

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

December 21, 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 November 15, 2012; the minutes were approved at the Regular Board meeting held on Thursday, December 20, 2012.

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

Yours truly,

Mineral Wells PSD

  
Cathy Dyer  
Office Manager

Enclosures: November 15, 2012, minutes

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, NOVEMBER 15, 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 5:02PM. He asked everyone present to sign the attendance roster. Mark D. Stewart, Treasurer; Todd Anderson, Operations Manager, Cathy Dyer, Office Manager; Dominick Cerrone, Cerrone Associates, Inc.; Jim Mayles, Cerrone Associates, Inc.

No one from the public was present.

Mr. Stewart made a motion to approve the Minutes of the October 18, 2012, Regular Board Meeting. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Stewart signed the Minutes.

Mr. Cerrone discussed the status of the Sewer System Improvement Project. Pro Contracting Inc. - Contract 3 has been completed. Orders Construction Co. - Contract 1 needs to make and install the UV covers. A cost estimate for removing the remaining sludge was discussed; Mr. Cerrone recommended using \$150,000.00 of the interest line from the project to fund part of the cost of the removal. A gate needs installed for easy access to the Ponds, and a rollup door on the blower building. The District should be able to file for a Substantial Completion after the first of the year.

Mr. Cerrone discussed the status of the Sewer System Improvement Project Phase II, recommending that each Lift Station be a separate bid item. Mr. Anderson brought to the attention of the Board that Jackson Run Lift Station is in need of immediate repair. Cerrone Associates, Inc. will work with Orders Construction on possible repair to Jackson Run Lift Station.

Mr. Stewart made a motion to create separate bid line items for each Lift Station on the Sewer Project Phase II. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve using contingency money of Sewer Phase I to make repairs to Jackson Run Lift Station. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Cerrone discussed with the Board that now is the time to start a Misc. Water Improvement Project. This is to be discussed at the December 2012 meeting.

Mr. Stewart made a motion to approval Requisition No. 8 in the amount of \$294,158.08 for the Sewer System Improvement Project. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the requisition.

Mr. Stewart made a motion to approve Change Order No. 1 to Contact 1 Pro Contracting, Inc. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the change order.

Mr. Stewart made a motion to approve Request for Release for Final Settlement for Contract 1 Pro Contracting Inc. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Request for Release for Final Settlement.

Mr. Stewart made a motion to approve Agreement for Engineering Service with Cerrone Associates, Inc. on the SR #14 Chesterville Road and Butcher Bend Road Water and Sewer Relocation Project. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Agreement.

Mr. Cerrone Associates, Inc. and Mr. Malyes excused themselves from the rest of the meeting.

Mr. Stewart made a motion for a one time wage adjustment in the amount of \$200.00 for each District Employee to be given the week of December 10, 2012. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion for a 2:00 PM early dismissal for Wednesday, November 21, 2012 and Monday, January 31, 2012. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial Statements, (copies attached) for October 31, 2012, for All Finances, Water Revenue Fund Checking account, and Sewer Revenue Fund Checking Account as presented. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve checks #43341 thru #43395 written on the Consolidated Water and Sewer Revenue Checking Account between October 18, 2012 and November 15, 2012, (copies attached) Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks #3833 thru #3864 written on the Consolidated Payroll Account between October 18, 2012 and November 15, 2012, (copies attached). Mr. Radabaugh seconded the motion. The motion passed unanimously.

The following correspondence was discussed.

Item #21 – Letter dated October 23, 2012, from Steve Hardman, BR to Sandra Squire, PSC on the behalf of the District requesting to have the Sewer System Improvement Project Phase II.

Item #29 – Letter dated October 23, 2012, from Virginia McDonald, RD approving Requisition No. 7 for the Sewer System Improvement Project.

Item #51 – Notice from PERS effective July 1, 2013, Employer Contribution will be increased from 14.0% to 14.5%.

Mrs. Dyer had the following item to discuss.

The District A133 Single Audit for 2012 has been submitted on-line.

The District received FEMA approval on request for reimbursement of expenses for the June 29, 2012 storm power outage.

Mr. Anderson had the following to discuss.

The District's liability insurance will cover the cost of the new grinder pump cores and parts for the June 29, 2012 storm power outage.

The District's liability insurance will cover the cost to replace the damaged Rt. 21 Lift Station generator. The new generator will be purchased from Walker Cat Machinery and Pro Electric installing.

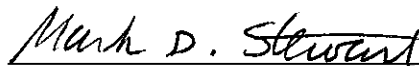
The UV System at the WWTP has been installed.

The Substantial Completion Inspection Pro Contracting Inc. Contract 3 was held on Tuesday, November 6, 2012, a punch list was made for items that were to be completed or fixed. Pro Contracting, Inc. was recommended to have their insurance cover the cost to repair the damaged fence at the Stone residence on Dover Dr. The Williams driveway on Drain Rd is to be repaired in the spring of 2013 with Evans Construction billing to Pro Contracting, Inc.

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 7:15 P.M.

#### CERTIFICATION

I, Mark D. Stewart, Treasurer of the Public Service Board of the Mineral 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.



Mark D. 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  
October 31, 2012**

**Checking Accounts**

Water Revenue Fund Checking Account	
WesBanco Bank - 1131.2	\$ 3,102.91
Sewer Revenue Fund Checking Account	
WesBanco Bank - 2120.2	<u>7,285.01</u>
<b>Total in Checking Accounts:</b>	<b>\$ 10,387.92</b>

**Water Accounts**

Series 1979 Water Reserve Depreciation	
WesBanco Bank - 1125.31	\$ 13,220.61
Series 1979 Water Reserve	
WesBanco Bank - 1125.21	26,257.78
Series 1997 Sams Creek/Chesterville Reserve	
WesBanco Bank - 1125.22	31,803.41
Series 1999A Rockport Water Reserve Depreciation	
WesBanco Bank - 1125.32	5,892.50
Series 1999A Rockport Water Reserve	
WesBanco Bank - 1125.23	9,160.85
Series 1999B Water Improvement/Office Building Reserve	
WesBanco Bank - 1125.24	17,193.28
Series 1999B Water Imprmt/Office Building Reserve Deprec	
WesBanco Bank - 1125.33	15,829.70
Series 2004A Sycamore, Stephens, Limestone Water Reserve	
WesBanco Bank - 1125.27	12,151.25
Water Security Deposit Account	
WesBanco Bank - 1134.0	42,631.24
Series 2004A Sycmore, Stephens, Limestone Repair and Replacement	
WesBanco - Bank 1125.34	<u>35,590.05</u>
<b>Total In Water Accounts:</b>	<b>\$ 209,730.67</b>

