field work is complete. Mr. Rader with Mid Ohio Valley Regional Council would like for the District to buy the equipment that goes along with the work of the GPS.

Mr. Stewart made a motion to give Josh Springston \$150.00 for all of his hard work.

Mr. Stewart made a motion to make a change in the Employees Handbook for the requirement of safety –toed shoe/boot as part of the District's uniform requirement. The District will pay up to \$150.00 per year per employee. Mr. Radabaugh seconded the motion. The motion passed unanimously.

MINERAL WELLS PUBLIC SERVICE DISTRICT

MINUTES – JUNE 21, 2012

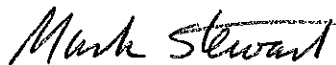
PAGE 4

Mr. Stewart made a motion to close the Office for the July 4<sup>th</sup> Holiday at 2:30 P. m. on July 3, 2012. Mr. Radabaugh seconded the motion. The motion passed unanimously.

All business having been discussed, Mr. Stewart made a motion to adjourn. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 6:00 p.m.

CERTIFICATION

I, Mark Stewart, Treasurer, 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.



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Mark Stewart, Treasurer of the Public Service  
Board of the Mineral Wells Public Service District,  
Mineral Wells, West Virginia

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

**Checking Accounts**

Water Revenue Fund Checking Account WesBanco Bank - 1131.2	\$ 4,687.67
Sewer Revenue Fund Checking Account WesBanco Bank - 2120.2	<u>4,855.62</u>
<b>Total in Checking Accounts:</b>	<b>\$ 9,543.29</b>

**Water Accounts**

Series 1979 Water Reserve Depreciation WesBanco Bank - 1125.31	\$ 13,202.29
Series 1979 Water Reserve WesBanco Bank - 1125.21	26,251.00
Series 1997 Sams Creek/Chesterville Reserve WesBanco Bank - 1125.22	30,225.58
Series 1999A Rockport Water Reserve Depreciation WesBanco Bank - 1125.32	5,056.17
Series 1999A Rockport Water Reserve WesBanco Bank - 1125.23	8,323.68
Series 1999B Water Improvement/Office Building Reserve WesBanco Bank - 1125.24	14,679.43
Series 1999B Water Imprmt/Office Building Reserve Deprec WesBanco Bank - 1125.33	15,795.91
Series 2004A Sycamore, Stephens, Limestone Water Reserve WesBanco Bank - 1125.27	11,268.32
Water Security Deposit Account WesBanco Bank - 1134.0	41,059.58
Series 2004A Sycmore, Stephens, Limestone Repair and Replacement WesBanco - Bank 1125.34	<u>50,560.91</u>
<b>Total In Water Accounts:</b>	<b>\$ 216,422.87</b>

**Sewer Accounts**

Series 2003 Sewer Improvements Repair & Replacement WesBanco Bank - 2114.2	\$ 13,904.76
Grinder Pump Maintenance Reserve Prime Rate Money Market - WesBanco Bank - 2114.1	2,797.24
Sewer Security Deposit Account WesBanco Bank - 2121.3	31,089.64
Sewer System Improvement Project WesBanco Bank - 2120.4	<u>6.67</u>
<b>Total in Sewer Accounts:</b>	<b>\$ 47,791.64</b>

**Total All Finances - May 31, 2012** **\$ 273,757.80**

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

WESBANCO BANK, April 30, 2012 \$1,037.89

RECEIPTS:

Water Sales	\$108,680.99
Water Buffalo Sales	554.25
Reconnection Fees	425.00
Security Deposit Refunds	1,250.38
Tap Fee Payment	3,150.00
Rent from sewer	833.34
Bank NSF charge	10.00
Bill Bailey Insurance - refund	318.55
Charles Ellison - passed due acct 2010	57.82

Total Receipts: \$115,280.33

Total Cash Available: \$116,318.22

Expenditures:

Action Telecom	\$51.00
ADT Security Services	206.29
At & T Mobility	236.85
Auto Zone	25.18
BP Credit Card Company	1,014.22
Big Mac Printing	213.00
Bill Bailey Insurance Agency	75.00
CI Thornburg	1,547.96
Cardmember Services	300.00
Cintas	386.32
Citizens Security Life Inc Co	193.44
Commissioner's Salaries	225.00
Claywood Park PSD	34,135.95
Cutlip Warner Development Co	2,300.00
Frontier	136.93
Ferguson Waterworks	1,345.44
Hardman Supply Company	24.25
Jackson Newspapers	72.00
Mineral Wells PSD	1,149.60
Miss Utility of WV Inc.	40.56
Mon Power	892.10
Municipal Bond Commission	9,396.87
Parkersburg Office Supply	216.53
Parkersburg Sentinel Co	57.42
PEIA	2,604.97
REI Consultants	892.50
Rural Development Admin 91-02	2,112.00
Rural Development - USDA 91-03	3,140.00
Rural Development - USDA 91-06	20,080.00
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	8,479.42

Taylor's Disposal Inc	38.16
US Postal Service	338.99
Water Environmental Testing	96.00
WesBanco Bank	95.40
WesBanco Bank 1979 Sams Creek	176.00
WesBanco Bank-Parkersburg - Rockport	314.00
WesBanco Bank-Parkersburg - Water Imprv	334.00
WesBanco Bank-Parkersburg - Stephens Fk	1,004.00
WesBanco Bank-Parkersburg- Payroll taxes	3,719.22
WV Dept of Tax & Revenue	637.87
WV Retiree Health Benefit Trust Fund	544.12
WV Public Employees Retirement System	2,657.08
Melanie L. Wine	172.80
Security Deposit Refunds	185.11

Total Expenditures: \$111,630.55

Balance in Water Revenue Fund Checking Account,  
WesBanco Bank, April 30, 2012 \$4,687.67

Accounts Payable	Claywood Park PSD	\$ 32,547.30
	Sycamore Run/Stephens Fork R&R	3171.61
	Total Accounts Payable	\$ 35,718.91

Total -\$31,031.24



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

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, April 30, 2012 \$ 491.45

RECEIPTS:

Sewer Sales	\$60,550.18
Butcher Bend Lagoon Assoc	758.97
Security Deposit Refunds	925.22
Sewer Project reimbursement	912.81
Tap Fee	700.00
Reconnect Fee	100.00
NSF Bank Charges	20.00
Bill Bailey Insurance - refund	212.36

Total Receipts: \$64,179.54

Total Cash Available: \$ 64,670.99

Expenditures:

Action Telecomm	\$34.00
Adt Security Services	137.53
At & T Mobility	1.90
Aulick Chemical Solutions	156.00
Auto Fleet & Industrial supply	25.64
Auto Zone	16.79
BP Credit Card Company	676.14
Badgett Farm	800.00
Big Mac Printing	142.00
Bill Bailey Insurance Agency	50.00
Butcher Bend Lagoon Assoc	709.70
Cl Thornburg	2,129.00
Cardmember Services	200.00
Cintas	257.52
Citizens Security Life Ins Co	128.96
Commissioner's Salaries	150.00
Cummins Crosspoint	1,127.75
Cutlip Warner Development Co	690.00
Frontier	767.66
Hardman Supply Company	81.61
Lowes'	158.02
Mineral Wells PSD	1,739.93
Miss Utility of WV Inc	27.04
Mon Power	7,087.98
Municipal Bond Commission	17,135.31
Northrop Gruman Sys Corp	280.00
Parkersburg Office Supply	144.34
Parkersburg Sentinel Co	38.28
PEIA	2,197.09
Ron's Porta Johns Inc	900.00
Salaries	9,426.98
Taylor's Disposal Inc	25.44
US Postal Service	368.07

Water Environmental Testing	502.00
WesBanco Bank	63.60
WesBanco Bank-Parkersburg-Payroll Taxes	4,055.82
WesBanco Sewer Repair & Replacement	1,412.62
Melanie L. Wine	115.20
Retiree Health Benefit Trust Fund	457.88
WV Public Employees Retirement System	2,892.99
WV State Tax Department	714.13
WWT Electric	1,268.05
Security Deposit Refunds	522.40

