

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

December 20, 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 on November 21, 2013; the minutes were approved at the Regular Board meeting held on Thursday, December 19, 2013.

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

Yours truly,

Mineral Wells PSD


Cathy Dye
Office Manager

Enclosures: November 21, 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, NOVEMBER 21, 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; James R. Lett, Secretary, absent.

No one from the public was present.

Mr. Stewart made a motion to approve the Minutes of the October 17, 2013, Regular Board Meeting. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Stewart signed the Minutes.

Mr. Stewart made a motion to approve Requisition No. 2 SCADA System Improvement Project in the amount of \$50,524.30. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Requisition.

Mr. Stewart made a motion to approve Requisition No. 19 Sewer System Improvement Project in the amount of \$68,719.80. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Requisition.

Mr. Stewart made a motion to approve Change Order No. 12 in the amount of \$49,950.00 for Contract 1; Orders Construction Co. Inc. Sewer System Improvement Project. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Change Order.

Mr. Stewart made a motion to approve Requisition No. 5 Sewer System Improvement Project Phase II in the amount of \$353,821.28. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Requisition.

Mr. Stewart made a motion to approve Change Order No. 3, to Contract 2 Tri-State Pipeline in the amount of \$13,255.20 to the Sewer System Improvement Project Phase II. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Change Order.

The Owner-Engineer Agreement No. 5 to the Sewer System Improvement Project has been delayed to the December 19, 2013 Board Meeting for further review.

Mr. Stewart made a motion to approve the renewal of Workers Compensation with Berkley Assigned Risk Services in the amount \$13,846.00 for service period 1/25/14 thru 1/25/15. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Agreement.

Mr. Stewart made a motion to approve the Deed, Assignment of Right-of-Ways Easements and Bill of Sale to Northern Jackson County Public Service District. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the deed transfer.

Mr. Stewart made a motion to approve the 2013 Annual Reports for both Water and Sewer. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the 2013 Annual Reports.

Mr. Stewart made a motion to approve the Financial Statements, (copies attached) for October 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 #44313 thru #44404 written on the Consolidated Water and Sewer Revenue Checking Account between October 17, 2013 and November 17, 2013, (copies attached) Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks #4257 thru #4296 written on the Consolidated Payroll Account between October 17, 2013 and November 17, 2013, (copies attached). Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve early dismissal on November 27, 2013 at 2:00 PM for the District Employees. Mr. Radabaugh seconded the motion. The motion passed unanimously.

The following correspondence was discussed.

Item #24 - Letter dated October 23, 2013, from Virginia McDonald, USDA RD approving Requisition No. 4 Sewer System Improvements Project Phase II in the amount of \$54,053.94.

Item #27 - Letter dated October 23, 2013, from Virginia McDonald, USDA RD approving Requisition No. 19 Sewer System Improvements Project in the amount of \$55,736.79.

Item #57 - Letter dated November 7, 2013, from WV PERS employer contribution percentage will decrease to 14.0% effective July 1, 2014.

Mrs. Dyer had the following to discuss.

Mrs. Dyer made a request to the Board of Commissioners to change dates of the Christmas Holidays to December 25th and 26st, 2013 from December 24th and 25th, 2013. Mr. Stewart made a motion to approve the date changes for Christmas holidays. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion for early dismissal to December 24, 2013 12:00 PM and December 31, 2013 2:00 PM. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Anderson had the following to discuss.

The Sludge removal at the Plant is now complete. Orders Construction Inc. is currently installing the cover on Lagoon #3 to be completed the first week of December.

Cutlip Warner Development requested to raise their contract rate for construction from \$115.00/hour to \$160.00/hour. The District will start using R.L. Roush Excavating for construction at a rate of \$110.00/hour. There is a minimum of a 4.0 hour call out and a road punch at \$12.00/ft.

Mrs. Wine turned in her resignation effective 12/31/13, looking into other options for cleaning the office buildings.

Mr. Stewart made a motion to give all District Employees a onetime pay of \$350.00. Mr. Radabaugh seconded the motion. The motion passed unanimously.

All business having been discussed, Mr. Stewart made a motion to adjourn. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 6.00 P.M.

CERTIFICATION

I, Mark 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

**MINERAL WELLS PUBLIC SERVICE DISTRICT
FINANCIAL STATEMENT**

October 31, 2013

Checking Accounts

Water Revenue Fund Checking Account WesBanco Bank - 1131.2	\$ 6,274.72
Sewer Revenue Fund Checking Account WesBanco Bank - 2131.2	<u>75,530.14</u>
Total in Checking Accounts:	\$ 81,804.86

Water Accounts

Series 1979 Water Reserve Depreciation WesBanco Bank - 1125.401	\$ 13,077.03
Series 1979 Water Reserve WesBanco Bank - 1125.200	26,270.90
Series 1997 Sams Creek/Chesterville Reserve WesBanco Bank - 1125.300	35,588.00
Series 1999A Rockport Water Reserve Depreciation WesBanco Bank - 1125.201	7,899.80
Series 1999A Rockport Water Reserve WesBanco Bank - 1125.400	11,169.80
Series 1999B Water Improvement/Office Building Reserve WesBanco Bank - 1125.500	23,226.97
Series 1999B Water Imprmt/Office Building Reserve Deprec WesBanco Bank - 1125.503	36,151.73
Series 2004A Sycamore, Stephens, Limestone Water Reserve WesBanco Bank - 1125.502	14,445.71
Water Security Deposit Account WesBanco Bank - 1132.1	43,464.62
Series 2004A Sycamore, Stephens, Limestone Repair and Replacement WesBanco Bank - 1125.504	35,611.52
SCADA Project Checking WesBanco Bank - 1131.213	<u>30.97</u>
Total in Water Accounts:	\$ 246,937.05

Sewer Accounts

Series 2003 Sewer Improvements Repair & Replacement WesBanco Bank - 2127.8	\$ 30,649.82
Grinder Pump Maintenance Reserve Prime Rate Money Market - WesBanco Bank - 2127.7	2,799.24
Sewer Security Deposit Account WesBanco Bank - 2132.1	32,268.87
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:	\$ 65,755.57

Total All Finances - October 31, 2013

\$ 394,497.48

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

WESBANCO BANK, September 30, 2013 \$4,801.37

RECEIPTS:

Water Sales	\$111,111.50
Water Buffalo Sales	337.00
Reconnection Fees	250.00
Security Deposit Refunds	2,234.73
Tap Fees	1,750.00
NSF Bank Charges	20.00
Rent from Sewer	833.34
NJCPSD - line transfer	7,036.00

Total Receipts: \$123,572.57

Total Cash Available: \$128,373.94

Expenditures:

Action Telecom	\$102.00
ADT Security Services	49.09
Advanced Alarm Technologies	72.00
At & T Mobility	266.26
Auto Zone	22.78
BP Credit Card Company	1,021.20
Berkley Assigned Risk Services	877.80
CI Thornburg	1,396.67
Cintas	487.60
Citizens Security Life Inc Co	176.32
Commissioner's Salaries	150.00
Claywood Park PSD	34,884.00
Cutlip Warner Development Co	2,770.00
Fasteners & Supply Inc	122.45
First Bankcard	71.72
Frontier	131.44
HD Supply Waterworks	4,020.00
Hardman Supply Company	238.07
Lowe's	18.19
Matheny Motor Truck Co	933.78
Mineral Wells PSD	1,495.20
Miss Utility of WV Inc.	60.84
Mon Power	533.65
Municipal Bond Commission	9,397.47
Parkersburg Office Supply	119.64
PEIA	2,541.12
Rural Development - USDA 91-06	20,080.00
Rural Development - USDA 91-09	7,036.00
Rural Development - USDA 91-11	2,924.00
Salaries	11,005.25
Suttle & Stalnaker	4,800.00
Taylor's Disposal Inc	34.96
Tesa Company	770.12
US Postal Service	502.56
Water Environmental Testing	109.50

WesBanco Bank	95.40
WesBanco Bank 1979 Sams Creek	176.00
WesBanco Bank-Parkersburg - Rockport	314.00
WesBanco Bank-Parkersburg - Water Imprv	334.00
WesBanco Bank-Parkersburg - Stephens Fk	1,004.00
WesBanco Bank-Parkersburg- Payroll taxes	5,201.94
WV Dept of Tax & Revenue	856.93
WV Retiree Health Benefit Trust Fund	633.34
WV Public Employees Retirement System	3,461.65
Melanie L. Wine	172.80
Security Deposit Refunds	627.48