**Sewer Accounts**

Series 2003 Sewer Improvements Repair & Replacement	
WesBanco Bank - 2114.2	\$ 7,074.30
Grinder Pump Maintenance Reserve	
Prime Rate Money Market - WesBanco Bank - 2114.1	2,797.82
Sewer Security Deposit Account	
WesBanco Bank - 2121.3	31,849.15
Sewer System Improvement Project	
WesBanco Bank - 2120.4	<u>6.67</u>
<b>Total in Sewer Accounts:</b>	<b>\$ 41,721.27</b>

**Total All Finances - October 31, 2012** **\$ 261,839.86**

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

WESBANCO BANK, September 30, 2012 \$3,157.72

RECEIPTS:

Water Sales	113860.58
Water Buffalo Sales	403.50
Reconnection Fees	150.00
Security Deposit Refunds	1495.93
Tap Fee Payment	700.00
Rent from Sewer	833.34
NSF bank charge	10.00
Misc rev	4987.58

Total Receipts: \$122,440.93

Total Cash Available: \$125,598.65

Expenditures:

Action Telecom	\$51.00
ADT Security Services	46.52
At & T Mobility	240.96
Auto Zone	163.46
BP Credit Card Company	1,088.40
CI Thornburg	1,199.73
Cardmember Services	427.43
Cintas	538.12
Citizens Security Life Inc Co	193.44
Commissioner's Salaries	150.00
Claywood Park PSD	36,638.40
Cutlip Warner Development Co	5,127.50
Dominion Hope	44.47
Fasteners	71.40
Ferguson Waterworks	1,429.91
Frontier	133.10
HD Supply	1,094.76
Hardman Supply Company	91.26
Jackson Newspapers	287.12
Lowe's	96.57
Matheny Motor Truck Co	2,335.83
Miller Communications	827.92
Mineral Wells PSD	1,371.52
Miss Utility of WV Inc.	46.02
Mon Power	1,664.31
Municipal Bond Commission	9,621.50
Ohio Valley Muffler & Brake	593.40
Parkersburg Office Supply	138.44
Parkersburg Sentinel Co	243.80
PEIA	2,249.12
Pifer's Service Center	57.60
Pitney Bowes	5.09
Runyon Lock Service LLC	56.00
Rural Development Admin 91-02	4,224.00

Rural Development - USDA 91-03	6,280.00
Rural Development - USDA 91-09	7,036.00
Rural Development - USDA 91-06	10,040.00
Rural Development - USDA 91-07	3,325.00
Rural Development - USDA 91-11	2,924.00
Somerville Fabricators, Inc.	288.00
Salaries	8,059.26
Taylor's Disposal Inc	35.00
Telepage	10.74
Tesa Company Inc	99.24
US Postal Service	344.26
Water Environmental Testing	96.00
WesBanco Bank	95.40
WesBanco Bank 1979 Sams Creek	352.00
WesBanco Bank-Parkersburg - Rockport	628.00
WesBanco Bank-Parkersburg - Water Imprv	668.00
WesBanco Bank-Parkersburg - Stephens Fk	2,008.00
WesBanco Bank-Parkersburg- Payroll taxes	3,373.92
Wirt County Journal	254.61
Workingman Store	176.39
WV Dept of Tax & Revenue	589.13
WV Retiree Health Benefit Trust Fund	575.13
WV Public Employees Retirement System	2,370.32
WV State Treasurer	9.54
WW Grainger	81.41
Melanie L. Wine	172.80
Security Deposit Refunds	55.49

Total Expenditures: \$122,495.74

Balance in Water Revenue Fund Checking Account,  
WesBanco Bank, October 31, 2012 \$3,102.91

Accounts Payable	Claywood Park PSD	\$32,898.40
	WesBanco Sycamore R&R	3,526.46
	Cutlip Warner	5,963.00
	Total Accounts Payable	\$42,387.86

Total -\$39,284.95

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

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, September 30, 2012 \$ 542.58

RECEIPTS:

Sewer Sales	\$61,387.93
Butcher Bend Lagoon Assoc	277.39
Security Deposit Refunds	917.57
Tap Fee	1,050.00

Total Receipts: \$63,632.89

Total Cash Available: \$ 64,175.47

Expenditures:

Action Telecomm	\$34.00
ADT Security Services	31.02
At & T Mobility	160.63
Auto Zone	108.96
BP Credit Card Company	725.60
Badgett Farm	800.00
Bowles Rice	444.80
Butcher Bend Lagoon Assoc	1,321.70
C I Thornburg	1,605.24
Cardmember Services	284.95
Cintas	358.73
Citizens Security Life Ins Co	128.96
Commissioner's Salaries	100.00
Dominion Hope	29.65
Fasteners & Supply Inc	47.60
Ferguson Waterworks	714.59
Frontier	766.69
Hardman Supply Company	15.47
Lowe's	82.90
Matheny Motor Truck Co	1,557.22
Mineral Wells PSD	2,453.96
Miss Utility of WV Inc	30.68
Mon Power	6,953.86
Municipal Bond Commission	12,032.09
Ohio Valley Muffler & Brake	395.60
Parkersburg Office Supply	92.29
PEIA	1,935.96
Pifer's Service Center	38.40
Pitney Bowes	3.40
Ron's Porta Johns Inc	910.00
Salaries	7,155.94
Taylor's Disposal Inc	23.33
Telepage	7.16
Tesa Company Inc.	181.05
Trombold Equipment Co	7,412.00
US Postal Service	374.15
Water Environmental Testing	633.00



WesBanco Bank	63.60
WesBanco Bank-Parkersburg-Payroll Taxes	3,006.72
Melanie L. Wine	115.20
Retiree Health Benefit Trust Fund	492.87
WV Public Employees Retirement System	2,085.86
WV State Treasurer	157.52
WV State Tax Department	528.87
WW Grainger	54.27
Workingman Store	117.59
Security Deposit Refunds	316.38