Total Expenditures: \$59,815.37

Balance in Sewer Revenue Fund Checking Account, \$ 4,855.62  
WesBanco Bank, May 31, 2012

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

Check No.	Name	Check Amt.	Check Date
3658	Todd R. Anderson	\$761.70	5/24/2012
3659	Dennis R. Brown	\$447.72	5/24/2012
3660	William H. Byers, Jr.	\$467.85	5/24/2012
3661	Cathy J. Dyer	\$481.70	5/24/2012
3662	Linda K. Watson	\$425.15	5/24/2012
3663	Darin L. Crites	\$462.43	5/24/2012
3664	Nellie B. Radcliff	\$358.82	5/24/2012
3665	Mark A. Dennis	\$374.16	5/24/2012
3666	Todd R. Anderson	\$697.21	5/31/2012
3667	Dennis R. Brown	\$376.35	5/31/2012
3668	William H. Byers, Jr.	\$528.24	5/31/2012
3669	Cathy J. Dyer	\$481.70	5/31/2012
3670	Linda K. Watson	\$421.17	5/31/2012
3671	Darin L. Crites	\$315.06	5/31/2012
3672	Nellie B. Radcliff	\$340.85	5/31/2012
3673	Mark A. Dennis	\$508.97	5/31/2012
3674	Todd R. Anderson	\$923.44	6/7/2012
3675	Dennis R. Brown	\$477.40	6/7/2012
3676	William H. Byers, Jr.	\$849.60	6/7/2012
3677	Cathy J. Dyer	\$481.72	6/7/2012
3678	Linda K. Watson	\$421.16	6/7/2012
3679	Darin L. Crites	\$308.00	6/7/2012
3680	Nellie B. Radcliff	\$340.85	6/7/2012
3681	Mark A. Dennis	\$374.16	6/7/2012
3682	Todd R. Anderson	\$794.45	6/14/2012
3683	Dennis R. Brown	\$376.35	6/14/2012
3684	William H. Byers, Jr.	\$664.96	6/14/2012
3685	Cathy J. Dyer	\$481.69	6/14/2012
3686	Linda K. Watson	\$421.16	6/14/2012
3687	Darin L. Crites	\$293.88	6/14/2012
3688	Nellie B. Radcliff	\$340.85	6/14/2012
3689	Mark A. Dennis	\$408.62	6/14/2012
3690	Todd R. Anderson	\$643.82	6/21/2012
3691	Dennis R. Brown	\$376.93	6/21/2012
3692	William H. Byers, Jr.	\$533.11	6/21/2012
3693	Cathy J. Dyer	\$482.00	6/21/2012
3694	Linda K. Watson	\$421.52	6/21/2012
3695	Darin L. Crites	\$294.22	6/21/2012
3696	Nellie B. Radcliff	\$341.18	6/21/2012
3697	Mark A. Dennis	\$374.27	6/21/2012

## VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 5/18/12 - ENDING DATE: 6/21/12 \*\*  
 \*\* 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	5/21/12	216858	5/21/12	670.72	289
2,101	U S POSTAL SERVICE	5/22/12	216927	5/23/12	338.99	42,913
2,313	WESBANCO BANK-PARKERSBURG	5/29/12	217374	5/29/12	749.58	290
106	MON POWER	5/30/12	217551	5/31/12	892.10	42,914
486	TURNER OIL AND GAS PROPERTIES	5/30/12	217565	5/31/12	72.95	42,920
486	TURNER OIL AND GAS PROPERTIES	5/30/12	217567	5/31/12	70.24	42,922
486	CHRISTOPHER GRAHAM	5/30/12	217568	5/31/12	2.02	42,923
1,805	USDA RURAL DEVELOPMENT	5/30/12	217586	5/31/12	5,252.00	42,928
2,106	USDA RURAL DEVELOPMENT	5/30/12	217596	5/31/12	19,807.00	42,929
133	AUTO ZONE	5/31/12	217688	5/31/12	25.18	42,933
145	ADT SECURITY SERVICES	5/31/12	217689	5/31/12	206.29	42,934
153	ACTION TELECOMM	5/31/12	217690	5/31/12	51.00	42,935
202	BIG MAC PRINTING	5/31/12	217691	5/31/12	213.00	42,936
314	AT&T MOBILITY	5/31/12	217692	5/31/12	233.99	42,937
360	CUTLIP-WARNER DEVELOPMENT CO	5/31/12	217693	5/31/12	2,300.00	42,938
832	HARDMAN SUPPLY COMPANY	5/31/12	217694	5/31/12	24.25	42,939
1,204	JAMES R. LETT	5/31/12	217695	5/31/12	75.00	42,940
1,311	FERGUSON WATERWORKS	5/31/12	217696	5/31/12	1,345.44	42,941
1,600	PARKERSBURG SENTINEL CO	5/31/12	217697	5/31/12	57.42	42,942
1,604	PARKERSBURG OFFICE SUPPLY	5/31/12	217698	5/31/12	216.53	42,943
1,806	ROY L RADABAUGH	5/31/12	217706	5/31/12	75.00	42,944
1,843	CINTAS CORPORATION J67	5/31/12	217707	5/31/12	386.32	42,945
1,866	REI CONSULTANTS	5/31/12	217711	5/31/12	714.00	42,946
2,005	C I THORNSBURG	5/31/12	217712	5/31/12	1,164.64	42,947
2,314	WV DEPT OF TAX & REVENUE	5/31/12	217716	5/31/12	637.87	42,949
2,315	PUBLIC EMPLOYEES RETIREMENT SY	5/31/12	217717	5/31/12	2,657.08	42,950
2,373	WESBANCO BANK-PARKERSBURG	5/31/12	217718	5/31/12	1,828.00	42,951
23,067	MELANIE L WINE	5/31/12	217726	5/31/12	172.80	42,952
23,079	MARK STEWART	5/31/12	217727	5/31/12	75.00	42,953
2,313	WESBANCO BANK-PARKERSBURG	6/04/12	218021	6/04/12	810.21	291
2,313	WESBANCO BANK-PARKERSBURG	6/12/12	218503	6/12/12	772.44	292
309	CLAYWOOD PARK PSD	6/13/12	218594	6/13/12	32,547.30	42,955
1,307	MUNICIPAL BOND COMMISSION	6/15/12	218945	6/15/12	9,396.87	296
124	AT&T STATE CALLING SERVICE	6/15/12	218929	6/15/12	4.25	42,956

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 5/18/12 - ENDING DATE: 6/21/12 \*\*  
 \*\* 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						
275	BP	6/15/12	218930	6/15/12	964.12	42,957	
438	DOMINION HOPE	6/15/12	218931	6/15/12	97.81	42,958	
486	HEATHER BYRD	6/15/12	218935	6/15/12	78.66	42,962	
486	MARTIN SPENCE	6/15/12	218936	6/15/12	43.96	42,963	
600	FASTENERS & SUPPLY INC	6/15/12	218941	6/15/12	89.00	42,967	
1,200	LOWE'S	6/15/12	218942	6/15/12	67.40	42,968	
1,301	MISS UTILITY OF WV INC	6/15/12	218943	6/15/12	118.56	42,969	
1,302	MINERAL WELLS PSD	6/15/12	218944	6/15/12	51.70	42,970	
1,311	FERGUSON WATERWORKS	6/15/12	218953	6/15/12	3,383.84	42,971	
1,500	OHIO VALLEY MUFFLER & BRAKE	6/15/12	218957	6/15/12	10.80	42,972	
1,512	HD SUPPLY WATERWORKS, LTD	6/15/12	218958	6/15/12	2,695.00	42,973	
2,001	TESA COMPANY INC	6/15/12	218959	6/15/12	98.37	42,974	
2,002	TAYLOR'S DISPOSAL INC	6/15/12	218963	6/15/12	34.92	42,975	
2,005	C I THORNBURG	6/15/12	218964	6/15/12	850.48	42,976	
2,205	FRONTIER	6/15/12	218972	6/15/12	137.74	42,978	
2,306	WATER ENVIRONMENTAL TESTING	6/15/12	218975	6/15/12	81.00	42,980	
2,308	PEIA	6/15/12	218977	6/15/12	2,390.66	42,981	
20,010	BRICKSTREET INSURANCE COMPANY	6/15/12	218985	6/15/12	1,318.50	42,982	
23,047	RETIREE HEALTH BNFT TRST FUND	6/15/12	218992	6/15/12	499.19	42,984	
23,081	PITNEY BOWES	6/15/12	218994	6/15/12	119.97	42,986	
23,082	PATRIOT AUTOMATION	6/15/12	218995	6/15/12	810.00	42,987	
23,100	GROGG'S HEATING & AIR COND	6/15/12	218997	6/15/12	100.00	42,989	
23,101	CITIZENS SECURITY LIFE INS CO	6/15/12	218998	6/15/12	193.44	42,990	
2,313	WESBANCO BANK-PARKERSBURG	6/18/12	219210	6/18/12	642.39	297	
	CONSOLIDATED BANK ACCOUNT				98,722.99	58 *	