Total Expenditures: \$122,099.22

Balance in Water Revenue Fund Checking Account,
WesBanco Bank, October 31, 2013 \$6,274.72

Accounts Payable	Claywood Park PSD	\$32,191.20
	USDA Rural Development	37,234.00
	WesBanco - Repair & Replacement	23,032.77
	Dominion Hope	28.81
	Parkersburg Office Supply	152.96
	Telepage	10.74
	Total Accounts Payable	\$92,650.48

Total -\$86,375.76

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

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT
 WESBANCO BANK, September 30, 2013 \$ 63,598.20

RECEIPTS:

Sewer Sales	\$87,119.18
Butcher Bend Lagoon Assoc	885.06
Security Deposit Refunds	1,430.12
Reconnect Fees	125.00
charge off	67.54
Tap Fee Refund - Waldeck	350.00

Total Receipts: \$89,976.90

Total Cash Available: \$ 153,575.10

Expenditures:

Action Telecomm	\$68.00
ADT Security Services	32.72
Advanced Alarm Techno	48.00
At & T Mobility	177.52
Auto Zone	15.18
Aulick Chemical Solutions, Inc	4,007.46
BP Credit Card Company	680.80
Badgett Farm	1,200.00
Berkley Assigned Risk Services	585.20
Butcher Bend Lagoon Assoc	748.03
CI Thornburg	914.70
Cintas	325.08
Citizens Security Life Ins Co	117.54
Commissioner's Salaries	100.00
Cutlip Warner Development	845.00
Fasteners & Supply Inc	55.00
First Bankcard	153.65
Frontier	766.39
Hardman Supply Company	257.52
Lowe's	164.08
Matheny Motor Truck Co	622.52
Mineral Wells PSD	2,055.72
Miss Utility of WV Inc	40.56
Mon Power	6,838.91
Municipal Bond Commission	17,135.31
Parkersburg Office Supply	79.77
Parkersburg Sentinel Co	129.40
PEIA	1,715.86
REI Consultants	139.55
R L Roush Excavating	260.00
Salaries	8,260.93
Somerville Fabricators Inc.	75.00
Suttle & Stalnaker, PLLC	3,200.00

Taylor's Disposal Inc	23.30
Tesa Company	74.69
Trombold Equipment Co Inc	618.15
US Postal Service	513.57
USA Blue Book	179.39
USDA Rural Development - 91-12	13,800.00
Water Environmental Testing	433.00
WesBanco Bank	63.60
WesBanco Bank-Parkersburg-Payroll Taxes	3,738.68
WesBanco - Sewer R&R	2,148.47
Melanie L. Wine	115.20
Retiree Health Benefit Trust Fund	422.66
WV Public Employees Retirement System	2,523.53
WV Dept of Tax & Revenue	624.07
Jocie Waldeck	350.00
Security Deposit Refunds	601.25

Total Expenditures: \$78,044.96

Balance in Sewer Revenue Fund Checking Account,
WesBanco Bank, October 31, 2013 \$ 75,530.14

Accounts Payable

Total Accounts Payable \$0.00

Total \$75,530.14

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: WATER FUND **
 ** BEGINNING DATE: 10/18/13 - ENDING DATE: 11/21/13 **
 ** 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	10/21/13	262114	10/21/13	1,052.36	670	
2,101	U S POSTAL SERVICE	10/23/13	262287	10/24/13	422.17	44,313	
2,313	WESBANCO BANK-PARKERSBURG	10/28/13	262631	10/28/13	874.09	675	
1,307	MUNICIPAL BOND COMMISSION	10/30/13	262835	10/31/13	8,116.88	678	
106	MON POWER	10/30/13	262802	10/31/13	533.65	44,314	
145	ADT SECURITY SERVICES	10/30/13	262807	10/31/13	49.09	44,315	
148	ADVANCED ALARM TECHNOLOGIES	10/30/13	262808	10/31/13	72.00	44,316	
153	ACTION TELECOMM	10/30/13	262809	10/31/13	51.00	44,317	
314	AT&T MOBILITY	10/30/13	262810	10/31/13	260.66	44,318	
360	CUTLIP-WARNER DEVELOPMENT CO	10/30/13	262811	10/31/13	2,770.00	44,319	
486	DONNA GREENWALD	10/30/13	262815	10/31/13	52.37	44,320	
486	ERINA TRAYWICK	10/30/13	262817	10/31/13	70.79	44,322	
486	SADIE WINDLAND	10/30/13	262819	10/31/13	71.77	44,324	
486	CURT COPEN	10/30/13	262821	10/31/13	70.80	44,326	
486	OLD DOMINION FREIGHT LINE	10/30/13	262822	10/31/13	70.83	44,327	
486	JARIN ANDERSON	10/30/13	262824	10/31/13	70.80	44,329	
486	AMY WHITE	10/30/13	262825	10/31/13	70.75	44,330	
486	ROBIN JOY	10/30/13	262826	10/31/13	52.92	44,331	
486	CLINTON EPLER	10/30/13	262827	10/31/13	70.77	44,332	
832	HARDMAN SUPPLY COMPANY	10/30/13	262832	10/31/13	238.07	44,337	
1,364	MATHENY MOTOR TRUCK CO.	10/30/13	262836	10/31/13	110.26	44,340	
1,512	HD SUPPLY WATERWORKS, LTD	10/30/13	262837	10/31/13	4,020.00	44,341	
1,604	PARKERSBURG OFFICE SUPPLY	10/30/13	262839	10/31/13	119.64	44,343	
1,806	ROY L RADABAUGH	10/30/13	262847	10/31/13	75.00	44,344	
1,843	CINTAS CORPORATION J67	10/30/13	262848	10/31/13	487.60	44,345	
2,001	TESA COMPANY INC	10/30/13	262854	10/31/13	157.28	44,348	
2,005	C I THORNBURG	10/30/13	262856	10/31/13	1,396.67	44,350	
2,106	USDA RURAL DEVELOPMENT	10/30/13	262860	10/31/13	10,040.00	44,351	
2,200	FIRST BANKCARD	10/30/13	262865	10/31/13	71.72	44,352	
2,205	FRONTIER	10/30/13	262866	10/31/13	131.44	44,353	
2,314	WV DEPT OF TAX & REVENUE	10/30/13	262870	10/31/13	856.93	44,355	

