

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

September 23, 2013

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 August 15, 2013; the minutes were approved at the Regular Board meeting held on Thursday, September 19, 2013.

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

Yours truly,

Mineral Wells PSD


Cathy Dyer
Office Manager

Enclosures: August 15, 2013, minutes

"This institution is an equal opportunity provider, and employer."

MINUTES OF A REGULAR BOARD MEETING OF THE PUBLIC SERVICE BOARD OF THE MINERAL WELLS PUBLIC SERVICE DISTRICT HELD THURSDAY, AUGUST 15, 2013, 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 PM. He asked everyone present to sign the attendance roster. Mark D. Stewart, Secretary/Treasurer; Todd Anderson, Operations Manager; Cathy Dyer, Office Manager; Chad Miller, Cerrone Associates, Inc.; Alice Bosley; Walter B. Bosley; Matt Thompson; James R. Lett, Secretary, absent.

No one from the public was present.

Mr. Stewart made a motion to approve the Minutes of the July 18, 2013, Regular Board Meeting. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Stewart signed the Minutes.

Mr. John Stephens presented to the Board of Commissioners a resume' for consideration of any future Board Member position openings.

Mr. Stephens excused himself from the rest of the meeting.

Mr. Radabaugh made a motion to adjourn to an executive session at 5:10 PM. Mr. Stewart seconded the motion. The motion passed unanimously.

The Board met with Mr. Bernard Bosley, there was no motion taken. Mr. & Mrs. Bosley and Matt Thompson excused themselves from the rest of the meeting.

Mr. Radabaugh reconvened the meeting at 5:50 PM.

Mr. Chad Miller presented the Board with updates on the Sewer and Water Projects. (See attached).

Mr. Miller excused himself from the rest of meeting.

Mr. Stewart made a motion to approve Addendum No. 4 to the Agreement for Engineering Services to the Sewer System Improvement Project Phase II in the amount of \$2,000.00, Rule 42 calculating. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Addendum.

Mr. Stewart made a motion to approve Requisition No. 16 Sewer System Improvement Project in the amount of \$154,070.37. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Requisition.

Mr. Stewart made a motion to approve Change Order No. 11, Sewer System Improvement Project Contract 1 in the amount of \$33,453.00. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Change Order.

Mr. Stewart made a motion to disapprove the proposed salary increase for Board Members. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Financial Statements, (copies attached) for July 31, 2013, 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 #44051 thru #44121 written on the Consolidated Water and Sewer Revenue Checking Account between July 18, 2013 and August 15, 2013, (copies attached) Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks #4153 thru #4184 written on the Consolidated Payroll Account between July 18, 2013 and August 15, 2013, (copies attached). Mr. Radabaugh seconded the motion. The motion passed unanimously.

The following correspondence was discussed.

Item #27 - Letter dated July 29, 2013, from Virginia McDonald, USDA RD approving Requisition No. 15 for the Sewer System Improvement Project in the amount of \$213,172.17.

Mrs. Dyer had the following to discuss.

Storage space is limited, requested to contact a company called Night Horste that will provide a tote for bulk shredding at a cost per pound.

Mrs. Dyer presented the Board with proposal from WesBanco to refinance (4) four Water RD Bonds at an interest rate of 2.85% tied to a 5 year swap rate. The proposal will reduce the monthly payments by \$8,581.65. The Board requested that the proposal be forwarded to Mr. Cam Siegrist, Bowles Rice.

The District had been contacted by the Northern Jackson County PSD requesting the line buyback amount so they may present it to their Board for consideration.

Mr. Anderson had the following to discuss.

The Sewer Projects at the Waste Water Treatment Plant is going well.

Burch Hydro will be working thru Saturday, August 17, 2013 due to the rain fall that accrued earlier in the week.

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 6:30 P.M.

CERTIFICATION

I, Mark D. Stewart, Secretary/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, Secretary/Treasurer of the Public Service Board of the Mineral Wells Public Service District, Mineral Wells, West Virginia



CERRONE
Associates • Consulting Engineers

August 14, 2013

401 Main Street

Wheeling, WV 26003

304.232.5550 (T)

304.233.2512 (F)

mail@cerrone1.com

Mr. Roy L. Radabaugh, Chairman,
Mineral Wells Public Service District
P. O. Box 266
Mineral Wells, WV 26150-0266

RE: Sewer System Improvements
MI10-28S
Water System SCADA Upgrade
MI10-24W

Dear Mr. Radabaugh:

We are writing to briefly update you on the status of the above referenced projects.

Sewer System Improvements Phase I

Contract #1 - Orders Construction will be mobilizing back on site on August 19th to complete the installation of aeration equipment and covers on Lagoon #1. This work will be done after Burch Hydro is completed with sludge removal from Lagoon #1 (Phase II, Contract #5). The contractor has several small change order items that can be addressed while waiting on completion of sludge removal.

Sewer System Improvements Phase II

Contract #2 - Tri State Pipeline has been providing submittals over the last few weeks. The USEMCO (vacuum primed lift station) submittals were approved July 22, 2013 and have an approximate delivery time of 10 weeks. The submersible lift station pumps have been approved, and we are waiting on the control panel submittals. Grinder pump replacement submittals have been approved, and the contractor expects to be on-site to begin installation within the next three (3) weeks. Tri State expects to have the remaining submittals - control panels, telemetry, miscellaneous pipe and fittings - to our office within the next week.

A cost to install the bypass/pump around line at the Jackson Run Lift Station has been requested encase of pump failure at this site before the new USEMCO station arrives. We are currently waiting on the cost.

Contract #4 - Environmental One has provided the shop drawings for the D-Series and W-Series replacement grinder pump cores with conversion kits. The shop drawings have been approved, and the supplier is working on scheduling delivery sometime next week.

Contract #5 - Burch Hydro is currently working towards completion of sludge removal in Lagoon #1. The contractor is currently land





applying sludge at the Dille Farm. The land available for sludge application has been reduced due to set back requirements near drainage ditches, of which this farm has several. Our office is currently working with Todd Anderson and WVDEP to either reuse the fields from last summer's work or secure additional fields for the remaining sludge.

Water System SCADA Upgrade

Contract #1 - HSC Industrial has met on site with Todd Anderson to review all sites. Our office submitted the service drop request for tank sites scheduled for electricity. The contractor has provided part of their submittals earlier this week. We have requested the remaining submittal items along with a progress schedule and schedule of values. It is expected that the first progress meeting for this contract will be held in September.

We trust that this provides you an adequate update of the contracts. However, if you should have any further questions, please do not contact our office.

Respectfully,

CERRONE ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "Chad A. Miller".

Chad A. Miller
Project Manager

CAM

Cc: Jim Lett, MW PSD
Mark Stewart, MW PSD
✓Cathy Dyer, MW PSD
Todd Anderson, MW PSD



**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT**

July 31, 2013

Checking Accounts

Water Revenue Fund Checking Account WesBanco Bank - 1131.2	\$ 7,058.46
Sewer Revenue Fund Checking Account WesBanco Bank - 2131.2	<u>50,311.35</u>
Total in Checking Accounts:	\$ 57,369.81

Water Accounts

Series 1979 Water Reserve Depreciation WesBanco Bank - 1125.401	\$ 12,965.40
Series 1979 Water Reserve WesBanco Bank - 1125.200	26,267.59
Series 1997 Sams Creek/Chesterville Reserve WesBanco Bank - 1125.300	34,641.63
Series 1999A Rockport Water Reserve Depreciation WesBanco Bank - 1125.201	7,397.87
Series 1999A Rockport Water Reserve WesBanco Bank - 1125.400	10,667.45
Series 1999B Water Improvement/Office Building Reserve WesBanco Bank - 1125.500	21,718.23
Series 1999B Water Imprmt/Office Building Reserve Deprec WesBanco Bank - 1125.503	17,020.58
Series 2004A Sycamore, Stephens, Limestone Water Reserve WesBanco Bank - 1125.502	13,739.98
Water Security Deposit Account WesBanco Bank - 1132.1	43,071.76
Series 2004A Sycmore, Stephens, Limestone Repair and Replacement WesBanco Bank - 1125.504	35,607.04
SCADA Project Checking WesBanco Bank - 1131.213	<u>30.97</u>
Total in Water Accounts:	\$ 223,128.50