6/21/12

Mineral Wells PSD

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*  
 \*\* BEGINNING DATE: 5/18/12 - ENDING DATE: 6/21/12 \*\*  
 \*\* VENDOR RANGE: ALL VENDORS \*\* \*\* CHECK RANGE: ALL CHECKS \*\*  
 \*\* PRINT ORDER: DATE / CHECK # \*\*

BANK ACCOUNT	PAY-TO	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
VENDOR#	VENDOR-NAME					
3 101 000 00	CONSOLIDATED BANK ACCOUNT				936.43	289
2,313	WESBANCO BANK-PARKERSBURG	5/21/12	216858	5/21/12		
2,101	U S POSTAL SERVICE	5/22/12	216927	5/23/12	225.99	42,913
2,313	WESBANCO BANK-PARKERSBURG	5/29/12	217374	5/29/12	822.63	290
106	MON POWER	5/30/12	217551	5/31/12	7,075.21	42,914
486	BRITNIE SHARP	5/30/12	217560	5/31/12	18.34	42,915
486	STEPHANIE HILL	5/30/12	217561	5/31/12	42.50	42,916
486	CHEYANNE LILLY	5/30/12	217562	5/31/12	68.12	42,917
486	GRAE CON CONSTRUCTION	5/30/12	217563	5/31/12	85.72	42,918
486	TURNER OIL AND GAS PROPERTIES	5/30/12	217564	5/31/12	55.27	42,919
486	TURNER OIL AND GAS PROPERTIES	5/30/12	217566	5/31/12	54.19	42,921
486	WILMA DAVIS	5/30/12	217569	5/31/12	23.59	42,924
486	BERNETTA J FREELIS	5/30/12	217570	5/31/12	36.90	42,925
486	GWENN GATRELL	5/30/12	217571	5/31/12	3.45	42,926
1,302	MINERAL WELLS PSD	5/30/12	217574	5/31/12	633.63	42,927
2,300	WWT ELECTRIC	5/30/12	217600	5/31/12	1,021.60	42,930
23,023	RON'S PORTA JOHNS, INC.	5/30/12	217612	5/31/12	900.00	42,931
23,046	BUTCHER BEND LAGOON ASSOC	5/30/12	217614	5/31/12	709.70	42,932
133	AUTO ZONE	5/31/12	217688	5/31/12	16.79	42,933
145	ADT SECURITY SERVICES	5/31/12	217689	5/31/12	137.53	42,934
153	ACTION TELECOMM	5/31/12	217690	5/31/12	34.00	42,935
202	BIG MAC PRINTING	5/31/12	217691	5/31/12	142.00	42,936
314	AT&T MOBILITY	5/31/12	217692	5/31/12	156.00	42,937
360	CUTLIP-WARNER DEVELOPMENT CO	5/31/12	217693	5/31/12	690.00	42,938
832	HARDMAN SUPPLY COMPANY	5/31/12	217694	5/31/12	81.61	42,939
1,204	JAMES R. LETT	5/31/12	217695	5/31/12	50.00	42,940
1,600	PARKERSBURG SENTINEL CO	5/31/12	217697	5/31/12	38.28	42,942
1,604	PARKERSBURG OFFICE SUPPLY	5/31/12	217698	5/31/12	144.34	42,943
1,806	ROY L RADABAUGH	5/31/12	217706	5/31/12	50.00	42,944
1,843	CINTAS CORPORATION J67	5/31/12	217707	5/31/12	257.52	42,945
2,005	C I THORNBURG	5/31/12	217712	5/31/12	132.00	42,947
2,312	WESBANCO BANK-PARKERSBURG	5/31/12	217715	5/31/12	1,412.62	42,948
2,314	WV DEPT OF TAX & REVENUE	5/31/12	217716	5/31/12	714.13	42,949
2,315	PUBLIC EMPLOYEES RETIREMENT SY	5/31/12	217717	5/31/12	2,892.99	42,950
23,067	MELANIE L WINE	5/31/12	217726	5/31/12	115.20	42,952
23,079	MARK STEWART	5/31/12	217727	5/31/12	50.00	42,953
2,313	WESBANCO BANK-PARKERSBURG	6/04/12	218021	6/04/12	1,045.49	291

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*  
 \*\* BEGINNING DATE: 5/18/12 - ENDING DATE: 6/21/12 \*\*  
 \*\* 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	6/12/12	218503	6/12/12	873.75	292	
2,101	U S POSTAL SERVICE	6/12/12	218577	6/12/12	142.08	42,954	
1,307	MUNICIPAL BOND COMMISSION	6/15/12	218945	6/15/12	17,135.31	296	
124	AT&T STATE CALLING SERVICE	6/15/12	218929	6/15/12	2.84	42,956	
275	BP	6/15/12	218930	6/15/12	642.74	42,957	
438	DOMINION HOPE	6/15/12	218931	6/15/12	65.21	42,958	
486	TRACTOR PROS	6/15/12	218932	6/15/12	60.19	42,959	
486	SHARON ELIZABETH MYERS	6/15/12	218933	6/15/12	77.69	42,960	
486	HEATHER BYRD	6/15/12	218934	6/15/12	68.74	42,961	
486	DAVID HICKEL	6/15/12	218937	6/15/12	76.19	42,964	
486	TODD CARPENTER	6/15/12	218938	6/15/12	23.95	42,965	
486	TAMMY & SHANE STUART	6/15/12	218939	6/15/12	54.45	42,966	
1,200	LOWE'S	6/15/12	218942	6/15/12	44.94	42,968	
1,301	MISS UTILITY OF WV INC	6/15/12	218943	6/15/12	79.04	42,969	
1,302	MINERAL WELLS PSD	6/15/12	218944	6/15/12	38.95	42,970	
1,311	FERGUSON WATERWORKS	6/15/12	218953	6/15/12	82.50	42,971	
1,500	OHIO VALLEY MUFFLER & BRAKE	6/15/12	218957	6/15/12	7.20	42,972	
2,001	TESA COMPANY INC	6/15/12	218959	6/15/12	1,169.81	42,974	
2,002	TAYLOR'S DISPOSAL INC	6/15/12	218963	6/15/12	23.28	42,975	
2,005	C I THORNBURG	6/15/12	218964	6/15/12	145.00	42,976	
2,109	USA BLUE BOOK	6/15/12	218971	6/15/12	61.93	42,977	
2,205	FRONTIER	6/15/12	218972	6/15/12	768.66	42,978	
2,300	WWT ELECTRIC	6/15/12	218974	6/15/12	96.90	42,979	
2,306	WATER ENVIRONMENTAL TESTING	6/15/12	218975	6/15/12	381.00	42,980	
2,308	PEIA	6/15/12	218977	6/15/12	2,411.40	42,981	
20,010	BRICKSTREET INSURANCE COMPANY	6/15/12	218985	6/15/12	879.00	42,982	
23,023	RON'S PORTA JOHNS, INC.	6/15/12	218989	6/15/12	2,695.00	42,983	
23,047	RETIREE HEALTH BNFT TRST FUND	6/15/12	218992	6/15/12	502.81	42,984	
23,070	BADGETT FARM	6/15/12	218993	6/15/12	800.00	42,985	
23,081	PITNEY BOWES	6/15/12	218994	6/15/12	79.98	42,986	
23,097	UNION WILLIAMS PSD	6/15/12	218996	6/15/12	250.00	42,988	
23,101	CITIZENS SECURITY LIFE INS CO	6/15/12	218998	6/15/12	128.96	42,990	
2,313	WESBANCO BANK-PARKERSBURG	6/18/12	219210	6/18/12	850.37	297	
	CONSOLIDATED BANK ACCOUNT				51,593.64	69 *	