Total Expenditures: \$56,890.46

Balance in Sewer Revenue Fund Checking Account, WesBanco Bank, October 31, 2012 \$ 7,285.01

Accounts Payable

Mon Power	2,114.41
Cutlip Water Development	3,160.00
Municipal Bond Commission	13,553.43
Trombold Equipment	17,988.96
Sewer R&R	2,875.13

Total Accounts Payable \$39,691.93

Total -\$32,406.92

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
OCTOBER 18, 2012-NOVEMBER 15, 2012**

1. E-mail dated October 18, 2012, to Cathy Dyer, from Andrea Westhoff, Cerrone Associates, attaching change order #8.
2. Copy of letter dated October 19, 2012, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing an approved copy of the Minutes of the Regular Board Meeting held September 20, 2012.
3. Copy of letter dated October 19, 2012, to Jamie Six, Clerk of Wood County, from Cathy Dyer, enclosing a Notice of Statutory Lien for Water and Sewer Service for Ms. Simone Holbert Parks.
4. Copy of letter dated September 21, 2012, to Virginia McDonald, RUS, from Cathy Dyer, enclosing (5) copies of Requisition No. 7, it was approved at the Board Meeting held Thursday, October 18, 2012.
5. Copy of letter dated October 19, 2012, to Gary Reed, Public Employees Insurance Agency, from Cathy Dyer, enclosing a Death Certificate for Kelley D. Brown; spouse of Dennis R. Brown.
6. Carbon copy of e-mail dated October 19, 2012, to Mineral Wells PSD, from Virginia McDonald, RUS, regarding all permits are on file for the original sewer project.
7. Copy of letter dated October 19, 2012, to Gary Reed, PEIA, from Cathy Dyer, enclosing the form Basic and/or Optional Life Change of Beneficiary for Dennis R. Brown.
8. Four letters dated October 18, 2012, to Mineral Wells PSD, from Dominick Cerrone, Cerrone Associates, briefly updating the status of the Sewer System Improvements Project.
9. Fax dated October 22, 2012, to C & T Program, from Mark Dennis, attaching for EW-212. Request for Water or Wastewater Operator Certification Renewal.
10. Copy of letter dated October 22, 2012, to Jim Ellars, WVIJDC, enclosing a copy of the Financial Statement for the Mineral Wells PSD for the fiscal year ending June 30, 2012.
11. Copy of letter dated October 22, 2012, to Chris E. Jarrett, Director, West Virginia Water Development Authority, from Cathy Dyer, enclosing a copy of the Financial Statement for the Mineral Wells PSD, for year ending June 30, 2012.
12. Copy of letter dated October 22, 2012, to West Virginia State Tax Department, Chief Inspector Division, from Cathy Dyer, enclosing a copy of the Financial Statement for the Mineral Wells PSD, for year ending June 30, 2012.

**Mineral Wells PSD  
List of Correspondence  
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13. Copy of letter dated October 22, 2012, to Carrie Grimm, State Revolving fund Program, WV Department of Environmental Protection, from Cathy Dyer, enclosing a copy of the Financial Statement for the Mineral Wells PSD, for year ending June 30, 2012.
14. Copy of letter dated October 22, 2012, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing a copy of the Financial Statement for the Mineral Wells PSD, for year ending June 30, 2012.
15. Copy of letter dated October 22, 2012, to Virginia McDonald, RUS, from Cathy Dyer, enclosing a copy of the Financial Statement for the Mineral Wells PSD, for year ending June 30, 2012.
16. Copy of letter dated October 22, 2012, to Public Service Commission of WV, from Cathy Dyer, enclosing a copy of the Financial Statement for the Mineral Wells PSD, for year ending June 30, 2012.
17. Copy of letter dated October 22, 2012, to Dominick Cerrone, Cerrone Associates, from Cathy Dyer, enclosing a copy of the Financial Statement for the Mineral Wells PSD, for year ending June 30, 2012.
18. Copy of letter dated October 22, 2012, to Steven Hardman, Bowles Rice, from Cathy Dyer, enclosing a copy of the Financial Statement for the Mineral Wells PSD, for year ending June 30, 2012.
19. WesBanco, Your Money Matter\$, October 2012.
20. E-mail dated October 24, 2012, to Cathy Dyer, from Steven Hardman, Bowles Rice, providing a link to the Motion to Toll filed by the PSC.
- 21. \*\*\*\*Carbon copy of letter dated October 23, 2012, to Sandra Squire, PSC, from Steven Hardman, Bowles Rice, enclosing for filing 12 copies of the Motion of Mineral Wells PSD to toll deadlines.**
22. Proposals from WC Fence and Greenscape Landscape, to repair fence damage for Matt Stone at 82 Dover St., damage from Pro Contracting.
23. Letter dated October 23, 2012, to Mineral Wells PSD, from Andrea Westhoff, Cerrone Associates, enclosing one (1) copy of Change Order No. 7 to Contract 1 of the Sewer System Improvements Project.
24. Statement of Compliance attaching payroll records for Orders Construction Co., for the week of October 14, 2012 and ending October 20, 2012.