Sewer Accounts

Series 2003 Sewer Improvements Repair & Replacement WesBanco Bank - 2127.8	\$ 23,883.43
Grinder Pump Maintenance Reserve Prime Rate Money Market - WesBanco Bank - 2127.7	2,798.88
Sewer Security Deposit Account WesBanco Bank - 2132.1	32,265.08
Sewer System Improvement Project WesBanco Bank - 2131.21	6.67
Sewer System Improvement Project Phase II WesBanco Bank - 2131.22	<u>30.97</u>
Total in Sewer Accounts:	\$ 58,985.03

Total All Finances - July 31, 2013 **\$ 339,483.34**

MINERAL WELLS PUBLIC SERVICE DISTRICT
 FINANCIAL STATEMENT
 WATER REVENUE FUND CHECKING ACCOUNT
 July 31, 2013

WESBANCO BANK, June 30, 2013 -\$845.58

RECEIPTS:

Water Sales	\$118,697.97
Water Buffalo Sales	388.75
Reconnection Fees	300.00
Security Deposit Refunds	1,465.33
Tap Fee Payment	350.00
Rent from sewer	416.63
NSF bank charge	10.00
Write off acct - A. McCoy	16.36

Total Receipts: \$121,645.04

Total Cash Available: \$120,799.46

Expenditures:

Action Telecom	\$51.00
ADT Security Services	49.09
At & T Mobility	399.00
BP Credit Card Company	1,087.11
Bill Bailey Insurance Agency	7,315.91
CI Thornburg	5,507.06
Cintas	551.75
Citizens Security Life Inc Co	176.32
Commissioner's Salaries	150.00
Claywood Park PSD	36,162.40
Cutlip Warner Development Co	1,552.50
Dominion Hope	23.66
Fasteners & Supply	79.40
Ferguson Waterworks	123.58
Fire Extinguisher Specialists	9.30
First Bankcard	417.73
First Insurance Funding Corp.	593.76
Frontier	136.79
HD Supply Waterworks	4,728.00
Miller Communications	215.00
Mineral Wells PSD	818.76
Miss Utility of WV Inc.	30.42
Mon Power	727.87
Municipal Bond Commission	9,397.47
Ohio Valley Muffler & Brake	287.90
Parkersburg Office Supply	200.51
PEIA	2,720.31
Rural Development Admin 91-02	4,224.00
Rural Development - USDA 91-03	6,280.00
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	8,577.20

Telepage	10.74
Tesa Company Inc	233.51
Taylor's Disposal Inc	35.02
US Postal Service	512.34
Water Environmental Testing	81.00
WesBanco Bank	124.30
WesBanco Bank 1979 Deprecation	110.00
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	4,012.17
WV Dept of Tax & Revenue	653.85
WV Retiree Health Benefit Trust Fund	610.98
WV Public Employees Retirement System	2,676.19
Melanie L. Wine	172.80
Security Deposit Refunds	319.30

Total Expenditures: \$113,741.00

Balance in Water Revenue Fund Checking Account,
WesBanco Bank, July 31, 2013 \$7,058.46

Accounts Payable	Claywood Park PSD	\$34,775.20
	USDA Rural Development	32175.00
	WesBanco - Repair & Replacement	18121.11
	Total Accounts Payable	\$85,071.31

Total -\$78,012.85

MINERAL WELLS PUBLIC SERVICE DISTRICT
 FINANCIAL STATEMENT
 SEWER REVENUE FUND CHECKING ACCOUNT
 July 31, 2013

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT
 WESBANCO BANK, June 30, 2013 \$ 46,672.63

RECEIPTS:

Sewer Sales	\$97,243.99
Butcher Bend Lagoon Assoc	765.26
Security Deposit Refunds	978.24
Reconnect Fees	150.00
Write off acct - A. McCoy	6.61
Sewer Project Phase II - reimbursement	1,563.53
Wal-Mart - oil-grease sampling	71.50

Total Receipts: \$100,779.13

Total Cash Available: \$ 147,451.76

Expenditures:

Action Telecomm	\$34.00
ADT Security Services	32.72
At & T Mobility	266.00
Aulick Chemical Solutions	3,987.42
BP Credit Card Company	724.74
Bill Bailey Insurance Agency	4,877.28
Butcher Bend Lagoon Assoc	695.20
CI Thornburg	3,887.00
Cintas	367.85
Citizens Security Life Ins Co	117.54
Commissioner's Salaries	250.00
Cummins Crosspoint	1,037.00
Cutlip Warner Development	1,150.00
Dominion Hope	15.78
Fasteners & Supply Inc	117.00
Fed Ex	42.62
Ferguson Waterworks	83.96
Fire Extinguisher Specialists	6.20
First Bankcard	278.48
First Insurance Funding Corp	395.84
Frontier	770.51
Gene's Septic Tank Cleaning	2,900.00
Miller Septic & Cleaning Inc.	1,400.00
Mineral Wells PSD	1,960.62
Miss Utility of WV Inc	20.28
Mon Power	17,695.93
Municipal Bond Commission	17,135.31
Ohio Valley Muffler & Brake	191.93
Parkersburg Office Supply	133.66
PEIA	1,977.67
Ron's Porta Johns	275.00
Salaries	7,062.74
Taylor's Disposal Inc	23.35

Telepage	7.16
Trombold Equipment Co Inc	2,778.81
US Postal Service	521.41
USDA Rural Development - 91-12	13,800.00
W C Weil Company	158.21
Water Environmental Testing	403.00
WesBanco Bank	82.86
WesBanco Bank-Parkersburg-Payroll Taxes	3,336.49
WesBanco - Sewer R&R	2,273.03
Melanie L. Wine	115.20
Retiree Health Benefit Trust Fund	445.02
WV Public Employees Retirement System	2,187.67
WV Dept of Tax & Revenue	551.15
WW Grainger, Inc	62.37
Security Deposit Refunds	504.40

Total Expenditures: \$97,140.41

Balance in Sewer Revenue Fund Checking Account,
WesBanco Bank, July 31, 2013 \$ 50,311.35