**MINERAL WELLS PUBLIC SERVICE DISTRICT**  
**LIST OF CORRESPONDENCE**  
**MAY 18, 2012 – JUNE 21, 2012**

1. Fax dated May 17, 2012, to Adam Huck, Workingman's Store, from Todd Anderson, Operations Manager, attaching credit application and names of employees eligible for \$150.00 steel toed safety boots.
2. Letter dated May 16, 2012, to Todd Anderson, Operations Manager, from Chad Miller, Cerrone Associates, enclosing two copies of the Automated Fire Flow Analysis Report for the District's water system.
3. Copy of letter dated May 18, 2012, to Virginia McDonald, RUS, from Cathy Dyer, enclosing forms and agreements that were signed at the Regular Board Meeting on Thursday, May 17, 2012, regarding the Sewer System Improvement Project Phase II.
4. Copy of letter dated May 18, 2012, to Virginia McDonald, RUS, from Cathy Dyer, enclosing three copies of Change Order No. 2, three copies of Change Order No. 3 and four copies of Requisition No. 2, regarding the Sewer System Improvement Project.
5. Copy of letter dated May 18, 2012, to Dominick Cerrone, Cerrone Associates, from Cathy Dyer, enclosing one copy of Contract 1, Change Order No 2 and Change Order No. 3, for the Sewer System Improvement Project.
6. Copy of letter dated May 18, 2012, to Beth Bumgarner, Suttle & Stalnaker, from Cathy Dyer, enclosing an approved copy of the Accounting Agreement between Mineral Wells PSD and Suttle & Stalnaker for the Sewer System Improvement Project, Phase II Accounting Agreement.
7. E-mail dated May 18, 2012, to Andrea Westhoff, Cerrone Associates, from Cathy Dyer, regarding information that was approved at the Board Meeting.
8. Statement of Compliance attaching payroll records for Orders Construction Co., Inc. on the Sewer System Improvements Project for the week of May 6, 2012 – May 12, 2012.
9. Copy of letter dated May 18, 2012, to Amber M. Cross, Public Service Commission, enclosing six copies of water tariff PSC WV No. 13 reflecting rates to become effective with the substantially complete project of Claywood Park PSD.
10. Copy of letter dated May 18, 2012, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing an approved copy of the Minutes of the Regular Board Meeting.
11. Copy of letter dated May 18, 2012, to John Ellem, from Cathy Dyer, regarding Bankruptcy for David P. Halfhill.
12. Fax dated May 21, 2012, to Mineral Wells PSD, from Union Williams PSD, regarding the monthly PSD meeting to be held at Mineral Wells PSD on May 23, 2012 at 12:00.
13. Fax dated May 21, 2012, to WV Department Bureau for Public Health Office of Environmental Health Services, from Todd Anderson, Operations Manager, regarding Class 1D Water Operator-application for renewal.



**Mineral Wells PSD  
List of Correspondence  
June 21, 2012  
Page 2**

14. Fax dated May 21, 2012, to Dianne Stanley, from Cathy Dyer, attaching an application for service.
15. E-mail dated May 21, 2012, to Mineral Wells PSD, from PEIA, regarding the Manage my Benefits system.
16. Letter of Transmittal to Mineral Wells PSD, from Cerrone Associates, attaching Rehab Drawings for the Sewer System Improvements Project.
17. E-mail dated May 21, 2012 to Cathy Dyer, from Steve Hardman, Bowles Rice, regarding activity description Water Tariff No. 13, Supplement No. 2 effective for service rendered on and after the dated the project has been certified as substantially complete in Case No. 10-1165-PWD-CN.
18. Fax dated May 22, 2012, to Todd Anderson, Operations Manager, from Doug Wingfield, Patriot Automation, attaching a price to replace the omni antenna at the Price Road Tank. (\$810.00)
19. Letter to Mineral Wells PSD, from West Virginia Manufacturers, regarding the July publication.
20. Copy of letter dated May 22, 2012, to Virginia McDonald, RUS, from Cathy Dyer, enclosing The Sanitary Survey and response from the District.
21. Safety Seminar, Excavation and Trenching Hazard Communication, and Confined Space, June 6, 2012, Morgantown Utility Board.
22. WesBanco, Your Money Matter\$, May 2012.
23. Letter of Transmittal, May 16, 2012, to Orders Construction, from Cerrone Associates, regarding Panelboards and Variable Frequency Drives.
24. Letter of Transmittal, May 14, 2012, to Orders Construction, from Cerrone Associates, regarding trusses for Headworks, UV Building, Blower Building.
25. Letter of Transmittal, May 11, 2012, to Orders Construction, from Cerrone Associates, regarding structural steel, pipe and tube Railings and Aluminum Bearing Angles.
26. Letter of Transmittal, May 11, 2012, to Orders Construction, from Cerrone Associates, regarding Asphalt Shingles and Fiber Cement Siding.
27. WV 811 will be upgrading the contact center software used to process and transmit tickets.
28. Letter of transmittal, May 16, 2012, to Orders Construction, from Cerrone Associates, regarding conduit, wire and cables, wiring devices and lighting fixtures.

**Mineral Wells PSD  
List of Correspondence  
June 21, 2012  
Page 3**

29. Statement of Compliance attaching payroll records for Orders Construction Co., Inc. on the Sewer System Improvements Project for the week of May 13, 2012 – May 19 2012.
30. Letter dated May 22, 2012, to Mineral Wells PSD, from Virginia McDonald, RUS, advising that project funds in the amount of \$5,385.75 were ordered May 21, 2012.
31. E-mail dated May 16, 2012, to Todd Anderson, Operations Manager, from Jim Mayles, Cerrone Associates, attaching the statement for billing regarding the Sewer system Improvement Project.
- 32. \*\*\*\*Public Service Commission warns consumers of Utility Scam.**
33. Letter dated May 23, 2012, to Darin Crites, from Brickstreet, regarding a benefit notice.
34. National Rural Water Association, Volume 33, Number 2.
35. E-mail dated May 29, 2012, to Mineral Wells PSD, from PEIA, regarding Improved Transfer Function.
36. Letter of Transmittal, May 25, 2012, to Orders Construction, from Cerrone Associates, Inc., regarding Manholes and Cleanouts, Pipe and Fittings, Manhole Rehabilitation.
37. Letter of Transmittal, May 25, 2012, to Orders Construction, from Cerrone Associates, Inc., regarding Disconnect Switches and panelboards.
38. Confirmation numbers dated May 29, 2012, from Municipal Bond Commission in the amount of \$26,532.18 for bond payments.
39. Copy of letter dated May 29, 2012, to West Virginia Water Development Authority, from Cathy Dyer, regarding a deposit was made to Municipal Bond Commission, in the amount of \$5,688.40.
40. Copy of letter dated May 29, 2012, to West Virginia Water Development Authority, from Cathy Dyer, regarding a deposit was made to Municipal Bond Commission, in the amount of \$2,288.88.
41. Copy of letter dated May 29, 2012, to WV Infrastructure & Jobs Development Co., from Cathy Dyer, regarding a deposit was made to Municipal Bond Commission, in the amounts of \$811.69 and \$175.90.
42. Copy of letter dated May 30, 2012, to WVBPH/OEHS, from Todd Anderson, Operations Manager, enclosing test results from REIC of the samples taken May 2, 2012 and May 15, 2012.
43. Copy of letter dated May 31, 2012, to Randy Cole, Cerrone Associates, Inc., from Cathy Dyer, enclosing district check #5009 in the amount of \$4,472.94 for Requisition No. 2.
44. GDP's, All New Directory of Government Prime Contractors.