**Mineral Wells PSD  
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25. E-mail dated October 25, 2012, to Mineral Wells PSD, from Sara Boardman, Municipal Bond Commission, attaching monthly payment reminder.
26. Notice of Statutory Lien for Water Service in the amount of \$102.01 for Simone Holbert Parks.
27. Notice of Statutory Lien for Sewer Service in the amount of \$75.80 for Simone Holbert Parks.
28. State of West Virginia National Pollutant Discharge Elimination System for Liberty Truck Stop for the month of October 2012.
29. **\*\*\*\*Letter dated October 23, 2012, to Mineral Wells PSD, from Virginia McDonald, RUS, advising the project funds in the amount of \$424,742.77 were ordered.**
30. E-mail dated October 29, 2012, to Virginia McDonald, RUS, from Cathy Dyer, attaching confirmation of the deposit for Req. #7.
31. Letter dated October 26, 2012, to Mineral Wells PSD, from WesBanco, attaching letters for Notice to Dual Signature Account Customers of a Change in Terms Information Regarding Accounts Ending - 7949, 9707, 7950, 1118, 1126, 6140, 6879, 5569, 1417, 9332, 7161, 8001, 8019, 8027, 8035, 9719.
32. Copy of letter dated October 29, 2012, to Andrea Westhoff, Cerrone Associates, from Cathy Dyer, enclosing District check #5027 for invoice MI10-28S-09 in the amount of \$23796.22.
33. Copy of letter dated October 29, 2012, to John Person, Jr., Orders Construction Company, Inc., from Cathy Dyer, enclosing District check #5025 for Req. No 7 in the amount of \$245,451.50.
34. Copy of letter dated October 29, 2012, to Bryan Reger, Pro Contracting, Inc., from Cathy Dyer, enclosing check #5026 for Req. No 7 in the amount of \$155,495.05.
35. E-mail dated October 29, 2012, to Mineral Wells PSD, from Jim Mayles, Cerrone Associates, regarding the Substantial Completion Inspection will be held on Tuesday, November 06, 2012.
36. SCADA Systems Updates Project, Items needed by Rural Development.
37. E-mail dated October 30, 2012, to Mineral Wells PSD, from Virginia McDonald, RUS, regarding a conference call for the SCADA System Project.

**Mineral Wells PSD  
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38. E-mail dated October 31, 2012, to Virginia McDonald, RUS, from Linda Watson, attaching the District's Customer Certification as well as the Certification of Completion Vulnerability Assessment and Emergency Response Plan for the SCADA Project.
39. Letter dated October 29, 2012, to Mineral Wells PSD, from Andrea Westhoff, Cerrone Associates, enclosing for signatures are two (2) copies of the completed Request for Release of Final Settlement for Pro Contracting, Inc., for their contract of the Sewer System Improvements Project.
40. E-mail dated October 31, 2012, to Virginia McDonald, RUS, from Linda Watson, attaching the Rule 42 from Bassett & Lowe.
41. Letter dated October 25, 2012, to Cathy Dyer, from CS Benefits, regarding Group Dental and Vision plans for the District.
42. Fax dated October 31, 2012, to Mark Hogan, from Todd Anderson, Operations Manager, attaching invoice from Ron's Porta John regarding pumping services at the Rt 21 Lift station during the storm on June 29, 2012.
43. Fax dated October 31, 2012, to Action Answering Service, from Mineral Wells PSD, attaching customers turned off for Non Payment of October 31, 2012.
44. Sludge Results from Water Environmental Testing.
45. Copy of letter dated November 1, 2012, to Municipal Bond Commission, from Cathy Dyer, enclosing District Check 43380 in the amount of \$696.96 for MBC Commission Fees.
46. E-mail dated November 1, 2012, to Linda Watson, from Chad Miller, Cerrone Associates, regarding permits for the SCADA System Project.
47. E-mail dated November 1, 2012, to Virginia McDonald, RUS, from Linda Watson, attaching the agreement between Bassett & Lowe and Mineral Wells PSD.
48. Copy of letter dated November 1, 2012, to Virginia McDonald, RUS, from Linda Watson, enclosing the Water Purchase Contract from Claywood's tariff.
49. E-mail dated November 1, 2012, to Alan Harris, from Cathy Dyer, attaching the October 31, 2012 bank statement for the Mineral Wells PSD Sewer Project.
50. Client Bulletin, Suttle & Stalnaker, for November 2012.

**Mineral Wells PSD  
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- 51. \*\*\*\*Letter dated October 29, 2012, to Mineral Wells PSD, from State of West Virginia Consolidated Public Retirement Board, regarding employer contribution.**
52. Carbon copy of letter dated October 31, 2012, to Virginia McDonald, RUS, from Dominick Cerrone, Cerrone Associates, regarding permits are not required for project MI10-24W.
53. Letter dated October 31, 2012, to Mineral Wells PSD, from Sharon Stewart, PSC, regarding the Annual Report for year ending June 30, 2012 for Water.
54. Letter dated October 31, 2012, to Mineral Wells PSD, from Sharon Stewart, PSC, regarding the Annual Report for year ending June 30, 2012 for Sewer.
55. E-mail dated November 2, 2012, to Mineral Wells PSD, from PEIA, regarding the November billing has been posted to the Web Contributions System.
56. Letter dated October 22, 2012, to Cathy Dyer, from Sherry Hardway, State of WV Department of Military Affairs and Public Safety Division of Homeland Security and Emergency Management.
57. E-mail dated November 3, 2012, to Cathy Dyer, from Jeff Minner, attaching the Pond Creek Fire Dept water use for the month of October.
58. Commission Order from Public Service Commission Case No. 12-0990-PSD-CN.
59. Letter dated October 25, 2012, to Cathy Dyer, from Lisa Gardner, CS Benefits, regarding renewal amounts for the dental and vision program.
60. Letter dated November 2, 2012, to Mineral Wells PSD, from Alan L. Harris, RD, advising that the Accountant's Agreement dated September 6, 2011 between the District and Bassett & Lowe is acceptable to Rural Development for the SCADA project.
61. Statement of Compliance attaching payroll records for Orders Construction Co., for the week of October 21, 2012 and ending October 27, 2012.
62. Shop drawings to Orders Construction, from Cerrone Associates, attaching drawing for Modular Insulated Pond Cover.
63. Invoice dated November 5, 2012, to Liberty Truck Stop, from Mineral Wells PSD, in the amount of \$140.00 for oil and grease sampling.
64. Invoice dated November 5, 2012, to WalMart Stores, from Mineral Wells PSD, in the amount of \$65.00 for oil and grease sampling.