Accounts Payable

Total Accounts Payable \$0.00

Total \$50,311.35

VENDOR CHECKS REPORT

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

** BEGINNING DATE: 7/19/13 - ENDING DATE: 8/15/13 **

** 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	7/22/13	253934	7/22/13	917.38	623	
2,101	U S POSTAL SERVICE	7/23/13	254165	7/24/13	419.48	44,051	
106	MON POWER	7/30/13	254452	7/30/13	342.56	44,052	
153	ACTION TELECOMM	7/30/13	254455	7/30/13	51.00	44,053	
224	BILL BAILEY INSURANCE AGENCY	7/30/13	254456	7/30/13	6,037.54	44,054	
360	CUTLIP-WARNER DEVELOPMENT CO	7/30/13	254457	7/30/13	1,552.50	44,055	
486	CHARLENE R SMITH	7/30/13	254459	7/30/13	1.82	44,057	
486	JACKSON HOME BUILDERS INC	7/30/13	254461	7/30/13	2.73	44,059	
486	CHARLES S ELLISON	7/30/13	254462	7/30/13	2.46	44,060	
486	BEN BUSKIRK	7/30/13	254466	7/30/13	12.73	44,064	
1,311	FERGUSON WATERWORKS	7/30/13	254471	7/30/13	123.58	44,068	
1,512	HD SUPPLY WATERWORKS, LTD	7/30/13	254476	7/30/13	4,020.00	44,069	
1,604	PARKERSBURG OFFICE SUPPLY	7/30/13	254477	7/30/13	83.82	44,070	
1,806	ROY L RADABAUGH	7/30/13	254482	7/30/13	75.00	44,071	
1,843	CINTAS CORPORATION J67	7/30/13	254483	7/30/13	551.75	44,072	
2,001	TESA COMPANY INC	7/30/13	254488	7/30/13	233.51	44,073	
2,005	C I THORNBURG	7/30/13	254490	7/30/13	2,798.29	44,075	
2,106	USDA RURAL DEVELOPMENT	7/30/13	254493	7/30/13	6,843.00	44,076	
2,314	WV DEPT OF TAX & REVENUE	7/30/13	254499	7/30/13	653.85	44,077	
2,315	PUBLIC EMPLOYEES RETIREMENT SY	7/30/13	254500	7/30/13	2,676.19	44,078	
2,373	WESBANCO BANK-PARKERSBURG	7/30/13	254501	7/30/13	1,938.00	44,079	
23,049	FIRE EXTINGUISHER SPECIALISTS	7/30/13	254520	7/30/13	9.30	44,081	
23,067	MELANIE L WINE	7/30/13	254521	7/30/13	172.80	44,082	
23,079	MARK STEWART	7/30/13	254522	7/30/13	75.00	44,083	
106	MON POWER	7/31/13	254560	7/31/13	189.03	44,086	
224	BILL BAILEY INSURANCE AGENCY	7/31/13	254561	7/31/13	1,278.37	44,087	
1,604	PARKERSBURG OFFICE SUPPLY	7/31/13	254563	7/31/13	116.69	44,088	
2,313	WESBANCO BANK-PARKERSBURG	8/01/13	254753	8/01/13	611.83	624	
2,313	WESBANCO BANK-PARKERSBURG	8/05/13	255222	8/05/13	806.65	625	
2,313	WESBANCO BANK-PARKERSBURG	8/12/13	255782	8/12/13	852.23	626	
1,307	MUNICIPAL BOND COMMISSION	8/14/13	255955	8/14/13	1,280.59	627	
124	AT&T - STATE CALLING SERVICE	8/14/13	255942	8/14/13	7.28	44,094	
275	BP	8/14/13	255943	8/14/13	973.64	44,095	
309	CLAYWOOD PARK PSD	8/14/13	255944	8/14/13	34,775.20	44,096	
360	CUTLIP-WARNER DEVELOPMENT CO	8/14/13	255945	8/14/13	5,407.50	44,097	

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: WATER FUND **
 ** BEGINNING DATE: 7/19/13 - ENDING DATE: 8/15/13 **
 ** 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					
438	DOMINION HOPE	8/14/13	255946	8/14/13	5.63	44,098
1,301	MISS UTILITY OF WV INC	8/14/13	255954	8/14/13	37.44	44,106
1,512	HD SUPPLY WATERWORKS, LTD	8/14/13	255963	8/14/13	1,714.20	44,107
2,002	TAYLOR'S DISPOSAL INC	8/14/13	255965	8/14/13	34.96	44,108
2,005	C I THORNBURG	8/14/13	255966	8/14/13	391.23	44,109
2,039	TELEPAGE	8/14/13	255969	8/14/13	10.74	44,110
2,106	USDA RURAL DEVELOPMENT	8/14/13	255977	8/14/13	2,924.00	44,111
2,200	FIRST BANKCARD	8/14/13	255978	8/14/13	60.00	44,112
2,306	WATER ENVIRONMENTAL TESTING	8/14/13	255979	8/14/13	81.00	44,113
2,308	PEIA	8/14/13	255982	8/14/13	2,317.01	44,114
2,344	WORKINGMAN STORE	8/14/13	255984	8/14/13	72.89	44,116
23,047	RETIREE HEALTH BNFT TRST FUND	8/14/13	256005	8/14/13	570.65	44,118
23,075	BALDERSON CONSTRUCTION	8/14/13	256006	8/14/13	1,760.00	44,119
23,101	CITIZENS SECURITY LIFE INS CO	8/14/13	256007	8/14/13	176.32	44,120
23,112	FIRST INSURANCE FUNDING CORP	8/14/13	256008	8/14/13	593.76	44,121
	CONSOLIDATED BANK ACCOUNT				86,643.13	50 *

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: SEWER FUND **
 ** BEGINNING DATE: 7/19/13 - ENDING DATE: 8/15/13 **
 ** 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	7/22/13	253934	7/22/13	765.92	623	
2,101	U S POSTAL SERVICE	7/23/13	254165	7/24/13	279.65	44,051	
106	MON POWER	7/30/13	254452	7/30/13	836.91	44,052	
153	ACTION TELECOMM	7/30/13	254455	7/30/13	34.00	44,053	
224	BILL BAILEY INSURANCE AGENCY	7/30/13	254456	7/30/13	4,025.03	44,054	
486	DONNA THOMPSON	7/30/13	254458	7/30/13	54.30	44,056	
486	JACKSON HOME BUILDERS INC	7/30/13	254460	7/30/13	1.82	44,058	
486	STEVEN HANCOCK	7/30/13	254463	7/30/13	52.13	44,061	
486	JAMES FLINN	7/30/13	254464	7/30/13	17.82	44,062	
486	CHEYENE WEST	7/30/13	254465	7/30/13	79.23	44,063	
702	GENE'S SEPTIC TANK CLEANING	7/30/13	254467	7/30/13	2,300.00	44,065	
1,302	MINERAL WELLS PSD	7/30/13	254469	7/30/13	416.67	44,066	
1,302	MINERAL WELLS PSD	7/30/13	254470	7/30/13	218.70	44,067	
1,311	FERGUSON WATERWORKS	7/30/13	254471	7/30/13	83.96	44,068	
1,604	PARKERSBURG OFFICE SUPPLY	7/30/13	254477	7/30/13	55.87	44,070	
1,806	ROY L RADABAUGH	7/30/13	254482	7/30/13	125.00	44,071	
1,843	CINTAS CORPORATION J67	7/30/13	254483	7/30/13	367.85	44,072	
2,004	TROMBOLD EQUIPMENT CO INC	7/30/13	254489	7/30/13	2,778.81	44,074	
2,005	C I THORNBURG	7/30/13	254490	7/30/13	2,483.00	44,075	
2,314	WV DEPT OF TAX & REVENUE	7/30/13	254499	7/30/13	551.15	44,077	
2,315	PUBLIC EMPLOYEES RETIREMENT SY	7/30/13	254500	7/30/13	2,187.67	44,078	
23,046	BUTCHER BEND LAGOON ASSOC	7/30/13	254519	7/30/13	695.20	44,080	
23,049	FIRE EXTINGUISHER SPECIALISTS	7/30/13	254520	7/30/13	6.20	44,081	
23,067	MELANIE L WINE	7/30/13	254521	7/30/13	115.20	44,082	
23,079	MARK STEWART	7/30/13	254522	7/30/13	125.00	44,083	
23,085	AULICK CHEMICAL SOLUTIONS, INC	7/30/13	254523	7/30/13	3,987.42	44,084	
23,116	MILLER'S SEPTIC & CLEANING INC	7/30/13	254524	7/30/13	1,400.00	44,085	
106	MON POWER	7/31/13	254560	7/31/13	9,029.67	44,086	
224	BILL BAILEY INSURANCE AGENCY	7/31/13	254561	7/31/13	852.25	44,087	
1,604	PARKERSBURG OFFICE SUPPLY	7/31/13	254563	7/31/13	77.79	44,088	
2,005	C I THORNBURG	7/31/13	254565	7/31/13	894.00	44,089	
2,313	WESBANCO BANK-PARKERSBURG	8/01/13	254753	8/01/13	1,627.29	624	
2,313	WESBANCO BANK-PARKERSBURG	8/05/13	255222	8/05/13	746.51	625	
23,115	USDA RURAL DEVELOPMENT	8/06/13	255280	8/06/13	13,800.00	44,090	