**Mineral Wells PSD  
List of Correspondence  
June 21, 2012  
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45. Fax dated May 31, 2012, to Action Answering Service, from Mineral Wells PSD, attaching the turn off list for non payment.
46. Statement of Compliance attaching payroll records for Orders Construction Co., Inc., on the Sewer System Improvements Project for the week of May 20, 2012 – May 26, 2012.
47. Tips & Hints from USDA Rural Development's Ripley Area Office.
48. Fax dated June 1, 2012, to Todd Anderson, Operations Manager, from Jim Wright, Water Environmental Testing, attaching soil sample results.
49. Fax dated June 1, 2012, to Todd Anderson, Operations Manager, from Jim Wright, Water Environmental Testing, attaching soil sample results.
50. Fax dated June 1, 2012, to Christy Pitsenbarger, WV Bureau of Public Health, from Todd Anderson, Operations Manager, attaching the Monthly Operational Report for the District.
51. Letter dated May 11, 2012, to Todd Anderson, Operations Manager, from Michael Ebner, KCI Technologies, regarding Monrovia – Parkersburg FT "B" Cable.
52. Client Bulletin, Suttle & Stalnaker, June 2012.
53. Municipal Bond Commission Sewer & Water, June 2012.
54. Bacteriological Examination of Water from Public Water Distribution System, May 2012.
55. E-mail dated June 1, 2012, to Mineral Wells PSD, from Public Service Commission, enclosing a copy of a Commission Order issued Matter of proposed Rules Governing Storm Water utilities.
56. E-mail dated June 4, 2012, to Mineral Wells PSD, from PEIA, regarding the June 2012 PEIA billing has been posted to the site.
57. Signed proposal by Todd Anderson, Operations Manager, to Evans Construction Co., for Price Road and Oak Lane, Carder Addition in the amount of \$4,780.00
58. Fax dated June 5, 2012, to Virginia McDonald, RUS, from Cathy Dyer, attaching sewer project bank statement.
59. Mineral Wells Volunteer Fire Dept. used 1000 gallons of water for fire fighting and 0 gallons of water for training purposes in the month of May.
60. E-mail dated June 6, 2012, to Wirt County Journal, from Cathy Dyer, attaching the Mineral Wells PSD Annual Drinking Water Quality Report 2011 to be run as a legal ad in the journal.

**Mineral Wells PSD  
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61. E-mail dated June 6, 2012, to Jackson Herald Newspaper, from Cathy Dyer, attaching the Mineral Wells PSD Annual Drinking Water Quality Report 2011 to be run as a legal ad in the paper.
62. E-mail dated June 6, 2012, to Parkersburg News & Sentinel, from Cathy Dyer, attaching the Mineral Wells PSD Annual Drinking Water Quality Report 2011 to be run as a legal ad in the paper.
63. Certification of Customers and Request for Information from the Public Service Commission.
64. E-mail dated June 7, 2012, to Mineral Wells PSD, from Jim Mayles, Cerrone Associates, regarding the Sewer System Improvements Progress Meeting.
65. Statement of Compliance attaching payroll records for Orders Construction Co. Inc., on the Sewer System Improvements Project for the week of May 27, 2012 – June 2, 2012.
- 66. PSC Issues Warning About Water Thefts.**
67. E-mail dated June 8, 2012, to Mineral Wells PSD, from Jim Mayles, Cerrone Associates, regarding the Sewer System Improvements Progress Meeting.
68. Fax dated June 8, 2012, to Todd Anderson, Operations Manager, from Jim Wright, Water Environmental Testing, regarding TSS on Ponds.
69. E-mail dated June 8, 2012, to Jim Mayles, Cerrone Associates, from Cathy Dyer, attaching test results Denny took at the ponds on 6/5/12.
70. Fax dated June 8, 2012, to Jennifer, RUS, from Cathy Dyer, attaching Sewer Project Bank Statements.
71. E-mail dated June 10, 2012, to Mineral Wells PSD, from Jim Mayles, Cerrone Associates, regarding the Sewer System Improvements Project Progress Meeting.
72. National Pollutant Discharge Elimination System, Discharge Monitoring Report, State of West Virginia, for the month of May 2012.
73. Water Environmental Testing Results for sludge removal.
- 74. Letter dated June 5, 2012, to Mineral Wells PSD, from Virginia McDonald, RUS, advising that Addendum No. 3 to the Engineering Agreement between the District and Cerrone Associates is acceptable to Rural Development.**
75. Carbon Copy of letter dated June 7, 2012, to Tom Sowers, WV Department of Environmental Protection Division of Water & Waste Management Permitting & Engineering Branch, from Jim Mayles, Cerrone Associates, regarding the sludge removal for the Sewer System Improvements Project.

**Mineral Wells PSD**  
**List of Correspondence**  
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76. Copy of letter dated June 11, 2012, to Linda K. Hill, from Cathy Dyer, regarding a check in the amount of \$42.66 the District received back marked NSF.
77. E-mail dated June 12, 2012, to Cathy Dyer, from Jeff Minner, regarding water usage for the Pond Creek Volunteer Fire Dept.
- 78. Carbon copy of letter dated June 12, 2012, to Sandra Squire, Director, from Steven Hardman, Bowles Rice, regarding The Notice of Intent to File for a Certificate of Convenience and Necessity.**
79. E-mail dated June 13, 2012, to Cathy Dyer, from Dianne Wolfe, Bowles Rice, Activity on PSC Case NOIS Mineral Wells 12A.
80. Letter of Transmittal dated June 12, 2012, to Orders Construction Company, Inc., from Cerrone Associates, Inc., regarding Panelboards and Variable Frequency Drives.
81. Statement of Compliance attaching payroll records for Orders Construction Co. Inc., on the Sewer System Improvements Project for the week of June 3, 2012 – June 9, 2012.
82. E-mail dated June 14, 2012, to Versie Hill, PSC, from Cathy Dyer, regarding the Butcher Bend Lagoon Association.
83. Letter dated June 15, 2012, to Mineral Wells PSD, from Bobby Lewis, Rural Development, attaching the Letter of Conditions for SCADA System Updates Project – Water.
84. Letter dated June 15, 2012, to Mineral Wells PSD, from Bobby Lewis, Rural Development, attaching the Letter of Conditions for the Sewer System Improvements Project – Phase 2.
85. E-mail dated June 15, 2012, to DEP, from Linda Watson, filing the DMR for May 2012.
86. E-mail dated June 15, 2012, to Cerrone Associates, from Linda Watson, attaching the Discharge Monitoring Report for the month of May 2012.
87. E-mail dated June 15, 2012, to Wirt County Journal, from Cathy Dyer, attaching the notice of the Regular Board Meeting to be run in the Journal.
88. Fax dated June 15, 2012, to Parkersburg News & Sentinel, from Cathy Dyer, attaching the notice of the Regular Board Meeting to be run in the newspaper.
89. Fax dated June 15, 2012, to Jackson Herald Newspaper, from Cathy Dyer, attaching the notice of the Regular Board Meeting to be run in the newspaper.
90. Copy of letter dated June 15, 2012, to Camden P. Siegrist, from Cathy Dyer, enclosing the Letter of Conditions from the USDA Rural Development regarding the Sewer System Improvements Project.