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List of Correspondence  
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65. Invoice dated November 5, 2012, to Pepsi Cola, from Mineral Wells PSD, in the amount of \$65.00 for oil and grease sampling.
66. Fax dated November 5, 2012, to Christy Pitsenbarger, WV Bureau of Public Health, from Todd Anderson, Operations Manager, attaching the Monthly Operational Report for the month of October 2012.
67. E-mail dated November 5, 2012, to Andrea Westhoff, Cerrone Associates, from Cathy Dyer, attaching (3) invoices for re-imbusement additional testing of sludge and biochemical oxygen.
68. Bacteriological Examination of Water From Public Water Distribution System from Water Environmental Testing.
69. Confirmation numbers from Municipal Bond Commission for payments in the amount of \$13,553.43.
70. E-mail dated November 6, 2012, to Mineral Wells PSD, from Renee Shotwell, Bill Bailey, regarding claim #WVPF212071043, regarding the damage to the generator will be covered under equipment breakdown and the District will receive a check for \$18,358.00.
71. Letter dated October 18, 2012, to Mineral Wells PSD, from Dominick Cerrone, Cerrone Associates, briefly updating on the status of the Sewer System Improvements Project.
72. E-mail dated November 7, 2012, to Shanna Sheppard, Suttle & Stalnaker, from Cathy Dyer, attaching Board Meeting information for the 2012 PSC report.
73. National Pollutant Discharge Elimination System, Discharge Monitoring Report, State of West Virginia, for the month of October 2012.
74. E-mail dated November 7, 2012, to Dominick Cerrone, Cerrone Associates, from Todd Anderson, Operations Manager, regarding WWTP Sludge Removal Estimates.
75. Fax dated November 7, 2012, to Casco, USA, from Cathy Dyer, attaching a tax exempt form and references for the Mineral Wells PSD.
76. E-mail dated November 7, 2012, to Mineral Wells PSD, from Walter Frazier, Appalachian Software, regarding the Postnet BarCode for customers bills.
77. E-mail dated November 8, 2012, to Wirt County Journal, from Cathy Dyer, attaching notice for the Regular Board Meeting to be inserted in the Journal.

**Mineral Wells PSD  
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78. Fax dated November 8, 2012, to Jackson Herald Newspaper, from Cathy Dyer, attaching notice for the Regular Board Meeting to be inserted in the newspaper.
79. Fax dated November 8, 2012, to Parkersburg News & Sentinel, from Cathy Dyer, attaching notice for the Regular Board Meeting to be inserted in the newspaper.
80. Statement of Compliance attaching payroll records for Orders Construction Co., for the week of October 28, 2012 thru November 3, 2012.
81. Letter dated November 13, 2012, to Mineral Wells PSD, from Lowell Jackson, requesting water service to be disconnected for the winter at 401 Spring Hill Rd.
82. E-mail dated November 13, 2012, to Cathy Dyer, from Randy Cole, Cerrone Associates, enclosing the Engineering Agreement for the Chesterville Road/Butcher Bend Road Utility Relocations.
83. Letter from GMC, regarding 2008 GMC Sierra vehicle may have a problem with the throttle position sensor.
84. Letter dated November 7, 2012, to Mineral Wells PSD, from, Joe Wurtz, Glatfelter Claims Management, Inc., enclosing a check in the amount of \$18,358.00 for the replacement cost of the generator.
85. Invoice dated November 12, 2012, to Mineral Wells PSD, from Appalachian Software, Inc., in the amount of \$4,730.00 for Installation support 1/1/13-12/31/13.
86. E-mail dated November 14, 2012, to Todd Anderson, Operations Manager, from Renee Shotwell, Bill Bailey Insurance, regarding Claim #WVPF212071043, claim submitted and approved in the amount of \$32,333.39; coming in four separate checks.
87. E-mail dated November 14, 2012, to Todd Anderson, Operations Manager, from Renee Shotwell, Bill Bailey Insurance, regarding if the labor will be paid for repair of the generator in the amount of \$3,140.00.
88. Letter dated November 2, 2012, to Mineral Wells PSD, from Sherry Hardway, State of West Virginia Department of Military Affairs and Public Safety Division and Homeland Security and Emergency Management, enclosing a copy of the Project Application that has been approved by the Federal Emergency Management Agency.



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)	(343,666.64)	(81,341.83)	94.67	(350,693.74)	34.01	680,306.26
METERED SALES-COMMERCIAL	1 461 200 00	(181,000.00)	(60,333.32)	(13,871.24)	91.96	(65,161.54)	36.00	115,838.46
METERED SALES-INDUSTRIAL	1 461 300 00	(4,000.00)	(1,333.32)	(316.42)	94.92	(1,384.19)	34.60	2,615.81
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	(600.00)	(200.00)	(27.30)	54.60	(109.20)	18.20	490.80
METER RENTAL	1 461 500 00	.00	.00	.00		.00		.00
TOTAL METERED SALES		(1216,600.00)	(405,533.28)	(95,556.79)	94.25	(417,348.67)	34.30	799,251.33
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(24,000.00)	(8,000.00)	(2,196.83)	109.84	(8,882.12)	37.00	15,117.88
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(3,000.00)	(1,000.00)	(160.00)	64.00	(770.00)	25.66	2,230.00
METER LEASE - MOBILE HOME PARK	1 472 500 00	(1,300.00)	(433.32)	.00		.00		1,300.00
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(1,666.64)	(833.34)	200.00	(1,666.68)	33.33	3,333.32
OTHER WATER REVENUES	1 474 000 00	(9,000.00)	(3,000.00)	(403.50)	53.80	(1,922.50)	21.36	7,077.50
GAIN ON SALE	1 476 000 00	.00	.00	.00		.00		.00
TOTAL OTHER REVENUES		(42,300.00)	(14,099.96)	(3,593.67)	101.94	(13,241.30)	31.30	29,058.70
TOTAL REVENUES		(1258,900.00)	(419,633.24)	(99,150.46)	94.51	(430,589.97)	34.20	828,310.03