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: SEWER FUND **
 ** BEGINNING DATE: 7/19/13 - ENDING DATE: 8/15/13 **
 ** 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						
2,101	U S POSTAL SERVICE	8/06/13	255323	8/06/13	31.35	44,091	
2,313	WESBANCO BANK-PARKERSBURG	8/12/13	255782	8/12/13	948.17	626	
2,101	U S POSTAL SERVICE	8/12/13	255846	8/13/13	147.18	44,092	
1,307	MUNICIPAL BOND COMMISSION	8/14/13	255955	8/14/13	17,135.31	627	
101	APPLIED INDUSTRIAL TECHNOLOGIE	8/14/13	255941	8/14/13	488.16	44,093	
124	AT&T - STATE CALLING SERVICE	8/14/13	255942	8/14/13	4.85	44,094	
275	BP	8/14/13	255943	8/14/13	649.09	44,095	
360	CUTLIP-WARNER DEVELOPMENT CO	8/14/13	255945	8/14/13	690.00	44,097	
438	DOMINION HOPE	8/14/13	255946	8/14/13	3.75	44,098	
486	UNCOMMON SCENTS	8/14/13	255947	8/14/13	61.27	44,099	
486	DONITA G ADAMS	8/14/13	255948	8/14/13	27.27	44,100	
486	FELICIA JACOBS	8/14/13	255949	8/14/13	23.94	44,101	
486	CAROL ANDERSON	8/14/13	255950	8/14/13	54.00	44,102	
486	ASHLEY STOTTSBERRY	8/14/13	255951	8/14/13	76.58	44,103	
702	GENE'S SEPTIC TANK CLEANING	8/14/13	255952	8/14/13	925.00	44,104	
1,200	LOWE'S	8/14/13	255953	8/14/13	254.06	44,105	
1,301	MISS UTILITY OF WV INC	8/14/13	255954	8/14/13	24.96	44,106	
1,512	HD SUPPLY WATERWORKS, LTD	8/14/13	255963	8/14/13	1,142.80	44,107	
2,002	TAYLOR'S DISPOSAL INC	8/14/13	255965	8/14/13	23.30	44,108	
2,005	C I THORNBERG	8/14/13	255966	8/14/13	2,532.00	44,109	
2,039	TELEPAGE	8/14/13	255969	8/14/13	7.16	44,110	
2,200	FIRST BANKCARD	8/14/13	255978	8/14/13	40.00	44,112	
2,306	WATER ENVIRONMENTAL TESTING	8/14/13	255979	8/14/13	363.00	44,113	
2,308	PEIA	8/14/13	255982	8/14/13	1,980.97	44,114	
2,312	WESBANCO BANK-PARKERSBURG	8/14/13	255983	8/14/13	2,052.03	44,115	
2,344	WORKINGMAN STORE	8/14/13	255984	8/14/13	48.59	44,116	
23,023	RON'S PORTA JOHNS, INC.	8/14/13	256004	8/14/13	275.00	44,117	
23,047	RETIREE HEALTH BNFT TRST FUND	8/14/13	256005	8/14/13	485.35	44,118	
23,101	CITIZENS SECURITY LIFE INS CO	8/14/13	256007	8/14/13	117.54	44,120	
23,112	FIRST INSURANCE FUNDING CORP	8/14/13	256008	8/14/13	395.84	44,121	
	CONSOLIDATED BANK ACCOUNT				82,080.54	64 *	

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

Check No.	Name	Check Amt.	Check Date
4153	Todd R. Anderson	\$709.60	7/25/2013
4154	Dennis R. Brown	\$433.71	7/25/2013
4155	William H. Byers, Jr.	\$546.03	7/25/2013
4156	Cathy J. Dyer	\$544.97	7/25/2013
4157	Linda K. Watson	\$416.78	7/25/2013
4158	Darin L. Crites	\$297.31	7/25/2013
4159	Nellie B. Radcliff	\$336.00	7/25/2013
4160	Mark A. Dennis	\$371.32	7/25/2013
4161	Todd R. Anderson	\$1,111.87	8/1/2013
4162	Dennis R. Brown	\$654.02	8/1/2013
4163	William H. Byers, Jr.	\$795.18	8/1/2013
4164	Cathy J. Dyer	\$497.81	8/1/2013
4165	Linda K. Watson	\$416.77	8/1/2013
4166	Darin L. Crites	\$468.95	8/1/2013
4167	Nellie B. Radcliff	\$336.01	8/1/2013
4168	Mark A. Dennis	\$437.98	8/1/2013
4169	Todd R. Anderson	\$635.20	8/8/2013
4170	Dennis R. Brown	\$433.72	8/8/2013
4171	William H. Byers, Jr.	\$453.37	8/8/2013
4172	Cathy J. Dyer	\$497.82	8/8/2013
4173	Linda K. Watson	\$416.76	8/8/2013
4174	Darin L. Crites	\$290.28	8/8/2013
4175	Nellie B. Radcliff	\$336.01	8/8/2013
4176	Mark A. Dennis	\$371.33	8/8/2013
4177	Todd R. Anderson	\$635.20	8/15/2013
4178	Dennis R. Brown	\$433.70	8/15/2013
4179	William H. Byers, Jr.	\$767.26	8/15/2013
4180	Cathy J. Dyer	\$497.81	8/15/2013
4181	Linda K. Watson	\$416.78	8/15/2013
4182	Darin L. Crites	\$340.46	8/15/2013
4183	Nellie B. Radcliff	\$336.00	8/15/2013
4184	Mark A. Dennis	\$404.65	8/15/2013

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
JULY 19, 2013 – AUGUST 15, 2013**

1. Copy of letter dated July 19, 2013, to Cam Siegrist, Bowles Rice, from Cathy Dyer, enclosing District check in the amount of \$25,000.00 for Bond Counsel.
2. Copy of letter dated July 19, 2013, to Steven Hardman, Bowles Rice, from Cathy Dyer, enclosing District check in the amount of \$6,000.00 for Legal Counsel.
3. Copy of letter dated July 19, 2013, to Beth Bumgarner, Suttle & Stalnaker, from Cathy Dyer, enclosing District check in the amount of \$1,000.00 for Accounting Services.
4. Copy of letter dated July 19, 2013, to Cerrone Associates, from Cathy Dyer, enclosing Change Order No. 1, Burch Hydro, Inc., Contract 2, of the Sewer System Improvements Project Phase II.
5. Copy of letter dated July 19, 2013, to Virginia McDonald, RUS, from Cathy Dyer, enclosing Requisition No. 15, in the amount of \$213,172.17 for the Sewer System Improvement Project, it was approved and signed at the Regular Board Meeting held on Thursday, July 18, 2013.
6. Statement of Compliance dated July 11, 2013, to Mineral Wells PSD, from Orders Construction Co. Inc., attaching payroll records for the week of June 30, 2013 thru July 6, 2013.
7. Statement of Compliance dated July 16, 2013, to Mineral Wells PSD, from Orders Construction Co. Inc., attaching payroll records for the week of July 7, 2013 thru July 13, 2013.
8. Copy of letter dated July 19, 2013, to Andrea Hicks, Cerrone Associates, from Cathy Dyer, enclosing District Check's in the amount of \$63,780.00 and \$82,000.00 for Engineering Services for the Sewer System Improvements Project Phase II.
9. Copy of letter dated July 19, 2013, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing an approved copy of the Minutes of the Regular Board Meeting held June 20, 2013, as well as approved minutes from the Special Board Meeting held on May 15, 2013.
10. Fax dated July 19, 2013, to Kim Thompson, Workingman's Store, from Linda Watson, attaching a completed tax exempt form.
11. Tips & Hints from USDA Rural Development's for End-of-Year Reports.
12. Letter dated July 18, 2013, to Todd Anderson, Operations Manager, from Darrel Shaver, Cintas, regarding Cintas Uniform Advantage.
13. Copy of letter dated July 22, 2013, to Wayne Lambert, from Linda Watson, regarding a check in the amount of \$74.54 from the bank marked NSF.
14. WesBanco, Your Money Matter\$, July 2013.