**Mineral Wells PSD  
List of Correspondence  
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91. Copy of letter dated June 15, 2012, to Steven Hardman, Bowles Rice, from Cathy Dyer, enclosing the Letter of Conditions from the USDA Rural Development regarding the Sewer System Improvements Project.
92. Copy of letter dated June 15, 2012, to Suttle & Stalnaker, from Cathy Dyer, enclosing the Letter of Conditions from the USDA Rural Development regarding the Sewer System Improvements Project.
93. Copy of letter dated June 15, 2012, to Dominick Cerrone, Cerrone Associates, from Cathy Dyer, enclosing the Letter of Conditions from the USDA Rural Development regarding the Sewer System Improvements Project.
94. Copy of letter dated June 15, 2012, to Dominick Cerrone, Cerrone Associates, from Linda Watson, enclosing the Letter of Conditions from the USDA Rural Development regarding the SCADA System Improvements Project.
95. Copy of letter dated June 15, 2012, to Steven Hardman, Bowles Rice, from Linda Watson, enclosing the Letter of Conditions from the USDA Rural Development regarding the SCADA System Improvements Project.
96. Copy of letter dated June 15, 2012, to Camden P. Siegrist, from Linda Watson, enclosing the Letter of Conditions from the USDA Rural Development regarding the Sewer System Improvements Project.
97. Copy of letter dated June 15, 2012, to Suttle & Stalnaker, from Linda Watson, enclosing the Letter of Conditions from the USDA Rural Development regarding the Sewer System Improvements Project.
98. Confirmation Numbers from Municipal Bond Commission, for bond payments in the amount of \$26,532.18.
99. Copy of letter dated June 15, 2012, to WV Infrastructure & Jobs Development, from Cathy Dyer, regarding the following deposits were made to the Municipal Bond Commission in the amounts of \$811.69 and \$175.90.
100. Copy of letter dated June 15, 2012, to West Virginia Water Development Authority, from Cathy Dyer, regarding the following deposit was made to the Municipal Bond Commission, in the amount of \$5,688.40 to the Municipal Bond Commission in the amount of \$5,688.40.
101. Copy of letter dated June 15, 2012, to West Virginia Water Development Authority, from Cathy Dyer, regarding the following deposit was made to the Municipal Bond Commission, in the amount of \$2,288.88.
102. E-mail dated June 15, 2012, to Todd Anderson, Operations Manager, from Jobe B. Hope, attaching a Work Authorization Form.
103. Guidance to Local Attorney Relative to Preliminary and final Title Opinions Prepared for Rural Development.

**Mineral Wells PSD  
List of Correspondence  
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104. West Virginia Rural Water Association, Training Opportunities for July 2012.
105. E-mail dated June 15, 2012, to Mineral Wells PSD, from Jim Mayles, Cerrone Associates, attaching the minutes for the May Progress Meeting.
106. E-mail dated June 15, 2012, to Mineral Wells PSD, from Jim Mayles, Cerrone Associates, attaching the minutes for the June Progress Meeting.
107. E-mail dated June 15, 2012, to Mineral Wells PSD, from Jim Mayles, Cerrone Associates, attaching the minutes for the June Progress Meeting.
- 108. Copy of Letter dated June 19, 2012, to Sandra Squire, Public Service Commission, from Steven Hardman, Bowles Rice, regarding the Notice of Intent to File for a Certificate of Convenience and Necessity, for the SCADA System Improvements Project.**
109. Letter dated June 15, 2012, to Mineral Wells PSD, from Randall M. Cole, Cerrone Associates, enclosing for review and approval are five (5) copies of Requisition No. 3 for the Sewer system Improvements Project.
110. Letter dated June 18, 2012, to Cathy Dyer, from Beth Bumgarner, Suttle & Stalnaker, regarding the preparation of the audit the year ending June 30, 2012.
111. Letter dated June 14, 2012, to The Commissioners, from Suttle & Stalnaker, regarding the audit of financial statements of the Mineral Wells Public Service District.
112. Fax dated June 18, 2012, to Mineral Wells PSD, from Union Williams PSD, regarding the monthly PSD meeting to be held at Claywood PSD on June 20, 2012.
113. Copy of letter dated June 20, 2012, to Barbara Morris/John Witt, from Cathy Dyer, regarding a check in the amount of \$124.00 the District received back marked NSF.
114. Letter dated June 19, 2012, to Mineral Wells PSD, from Andrea Westhoff, Cerrone Associates, attaching for review and approval are five (5) copies of Change Order No. 4 to Contract 1 of the Sewer System Improvements Project.
115. Statement of Compliance attaching payroll records for Orders Construction Co. Inc., for the Sewer System Improvements Project for the week of June 10, 2012 – June 16, 2012.

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

FILE	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)	(945,083.26)	(78,650.29)	91.54	(909,333.62)	88.19	121,666.38
METERED SALES-COMMERCIAL	1 461 200 00	(177,000.00)	(162,250.00)	(13,770.71)	93.36	(163,341.15)	92.28	13,658.85
METERED SALES-INDUSTRIAL	1 461 300 00	(5,000.00)	(4,583.26)	(216.96)	52.07	(3,472.00)	69.44	1,528.00
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	(900.00)	(825.00)	(54.24)	72.32	(538.46)	59.82	361.54
METER RENTAL	1 461 500 00	.00	.00	.00		.00		.00
TOTAL METERED SALES		(1213,900.00)	(1112,741.52)	(92,692.20)	91.63	(1076,685.23)	88.69	137,214.77
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(21,000.00)	(19,250.00)	(2,105.26)	120.30	(21,388.99)	101.85	(388.99)
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(3,000.00)	(2,750.00)	1,918.50	767.40	(2,607.82)	86.92	392.18
METER LEASE - MOBILE HOME PARK	1 472 500 00	(1,115.00)	(1,022.01)	.00		(1,784.00)	160.00	(669.00)
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(4,583.26)	(833.34)	200.00	(4,583.37)	91.66	416.63
OTHER WATER REVENUES	1 474 000 00	(9,000.00)	(8,250.00)	(581.25)	73.50	(5,405.85)	60.06	3,594.15
GAIN ON SALE	1 476 000 00	.00	.00	.00		.00		.00
TOTAL OTHER REVENUES		(39,115.00)	(35,855.27)	(1,571.35)	48.20	(35,770.03)	91.44	3,344.97
TOTAL REVENUES		(1253,015.00)	(1148,596.79)	(94,263.55)	90.27	(1112,455.26)	88.78	140,559.74



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								
PURCHASED WATER	1 602 000 00	425,000.00	389,583.26	32,547.30	91.89	365,803.35	86.07	(59,196.65)
PURCHASED WATER PARKERBURG	1 602 100 00	2,000.00	1,833.26	.00		3,943.60	197.18	1,943.60
TOTAL SOURCE OF SUPPLY		427,000.00	391,416.52	32,547.30	91.46	369,746.95	86.59	(57,253.05)
PUMPING								
OPERATION								
OPERATION SUPERVISION PUMPING	1 620 000 00	.00	.00	.00		.00		.00
POWER PURCHASED PUMPING	1 623 000 00	7,000.00	6,416.63	674.31	115.59	6,420.64	91.72	(579.36)
PUMPING LABOR	1 624 000 00	5,000.00	4,583.26	480.94	115.42	5,609.11	112.18	609.11
PUMPING EXPENSES	1 624 001 00	4,000.00	3,666.63	.00		5,473.28	136.83	1,473.28
MISCELLANEOUS EXPENSE	1 626 000 00	.00	.00	.00		.00		.00
TOTAL OPERATION		16,000.00	14,666.52	1,155.25	86.64	17,503.03	109.39	1,503.03
MAINTENANCE								
SUPERVISION TRANS & DIST	1 630 000 00	.00	.00	.00		.00		.00
MAINT STRUCTURES & IMPROVEMENT	1 631 000 00	600.00	550.00	.00		.00		(600.00)
MAINT PUMPING EQUIPMENT	1 633 000 00	3,800.00	3,483.26	201.75	63.71	2,731.55	71.88	(1,068.45)
TOTAL MAINTENANCE		4,400.00	4,033.26	201.75	55.02	2,731.55	62.08	(1,668.45)
TOTAL PUMPING		20,400.00	18,699.78	1,357.00	79.82	20,234.58	99.18	(165.42)
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	18,333.26	1,679.35	100.76	15,894.69	79.47	(4,105.31)
METER EXPENSE	1 663 000 00	10,000.00	9,166.63	1,005.62	120.67	9,951.04	99.51	(48.96)
MISCELLANEOUS EXPENSES	1 665 000 00	.00	.00	.00		.00		.00
TOTAL OPERATION		30,000.00	27,499.89	2,684.97	107.39	25,845.73	86.15	(4,154.27)
MAINTENANCE								
MAINT SUPERVISION & ENGINEER	1 670 000 00	.00	.00	.00		.00		.00
MAINT STRUCTURES & IMPROVEMENT	1 671 000 00	3,500.00	3,208.26	390.38	133.84	1,809.49	51.69	(1,690.51)
MAINT DISTRIBUTION RESERVOIRS	1 672 000 00	.00	.00	.00		1,200.00		1,200.00
MAINTENANCE OF MAINS T & D	1 673 000 00	25,000.00	22,916.63	837.54	40.20	28,904.23	115.61	3,904.23
MAINTENANCE OF SERVICES T & D	1 675 000 00	25,000.00	22,916.63	1,957.29	93.95	19,455.51	77.82	(5,544.49)
MAINTENANCE OF METERS T & D	1 676 000 00	1,500.00	1,375.00	364.80	291.84	1,837.95	122.53	337.95
MAINTENANCE OF HYDRANT T & D	1 677 000 00	2,000.00	1,833.26	.00		165.17	8.25	(1,834.83)
TOTAL MAINTENANCE		57,000.00	52,249.78	3,550.01	74.73	53,372.35	93.63	(3,627.65)
TOTAL TRANS. & DISTRIBUTION		87,000.00	79,749.67	6,234.98	85.99	79,218.08	91.05	(7,781.92)