Mineral Wells PSD  
 GENERAL LEDGER  
 WATER INCOME STATEMENT

FILE	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	410,000.00	136,666.64	.00	109,901.60	26.80	(300,098.40)	
	PURCHASED WATER PARKERBURG	1 602 100 00	4,000.00	1,333.32	.00	5,639.11	140.97	1,639.11	
	TOTAL SOURCE OF SUPPLY		414,000.00	137,999.96	.00	115,540.71	27.90	(298,459.29)	
PUMPING									
OPERATION									
	OPERATION SUPERVISION PUMPING	1 620 000 00	.00	.00	.00	95.40		95.40	
	POWER PURCHASED PUMPING	1 623 000 00	7,000.00	2,333.32	452.99	77.65	2,461.54	35.16	(4,538.46)
	PUMPING LABOR	1 624 000 00	7,000.00	2,333.32	307.44	52.70	1,663.62	23.76	(5,336.38)
	PUMPING EXPENSES	1 624 001 00	7,000.00	2,333.32	827.92	141.92	3,185.27	45.50	(3,814.73)
	MISCELLANEOUS EXPENSE	1 626 000 00	.00	.00	.00	.00		.00	
	TOTAL OPERATION		21,000.00	6,999.96	1,588.35	90.76	7,405.83	35.26	(13,594.17)
MAINTENANCE									
	SUPERVISION TRANS & DIST	1 630 000 00	.00	.00	.00	.00		.00	
	MAINT STRUCTURES & IMPROVEMENT	1 631 000 00	.00	.00	.00	.00		.00	
	MAINT PUMPING EQUIPMENT	1 633 000 00	3,800.00	1,266.64	122.80	38.77	2,090.49	55.01	(1,709.51)
	TOTAL MAINTENANCE		3,800.00	1,266.64	122.80	38.77	2,090.49	55.01	(1,709.51)
	TOTAL PUMPING		24,800.00	8,266.60	1,711.15	82.79	9,496.32	38.29	(15,303.68)
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	6,666.64	852.52	51.15	6,621.07	33.10	(13,378.93)
	POWER OUTAGE TRANS & DIST	1 662 100 00	.00	.00	.00		8,465.77		8,465.77
	METER EXPENSE	1 663 000 00	11,000.00	3,666.64	681.36	74.33	2,081.38	18.92	(8,918.62)
	MISCELLANEOUS EXPENSES	1 665 000 00	.00	.00	.00	.00		.00	
	TOTAL OPERATION		31,000.00	10,333.28	1,533.88	59.37	17,168.22	55.38	(13,831.78)
MAINTENANCE									
	MAINT SUPERVISION & ENGINEER	1 670 000 00	.00	.00	.00	.00		.00	
	MAINT STRUCTURES & IMPROVEMENT	1 671 000 00	2,000.00	666.64	79.50	47.70	426.95	21.34	(1,573.05)
	MAINT DISTRIBUTION RESERVOIRS	1 672 000 00	.00	.00	.00	.00		.00	
	MAINTENANCE OF MAINS T & D	1 673 000 00	34,000.00	11,333.32	3,700.98	130.62	8,819.01	25.93	(25,180.99)
	MAINTENANCE OF SERVICES T & D	1 675 000 00	20,000.00	6,666.64	3,021.45	181.28	8,388.09	41.94	(11,611.91)
	MAINTENANCE OF METERS T & D	1 676 000 00	2,000.00	666.64	194.36	116.62	2,986.38	149.31	986.38
	MAINTENANCE OF HYDRANT T & D	1 677 000 00	1,000.00	333.32	.00		83.60	8.36	(916.40)
	TOTAL MAINTENANCE		59,000.00	19,666.56	6,996.29	142.29	20,704.03	35.09	(38,295.97)
	TOTAL TRANS. & DISTRIBUTION		90,000.00	29,999.84	8,530.17	113.73	37,872.25	42.08	(52,127.75)

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	7,000.00	2,333.32	603.95	103.53	1,879.32	26.84	(5,120.68)
BILLING & COLLECTING - LABOR	1 903 100 00	31,000.00	10,333.32	2,471.81	95.68	9,570.70	30.87	(21,429.30)
BILLING & COLLECTING - EXPENSE	1 903 200 00	7,000.00	2,333.32	468.73	80.35	3,623.68	51.76	(3,376.32)
UNCOLLECTIBLE ACCOUNTS	1 904 000 00	2,500.00	833.32	.00		.00		(2,500.00)
TOTAL CUSTOMER SERVICE EXPENS		47,500.00	15,833.28	3,544.49	89.54	15,073.70	31.73	(32,426.30)
ADMINISTRATIVE & GENERAL								
OPERATION								
ADMIN & GENERAL SALARIES	1 920 000 00	62,000.00	20,666.64	4,885.02	94.54	16,715.21	26.96	(45,284.79)
EXPENSES GENERAL EMPLOYEES	1 920 200 00	2,000.00	666.64	.00		.00		(2,000.00)
OFFICE SUPPLIES & EXPENSE	1 921 000 00	23,000.00	7,666.64	1,133.22	59.12	4,479.83	19.47	(18,520.17)
OUTSIDE SERVICES EMPLOYED	1 923 000 00	8,000.00	2,666.64	.00		2,320.00	29.00	(5,680.00)
ATTORNEY	1 923 001 00	600.00	200.00	(4,050.08)	999.99-	(3,941.93)	656.98-	(4,541.93)
AUDITOR	1 923 002 00	.00	.00	.00		.00		.00
ENGINEERING CONSULTANTS	1 923 004 00	.00	.00	.00		.00		.00
PROPERTY INSURANCE	1 924 000 00	18,000.00	6,000.00	.00		10,517.22	58.42	(7,482.78)
INJURIES & DAMAGES	1 925 000 00	.00	.00	.00		.00		.00
EMPLOYEES WELFARE EXPENSE	1 926 100 00	.00	.00	.00		.00		.00
EMPLOYEES PENSIONS/BENFITS	1 926 200 00	50,000.00	16,666.64	3,322.81	79.74	13,774.78	27.54	(36,225.22)
EMPLOYEE BENEFIT BRICKSTREET	1 926 210 00	5,500.00	1,833.32	439.50	95.89	1,845.90	33.56	(3,654.10)
EMPLOYEE VACATION PAY	1 926 300 00	11,000.00	3,666.64	869.28	94.83	3,771.02	34.28	(7,228.98)
EMPLOYEES HOLIDAY PAY	1 926 400 00	7,900.00	2,633.32	.00		1,365.36	17.28	(6,534.64)
EMPLOYEES SICK PAY	1 926 500 00	7,900.00	2,633.32	425.52	64.63	835.62	10.57	(7,064.38)
EMPLOYEES' FUNERAL LEAVE PAY	1 926 600 00	.00	.00	247.68		247.68		247.68
COMP TIME	1 926 700 00	2,200.00	733.32	107.56	58.67	508.56	23.11	(1,691.44)
OPEB/WV RETIREE HEALTH BENEFIT	1 926 800 00	35,000.00	11,666.64	284.40	9.75	1,137.60	3.25	(33,862.40)
REGULATORY COMMISSION EXPENSE	1 928 000 00	4,400.00	1,466.64	.00		.00		(4,400.00)
MISCELLANEOUS GENERAL EXPENSE	1 930 200 00	7,000.00	2,333.32	177.66	30.45	1,506.56	21.52	(5,493.44)
TOTAL OPERATION		244,500.00	81,499.72	7,842.57	38.49	55,083.41	22.52	(189,416.59)
MAINTENANCE OF GENERAL PLANT	1 932 000 00	800.00	266.64	75.97	113.96	271.89	33.98	(528.11)
TRANSPORTATION EXPENSES	1 933 000 00	20,000.00	6,666.64	5,006.22	300.37	11,716.51	58.58	(8,283.49)
ADMINISTRATIVE & GENERAL								
TOTAL OPERATION & MAINTENANCE		841,600.00	280,532.68	26,710.57	38.08	245,054.79	29.11	(596,545.21)