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: WATER FUND **
 ** BEGINNING DATE: 10/18/13 - ENDING DATE: 11/21/13 **
 ** 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						
2,315	PUBLIC EMPLOYEES RETIREMENT SY	10/30/13	262871	10/31/13	3,461.65	44,356	
23,067	MELANIE L WINE	10/30/13	262887	10/31/13	172.80	44,358	
23,079	MARK STEWART	10/30/13	262888	10/31/13	75.00	44,359	
2,313	WESBANCO BANK-PARKERSBURG	11/04/13	263172	11/04/13	1,116.80	679	
2,313	WESBANCO BANK-PARKERSBURG	11/12/13	263742	11/12/13	810.17	681	
1,307	MUNICIPAL BOND COMMISSION	11/14/13	264135	11/14/13	1,280.59	683	
106	MON POWER	11/14/13	264108	11/14/13	61.32	44,363	
109	ATLAS TOWING CO.	11/14/13	264111	11/14/13	67.51	44,364	
124	AT&T - STATE CALLING SERVICE	11/14/13	264112	11/14/13	13.13	44,365	
275	BP	11/14/13	264113	11/14/13	1,001.56	44,366	
309	CLAYWOOD PARK PSD	11/14/13	264114	11/14/13	32,191.20	44,367	
360	CUTLIP-WARNER DEVELOPMENT CO	11/14/13	264115	11/14/13	4,925.00	44,368	
438	DOMINION HOPE	11/14/13	264117	11/14/13	28.81	44,369	
486	MARK ARCHER	11/14/13	264118	11/14/13	3.15	44,370	
486	DALE ARCHER	11/14/13	264119	11/14/13	1.94	44,371	
486	KITTY L MARTIN	11/14/13	264120	11/14/13	2.73	44,372	
486	GALEN & ELIZABETH GLOTFELTY	11/14/13	264121	11/14/13	1.37	44,373	
486	KRISTEN TODD	11/14/13	264124	11/14/13	8.04	44,376	
600	FASTENERS & SUPPLY INC	11/14/13	264131	11/14/13	9.24	44,383	
733	W. W. GRAINGER, INC.	11/14/13	264132	11/14/13	59.74	44,384	
1,200	LOWE'S	11/14/13	264133	11/14/13	88.93	44,385	
1,301	MISS UTILITY OF WV INC	11/14/13	264134	11/14/13	42.90	44,386	
1,500	OHIO VALLEY MUFFLER & BRAKE	11/14/13	264143	11/14/13	4.80	44,387	
1,604	PARKERSBURG OFFICE SUPPLY	11/14/13	264144	11/14/13	152.96	44,388	
2,001	TESA COMPANY INC	11/14/13	264148	11/14/13	93.94	44,389	
2,002	TAYLOR'S DISPOSAL INC	11/14/13	264149	11/14/13	34.96	44,390	
2,005	C I THORNBURG	11/14/13	264150	11/14/13	2,465.68	44,391	
2,039	TELEPAGE	11/14/13	264153	11/14/13	10.74	44,392	
2,106	USDA RURAL DEVELOPMENT	11/14/13	264160	11/14/13	3,518.00	44,393	
2,200	FIRST BANKCARD	11/14/13	264162	11/14/13	77.24	44,394	
2,306	WATER ENVIRONMENTAL TESTING	11/14/13	264163	11/14/13	81.00	44,395	
2,308	PEIA	11/14/13	264165	11/14/13	2,582.68	44,396	
23,047	RETIREE HEALTH BNFT TRST FUND	11/14/13	264189	11/14/13	642.91	44,399	
23,050	WALTER BOISE	11/14/13	264190	11/14/13	300.00	44,400	
23,101	CITIZENS SECURITY LIFE INS CO	11/14/13	264191	11/14/13	176.32	44,401	
2,313	WESBANCO BANK-PARKERSBURG	11/18/13	264431	11/18/13	1,056.97	685	

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: WATER FUND **
 ** BEGINNING DATE: 10/18/13 - ENDING DATE: 11/21/13 **
 ** 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							
2,106	USDA RURAL DEVELOPMENT	11/18/13	264519	11/18/13	2,924.00	44,403		
2,101	U S POSTAL SERVICE	11/18/13	264512	11/18/13	86.33	44,404		
	CONSOLIDATED BANK ACCOUNT				92,140.42	69 *		

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: SEWER FUND **
 ** BEGINNING DATE: 10/18/13 - ENDING DATE: 11/21/13 **
 ** 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	10/21/13	262114	10/21/13	722.30	670	
2,101	U S POSTAL SERVICE	10/23/13	262287	10/24/13	281.45	44,313	
2,313	WESBANCO BANK-PARKERSBURG	10/28/13	262631	10/28/13	811.95	675	
106	MON POWER	10/30/13	262802	10/31/13	1,666.79	44,314	
145	ADT SECURITY SERVICES	10/30/13	262807	10/31/13	32.72	44,315	
148	ADVANCED ALARM TECHNOLOGIES	10/30/13	262808	10/31/13	48.00	44,316	
153	ACTION TELECOMM	10/30/13	262809	10/31/13	34.00	44,317	
314	AT&T MOBILITY	10/30/13	262810	10/31/13	173.78	44,318	
360	CUTLIP-WARNER DEVELOPMENT CO	10/30/13	262811	10/31/13	845.00	44,319	
486	DONNA GREENWALD	10/30/13	262816	10/31/13	52.37	44,321	
486	ERINA TRAYWICK	10/30/13	262818	10/31/13	54.61	44,323	
486	SADIE WINDLAND	10/30/13	262820	10/31/13	55.37	44,325	
486	OLD DOMINION FREIGHT LINE	10/30/13	262823	10/31/13	57.67	44,328	
486	MOLLIE K LAIR	10/30/13	262828	10/31/13	79.43	44,333	
486	CASEY L DODGE	10/30/13	262829	10/31/13	26.41	44,334	
486	ADAM COTTRILL	10/30/13	262830	10/31/13	32.42	44,335	
486	BONNIE ANDERSON	10/30/13	262831	10/31/13	.85	44,336	
832	HARDMAN SUPPLY COMPANY	10/30/13	262832	10/31/13	257.52	44,337	
1,302	MINERAL WELLS PSD	10/30/13	262833	10/31/13	416.67	44,338	
1,302	MINERAL WELLS PSD	10/30/13	262834	10/31/13	218.70	44,339	
1,364	MATHENY MOTOR TRUCK CO.	10/30/13	262836	10/31/13	73.51	44,340	
1,600	PARKERSBURG SENTINEL CO	10/30/13	262838	10/31/13	129.40	44,342	
1,604	PARKERSBURG OFFICE SUPPLY	10/30/13	262839	10/31/13	79.77	44,343	
1,806	ROY L RADABAUGH	10/30/13	262847	10/31/13	50.00	44,344	
1,843	CINTAS CORPORATION J67	10/30/13	262848	10/31/13	325.08	44,345	
1,866	REI CONSULTANTS	10/30/13	262852	10/31/13	139.55	44,346	
1,961	SOMERVILLE FABRICATORS INC.	10/30/13	262853	10/31/13	75.00	44,347	
2,001	TESA COMPANY INC	10/30/13	262854	10/31/13	74.69	44,348	
2,004	TROMBOLD EQUIPMENT CO INC	10/30/13	262855	10/31/13	618.15	44,349	
2,005	C I THORNBURG	10/30/13	262856	10/31/13	914.70	44,350	
2,200	FIRST BANKCARD	10/30/13	262865	10/31/13	153.65	44,352	
2,205	FRONTIER	10/30/13	262866	10/31/13	766.39	44,353	
2,306	WATER ENVIRONMENTAL TESTING	10/30/13	262868	10/31/13	170.00	44,354	
2,314	WV DEPT OF TAX & REVENUE	10/30/13	262870	10/31/13	624.07	44,355	
2,315	PUBLIC EMPLOYEES RETIREMENT SY	10/30/13	262871	10/31/13	2,523.53	44,356	

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: SEWER FUND **
 ** BEGINNING DATE: 10/18/13 - ENDING DATE: 11/21/13 **
 ** 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						
23,046	BUTCHER BEND LAGOON ASSOC	10/30/13	262886	10/31/13	748.03	44,357	
23,067	MELANIE L WINE	10/30/13	262887	10/31/13	115.20	44,358	
23,079	MARK STEWART	10/30/13	262888	10/31/13	50.00	44,359	
2,313	WESBANCO BANK-PARKERSBURG	11/04/13	263172	11/04/13	831.82	679	
2,101	U S POSTAL SERVICE	11/07/13	263350	11/08/13	33.00	44,360	
2,313	WESBANCO BANK-PARKERSBURG	11/12/13	263742	11/12/13	916.23	681	
1,307	MUNICIPAL BOND COMMISSION	11/14/13	264135	11/14/13	17,135.31	683	
2,101	U S POSTAL SERVICE	11/13/13	264002	11/14/13	149.82	44,362	
106	MON POWER	11/14/13	264108	11/14/13	6,500.59	44,363	
124	AT&T - STATE CALLING SERVICE	11/14/13	264112	11/14/13	8.75	44,365	
275	BP	11/14/13	264113	11/14/13	667.70	44,366	
360	CUTLIP-WARNER DEVELOPMENT CO	11/14/13	264115	11/14/13	1,122.50	44,368	
438	DOMINION HOPE	11/14/13	264117	11/14/13	19.21	44,369	
486	AMBER SHORT	11/14/13	264122	11/14/13	30.57	44,374	
486	DAVID SMITH	11/14/13	264123	11/14/13	96.78	44,375	
486	GASTON TRAYWICK	11/14/13	264125	11/14/13	81.14	44,377	
486	DANIEL JONAS	11/14/13	264126	11/14/13	26.82	44,378	
486	R L CHARPENTIER PHOTO LLC	11/14/13	264127	11/14/13	72.60	44,379	
486	STACY SEARS	11/14/13	264128	11/14/13	85.94	44,380	
486	DAVID AZINGER	11/14/13	264129	11/14/13	3.18	44,381	
486	THOMAS HOUCK	11/14/13	264130	11/14/13	42.85	44,382	
600	FASTENERS & SUPPLY INC	11/14/13	264131	11/14/13	139.16	44,383	
733	W. W. GRAINGER, INC.	11/14/13	264132	11/14/13	39.83	44,384	
1,200	LOWE'S	11/14/13	264133	11/14/13	234.62	44,385	
1,301	MISS UTILITY OF WV INC	11/14/13	264134	11/14/13	28.60	44,386	
1,500	OHIO VALLEY MUFFLER & BRAKE	11/14/13	264143	11/14/13	3.20	44,387	
1,604	PARKERSBURG OFFICE SUPPLY	11/14/13	264144	11/14/13	101.97	44,388	
2,001	TESA COMPANY INC	11/14/13	264148	11/14/13	184.90	44,389	
2,002	TAYLOR'S DISPOSAL INC	11/14/13	264149	11/14/13	23.30	44,390	
2,005	C I THORNBURG	11/14/13	264150	11/14/13	771.62	44,391	
2,039	TELEPAGE	11/14/13	264153	11/14/13	7.16	44,392	
2,200	FIRST BANKCARD	11/14/13	264162	11/14/13	524.00	44,394	
2,306	WATER ENVIRONMENTAL TESTING	11/14/13	264163	11/14/13	243.00	44,395	
2,308	PEIA	11/14/13	264165	11/14/13	1,674.30	44,396	
2,312	WESBANCO BANK-PARKERSBURG	11/14/13	264166	11/14/13	2,012.15	44,397	