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

.FILE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
CUSTOMER SERVICE EXPENSES								
OPERATION								
METER READING EXPENSES	1 902 000 00	6,100.00	5,591.63	554.40	109.06	6,331.19	103.79	231.19
BILLING & COLLECTING - LABOR	1 903 100 00	31,000.00	28,416.63	3,100.56	120.02	27,273.39	87.97	(3,726.61)
BILLING & COLLECTING - EXPENSE	1 903 200 00	5,000.00	4,583.26	417.25	100.14	6,575.66	131.51	1,575.66
UNCOLLECTIBLE ACCOUNTS	1 904 000 00	3,000.00	2,750.00	3,571.74	999.99	3,090.59	103.01	90.59
TOTAL CUSTOMER SERVICE EXPENS		45,100.00	41,341.52	7,643.95	203.38	43,270.83	95.94	(1,829.17)
ADMINISTRATIVE & GENERAL								
OPERATION								
ADMIN & GENERAL SALARIES	1 920 000 00	53,000.00	48,583.26	4,943.44	111.92	52,909.58	99.82	(90.42)
EXPENSES GENERAL EMPLOYEES	1 920 200 00	25,000.00	22,916.63	.00		1,081.86	4.32	(23,918.14)
OFFICE SUPPLIES & EXPENSE	1 921 000 00	8,000.00	7,333.26	1,783.30	267.49	18,855.19	235.68	10,855.19
OUTSIDE SERVICES EMPLOYED	1 923 000 00	8,000.00	7,333.26	.00		7,065.00	88.31	(935.00)
ATTORNEY	1 923 001 00	600.00	550.00	.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	14,850.00	(561.52)	41.59	17,701.72	109.26	1,501.72
INJURIES & DAMAGES	1 925 000 00	.00	.00	.00		.00		.00
EMPLOYEES WELFARE EXPENSE	1 926 100 00	.00	.00	.00		460.00		460.00
EMPLOYEES PENSIONS/BENFITS	1 926 200 00	50,000.00	45,833.26	4,048.79	97.17	43,107.19	86.21	(6,892.81)
EMPLOYEE BENEFIT BRICKSTREET	1 926 210 00	4,400.00	4,033.26	483.45	131.85	4,523.15	102.79	123.15
EMPLOYEE VACATION PAY	1 926 300 00	10,550.00	9,670.76	792.96	90.19	9,887.68	93.72	(662.32)
PLOYEES HOLIDAY PAY	1 926 400 00	7,900.00	7,241.63	.00		7,034.70	89.04	(865.30)
PLOYEES SICK PAY	1 926 500 00	7,900.00	7,241.63	319.83	48.58	3,562.17	45.09	(4,337.83)
EMPLOYEES' FUNERAL LEAVE PAY	1 926 600 00	.00	.00	202.53		462.21		462.21
COMP TIME	1 926 700 00	2,200.00	2,016.63	153.48	83.71	1,943.62	88.34	(256.38)
OPEB/WV RETIREE HEALTH BENEFIT	1 926 800 00	35,000.00	32,083.26	2,858.40	98.00	31,442.40	89.83	(3,557.60)
REGULATORY COMMISSION EXPENSE	1 928 000 00	4,400.00	4,033.26	.00		.00		(4,400.00)
MISCELLANEOUS GENERAL EXPENSE	1 930 200 00	6,000.00	5,500.00	182.79	36.55	5,582.64	93.04	(417.36)
TOTAL OPERATION		239,150.00	219,220.10	15,207.45	76.30	194,111.09	81.16	(45,038.91)
MAINTENANCE OF GENERAL PLANT								
TRANSPORTATION EXPENSES	1 933 000 00	16,000.00	14,666.63	1,425.72	106.92	16,980.82	106.13	980.82
ADMINISTRATIVE & GENERAL								
TOTAL OPERATION & MAINTENANCE		836,650.00	766,927.48	64,646.40	92.72	725,204.35	86.67	(111,445.65)

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	283,800.00	.00		224,837.00	72.62	(84,763.00)
FICA EXPENSE	1 408 100 00	13,500.00	12,375.00	1,069.92	95.10	11,756.15	87.08	(1,743.85)
GAIN-LOSSES DISPOSITION OF PRO	1 414 000 00	.00	.00	.00		.00		.00
TOTAL OPERATING EXPENSES		1159,750.00	1063,102.48	65,716.32	67.99	961,797.50	82.93	(197,952.50)
OTHER INCOME & DEDUCTIONS								
INTEREST & DIVIDEND INCOME	1 419 000 00	(1,200.00)	(1,100.00)	(15.20)	15.20	(450.01)	37.50	749.99
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	181,041.63	17,087.65	103.82	201,030.34	101.78	3,530.34
OTHER INTEREST EXPENSE	1 431 000 00	150.00	137.50	10.38	83.04	165.48	110.32	15.48
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	180,079.13	17,082.83	104.34	200,745.81	102.18	4,295.81
NET INCOME		103,185.00	94,584.82	(11,464.40)	133.32-	50,088.05	48.54	(53,096.95)

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

FILE	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)	(465,666.63)	(38,612.93)	91.21	(443,876.55)	87.37	64,123.45
DOMESTIC SERVICE-COMMERCIAL	2 602 000 00	(178,950.00)	(164,037.50)	(13,599.26)	91.19	(154,893.30)	86.55	24,056.70
DOMESTIC SERVICE-PUBLIC AUTHOR	2 603 000 00	(1,050.00)	(962.50)	(59.18)	67.63	(671.01)	63.90	378.99
DOMESTIC SALES-INDUSTRIAL	2 604 000 00	(4,000.00)	(3,666.63)	(130.24)	39.07	(2,646.03)	66.15	1,353.97
BUTCHER BEND SEWER	2 605 000 00	(250.00)	(229.13)	(6.71)	32.21	(193.39)	77.35	56.61
<b>TOTAL SALES OF SEWER SERVICE</b>		<b>(692,250.00)</b>	<b>(634,562.39)</b>	<b>(52,408.32)</b>	<b>90.84</b>	<b>(602,280.28)</b>	<b>87.00</b>	<b>89,969.72</b>
<b>OTHER SEWER REVENUES</b>								
FORFEITED DISCOUNTS & PENALTY	2 612 000 00	(13,500.00)	(12,375.00)	(1,197.41)	106.43	(11,964.12)	88.62	1,535.88
MISC SEWERAGE REVENUES	2 615 000 00	(600.00)	(550.00)	(100.00)	200.00	(700.00)	116.66	(100.00)
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
<b>TOTAL OTHER SEWER REVENUES</b>		<b>(14,100.00)</b>	<b>(12,925.00)</b>	<b>(1,297.41)</b>	<b>110.41</b>	<b>(12,664.12)</b>	<b>89.81</b>	<b>1,435.88</b>
<b>TOTAL REVENUES</b>		<b>(706,350.00)</b>	<b>(647,487.39)</b>	<b>(53,705.73)</b>	<b>91.23</b>	<b>(614,944.40)</b>	<b>87.05</b>	<b>91,405.60</b>
<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	2,291.63	100.34	48.16	2,477.09	99.08	(22.91)
MAINT COLLECT & TRANS MAINS	2 705 200 00	13,000.00	11,916.63	1,325.36	122.34	14,208.36	109.29	1,208.36
<b>TOTAL COLLECTING EXPENSES</b>		<b>15,500.00</b>	<b>14,208.26</b>	<b>1,425.70</b>	<b>110.37</b>	<b>16,685.45</b>	<b>107.64</b>	<b>1,185.45</b>
<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	6,416.63	473.51	81.17	8,052.91	115.04	1,052.91
POWER LIFT STATIONS	2 723 100 00	18,000.00	16,500.00	1,552.60	103.50	16,957.38	94.20	(1,042.62)
POWER GRINDER PUMPS	2 723 200 00	6,600.00	6,050.00	672.47	122.26	6,413.39	97.17	(186.61)
SUPPLIES-EXP LIFT STA GRINDERS	2 724 000 00	13,000.00	11,916.63	606.37	55.97	12,369.60	95.15	(630.40)
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	29,333.26	3,520.24	132.00	23,604.92	73.76	(8,395.08)
MAINT OTHER PUMPING EQUIPMENT	2 727 200 00	42,000.00	38,500.00	4,572.66	130.64	33,154.23	78.93	(8,845.77)
<b>TOTAL PUMPING EXPENSES</b>		<b>118,600.00</b>	<b>108,716.52</b>	<b>11,397.85</b>	<b>115.32</b>	<b>100,552.43</b>	<b>84.78</b>	<b>(18,047.57)</b>