**Mineral Wells PSD
List of Correspondence
August 15, 2013
Page 2**

15. E-mail dated July 23, 2013, to Laurie Doyle, Environmental One, from Cathy Dyer, attaching a completed tax exempt form.
16. Fax dated July 23, 2013, to Jerry Moore, from Mineral Wells PSD, attaching a billing reprint.
17. Letter dated July 10, 2013, to Mineral Wells PSD, from Ann Burch, Star Construction, regarding AT&T's Fiber Optic Cable Route.
18. FY 2014 Safety Boot allowance of \$150.00 signed by Maintenance Dept.
19. E-mail dated July 25, 2013, to Mineral Wells PSD, from Sara Boardman, Municipal Bond Commission, regarding the Monthly Payment reminder.
20. Statement of Compliance dated July 23, 2013, to Mineral Wells PSD, from Orders Construction, attaching payroll records for week of July 14, 2013 thru July 20, 2013.
21. Letter dated July 24, 2013, to Mineral Wells PSD, from WesBanco, regarding WesBanco Overdraft Honor.
22. Discharge Monitoring Report for June 2013, electronically submitted to the DEP on July 30, 2013.
23. E-mail dated July 30, 2013, to Dominick Cerrone, Cerrone Associates, from Linda Watson, attaching the Discharge Monitoring Report for June 30, 2013.
24. Letter dated July 29, 2013, to Mineral Wells PSD, from Renee Shotwell, Bill Bailey Insurance Agency, enclosing the District's Insurance policy for 7/1/2013-7/1/2014 policy term with Hartford Steam Boiler for the District's Equipment/System Breakdown coverage.
25. E-mail dated August 1, 2013, to Virginia McDonald, RUS, from Cathy Dyer, stating an electronic deposit was made on 7/31/13 for the Sewer System Improvement Project.
26. Billing reprint dated 7/31/13, to Marilyn Carmichael, from Nellie Radcliff, regarding a past due bill in the amount of \$131.09.
27. ******Letter dated July 29, 2013, to Mineral Wells PSD, from Virginia McDonald, RUS, advising project funds in the amount of \$213,172.17 were ordered on July 29, 2013.**
28. Check in the amount of \$375.00 re-imburse Gray Bar. For Sewer System Improvement Project.
29. Copy of letter dated August 1, 2013, to John Persun, Jr., Orders Construction, from Cathy Dyer, enclosing District check in the amount of \$189,826.26 for work performed in the month of June 2013 for the Sewer System Improvements Project.

**Mineral Wells PSD
List of Correspondence
August 15, 2013
Page 3**

30. Copy of letter dated August 1, 2013, to Bryan Reger, Pro Contracting, Inc., from Cathy Dyer, enclosing District check in the amount of \$15,800.81.
31. Copy of letter dated August 1, 2013, to Andrea Hicks, Cerrone Associates, from Cathy Dyer, enclosing District Check in the amount of \$7,170.90.
32. Fax dated August 1, 2013, to Christy Pitsenbarger, WV Bureau of Public Health, from Todd Anderson, Operations Manager, attaching the Monthly Operational Report for the month of July 2013.
33. Fax dated July 30, 2013, to Action Answering Services, from Mineral Wells PSD, attaching the customers turned off for Non-Payment.
34. E-mail dated August 1, 2013, to Virginia McDonald, RUS, from Cathy Dyer, attaching bank statements for the Sewer System Improvements Project, Phase I and Phase II.
35. E-mail dated August 1, 2013, to Jennifer Wilson, RD, from Cathy Dyer, attaching June bank statement for Sewer Phase II.
36. Billing reprint mailed to Patricia Greiner, c/o Roger Jones on August 1, 2013.
37. E-mail dated August 1, 2013, to Jennifer Wilson, RD, from Linda Watson, attaching the July bank statement for the SCADA System Improvements Project.
38. E-mail dated August 2, 2013, to Michael McCartney, WesBanco, from Cathy Dyer, attaching information on bond balances.
39. State of West Virginia National Pollutant Discharge Elimination System Discharge Monitoring Report for Liberty Truck Stop for July 2013.
40. Bacteriological Examination of Water from Public Water Distribution System, dated August 2, 2013, compliance date July 2013.
41. Certificate of Training, certifies that Cathy J. Dyer completed the training program requirements for PEIA 101.
42. Certificate of Training, certifies that Linda K. Watson completed the training program requirements for PEIA 101.
43. Letter dated July 12, 2013, to Mineral Wells PSD, from TM Associates, Post Mill Apts., requesting change of address.
44. Copy of letter dated August 6, 2013, to Wood County Clerk Office, from Cathy Dyer, enclosing the following easements to be recorded and returned to the Mineral Wells PSD, James, Nancy Eaton and the Mineral Wells PSD; James, Nancy Eaton and Timothy, Candace Merrell; David, Tina Dunn and the Mineral Wells PSD; David, Tina Dunn and Timothy, Candace Merrill.

**Mineral Wells PSD
List of Correspondence
August 15, 2013
Page 4**

45. Copy of letter dated August 6, 2013, to Virginia McDonald, RUS, from Cathy Dyer, enclosing District Check in the amount of \$13,800.00 for August 2013 interest only payments.
46. The Pipeline, News and Views from WV Bureau for Public Health, WV Department of Environmental Protection Division of Water & Waste Management Permitting & Engineering Branch, April – June 2013.
47. West Virginia Counties Risk Pool, prepared by Steve Rawlings, WVCoRP Director of Operations.
48. Fax dated August 8, 2013, to Jackson Herald Newspaper, from Mineral Wells PSD, requesting notice of the Regular Board Meeting to be inserted in the newspaper on Tuesday, August 13, 2013.
49. Fax dated August 8, 2013, to Parkersburg News & Sentinel, from Mineral Wells PSD, requesting notice of the Regular Board Meeting to be inserted in the newspaper.
50. E-mail dated August 8, 2013, to Wirt County Journal, from Mineral Wells PSD, requesting notice of the Regular Board Meeting to be inserted in the Journal.
51. E-mail dated August 8, 2013, to Andrea Hicks, Cerrone Associates, from Cathy Dyer, attaching an invoice for Phase II.
52. Water Environmental Testing, sample source Effluent, sample date July 31, 2013.
53. Letter dated August 7, 2013, to Mineral Wells PSD, from Andrea Hicks, Project Administrator, Cerrone Associates, enclosing four (4) copies of proposed Addendum No. 4 to the Agreement for Engineering Service's for approval.
54. Statement of Compliance dated July 30, 2013, to Mineral Wells PSD, from Orders Construction, attaching payroll for week of July 21, 2013 thru July 27, 2013.
55. Statement of Compliance dated August 6, 2013, to Mineral Wells PSD, from Orders Construction, attaching payroll for week of July 28, 2013 thru August 3, 2013.
56. Letter dated August 6, 2013, to Mineral Wells PSD, from Rachel D. Kerns, Municipal Bond Commission, regarding a monthly deposit in the amount of \$734.40 beginning 8/17/2015 for 120 months or until the Reserve Requirement of \$88,128 has been met.
57. National Pollutant Discharge Elimination System Discharge Monitoring Report, State of West Virginia for the month of July 2013.
58. Fax dated August 12, 2013, to Todd Anderson, Operations Manager, from Jim Wright, Water Environmental Testing, attaching sludge results.
59. Recorded Right-of-Way Easement between David A. Dunn and Tina Dunn to Timothy and Candace Merrill.

**Mineral Wells PSD
List of Correspondence
August 15, 2013
Page 5**

60. Recorded Right-of-Way Easement between James Michael Eaton and Nancy Eaton and Timothy W. Merrill and Candace M Merrill.
61. Recorded Right-of-Way Easement between David Dunn and Tina Dunn and Mineral Wells PSD.
62. Recorded Right-of-Way Easement between James Michael Eaton and Nancy Eaton and Mineral Wells PSD.
63. Carbon copy of E-mail dated August 13, 2013, to Virginia McDonald, RUS, from Andrea Hicks, Cerrone Associates, attaching a requisition for Phase II.
64. Payment to the Municipal Bond Commission.