VENDOR CHECKS REPORT

** BANK: 3 101 000 00, FUND: SEWER FUND **
 ** BEGINNING DATE: 10/18/13 - ENDING DATE: 11/21/13 **
 ** VENDOR RANGE: ALL VENDORS ** ** CHECK RANGE: ALL CHECKS **
 ** PRINT ORDER: DATE / CHECK # **

BANK ACCOUNT	PAY-TO		POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
VENDOR#	VENDOR-NAME						
3 101 000 00	CONSOLIDATED BANK ACCOUNT						
2,385	W C WEIL COMPANY		11/14/13	264173	11/14/13	730.81	44,398
23,047	RETIREE HEALTH BNFT TRST FUND		11/14/13	264189	11/14/13	413.09	44,399
23,101	CITIZENS SECURITY LIFE INS CO		11/14/13	264191	11/14/13	117.54	44,401
23,221	PROFESSIONAL SERVICE INDUST		11/14/13	264192	11/14/13	568.00	44,402
23,115	USDA RURAL DEVELOPMENT		11/08/13	263475	11/15/13	13,800.00	44,361
2,313	WESBANCO BANK-PARKERSBURG		11/18/13	264431	11/18/13	726.77	685
2,101	U S POSTAL SERVICE		11/18/13	264512	11/18/13	57.55	44,404
	CONSOLIDATED BANK ACCOUNT					63,725.11	77 *

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

Check No.	Name	Check Amt.	Check Date
4257	Todd R. Anderson	\$740.91	10/24/2013
4258	Dennis R. Brown	\$432.78	10/24/2013
4259	William H. Byers, Jr.	\$720.39	10/24/2013
4260	Cathy J. Dyer	\$498.20	10/24/2013
4261	Linda K. Watson	\$416.77	10/24/2013
4262	Darin L. Crites	\$271.15	10/24/2013
4263	Nellie B. Radcliff	\$336.11	10/24/2013
4264	Mark A. Dennis	\$371.32	10/24/2013
4265	Todd R. Anderson	\$635.20	10/31/2013
4266	Dennis R. Brown	\$432.80	10/31/2013
4267	William H. Byers, Jr.	\$580.22	10/31/2013
4268	Cathy J. Dyer	\$498.21	10/31/2013
4269	Linda K. Watson	\$416.76	10/31/2013
4270	Darin L. Crites	\$321.33	10/31/2013
4271	Nellie B. Radcliff	\$336.10	10/31/2013
4272	Mark A. Dennis	\$451.93	10/31/2013
4273	Todd R. Anderson	\$826.07	11/7/2013
4274	Dennis R. Brown	\$623.77	11/7/2013
4275	William H. Byers, Jr.	\$614.76	11/7/2013
4276	Cathy J. Dyer	\$498.20	11/7/2013
4277	Linda K. Watson	\$416.77	11/7/2013
4278	Darin L. Crites	\$399.65	11/7/2013
4279	Nellie B. Radcliff	\$336.11	11/7/2013
4280	Mark A. Dennis	\$472.31	11/7/2013
4281	Todd R. Anderson	\$899.46	11/14/2013
4282	Dennis R. Brown	\$485.78	11/14/2013
4283	William H. Byers, Jr.	\$483.88	11/14/2013
4284	Cathy J. Dyer	\$498.20	11/14/2013
4285	Linda K. Watson	\$416.76	11/14/2013
4286	Darin L. Crites	\$271.14	11/14/2013
4287	Nellie B. Radcliff	\$336.10	11/14/2013
4288	Mark A. Dennis	\$418.59	11/14/2013
4289	Todd R. Anderson	\$698.83	11/21/2013
4290	Dennis R. Brown	\$518.12	11/21/2013
4291	William H. Byers, Jr.	\$607.11	11/21/2013
4292	Cathy J. Dyer	\$498.21	11/21/2013
4293	Linda K. Watson	\$416.77	11/21/2013
4294	Darin L. Crites	\$420.73	11/21/2013
4295	Nellie B. Radcliff	\$336.10	11/21/2013
4296	Mark A. Dennis	\$371.31	11/21/2013

**MINERAL WELLS PUBLIC SERVICE DISTRICT
LIST OF CORRESPONDENCE
OCTOBER 18, 2013 – NOVEMBER 21, 2013**

1. Water Environmental Testing, pH results from farms for sludge.
2. Copy of letter dated October 21, 2013, to Marty Seufer, from Cathy Dyer, enclosing an approved copy of the minutes of the regular board meeting that was held September 19, 2013.
3. Copy of letter dated October 18, 2013, to Cerrone Associates, Inc., from Cathy Dyer, enclosing an approved and signed copy of Change Order No. 2 for Contract No. 2 of the Wastewater Improvement Project – Phase II.
4. Copy of letter dated October 18, 2013, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing Requisition No. 18, in the amount of \$55,736.79 for the Sewer System Improvements Project.
5. Copy of letter dated October 18, 2013, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing Requisition No. 4 in the amount of \$54,053.94 for the Sewer System Improvement Project Phase II.
6. Alarm System Test and Inspection Certificate from Advanced Alarm Technologies.
7. State of West Virginia National Pollutant Discharge Elimination System Discharge Monitoring Report for October 2013.
8. 2013 Annual Survey of Local Government Finances.
9. E-mail dated October 22, 2013, to Jim Mayles, Cerrone Associates, from Cathy Dyer, attaching REIC results for Farm #5 taken on October 10, 2013.
10. Certificate of Liability Insurance dated October 18, 2013, to Mineral Wells PSD, from Tri-State Pipeline, Inc.
11. Electronic Submission of the September 2013 Discharge Monitoring Report.
12. E-mail dated October 23, 2013, to Dominick Cerrone, from Linda Watson, attaching the September 2013 DMR.
13. Fax dated October 23, to Action Answering Service from Mineral Wells PSD, attaching customers read & locked for non payment of sewer bill.
14. E-mail dated October 23, 2013, to Virginia McDonald, Rural Development, from Cathy Dyer, attaching letter of acceptance for phase II.
15. Copy of letter dated October 23, 2013, to Carrie Grimm, State Revolving Fund Program, from Cathy Dyer, enclosing copy of the Financial Statement for the District for year ending June 30, 2013. (Certified Mail)