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

FILE	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	15,583.26	1,147.66	81.01	11,356.17	66.80	(5,643.83)
SUPPLIES AND EXPENSES-PLANT	2 743 100 00	31,000.00	28,416.63	627.79	24.30	28,248.83	91.12	(2,751.17)
CHEMICAL TREATMENT EXP-PLANT	2 743 200 00	16,000.00	14,666.63	2,129.00	159.67	25,723.12	160.76	9,723.12
POWER EXPENSE-PLANT	2 743 300 00	53,000.00	48,583.26	4,724.66	106.97	51,573.10	97.30	(1,426.90)
MAINT SUPERVISION & ENG	2 744 000 00	.00	.00	.00		.00		.00
MAINT OF STRUCTURE & IMPROVEMT	2 745 000 00	3,100.00	2,841.63	644.11	249.33	2,572.65	82.98	(527.35)
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	5,041.63	330.54	72.11	4,108.07	74.69	(1,391.93)
<b>TOTAL TREATMENT &amp; DISPOSAL</b>		<b>125,600.00</b>	<b>115,133.04</b>	<b>9,603.76</b>	<b>91.75</b>	<b>123,581.94</b>	<b>98.39</b>	<b>(2,018.06)</b>
<b>BILLING &amp; COLLECTING EXPENSES</b>								
METER READING LABOR	2 782 000 00	6,000.00	5,500.00	554.40	110.88	6,065.09	101.08	65.09
BILLING & COLLECTING LABOR	2 783 100 00	24,000.00	22,000.00	2,426.21	121.31	21,401.78	89.17	(2,598.22)
BILLING & COLLECTING EXPENSE	2 783 200 00	7,500.00	6,875.00	766.06	122.56	6,689.78	89.19	(810.22)
<b>TOTAL BILLING &amp; COLLECTING</b>		<b>37,500.00</b>	<b>34,375.00</b>	<b>3,746.67</b>	<b>119.89</b>	<b>34,156.65</b>	<b>91.08</b>	<b>(3,343.35)</b>
<b>ADMINISTRATIVE/GENERAL EXPENSE</b>								
ADMIN & GENERAL SALARIES	2 790 000 00	33,000.00	30,250.00	4,817.98	175.19	33,887.80	102.69	887.80
GENERAL SALARIES-OPERATIONS	2 790 100 00	500.00	458.26	.00		.00		(500.00)
PENSES-GENERAL OFFICERS	2 792 100 00	15,000.00	13,750.00	.00		.00		(15,000.00)
PENSES-GENERAL EMPLOYEES	2 792 200 00	8,000.00	7,333.26	.00		345.51	4.31	(7,654.49)
OFFICE SUPPLIES & EXPENSES	2 793 000 00	15,000.00	13,750.00	986.51	78.92	11,085.86	73.90	(3,914.14)
SPECIAL SERVICES	2 795 000 00	8,000.00	7,333.26	.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	916.63	.00		1,285.42	128.54	285.42
REGULATORY COMMISSION	2 797 000 00	2,700.00	2,475.00	.00		.00		(2,700.00)
INSURANCE	2 798 000 00	17,000.00	15,583.26	(162.36)	11.46-	11,895.16	69.97	(5,104.84)
INJURIES/DAMAGES	2 799 000 00	1,000.00	916.63	.00		.00		(1,000.00)
EMPLOYEES WELFARE EXPENSES	2 800 100 00	1,000.00	916.63	.00		.00		(1,000.00)
EMPLOYEE PENSION & BENEFITS	2 800 200 00	40,000.00	36,666.63	4,182.54	125.47	35,313.98	88.28	(4,686.02)
EMPLOYEE BENEFIT BRICKSTEET	2 800 210 00	3,700.00	3,391.63	322.84	104.70	3,017.07	81.54	(682.93)
EMPLOYEES VACATION PAY	2 800 300 00	7,000.00	6,416.63	528.64	90.62	6,634.64	94.78	(365.36)
EMPLOYEES HOLIDAY PAY	2 800 400 00	5,200.00	4,766.63	.00		4,645.76	89.34	(554.24)
EMPLOYEES SICK PAY	2 800 500 00	3,000.00	2,750.00	213.22	85.28	2,514.38	83.81	(485.62)
EMPLOYEES' FUNERAL LEAVE PAY	2 800 600 00	.00	.00	135.02		308.14		308.14
COMP TIME	2 800 700 00	1,500.00	1,375.00	102.32	81.85	1,325.56	88.37	(174.44)
OPEB/WV RETIREE HEALTH BENEFIT	2 800 800 00	22,000.00	20,166.63	1,905.60	103.94	20,961.60	95.28	(1,038.40)
MISCELLANEOUS GENERAL EXPENSE	2 801 000 00	5,000.00	4,583.26	(228.88)	54.93-	2,966.48	59.32	(2,033.52)
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	4,583.26	.00		5,000.00	100.00	.00
TRANSPORTATION EXPENSE	2 903 000 00	10,000.00	9,166.63	950.45	114.05	11,320.41	113.20	1,320.41
UNCOLLECTIBLE ACCOUNTS	2 904 100 00	2,000.00	1,833.26	3,043.11	999.99	2,813.32	140.66	813.32
<b>TOTAL ADMINISTRATIVE &amp; GEN EX</b>		<b>206,600.00</b>	<b>189,382.49</b>	<b>16,796.99</b>	<b>97.56</b>	<b>146,819.74</b>	<b>71.06</b>	<b>(59,780.26)</b>

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

FILE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
TOTAL OPERATING EXPENSES		503,800.00	461,815.31	42,970.97	102.35	421,796.21	83.72	(82,003.79)
DEPRECIATION	2 503 000 00	302,000.00	276,833.26	.00		227,665.00	75.38	(74,335.00)
FICA EXPENSE	2 507 100 00	11,000.00	10,083.26	1,164.71	127.06	9,567.29	86.97	(1,432.71)
INTEREST/DIVIDEND EARNED	2 524 000 00	(600.00)	(550.00)	(13.97)	27.94	(196.40)	32.73	.403.60
MISC NONOPERATING REVENUES	2 526 000 00	.00	.00	.00		.00		.00
INTEREST ON LONG TERM DEBT	2 530 000 00	70,000.00	64,166.63	4,802.93	82.33	54,536.23	77.90	(15,463.77)
AMORT OF DEBT DISC & EXP	2 531 000 00	.00	.00	.00		.00		.00
OTHER INTEREST EXPENSE	2 535 000 00	130.00	119.13	8.22	75.90	113.96	87.66	(16.04)
TOTAL EXPENSES & OTHER INCOME		179,980.00	164,980.20	(4,772.87)	31.82	98,537.89	54.74	(81,442.11)
BALANCE TO SURPLUS		179,980.00	164,980.20	(4,772.87)	31.82	98,537.89	54.74	(81,442.11)