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
DEPRECIATION EXPENSE	1 403 000 00	306,000.00	102,000.00	.00		.00		(306,000.00)
FICA EXPENSE	1 408 100 00	14,000.00	4,666.64	980.24	84.02	3,860.23	27.57	(10,139.77)
GAIN-LOSSES DISPOSITION OF PRO	1 414 000 00	.00	.00	.00		.00		.00
TOTAL OPERATING EXPENSES		1161,600.00	387,199.32	27,690.81	28.60	248,915.02	21.42	(912,684.98)
OTHER INCOME & DEDUCTIONS								
INTEREST & DIVIDEND INCOME	1 419 000 00	(600.00)	(200.00)	(32.11)	64.22	(95.45)	15.90	504.55
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	67,666.64	16,368.70	96.76	68,198.69	33.59	(134,801.31)
OTHER INTEREST EXPENSE	1 431 000 00	150.00	50.00	17.73	141.84	78.79	52.52	(71.21)
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	67,516.64	16,354.32	96.89	68,182.03	33.66	(134,367.97)
NET INCOME		105,250.00	35,082.72	(55,105.33)	628.27-	(113,492.92)	107.83-	(218,742.92)

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

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
OPERATING REVENUE ACCOUNTS								
DOMESTIC SERVICE-RESIDENTIAL	2 601 000 00	(507,000.00)	(169,000.00)	(39,532.48)	93.56	(167,519.11)	33.04	339,480.89
DOMESTIC SERVICE-COMMERCIAL	2 602 000 00	(174,000.00)	(58,000.00)	(13,622.76)	93.95	(61,117.56)	35.12	112,882.44
DOMESTIC SERVICE-PUBLIC AUTHOR	2 603 000 00	(550.00)	(183.32)	(66.17)	144.38	(240.07)	43.64	309.93
DOMESTIC SALES-INDUSTRIAL	2 604 000 00	(3,300.00)	(1,100.00)	(245.88)	89.41	(1,041.34)	31.55	2,258.66
BUTCHER BEND SEWER	2 605 000 00	(250.00)	(83.32)	(111.39)	534.75	30.93	12.37	280.93
TOTAL SALES OF SEWER SERVICE		(685,100.00)	(228,366.64)	(53,578.68)	93.84	(229,887.15)	33.55	455,212.85
OTHER SEWER REVENUES								
FORFEITED DISCOUNTS & PENALTY	2 612 000 00	(13,500.00)	(4,500.00)	(1,290.45)	114.70	(5,117.29)	37.90	8,382.71
MISC SEWERAGE REVENUES	2 615 000 00	(600.00)	(200.00)	882.00	999.99	(110.00)	18.33	490.00
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)	(4,700.00)	(408.45)	34.76	(5,227.29)	37.07	8,872.71
TOTAL REVENUES		(699,200.00)	(233,066.64)	(53,987.13)	92.65	(235,114.44)	33.62	464,085.56
OPERATION/MAINTENANCE EXPENSE								
COLLECTING EXPENSES								
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	1,000.00	(48,279.03)	999.99	1,701.01	56.70	(1,298.99)
MAINT COLLECT & TRANS MAINS	2 705 200 00	16,000.00	5,333.32	(47,884.65)	999.99	4,598.32	28.73	(11,401.68)
TOTAL COLLECTING EXPENSES		19,000.00	6,333.32	(96,163.68)	999.99	6,299.33	33.15	(12,700.67)
PUMPING EXPENSES								
OPER SUPERVISION & ENGINEERING	2 721 000 00	.00	.00	.00		.00		.00
OPERATION LABOR-PUMPING	2 722 000 00	9,900.00	3,300.00	349.80	42.40	2,147.61	21.69	(7,752.39)
POWER LIFT STATIONS	2 723 100 00	19,000.00	6,333.32	1,069.57	67.55	4,341.00	22.84	(14,659.00)
POWER GRINDER PUMPS	2 723 200 00	6,900.00	2,300.00	402.16	69.94	2,148.96	31.14	(4,751.04)
SUPPLIES-EXP LIFT STA GRINDERS	2 724 000 00	14,500.00	4,833.32	536.29	44.38	3,311.51	22.83	(11,188.49)
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	27,000.00	9,000.00	497.03	22.09	3,507.70	12.99	(23,492.30)
MAINT OTHER PUMPING EQUIPMENT	2 727 200 00	35,000.00	11,666.64	6,322.68	216.77	15,954.77	45.58	(19,045.23)
TOTAL PUMPING EXPENSES		112,300.00	37,433.28	9,177.53	98.06	31,411.55	27.97	(80,888.45)