**Mineral Wells PSD
List of Correspondence
November 21, 2013
Page 2**

16. Copy of letter dated October 23, 2013, to Public Service Commission, from Cathy Dyer, enclosing a copy of the Financial Statement for the District for year ending June 30, 2013. (Certified Mail)
17. Copy of letter dated October 23, 2013, to West Virginia State Tax Department, from Cathy Dyer, enclosing a copy of the Financial Statement for the District for year ending June 30, 2013. (Certified Mail)
18. Copy of letter dated October 23, 2013, to Chris Jarrett, West Virginia Water Development Authority, from Cathy Dyer, enclosing a copy of the Financial Statement for the District for year ending June 30, 2013.
19. Copy of letter dated October 23, 2013, to Steven Hardman, Attorney, Bowles Rice, from Cathy Dyer, enclosing a copy of the Financial Statement for the District for year ending June 30, 2013.
20. Copy of letter dated October 23, 2013, to Dominick Cerrone, Cerrone Associates, from Cathy Dyer, enclosing a copy of the Financial Statement for the District for year ending June 30, 2013.
21. Copy of letter dated October 23, 2013, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing a copy of the Financial Statement for the District for year ending June 30, 2013.
22. Copy of letter dated October 23, 2013, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing a copy of the Financial Statement for the District for year ending June 30, 2013.
23. Copy of letter dated October 23, 2013, to Jim Ellars, WVIJDC, from Cathy Dyer, enclosing a copy of the Financial Statement for the District for year ending June 30, 2013.
24. ******Letter dated October 23, 2013, to Mineral Wells PSD, from Virginia McDonald, Rural Development, advising that project funds in the amount of \$54,053.94 were ordered on October 23, 2013.**
25. Statement of Compliance dated October 23, 2013, to Mineral Wells PSD, from Orders Construction, attaching payroll for October 13, 2013 thru October 19, 2013.
26. Mailed Marilyn Carmichaels past due bill on October 25, 2013.
27. ******Letter dated October 22, 2013, to Mineral Wells PSD, from Virginia McDonald, Rural Development, advising that project funds in the amount of \$55,736.79 were ordered on October 22, 2013.**
28. Copy of letter dated October 25, 2013, to Lisa Whipkey, from Cathy Dyer, regarding a delinquent account in the amount of \$108.12 for service at 246 Lincoln Dr.

**Mineral Wells PSD
List of Correspondence
November 21, 2013
Page 3**

29. Copy of letter dated October 25, 2013, to Stephanie Haines, from Cathy Dyer, regarding a delinquent account in the amount of \$168.73 for service at #13 Skyview Acres.
30. Copy of letter dated October 25, 2013, to Hope Bibbee, from Cathy Dyer, regarding a delinquent account in the amount of \$133.37 for service at 375 Sharon St.
31. E-mail dated October 28, 2013, to Todd Anderson, from Todd Anderson, regarding a conversation with Rural Development on reimbursement for lime.
32. Copy of letter dated October 28, 2013, to Heather Lott, from Linda Watson, regarding a check in the amount of \$31.47 the District received back marked NSF.
33. WesBanco, Your Money Matter\$, October 2013.
34. Copy of letter dated October 28, 2013, to John Person, Orders Construction, from Cathy Dyer, enclosing a check in the amount of \$43,400.29 for Req. 18.
35. Copy of letter dated October 28, 2013, to Andrea Hicks, Cerrone Associates, from Cathy Dyer, enclosing a check in the amount of \$12,336.50 for Req. 18.
36. Copy of letter dated October 28, 2013, to Andrea Hicks, Cerrone Associates, from Cathy Dyer, enclosing a check in the amount of \$9,114.81 for Req. 4.
37. Copy of letter dated October 28, 2013, to Environment One, from Cathy Dyer, enclosing a check in the amount of \$6,283.00 for Req. 4.
38. Copy of letter dated October 28, 2013, to Tri-State Pipeline, from Cathy Dyer, enclosing a check in the amount of \$38,656.13 for Req. 4.
39. E-mail dated October 29, 2013, to Cathy Dyer, from Steve Hardman, Bowles Rice, attaching a letter of protest filed by Ray H. Peters.
40. Copy of letter dated October 28, 2013, to Director, Division of Water & Waste Management, DEP, Permitting Section, enclosing a copy of the Certificate of Publication that was in the Parkersburg News & Sentinel on October 11, 2013.
41. E-mail dated October 31, 2013, to Robert Bates, DEP, from Cathy Dyer, attaching a request to correct the District's DEP permit WV0081141.
42. Fax dated October 30, 2013, to Action Answering Service, from Mineral Wells PSD, attaching list of customers turned off for Non-payment.
43. Statement of Compliance dated October 30, 2013, to Mineral Wells PSD, from Orders Construction, attaching payroll records for the week of October 20, 2103 thru October 26, 2013.
44. Fax dated November 1, 2013, to Christy Pitsenbarger, WV Bureau of Public Health, from Todd Anderson, attaching the Monthly Operational Report for the month of October 2013.

**Mineral Wells PSD
List of Correspondence
November 21, 2013
Page 4**

45. E-mail dated November 1, 2013, to Jennifer Wilson, Rural Development, from Cathy Dyer, attaching October 2013 bank statements for the Sewer System Improvements Project Phase I and Phase II.
46. Check in the amount of \$270.00 from Jack Cooper Trucking, hit manhole.
47. Client Bulletin from Suttle & Stalnaker, November 2013.
48. Bacteriological Examination of Water from Public Water Distribution System, October 2013.
49. Fax dated November 4, 2013, to Kage Queen, from Cathy Dyer, attaching application for service.
50. Certified Payroll for Pro Contractors, for week ending October 26, 2013.
51. Tips & Hints from USDA Rural Development's Ripley Area Office.
52. Invoice from Norman Jackson Trucking, Inc., for lime spreading.
53. Quote from Evans Construction to repair road in Windsor; \$3,640.00
54. E-mail dated November 6, 2013, to Jim Mayles, Cerrone Associates, from Cathy Dyer, attaching invoices for lime from Norman Jackson Trucking, Inc.
55. Letter dated November 6, 2013, to Mineral Wells PSD, from Mike Idleman, City Insurance, regarding WV workers' compensation coverage.
56. United States Bankruptcy Court, ordering continuing confirmation hearing for Leondro & Drema Galang.
57. ******Letter dated November 7, 2013, to Mineral Wells PSD, from Jeffrey Fleck, State of West Virginia, regarding employer contribution percentage will decrease from 14.5 to 14.0 effective July 1, 2014.**
58. Statement of Compliance dated November 6, 2013, to Mineral Wells PSD, from Orders Construction, attaching payroll records for week of October 27, 2013 thru November 2, 2013.
59. Check in the amount of \$711.41 from Pro Contractors, Inc. for sewer line repair at 536 Windsor Dr.
60. Copy of letter dated November 15, 2013, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing check in the amount of \$13,800.00 for November 2013 interest only payment.
61. E-mail dated November 8, 2013, to Jim Mayles, Cerrone Associates, from Cathy Dyer, attaching the test results from WET on lagoon #3 sludge sampling taken November 5, 2013.

**Mineral Wells PSD
List of Correspondence
November 21, 2013
Page 5**

62. Fax dated November 8, 2013, to Wendy, Walmart, from William Byers, attaching a copy of form for oil and water separator log.
63. E-mail dated November 8, 2013, to Mineral Wells PSD, from PEIA, regarding ACA Issues.
64. E-mail dated November 12, 2013, to Chad Miller, from Cathy Dyer, attaching the price estimate for Price Road tank underground wiring.
65. Fax dated November 12, 2013, to Parkersburg Housing Section 8, from Cathy Dyer, attaching a history report for Tamara Briggs.
66. Fax dated October 9, 2013, to Todd Anderson, from Timothy Kerby , PSI, attaching a proposal for field concrete testing and laboratory compressive strength testing.
67. E-mail dated November 12, 2013, to Renee Showalter, Bill Bailey Insurance, from Cathy Dyer, attaching the Offer of Renewal Statement from Berkley Assigned Risk Services for workers compensation.
68. E-mail dated November 13, 2013, to Cathy Dyer, from Todd Anderson, regarding a change order will be presented to the Board for the additional sludge that was removed from lagoon #3.
69. Letter dated November 6, 2013, to Cathy Dyer, from Patricia Burch, Burch Hydro, enclosing Certified Payroll Report for weeks ending 9/29/13, 10/6/13, 10/20/13.
70. Fax dated November 13, 2013, to Todd Anderson, from Jim Wright, WET, attaching Total & Volatile Solid results for lagoon #3.
71. E-mail dated November 13, 2013, to Mineral Wells PSD, from Jim Mayles, Cerrone Associates, attaching minutes for the November Progress meeting.
72. Statement of compliance dated November 12, 2013, to Mineral Wells PSD, from Orders Construction, attaching payroll for week of November 3, 2013 to November 9, 2013.
73. E-mail dated November 14, 2013, to Mineral Wells PSD, from Jim Mayles, Cerrone Associates, attaching the punch list for Contract 5 developed after the progress meeting.
74. E-mail dated November 14, 2013, to Mineral Wells PSD, from Harry Taylor, attaching the first punchlist for the Sewer system Improvements Project.
75. E-mail dated November 14, 2013, to Randy Cole, from Cathy Dyer, attaching the approval from Mineral Wells & USDA Rural Development for Requisition No. 15, Sewer System Improvements Project.
76. E-mail dated November 14, 2013, to Mineral Wells PSD, from Jim Mayles, Cerrone Associates, attaching a draft letter for Virginia McDonald addressing the attempt to find contractors to apply lime to the fields.