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

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
OPERATING REVENUE ACCOUNTS								
METERED SALES								
METERED SALES-RESIDENTIAL	1 461 100 00	(1064,000.00)	(88,666.66)	(85,169.67)	96.05	(85,169.67)	8.00	978,830.33
METERED SALES-COMMERCIAL	1 461 200 00	(187,000.00)	(15,583.33)	(15,636.77)	100.34	(15,636.77)	8.36	171,363.23
METERED SALES-INDUSTRIAL	1 461 300 00	(3,400.00)	(283.33)	(218.70)	77.18	(218.70)	6.43	3,181.30
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	(3,300.00)	(275.00)	(27.30)	9.92	(27.30)	.82	3,272.70
METER RENTAL	1 461 500 00	.00	.00	.00		.00		.00
		-----	-----	-----	-----	-----	-----	-----
TOTAL METERED SALES		(1257,700.00)	(104,808.32)	(101,052.44)	96.41	(101,052.44)	8.03	1156,647.56
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(25,000.00)	(2,083.33)	(2,399.19)	115.16	(2,399.19)	9.59	22,600.81
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(3,500.00)	(291.66)	(310.00)	106.28	(310.00)	8.85	3,190.00
METER LEASE - MOBILE HOME PARK	1 472 000 00	(700.00)	(58.33)	.00		.00		700.00
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(416.66)	(416.63)	99.99	(416.63)	8.33	4,583.37
OTHER WATER REVENUES	1 474 000 00	(5,200.00)	(433.33)	(388.75)	89.71	(388.75)	7.47	4,811.25
GAIN ON SALE	1 476 000 00	.00	.00	.00		.00		.00
TOTAL OTHER REVENUES		(39,400.00)	(3,283.31)	(3,514.57)	107.04	(3,514.57)	8.92	35,885.43
		=====	=====	=====	=====	=====	=====	=====
TOTAL REVENUES		(1297,100.00)	(108,091.63)	(104,567.01)	96.73	(104,567.01)	8.06	1192,532.99

Mineral Wells PSD
 GENERAL LEDGER
 WATER INCOME STATEMENT

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
OPERATION/MAINTENANCE EXPENSE								
SOURCE OF SUPPLY								
PURCHASED WATER	1 610 100 00	420,000.00	35,000.00	34,775.20	99.35	34,775.20	8.27	(385,224.80)
PURCHASED WATER PARKERBURG	1 610 101 00	7,000.00	583.33	.00		.00		(7,000.00)
TOTAL SOURCE OF SUPPLY		427,000.00	35,583.33	34,775.20	97.72	34,775.20	8.14	(392,224.80)
WATER SYSTEM EXPENSES								
OPERATION/MAINTENANCE								
SALARIES & WAGES PUMPING LABOR	1 601 500 00	7,200.00	600.00	541.01	90.16	541.01	7.51	(6,658.99)
POWER PURCHASED PUMPING	1 615 500 00	8,500.00	708.33	443.34	62.58	443.34	5.21	(8,056.66)
CHEMICALS	1 618 500 00	400.00	33.33	.00		.00		(400.00)
CONTRACTUAL SERVICES TESTING	1 635 500 00	3,600.00	300.00	.00		.00		(3,600.00)
SALARIES & WAGES MAINT MAINS	1 601 601 00	.00	.00	.00		.00		.00
SALARIES & WAGES MAINT SERVICE	1 601 602 00	.00	.00	.00		.00		.00
SALARIES & WAGES MAINT METERS	1 601 603 00	.00	.00	.00		.00		.00
SALARIES & WAGES MAINT HYDRANT	1 601 604 00	.00	.00	.00		.00		.00
SALARIES & WAGES MAINT S&I	1 601 605 00	.00	.00	.00		.00		.00
SALARIES & WAGES MAINT PUMPING	1 601 606 00	.00	.00	.00		.00		.00
SALARIES & WAGES MAINT TANKS	1 601 607 00	.00	.00	.00		.00		.00
SALARIES & WAGES MAINT SCADA	1 601 608 00	.00	.00	.00		.00		.00
SALARIES MAINT TRANS & DISTR	1 601 609 00	40,000.00	3,333.33	2,594.96	77.84	2,594.96	6.48	(37,405.04)
MATERIAL & SUPPLES MAINT MAINS	1 620 601 00	.00	.00	.00		.00		.00
MATERIALS & SUPPLIES MAINT SER	1 620 602 00	.00	.00	.00		.00		.00
MATERIALS & SUPPLIES MAIN METE	1 620 603 00	.00	.00	.00		.00		.00
MATERIALS & SUPPLIES MAINT HYD	1 620 604 00	.00	.00	.00		.00		.00
MATERIALS & SUPPLIES MAINT S&I	1 620 605 00	.00	.00	.00		.00		.00
MATERIALS & SUPPLIES MAINT PUM	1 620 606 00	.00	.00	.00		.00		.00
MATERIALS & SUPPLIES MAINT TAN	1 620 607 00	.00	.00	.00		.00		.00
MATERIALS & SUPPLIES MAINT SCA	1 620 608 00	.00	.00	.00		.00		.00
MATERIALS & SUPPLIES T&D LINES	1 620 609 00	15,000.00	1,250.00	1,967.22	157.37	1,967.22	13.11	(13,032.78)
CONTRACTUAL SERVICIES OTHER	1 636 600 00	37,000.00	3,083.33	1,552.50	50.35	1,552.50	4.19	(35,447.50)
MISC EXPENSE PUMPING	1 675 606 00	.00	.00	.00		.00		.00
TOTAL OPERATION/MAINTENANCE		111,700.00	9,308.32	7,099.03	76.26	7,099.03	6.35	(104,600.97)