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	13,000.00	4,333.32	1,157.30	106.82	3,548.50	27.29	(9,451.50)
SUPPLIES AND EXPENSES-PLANT 2 743 100 00	33,000.00	11,000.00	2,336.52	84.96	8,456.97	25.62	(24,543.03)
CHEMICAL TREATMENT EXP-PLANT 2 743 200 00	26,000.00	8,666.64	.00		2,987.90	11.49	(23,012.10)
POWER EXPENSE-PLANT 2 743 300 00	56,000.00	18,666.64	2,114.41	45.30	12,228.02	21.83	(43,771.98)
MAINT SUPERVISION & ENG 2 744 000 00	.00	.00	.00		.00		.00
MAINT OF STRUCTURE & IMPROVEMT 2 745 000 00	2,500.00	833.32	(545,783.79)	999.99-	1,003.20	40.12	(1,496.80)
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	1,600.00	343.40	85.85	2,915.32	60.73	(1,884.68)
POWER OUTAGE TRANS & DIST SYS 2 746 100 00	.00	.00	.00		42,563.75		42,563.75
<b>TOTAL TREATMENT &amp; DISPOSAL</b>	<b>135,300.00</b>	<b>45,099.92</b>	<b>(539,832.16)</b>	<b>999.99-</b>	<b>73,703.66</b>	<b>54.47</b>	<b>(61,596.34)</b>
<b>BILLING &amp; COLLECTING EXPENSES</b>							
METER READING LABOR 2 782 000 00	6,700.00	2,233.32	603.95	108.17	1,644.80	24.54	(5,055.20)
BILLING & COLLECTING LABOR 2 783 100 00	24,000.00	8,000.00	1,970.45	98.52	7,715.25	32.14	(16,284.75)
BILLING & COLLECTING EXPENSE 2 783 200 00	7,000.00	2,333.32	497.63	85.30	3,452.60	49.32	(3,547.40)
<b>TOTAL BILLING &amp; COLLECTING</b>	<b>37,700.00</b>	<b>12,566.64</b>	<b>3,072.03</b>	<b>97.78</b>	<b>12,812.65</b>	<b>33.98</b>	<b>(24,887.35)</b>
<b>ADMINISTRATIVE/GENERAL EXPENSE</b>							
ADMIN & GENERAL SALARIES 2 790 000 00	36,000.00	12,000.00	3,122.59	104.08	14,033.33	38.98	(21,966.67)
GENERAL SALARIES-OPERATIONS 2 790 100 00	.00	.00	.00		.00		.00
EXPENSES-GENERAL OFFICERS 2 792 100 00	.00	.00	.00		.00		.00
EXPENSES-GENERAL EMPLOYEES 2 792 200 00	500.00	166.64	.00		.00		(500.00)
OFFICE SUPPLIES & EXPENSES 2 793 000 00	13,000.00	4,333.32	599.79	55.36	2,860.17	22.00	(10,139.83)
SPECIAL SERVICES 2 795 000 00	8,000.00	2,666.64	.00		.00		(8,000.00)
SPECIAL SERVICE ENGINEER 2 795 100 00	.00	.00	.00		.00		.00
SPECIAL LEGAL SERVICES 2 796 000 00	1,700.00	566.64	444.80	313.99	516.90	30.40	(1,183.10)
REGULATORY COMMISSION 2 797 000 00	2,500.00	833.32	.00		.00		(2,500.00)
INSURANCE 2 798 000 00	16,000.00	5,333.32	.00		7,011.48	43.82	(8,988.52)
INJURIES/DAMAGES 2 799 000 00	1,000.00	333.32	.00		.00		(1,000.00)
EMPLOYEES WELFARE EXPENSES 2 800 100 00	1,000.00	333.32	.00		.00		(1,000.00)
EMPLOYEE PENSION & BENEFITS 2 800 200 00	40,000.00	13,333.32	2,797.16	83.91	12,923.40	32.30	(27,076.60)
EMPLOYEE BENEFIT BRICKSTEET 2 800 210 00	3,700.00	1,233.32	293.00	95.02	1,227.32	33.17	(2,472.68)
EMPLOYEES VACATION PAY 2 800 300 00	7,500.00	2,500.00	579.52	92.72	2,521.66	33.62	(4,978.34)
EMPLOYEES HOLIDAY PAY 2 800 400 00	5,300.00	1,766.64	.00		951.36	17.95	(4,348.64)
EMPLOYEES SICK PAY 2 800 500 00	5,300.00	1,766.64	283.68	64.23	557.08	10.51	(4,742.92)
EMPLOYEES' FUNERAL LEAVE PAY 2 800 600 00	.00	.00	165.12		165.12		165.12
COMP TIME 2 800 700 00	1,500.00	500.00	85.64	68.51	363.14	24.20	(1,136.86)
OPEB/WV RETIREE HEALTH BENEFIT 2 800 800 00	24,000.00	8,000.00	189.60	9.48	758.40	3.16	(23,241.60)
MISCELLANEOUS GENERAL EXPENSE 2 801 000 00	5,700.00	1,900.00	510.90	107.55	2,429.93	42.63	(3,270.07)
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	1,666.64	.00		5,000.00	100.00	.00
TRANSPORTATION EXPENSE 2 903 000 00	12,000.00	4,000.00	3,337.45	333.74	7,810.95	65.09	(4,189.05)
UNCOLLECTIBLE ACCOUNTS 2 904 100 00	2,000.00	666.64	.00		.00		(2,000.00)
<b>TOTAL ADMINISTRATIVE &amp; GEN EX</b>	<b>191,700.00</b>	<b>63,899.72</b>	<b>12,409.25</b>	<b>77.67</b>	<b>59,130.24</b>	<b>30.84</b>	<b>(132,569.76)</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		496,000.00	165,332.88	(611,337.03)	999.99-	183,357.43	36.96	(312,642.57)
DEPRECIATION	2 503 000 00	303,000.00	101,000.00	.00		.00		(303,000.00)
FICA EXPENSE	2 507 100 00	11,000.00	3,666.64	862.46	94.08	3,787.94	34.43	(7,212.06)
INTEREST/DIVIDEND EARNED	2 524 000 00	(600.00)	(200.00)	(24.12)	48.24	(88.58)	14.76	511.42
MISC NONOPERATING REVENUES	2 526 000 00	.00	.00	.00		.00		.00
INTEREST ON LONG TERM DEBT	2 530 000 00	57,000.00	19,000.00	4,674.53	98.41	19,016.46	33.36	(37,983.54)
AMORT OF DEBT DISC & EXP	2 531 000 00	.00	.00	.00		.00		.00
OTHER INTEREST EXPENSE	2 535 000 00	130.00	43.32	11.76	108.58	63.19	48.60	(66.81)
		=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENSES & OTHER INCOME		167,330.00	55,776.20	(659,799.53)	999.99-	(28,978.00)	17.31-	(196,308.00)
		=====	=====	=====	=====	=====	=====	=====
BALANCE TO SURPLUS		167,330.00	55,776.20	(659,799.53)	999.99-	(28,978.00)	17.31-	(196,308.00)