**Mineral Wells PSD
List of Correspondence
November 21, 2013
Page 6**

77. Copy of letter dated November 15, 2013, to Michelle Grewe, from Linda Watson, regarding a check the District received in the amount of \$174.31 from the bank marked NSF.
78. E-mail dated November 15, 2013, to Wirt County Journal, from Cathy Dyer, attaching notice of the Regular Board Meeting to be inserted in the Journal.
79. Fax dated November 15, 2013, to Parkersburg News/Sentinel, from Mineral Wells PSD, attaching notice of the Regular Board Meeting to be inserted in the newspaper.
80. Fax dated November 15, 2013, to Jackson Herald Newspaper, from Mineral Wells PSD, attaching notice of the Regular Board Meeting to be inserted in the newspaper.
81. Letter dated November 12, 2013, to Mineral Wells PSD, from Melanie Wine, regarding her resignation from janitorial cleaning.
82. Fax dated November 18, 2013, to Mineral Wells PSD, from Union Williams PSD, regarding the monthly PSD meeting to be held November 20, 2013 at the Mineral Wells office.
83. Fax dated November 19, 2013, to Mineral Wells PSD, from Jim Wright, WET, attaching reports & DMR for month of October 2013.
84. National Pollutant Discharge Elimination System Discharge Monitoring Report, State of West Virginia, for the month of October 2013.
85. Sludge sample results from WET dated November 5, 2013.
86. USDA Mountain State Rural Express, October 2013.
87. Fax dated November 20, 2013, to Carolyn, Astorg Motor Company, from Linda Watson, attaching a credit application.
88. E-mail dated November 19, 2013, to Cathy Dyer, from Renee Shotwell, Bill Bailey Insurance Company, attaching the Finance Agreement to be signed.
89. Letter dated November 12, 2013, to Mineral Wells PSD, from Andrea Hicks, attaching for review and approval are six (6) copies of Change Order No. 12 to Contract 1 of the Wastewater System Improvements Project.
90. Letter dated November 19, 2013, to Mineral Wells PSD, from Andrea Hicks, attaching for review and approval are six (6) copies of Requisition No. 2 for the Water System Telemetry project.
91. Letter dated November 19, 2013, to Mineral Wells PSD, from Andrea Hicks, attaching for review and approval are six (6) copies of Requisition No. 19 for the Sewer System Improvements Project.

**Mineral Wells PSD
List of Correspondence
November 21, 2013
Page 7**

92. Letter dated November 19, 2013, to Mineral Wells PSD, from Andrea Hicks, attaching for review and approval are six (6) copies of Requisition No. 5 for Phase II for the Sewer System Improvements Project.
93. Letter dated November 19, 2013, to Mineral Wells PSD, from Andrea Hicks, attaching for review and approval are six (6) copies of Change Order No. 3 to Contract 2 of the Wastewater System Improvements Project – Phase II.
94. Fax dated November 20, 2013, to Mineral Wells PSD, from Dominick Cerrone, attaching a letter regarding the project statues updates for the District.
95. Deed, Assignment of Right-of-ways and easements, and Bill of Sale, dated October 8, 2013 by and between Mineral Wells PSD and Northern Jackson County Public Service District.
96. Statement of Compliance dated November 20, 2013, to Mineral Wells PSD, from Orders Construction, attaching payroll for the week of November 10, 2013 thru November 16, 2013.
97. E-mail dated November 21, 2013, to Andrea Hicks, from Cathy Dyer, attaching final payment to Bowles Rice, for Sewer System Improvements Project, Phase II.
98. E-mail dated November 21, 2013, to Dominick Cerrone, from Linda Watson, attaching the DMR for October 2013.
99. Confirmation for electronic submission dated November 21, 2013, to DEP, from Linda Watson, attaching the DMR for October 2013.
100. Letter dated November 18, 2013, to Mineral Wells PSD, from Kathy Lough, REIC, attaching Saulsbury Booster Station samples.

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)	(354,666.64)	(83,885.00)	94.60	(341,250.93)	32.07	722,749.07
METERED SALES-COMMERCIAL	1 461 200 00	(187,000.00)	(62,333.32)	(15,802.92)	101.40	(66,255.31)	35.43	120,744.69
METERED SALES-INDUSTRIAL	1 461 300 00	(3,400.00)	(1,133.32)	(266.42)	94.03	(1,021.17)	30.03	2,378.83
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	(3,300.00)	(1,100.00)	(27.30)	9.92	(109.20)	3.30	3,190.80
METER RENTAL	1 461 500 00	.00	.00	.00		.00		.00
TOTAL METERED SALES		(1257,700.00)	(419,233.28)	(99,981.64)	95.39	(408,636.61)	32.49	849,063.39
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(25,000.00)	(8,333.32)	(1,952.46)	93.71	(8,234.12)	32.93	16,765.88
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(3,500.00)	(1,166.64)	(24,939.00)	999.99	(25,528.05)	729.37	(22,028.05)
METER LEASE - MOBILE HOME PARK	1 472 000 00	(700.00)	(233.32)	.00		.00		700.00
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(1,666.64)	(416.71)	100.01	(1,666.68)	33.33	3,333.32
OTHER WATER REVENUES	1 474 000 00	(5,200.00)	(1,733.32)	(336.00)	77.53	(1,388.75)	26.70	3,811.25
GAIN ON SALE	1 476 000 00	.00	.00	.00		.00		.00
TOTAL OTHER REVENUES		(39,400.00)	(13,133.24)	(27,644.17)	841.95	(36,817.60)	93.44	2,582.40
TOTAL REVENUES		(1297,100.00)	(432,366.52)	(127,625.81)	118.07	(445,454.21)	34.34	851,645.79

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

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
OPERATION/MAINTENANCE EXPENSE								
SOURCE OF SUPPLY								
PURCHASED WATER	1 610 100 00	420,000.00	140,000.00	32,191.20	91.97	134,272.80	31.96	(285,727.20)
PURCHASED WATER PARKERBURG	1 610 101 00	7,000.00	2,333.32	.00		.00		(7,000.00)
TOTAL SOURCE OF SUPPLY		427,000.00	142,333.32	32,191.20	90.46	134,272.80	31.44	(292,727.20)
WATER SYSTEM EXPENSES								
OPERATION/MAINTENANCE								
SALARIES & WAGES PUMPING LABOR	1 601 500 00	7,200.00	2,400.00	1,235.05	205.84	2,498.74	34.70	(4,701.26)
POWER PURCHASED PUMPING	1 615 500 00	8,500.00	2,833.32	317.11	44.76	2,000.31	23.53	(6,499.69)
CHEMICALS	1 618 500 00	400.00	133.32	.00		.00		(400.00)
CONTRACTUAL SERVICES TESTING	1 635 500 00	3,600.00	1,200.00	109.50	36.50	1,179.00	32.75	(2,421.00)
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	13,333.32	6,818.77	204.56	17,887.81	44.71	(22,112.19)
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	5,000.00	1,683.81	134.70	5,930.47	39.53	(9,069.53)
CONTRACTUAL SERVIES OTHER	1 636 600 00	37,000.00	12,333.32	2,370.84	76.89	16,005.70	43.25	(20,994.30)
MISC EXPENSE PUMPING	1 675 606 00	.00	.00	.00		.00		.00
TOTAL OPERATION/MAINTENANCE		111,700.00	37,233.28	12,535.08	134.66	45,502.03	40.73	(66,197.97)