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

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
CUSTOMER SERVICE EXPENSES								
SALARIES & WAGES METER EXP WO	1 601 701 00	11,500.00	958.33	.00		.00		(11,500.00)
SALARIES & WAGES STRUC & IMP	1 601 702 00	2,100.00	175.00	165.20	94.40	165.20	7.86	(1,934.80)
SALARIES & WAGES METER READING	1 601 703 00	7,300.00	608.33	651.87	107.15	651.87	8.92	(6,648.13)
SALARIES & WAGES BILLING & COL	1 601 704 00	33,000.00	2,750.00	1,619.98	58.90	1,619.98	4.90	(31,380.02)
MATERIALS & SUPPLIES CUSTOMER	1 620 700 00	7,600.00	633.33	512.34	80.89	512.34	6.74	(7,087.66)
CONTRACTUAL SERVICES OTHER	1 636 700 00	2,200.00	183.33	.00		.00		(2,200.00)
UNCOLLECTIBLE ACCOUNTS	1 670 700 00	3,500.00	291.66	.00		.00		(3,500.00)
MISC EXPENSES CUSTOMER ACCOUNT	1 675 700 00	.00	.00	.00		.00		.00
METER READING EXPENSE	1 675 703 00	1,000.00	83.33	.00		.00		(1,000.00)
MISC EXPENSE BILLING & COLLECT	1 675 707 00	.00	.00	.00		.00		.00
		=====	=====	=====	=====	=====	=====	=====
TOTAL CUSTOMER SERVICE EXPENS		68,200.00	5,683.31	2,949.39	51.89	2,949.39	4.32	(65,250.61)
OPERATION/MAINTENANCE								
ADMIN & GENERAL SALARIES	1 601 801 00	65,000.00	5,416.66	2,747.39	50.72	2,747.39	4.22	(62,252.61)
SALARIES & WAGES COMMISSIONERS	1 603 800 00	2,700.00	225.00	150.00	66.66	150.00	5.55	(2,550.00)
EMPLOYEES PENSIONS/BENEFITS	1 604 801 00	45,300.00	3,775.00	3,080.71	81.60	3,080.71	6.80	(42,219.29)
EMPLOYEE VACATION PAY	1 604 802 00	11,700.00	975.00	1,121.52	115.02	1,121.52	9.58	(10,578.48)
EMPLOYEES HOLIDAY PAY	1 604 803 00	8,200.00	683.33	672.24	98.37	672.24	8.19	(7,527.76)
EMPLOYEES SICK PAY	1 604 804 00	8,200.00	683.33	100.32	14.68	100.32	1.22	(8,099.68)
EMPLOYEES' FUNERAL LEAVE PAY	1 604 805 00	.00	.00	197.28		197.28		197.28
COMP TIME	1 604 806 00	2,300.00	191.66	101.04	52.71	101.04	4.39	(2,198.96)
OPEB/WV RETIREE HEALTH BENEFIT	1 604 808 00	4,100.00	341.66	338.40	99.04	338.40	8.25	(3,761.60)
EMPLOYEES WELFARE EXPENSE	1 604 809 00	.00	.00	.00		.00		.00
OFFICE SUPPLIES & EXPENSE	1 620 800 00	10,000.00	833.33	884.38	106.12	884.38	8.84	(9,115.62)
CONTRACTUAL SERV ENGINEERING	1 631 800 00	.00	.00	.00		.00		.00
CONTRACTUAL SERV ACCOUNTING	1 632 800 00	7,500.00	625.00	.00		.00		(7,500.00)
CONTRACTUAL SERV LEGAL	1 633 800 00	1,000.00	83.33	.00		.00		(1,000.00)
CONTRACTUAL SERVICES OTHER	1 636 800 00	5,000.00	416.66	172.80	41.47	172.80	3.45	(4,827.20)
TRANSPORTATION EXPENSES	1 650 801 00	28,000.00	2,333.33	839.65	35.98	839.65	2.99	(27,160.35)
INSURANCE - VEHICLE	1 656 800 00	8,000.00	666.66	1,117.15	167.57	1,117.15	13.96	(6,882.85)
PROPERTY INSURANCE	1 657 800 00	4,400.00	366.66	3,080.98	840.28	3,080.98	70.02	(1,319.02)
INSURANCE WORKERS COMPENSATION	1 658 800 00	6,400.00	533.33	527.99	98.99	527.99	8.24	(5,872.01)
INSURANCE OTHER	1 659 800 00	10,800.00	900.00	3,117.78	346.42	3,117.78	28.86	(7,682.22)
ADVERTISING EXPENSE	1 660 800 00	3,000.00	250.00	.00		.00		(3,000.00)
REGULATORY COMMISSION EXPENSE	1 667 800 00	3,600.00	300.00	.00		.00		(3,600.00)
MISCELLANEOUS GENERAL EXPENSE	1 675 801 00	5,000.00	416.66	219.62	52.70	219.62	4.39	(4,780.38)
MISC EXPENSE MAINT GENERAL PLT	1 675 802 00	.00	.00	.00		.00		.00
		=====	=====	=====	=====	=====	=====	=====
TOTAL OPERATION/MAINTENANCE		240,200.00	20,016.60	18,469.25	92.26	18,469.25	7.68	(221,730.75)
		=====	=====	=====	=====	=====	=====	=====
TOTAL OPERATION & MAINTENANCE		847,100.00	70,591.56	63,292.87	89.66	63,292.87	7.47	(783,807.13)

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

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
DEPRECIATION EXPENSE	1 403 000 00	306,000.00	25,500.00	25,630.00	100.50	25,630.00	8.37	(280,370.00)
FICA EXPENSE	1 408 120 00	14,000.00	1,166.66	832.16	71.32	832.16	5.94	(13,167.84)
GAIN-LOSSES DISPOSITION OF PRO	1 414 000 00	.00	.00	.00		.00		.00
=====								
OTHER INCOME & DEDUCTIONS								
INTEREST & DIVIDEND INCOME	1 419 000 00	(600.00)	(50.00)	(23.10)	46.20	(23.10)	3.85	576.90
MISC NONOPERATING INCOME ST FK	1 421 000 00	.00	.00	.00		.00		.00
INTEREST ON LONGTERM DEBT	1 427 300 00	199,000.00	16,583.33	16,702.48	100.71	16,702.48	8.39	(182,297.52)
OTHER INT EXP CUSTOMER DEP RFN	1 427 400 00	200.00	16.66	25.89	155.40	25.89	12.94	(174.11)
AMORT OF DEBT DISCOUNT (BONDS)	1 428 000 00	.00	.00	.00		.00		.00
AMORT OF DEBT DISCOUNT (LOAN)	1 428 100 00	.00	.00	.00		.00		.00

TOTAL OTHER INCOME & DEDUCTIO		198,600.00	16,549.99	16,705.27	100.93	16,705.27	8.41	(181,894.73)
=====								
NET INCOME		68,600.00	5,716.58	1,893.29	33.11	1,893.29	2.75	(66,706.71)

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	2 522 100 00	(660,000.00)	(55,000.00)	(59,679.05)	108.50	(59,679.05)	9.04	600,320.95
DOMESTIC SERVICE-COMMERCIAL	2 522 200 00	(190,000.00)	(15,833.33)	(21,318.00)	134.64	(21,318.00)	11.22	168,682.00
DOMESTIC SERVICE-PUBLIC AUTHOR	2 522 300 00	(800.00)	(66.66)	(68.18)	102.28	(68.18)	8.52	731.82
DOMESTIC SALES-INDUSTRIAL	2 522 400 00	(4,000.00)	(333.33)	(188.07)	56.42	(188.07)	4.70	3,811.93
BUTCHER BEND SEWER	2 536 000 00	(250.00)	(20.83)	11.33	54.39	11.33	4.53	261.33
TOTAL SALES OF SEWER SERVICE		(855,050.00)	(71,254.15)	(81,241.97)	114.01	(81,241.97)	9.50	773,808.03
OTHER SEWER REVENUES								
FORFEITED DISCOUNTS & PENALTY	2 532 000 00	(14,200.00)	(1,183.33)	(1,878.88)	158.77	(1,878.88)	13.23	12,321.12
MISC SEWERAGE REVENUES	2 536 100 00	(600.00)	(50.00)	(1,713.53)	999.99	(1,713.53)	285.58	(1,113.53)
TOTAL OTHER SEWER REVENUES		(14,800.00)	(1,233.33)	(3,592.41)	291.27	(3,592.41)	24.27	11,207.59
TOTAL REVENUES		(869,850.00)	(72,487.48)	(84,834.38)	117.03	(84,834.38)	9.75	785,015.62
OPERATION/MAINTENANCE EXPENSE								
COLLECTING EXPENSES								
SALARIES & WAGES T&D	2 701 100 00	1,500.00	125.00	21.20	16.96	21.20	1.41	(1,478.80)
SALARIES & WAGES MAINS T&DS	2 701 201 00	6,000.00	500.00	292.56	58.51	292.56	4.87	(5,707.44)
MATERIALS & SUPPLIES T&D LINES	2 720 201 00	3,500.00	291.66	.00	.00	.00	.00	(3,500.00)
CONTRACTUAL SERV OTHER T&D	2 736 201 00	5,000.00	416.66	1,150.00	276.00	1,150.00	23.00	(3,850.00)
TOTAL COLLECTING EXPENSES		16,000.00	1,333.32	1,463.76	109.78	1,463.76	9.14	(14,536.24)
PUMPING EXPENSES								
OPERATION LABOR-PUMPING	2 701 301 00	7,500.00	625.00	747.30	119.56	747.30	9.96	(6,752.70)
POWER LIFT STATIONS	2 715 301 00	19,000.00	1,583.33	1,920.76	121.31	1,920.76	10.10	(17,079.24)
POWER GRINDER PUMPS	2 715 302 00	6,500.00	541.66	396.31	73.16	396.31	6.09	(6,103.69)
SALARIES & WAGES MAINT LIFT ST	2 701 401 00	11,000.00	916.66	458.15	49.98	458.15	4.16	(10,541.85)
SALARIES & WAGES GRINDER PUMP	2 701 402 00	12,500.00	1,041.66	899.58	86.36	899.58	7.19	(11,600.42)
MATERIALS & SUPPLIES LIFT STAT	2 720 401 00	15,000.00	1,250.00	3,909.26	312.74	3,909.26	26.06	(11,090.74)
MATERIALS & SUPPLIES GRINDERS	2 720 402 00	20,000.00	1,666.66	258.68	15.52	258.68	1.29	(19,741.32)
CONTRACTUAL SERV OTHER LFT STA	2 736 401 00	12,000.00	1,000.00	6,458.00	645.80	6,458.00	53.81	(5,542.00)
CONTRACTUAL SERV GRINDER PUMPS	2 736 402 00	19,000.00	1,583.33	600.00	37.89	600.00	3.15	(18,400.00)
TOTAL PUMPING EXPENSES		122,500.00	10,208.30	15,648.04	153.28	15,648.04	12.77	(106,851.96)