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	3,833.32	.00		.00		(11,500.00)
SALARIES & WAGES STRUC & IMP	1 601 702 00	2,100.00	700.00	274.30	156.74	828.70	39.46	(1,271.30)
SALARIES & WAGES METER READING	1 601 703 00	7,300.00	2,433.32	568.61	93.47	2,431.58	33.30	(4,868.42)
SALARIES & WAGES BILLING & COL	1 601 704 00	33,000.00	11,000.00	2,842.87	103.37	9,731.99	29.49	(23,268.01)
MATERIALS & SUPPLIES CUSTOMER	1 620 700 00	7,600.00	2,533.32	502.56	79.35	2,224.18	29.26	(5,375.82)
CONTRACTUAL SERVICES OTHER	1 636 700 00	2,200.00	733.32	.00		1,714.20	77.91	(485.80)
UNCOLLECTIBLE ACCOUNTS	1 670 700 00	3,500.00	1,166.64	.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	333.32	.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	22,733.24	4,188.34	73.69	16,930.65	24.82	(51,269.35)
OPERATION/MAINTENANCE								
ADMIN & GENERAL SALARIES	1 601 801 00	65,000.00	21,666.64	5,074.72	93.68	15,572.72	23.95	(49,427.28)
SALARIES & WAGES COMMISSIONERS	1 603 800 00	2,700.00	900.00	150.00	66.66	600.00	22.22	(2,100.00)
EMPLOYEES PENSIONS/BENEFITS	1 604 801 00	45,300.00	15,100.00	4,884.05	129.37	15,588.01	34.41	(29,711.99)
EMPLOYEE VACATION PAY	1 604 802 00	11,700.00	3,900.00	901.68	92.48	3,470.06	29.65	(8,229.94)
EMPLOYEES HOLIDAY PAY	1 604 803 00	8,200.00	2,733.32	.00		1,530.72	18.66	(6,669.28)
EMPLOYEES SICK PAY	1 604 804 00	8,200.00	2,733.32	268.80	39.33	609.80	7.43	(7,590.20)
EMPLOYEES' FUNERAL LEAVE PAY	1 604 805 00	.00	.00	.00		197.28		197.28
COMP TIME	1 604 806 00	2,300.00	766.64	123.00	64.17	587.32	25.53	(1,712.68)
OPEB/WV RETIREE HEALTH BENEFIT	1 604 808 00	4,100.00	1,366.64	338.40	99.04	1,353.60	33.01	(2,746.40)
EMPLOYEES WELFARE EXPENSE	1 604 809 00	.00	.00	.00		.00		.00
OFFICE SUPPLIES & EXPENSE	1 620 800 00	10,000.00	3,333.32	1,136.18	136.34	4,539.06	45.39	(5,460.94)
CONTRACTUAL SERV ENGINEERING	1 631 800 00	.00	.00	.00		.00		.00
CONTRACTUAL SERV ACCOUNTING	1 632 800 00	7,500.00	2,500.00	1,500.00	240.00	4,800.00	64.00	(2,700.00)
CONTRACTUAL SERV LEGAL	1 633 800 00	1,000.00	333.32	.00		117.15	11.71	(882.85)
CONTRACTUAL SERVICES OTHER	1 636 800 00	5,000.00	1,666.64	172.80	41.47	691.20	13.82	(4,308.80)
TRANSPORTATION EXPENSES	1 650 801 00	28,000.00	9,333.32	2,465.36	105.65	7,384.32	26.37	(20,615.68)
INSURANCE - VEHICLE	1 656 800 00	8,000.00	2,666.64	.00		2,210.26	27.62	(5,789.74)
PROPERTY INSURANCE	1 657 800 00	4,400.00	1,466.64	.00		4,844.79	110.10	444.79
INSURANCE WORKERS COMPENSATION	1 658 800 00	6,400.00	2,133.32	1,405.79	263.58	2,989.76	46.71	(3,410.24)
INSURANCE OTHER	1 659 800 00	10,800.00	3,600.00	.00		6,168.46	57.11	(4,631.54)
ADVERTISING EXPENSE	1 660 800 00	3,000.00	1,000.00	.00		.00		(3,000.00)
REGULATORY COMMISSION EXPENSE	1 667 800 00	3,600.00	1,200.00	.00		.00		(3,600.00)
MISCELLANEOUS GENERAL EXPENSE	1 675 801 00	5,000.00	1,666.64	510.07	122.41	1,398.67	27.97	(3,601.33)
MISC EXPENSE MAINT GENERAL PLT	1 675 802 00	.00	.00	.00		.00		.00
TOTAL OPERATION/MAINTENANCE		240,200.00	80,066.40	18,930.85	94.57	74,653.18	31.07	(165,546.82)
TOTAL OPERATION & MAINTENANCE		847,100.00	282,366.24	67,845.47	96.10	271,358.66	32.03	(575,741.34)

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	102,000.00	.00		76,890.00	25.12	(229,110.00)
FICA EXPENSE	1 408 120 00	14,000.00	4,666.64	1,393.78	119.46	4,317.29	30.83	(9,682.71)
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)	(200.00)	(22.99)	45.98	(59.25)	9.87	540.75
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	66,333.32	16,600.20	100.10	66,605.63	33.47	(132,394.37)
OTHER INT EXP CUSTOMER DEF RFN	1 427 400 00	200.00	66.64	35.81	214.94	110.03	55.01	(89.97)
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	66,199.96	16,613.02	100.38	66,656.41	33.56	(131,943.59)
=====								
NET INCOME		68,600.00	22,866.32	(41,773.54)	730.73-	(26,231.85)	38.23-	(94,831.85)

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)	(220,000.00)	(58,387.15)	106.15	(240,358.07)	36.41	419,641.93
DOMESTIC SERVICE-COMMERCIAL	2 522 200 00	(190,000.00)	(63,333.32)	(21,803.67)	137.70	(90,948.13)	47.86	99,051.87
DOMESTIC SERVICE-PUBLIC AUTHOR	2 522 300 00	(800.00)	(266.64)	(69.26)	103.90	(268.33)	33.54	531.67
DOMESTIC SALES-INDUSTRIAL	2 522 400 00	(4,000.00)	(1,333.32)	(293.51)	88.05	(1,061.86)	26.54	2,938.14
BUTCHER BEND SEWER	2 536 000 00	(250.00)	(83.32)	79.63	382.28	(33.69)	13.47	216.31
TOTAL SALES OF SEWER SERVICE		(855,050.00)	(285,016.60)	(80,473.96)	112.93	(332,670.08)	38.90	522,379.92
OTHER SEWER REVENUES								
FORFEITED DISCOUNTS & PENALTY	2 532 000 00	(14,200.00)	(4,733.32)	(1,558.10)	131.67	(6,607.24)	46.52	7,592.76
MISC SEWERAGE REVENUES	2 536 100 00	(600.00)	(200.00)	(125.00)	250.00	(725.00)	120.83	(125.00)
TOTAL OTHER SEWER REVENUES		(14,800.00)	(4,933.32)	(1,683.10)	136.46	(7,332.24)	49.54	7,467.76
TOTAL REVENUES		(869,850.00)	(289,949.92)	(82,157.06)	113.33	(340,002.32)	39.08	529,847.68
OPERATION/MAINTENANCE EXPENSE								
COLLECTING EXPENSES								
SALARIES & WAGES T&D	2 701 100 00	1,500.00	500.00	436.48	349.18	640.58	42.70	(859.42)
SALARIES & WAGES MAINS T&DS	2 701 201 00	6,000.00	2,000.00	285.26	57.05	1,154.02	19.23	(4,845.98)
MATERIALS & SUPPLIES T&D LINES	2 720 201 00	3,500.00	1,166.64	526.49	180.51	660.81	18.88	(2,839.19)
CONTRACTUAL SERV OTHER T&D	2 736 201 00	5,000.00	1,666.64	858.06	205.93	3,503.80	70.07	(1,496.20)
TOTAL COLLECTING EXPENSES		16,000.00	5,333.28	2,106.29	157.97	5,959.21	37.24	(10,040.79)
PUMPING EXPENSES								
OPERATION LABOR-PUMPING	2 701 301 00	7,500.00	2,500.00	435.50	69.68	3,492.83	46.57	(4,007.17)
POWER LIFT STATIONS	2 715 301 00	19,000.00	6,333.32	1,079.77	68.19	6,066.40	31.92	(12,933.60)
POWER GRINDER PUMPS	2 715 302 00	6,500.00	2,166.64	442.66	81.72	1,732.76	26.65	(4,767.24)
SALARIES & WAGES MAINT LIFT ST	2 701 401 00	11,000.00	3,666.64	425.93	46.46	5,118.59	46.53	(5,881.41)
SALARIES & WAGES GRINDER PUMP	2 701 402 00	12,500.00	4,166.64	714.79	68.62	4,543.75	36.35	(7,956.25)
MATERIALS & SUPPLIES LIFT STAT	2 720 401 00	15,000.00	5,000.00	810.04	64.80	5,743.42	38.28	(9,256.58)
MATERIALS & SUPPLIES GRINDERS	2 720 402 00	20,000.00	6,666.64	240.55	14.43	7,194.20	35.97	(12,805.80)
CONTRACTUAL SERV OTHER LFT STA	2 736 401 00	12,000.00	4,000.00	.00		11,550.82	96.25	(449.18)
CONTRACTUAL SERV GRINDER PUMPS	2 736 402 00	19,000.00	6,333.32	.00		3,382.50	17.80	(15,617.50)
TOTAL PUMPING EXPENSES		122,500.00	40,833.20	4,149.24	40.64	48,825.27	39.85	(73,674.73)