8/15/13

PERIOD: 1, YEAR ENDING: 2014

Mineral Wells PSD
 GENERAL LEDGER
 SEWER INCOME STATEMENT

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TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
TREATMENT & DISPOSAL EXPENSES								
SALARIES & WAGES WWTP CK/SAMPL	2 701 500 00	10,000.00	833.33	435.40	52.24	435.40	4.35	(9,564.60)
PURCHASED POWER WWTP	2 715 500 00	56,000.00	4,666.66	7,490.68	160.51	7,490.68	13.37	(48,509.32)
CHEMICALS WWTP	2 718 500 00	30,000.00	2,500.00	3,987.42	159.49	3,987.42	13.29	(26,012.58)
MATERIALS & SUPPLIES WWTP	2 720 500 00	22,000.00	1,833.33	477.31	26.03	477.31	2.16	(21,522.69)
CONTRACTUAL SERVICE TESTING	2 735 500 00	4,500.00	375.00	(71.50)	19.06-	(71.50)	1.58-	(4,571.50)
CONTRACTUAL SERV OTHER WWTP	2 736 500 00	6,500.00	541.66	.00		.00		(6,500.00)
SALARIES & WAGES WWTP BUILD/GR	2 701 601 00	5,900.00	491.66	261.70	53.22	261.70	4.43	(5,638.30)
SALARIES & WAGES WWTP EQUIP RR	2 701 602 00	9,500.00	791.66	412.80	52.14	412.80	4.34	(9,087.20)
MATERIALS & SUPPLIES WWTP OUTA	2 720 601 00	.00	.00	.00		.00		.00
TOTAL TREATMENT & DISPOSAL		144,400.00	12,033.30	12,993.81	107.98	12,993.81	8.99	(131,406.19)
BILLING & COLLECTING EXPENSES								
SALARIES & WAGES METER READING	2 701 701 00	6,000.00	500.00	541.24	108.24	541.24	9.02	(5,458.76)
SALARIES & WAGES BILLING & COL	2 701 702 00	26,000.00	2,166.66	1,310.00	60.46	1,310.00	5.03	(24,690.00)
MATERIALS & SUPPLIES BILL&COLL	2 720 700 00	6,500.00	541.66	521.41	96.26	521.41	8.02	(5,978.59)
CONTRACTUAL SERVICE OTHER	2 736 700 00	2,700.00	225.00	115.20	51.20	115.20	4.26	(2,584.80)
UNCOLLECTIBLE ACCOUNTS	2 770 700 00	3,200.00	266.66	.00		.00		(3,200.00)
TOTAL BILLING & COLLECTING		44,400.00	3,699.98	2,487.85	67.23	2,487.85	5.60	(41,912.15)
ADMINISTRATIVE/GENERAL EXPENSE								
SALARIES & WAGES ADMIN	2 701 800 00	40,000.00	3,333.33	1,624.18	48.72	1,624.18	4.06	(38,375.82)
BOARD OF DIRECTORS	2 703 800 00	2,000.00	166.66	250.00	150.00	250.00	12.50	(1,750.00)
EMPLOYEE PENSION & BENEFITS	2 704 800 00	42,000.00	3,500.00	2,291.39	65.46	2,291.39	5.45	(39,708.61)
EMPLOYEES VACATION PAY	2 704 801 00	6,500.00	541.66	747.68	138.03	747.68	11.50	(5,752.32)
EMPLOYEES HOLIDAY PAY	2 704 802 00	6,700.00	558.33	448.16	80.26	448.16	6.68	(6,251.84)
EMPLOYEES SICK PAY	2 704 803 00	3,000.00	250.00	66.88	26.75	66.88	2.22	(2,933.12)
EMPLOYEES' FUNERAL LEAVE PAY	2 704 804 00	.00	.00	131.52		131.52		131.52
COMP TIME	2 704 805 00	1,500.00	125.00	67.36	53.88	67.36	4.49	(1,432.64)
OPEB/WV RETIREE HEALTH BENEFIT	2 704 806 00	3,000.00	250.00	225.60	90.24	225.60	7.52	(2,774.40)
MATERIALS & SUPPLIES OFFICE	2 720 800 00	12,000.00	1,000.00	589.56	58.95	589.56	4.91	(11,410.44)
SPECIAL SERVICE ENGINEER	2 731 800 00	5,000.00	416.66	.00		.00		(5,000.00)
SPECIAL SERVICES	2 732 800 00	5,000.00	416.66	.00		.00		(5,000.00)
CONTRACTUAL SERV ACCOUNT-ARTBR	2 732 801 00	1,125.00	93.75	.00		.00		(1,125.00)
SPECIAL LEGAL SERVICES	2 733 800 00	1,000.00	83.33	.00		.00		(1,000.00)
TRANSPORTATION EXPENSE	2 750 800 00	20,000.00	1,666.66	559.78	33.58	559.78	2.79	(19,440.22)
INSURANCE VEHICLE	2 756 800 00	3,000.00	250.00	744.77	297.90	744.77	24.82	(2,255.23)
INSURANCE PROPERTY	2 757 800 00	5,500.00	458.33	2,053.99	448.14	2,053.99	37.34	(3,446.01)
INSURANCE WORKERS COMPENSATION	2 758 800 00	4,400.00	366.66	351.99	95.99	351.99	7.99	(4,048.01)
INSURANCE OTHER	2 759 800 00	7,300.00	608.33	2,078.52	341.67	2,078.52	28.47	(5,221.48)
ADVERTISING EXPENSES	2 760 800 00	2,000.00	166.66	.00		.00		(2,000.00)
REGULATORY COMMISSION	2 767 800 00	2,500.00	208.33	.00		.00		(2,500.00)
MISC GENERAL EXPENSE	2 775 800 00	6,000.00	500.00	167.65	33.53	167.65	2.79	(5,832.35)
RENTS	2 775 801 00	5,000.00	416.66	5,000.00	999.99	5,000.00	100.00	.00
EMPLOYEE WELFARE/GENERAL	2 775 802 00	.00	.00	.00		.00		.00
TOTAL ADMINISTRATIVE & GEN EX		184,525.00	15,377.01	17,399.03	113.14	17,399.03	9.42	(167,125.97)
TOTAL OPERATION & MAINTENANCE		511,825.00	42,651.91	49,992.49	117.20	49,992.49	9.76	(461,832.51)

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	%	EXCRSS BUDGET
DEPRECIATION	2 403 000 00	300,000.00	25,000.00	17,210.00	68.84	17,210.00	5.73	(282,790.00)
FICA EXPENSE	2 408 200 00	13,000.00	1,083.33	647.82	59.79	647.82	4.98	(12,352.18)
INTEREST/DIVIDEND EARNED	2 419 000 00	(600.00)	(50.00)	(8.06)	16.12	(8.06)	1.34	591.94
INTEREST ON LONG TERM DEBT	2 427 300 00	80,000.00	6,666.66	4,334.77	65.02	4,334.77	5.41	(75,665.23)
AMORT OF DEBT DISC & EXP	2 428 000 00	.00	.00	.00		.00		.00
OTHER INTEREST EXPENSE	2 427 400 00	200.00	16.66	14.67	88.05	14.67	7.33	(185.33)
		=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENSES & OTHER INCOME		392,600.00	32,716.65	22,199.20	67.85	22,199.20	5.65	(370,400.80)
		=====	=====	=====	=====	=====	=====	=====
BALANCE TO SURPLUS		34,575.00	2,881.08	(12,642.69)	438.79-	(12,642.69)	36.56-	(47,217.69)