Mineral Wells PSD
GENERAL LEDGER
SEWER INCOME STATEMENT

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	3,333.32	873.70	104.84	2,993.10	29.93	(7,006.90)
PURCHASED POWER WWTP	2 715 500 00	56,000.00	18,666.64	5,172.12	110.83	18,607.58	33.22	(37,392.42)
CHEMICALS WWTP	2 718 500 00	30,000.00	10,000.00	4,007.46	160.29	7,994.88	26.64	(22,005.12)
MATERIALS & SUPPLIES WWTP	2 720 500 00	22,000.00	7,333.32	1,932.54	105.41	7,454.48	33.88	(14,545.52)
CONTRACTUAL SERVICE TESTING	2 735 500 00	4,500.00	1,500.00	433.00	115.46	2,691.50	59.81	(1,808.50)
CONTRACTUAL SERV OTHER WWTP	2 736 500 00	6,500.00	2,166.64	139.55	25.76	1,769.15	27.21	(4,730.85)
SALARIES & WAGES WWTP BUILD/GR	2 701 601 00	5,900.00	1,966.64	1,186.80	241.38	2,377.20	40.29	(3,522.80)
SALARIES & WAGES WWTP EQUIP RR	2 701 602 00	9,500.00	3,166.64	802.90	101.41	2,886.90	30.38	(6,613.10)
MATERIALS & SUPPLIES WWTP OUTA	2 720 601 00	.00	.00	.00		.00		.00
TOTAL TREATMENT & DISPOSAL		144,400.00	48,133.20	14,548.07	120.89	46,774.79	32.39	(97,625.21)
BILLING & COLLECTING EXPENSES								
SALARIES & WAGES METER READING	2 701 701 00	6,000.00	2,000.00	532.99	106.59	2,179.33	36.32	(3,820.67)
SALARIES & WAGES BILLING & COL	2 701 702 00	26,000.00	8,666.64	2,232.81	103.05	7,575.18	29.13	(18,424.82)
MATERIALS & SUPPLIES BILL&COLL	2 720 700 00	6,500.00	2,166.64	513.57	94.81	2,501.86	38.49	(3,998.14)
CONTRACTUAL SERVICE OTHER	2 736 700 00	2,700.00	900.00	115.20	51.20	1,603.60	59.39	(1,096.40)
UNCOLLECTIBLE ACCOUNTS	2 770 700 00	3,200.00	1,066.64	.00		.00		(3,200.00)
TOTAL BILLING & COLLECTING		44,400.00	14,799.92	3,394.57	91.74	13,859.97	31.21	(30,540.03)
ADMINISTRATIVE/GENERAL EXPENSE								
SALARIES & WAGES ADMIN	2 701 800 00	40,000.00	13,333.32	4,417.46	132.52	14,067.32	35.16	(25,932.68)
BOARD OF DIRECTORS	2 703 800 00	2,000.00	666.64	100.00	60.00	550.00	27.50	(1,450.00)
EMPLOYEE PENSION & BENEFITS	2 704 800 00	42,000.00	14,000.00	3,349.45	95.69	12,923.38	30.76	(29,076.62)
EMPLOYEES VACATION PAY	2 704 801 00	6,500.00	2,166.64	601.12	110.97	2,407.45	37.03	(4,092.55)
EMPLOYEES HOLIDAY PAY	2 704 802 00	6,700.00	2,233.32	.00		979.36	14.61	(5,720.64)
EMPLOYEES SICK PAY	2 704 803 00	3,000.00	1,000.00	179.20	71.68	406.53	13.55	(2,593.47)
EMPLOYEES' FUNERAL LEAVE PAY	2 704 804 00	.00	.00	.00		131.52		131.52
COMP TIME	2 704 805 00	1,500.00	500.00	82.00	65.60	405.48	27.03	(1,094.52)
OPEB/WV RETIREE HEALTH BENEFIT	2 704 806 00	3,000.00	1,000.00	225.60	90.24	902.40	30.08	(2,097.60)
MATERIALS & SUPPLIES OFFICE	2 720 800 00	12,000.00	4,000.00	757.48	75.74	2,726.05	22.71	(9,273.95)
SPECIAL SERVICE ENGINEER	2 731 800 00	5,000.00	1,666.64	.00		.00		(5,000.00)
SPECIAL SERVICES	2 732 800 00	5,000.00	1,666.64	1,000.00	240.00	3,200.00	64.00	(1,800.00)
CONTRACTUAL SERV ACCOUNT-ARTBR	2 732 801 00	1,125.00	375.00	.00		.00		(1,125.00)
SPECIAL LEGAL SERVICES	2 733 800 00	1,000.00	333.32	.00		(834.73)	83.47-	(1,834.73)
TRANSPORTATION EXPENSE	2 750 800 00	20,000.00	6,666.64	1,643.58	98.61	4,922.92	24.61	(15,077.08)
INSURANCE VEHICLE	2 756 800 00	3,000.00	1,000.00	.00		1,473.51	49.11	(1,526.49)
INSURANCE PROPERTY	2 757 800 00	5,500.00	1,833.32	.00		3,229.86	58.72	(2,270.14)
INSURANCE WORKERS COMPENSATION	2 758 800 00	4,400.00	1,466.64	937.19	255.60	1,993.16	45.29	(2,406.84)
INSURANCE OTHER	2 759 800 00	7,300.00	2,433.32	.00		4,112.31	56.33	(3,187.69)
ADVERTISING EXPENSES	2 760 800 00	2,000.00	666.64	129.40	77.64	129.40	6.47	(1,870.60)
REGULATORY COMMISSION	2 767 800 00	2,500.00	833.32	.00		.00		(2,500.00)
MISC GENERAL EXPENSE	2 775 800 00	6,000.00	2,000.00	250.95	50.19	1,022.55	17.04	(4,977.45)
RENTS	2 775 801 00	5,000.00	1,666.64	.00		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	61,508.04	13,673.43	88.92	59,748.47	32.37	(124,776.53)
TOTAL OPERATION & MAINTENANCE		511,825.00	170,607.64	37,871.60	88.79	175,167.71	34.22	(336,657.29)

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
DEPRECIATION	2 403 000 00	300,000.00	100,000.00	.00		51,630.00	17.21	(248,370.00)
FICA EXPENSE	2 408 200 00	13,000.00	4,333.32	1,016.03	93.78	3,943.00	30.33	(9,057.00)
INTEREST/DIVIDEND EARNED	2 419 000 00	(600.00)	(200.00)	(5.67)	11.34	(31.99)	5.33	568.01
INTEREST ON LONG TERM DEBT	2 427 300 00	80,000.00	26,666.64	4,235.10	63.52	17,187.53	21.48	(62,812.47)
AMORT OF DEBT DISC & EXP	2 428 000 00	.00	.00	.00		.00		.00
OTHER INTEREST EXPENSE	2 427 400 00	200.00	66.64	24.96	149.81	86.32	43.16	(113.68)
		=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENSES & OTHER INCOME		392,600.00	130,866.60	5,270.42	16.10	72,814.86	18.54	(319,785.14)
		=====	=====	=====	=====	=====	=====	=====
BALANCE TO SURPLUS		34,575.00	11,524.32	(39,015.04)	999.99-	(92,019.75)	266.14-	(126,594.75)