

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

October 21, 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 September 19, 2013; the minutes were approved at the Regular Board meeting held on Thursday, October 17, 2013.

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

Yours truly,

Mineral Wells PSD

  
Cathy Dyer  
Office Manager

Enclosures: September 19, 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, SEPTEMBER 19, 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; Dominick Cerrone, Cerrone Associates, Inc.; James R. Lett, Secretary, absent.

No one from the public was present.

Mr. Stewart made a motion to approve the Minutes of the August 15, 2013, Regular Board Meeting. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Stewart signed the Minutes.

Mr. Dominick Cerrone presented the following updates on the Sewer and Water Projects.

Orders Construction needs a supervisor to be on site to install generator pad, to be completed a max of (2) two weeks.

Robert Bates, WVDEP to wave emergency public applies process, can start the land apply when letter is received from the WVDEP. Parkersburg Utility Board to transfer land approved for them to the Mineral Wells PSD.

Phase II: The complete Grinder Pump replacements are to start first of October. Tri-State Pipeline parts for Lift Stations are on order, waiting on manufacturing. Environmental One delivered (70) grinder cores.

Application for the FCC license for the SCADA Project has been sent in.

Mr. Cerrone excused himself from the rest of meeting.

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

Mr. Stewart made a motion to approve Requisition No. 17 Sewer System Improvement Project in the amount of \$166,932.77. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Requisition.

Mr. Stewart made a motion to approve Requisition No. 3 Sewer System Improvement Project Phase II in the amount of \$331,385.73. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Requisition.

Mr. Stewart made a motion to approve West Virginia State Tax Department Request for Release of Final Settlement Environment One Contract 4 of the Sewer System Improvement Project Phase II. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Release of Final Settlement.

Mr. Stewart made a motion to approve Certificate of Substantial Completion to Contract 4 of the Sewer System Improvements Project Phase II. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Certificate of Substantial Completion.

Mr. Stewart made a motion to request Roy Radabaugh reappointed to the Board of Commissioners. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Stewart signed the request letter.

Mr. Stewart made a motion to approve the Financial Statements, (copies attached) for August 30, 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 #44122 thru #44235 written on the Consolidated Water and Sewer Revenue Checking Account between August 15, 2013 and September 19, 2013, (copies attached) Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks #4185 thru #4224 written on the Consolidated Payroll Account between August 15, 2013 and September 19, 2013, (copies attached). Mr. Radabaugh seconded the motion. The motion passed unanimously.

The following correspondence was discussed.

Item #27 – Letter dated August 19, 2013, from Virginia McDonald, USDA RD approving Requisition No. 2, Sewer System Improvement Project Phase II.

Item No. 32 – Letter dated August 19, 2013, from Virginia McDonald, USDA RD approving Requisition No. 16, Sewer System Improvements Project.

Item No. 41 – Letter dated August 28, 2013, to Virginia McDonald, USDA RD attaching annual Water and Sewer loan info.

Item No. 67 – West Virginia State Treasurer Unclaimed Property in the amount \$347.29.

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 discussed with the Board District Employee Affordable Care Act information to be presented to each employee by October 1, 2013.

Mr. Anderson had the following to discuss.

All items were discussed in Mr. Cerrone's presentation.



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**

**August 30, 2013**

**Checking Accounts**

Water Revenue Fund Checking Account WesBanco Bank - 1131.2	\$ 2,175.10
Sewer Revenue Fund Checking Account WesBanco Bank - 2131.2	<u>45,270.77</u>
<b>Total in Checking Accounts:</b>	<b>\$ 47,445.87</b>

**Water Accounts**

Series 1979 Water Reserve Depreciation WesBanco Bank - 1125.401	\$ 13,075.40
Series 1979 Water Reserve WesBanco Bank - 1125.200	26,267.59
Series 1997 Sams Creek/Chesterville Reserve WesBanco Bank - 1125.300	34,955.63
Series 1999A Rockport Water Reserve Depreciation WesBanco Bank - 1125.201	7,564.87
Series 1999A Rockport Water Reserve WesBanco Bank - 1125.400	10,834.45
Series 1999B Water Improvement/Office Building Reserve WesBanco Bank - 1125.500	22,220.23
Series 1999B Water Imprmt/Office Building Reserve Deprec WesBanco Bank - 1125.503	17,522.58
Series 2004A Sycamore, Stephens, Limestone Water Reserve WesBanco Bank - 1125.502	13,915.98
Water Security Deposit Account WesBanco Bank - 1132.1	43,365.30
Series 2004A Sycamore, Stephens, Limestone Repair and Replacement WesBanco Bank - 1125.504	35,607.04
SCADA Project Checking WesBanco Bank - 1131.213	<u>30.97</u>
<b>Total in Water Accounts:</b>	<b>\$ 225,360.04</b>

**Sewer Accounts**

Series 2003 Sewer Improvements Repair & Replacement WesBanco Bank - 2127.8	\$ 25,936.49
Grinder Pump Maintenance Reserve Prime Rate Money Market - WesBanco Bank - 2127.7	2,799.00
Sewer Security Deposit Account WesBanco Bank - 2132.1	32,299.48
Sewer System Improvement Project WesBanco Bank - 2131.21	6.67
Sewer System Improvement Project Phase II WesBanco Bank - 2131.22	<u>30.97</u>
<b>Total in Sewer Accounts:</b>	<b>\$ 61,072.61</b>

**Total All Finances - August 30, 2013** **\$ 333,878.52**

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 WATER REVENUE FUND CHECKING ACCOUNT  
 August 30, 2013

WESBANCO BANK, July 31, 2013 \$7,058.46

RECEIPTS:

Water Sales	\$104,710.68
Water Buffalo Sales	366.75
Reconnection Fees	150.00
Security Deposit Refunds	2,088.30
Rent from sewer	833.34
Merrill - water line	1,285.91
Tap Fees	1,050.00
H. Wilson - paid write off	9.64

Total Receipts: \$110,494.62

Total Cash Available: \$117,553.08

Expenditures:

Action Telecom	\$51.00
ADT Security Services	73.31
At & T Mobility	267.76
BP Credit Card Company	973.64
Balderson Construction	1,760.00
CI Thornburg	2,896.45
Cintas	464.44
Citizens Security Life Inc Co	176.32
Commissioner's Salaries	150.00
Claywood Park PSD	34,775.20
Cutlip Warner Development Co	5,407.50
Dominion Hope	20.53
First Bankcard	60.00
First Insurance Funding Corp.	593.76
Frontier	128.39
HD Supply Waterworks	1,714.20
Hank's Sales & Service Inc	101.40
Mineral Wells PSD	1,206.99
Miss Utility of WV Inc.	37.44
Mon Power	888.95
Municipal Bond Commission	9,397.47
Parkersburg Office Supply	6.79
PEIA	2,317.01
REI Consultants	178.50
Rural Development - USDA 91-02	2,112.00
Rural Development - USDA 91-03	3,140.00
Rural Development - USDA 91-06	10,040.00
Rural Development - USDA 91-09	7,036.00
Rural Development - USDA 91-07	6,650.00
Rural Development - USDA 91-11	2,924.00
Salaries	8,309.50
Slate Creek Outdoor Power Equip	36.35
Taylor's Disposal Inc	34.96
Telepage	10.74

US Postal Service	497.50
Water Environmental Testing	81.00
WesBanco Bank	95.40
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	3,902.76
WV Dept of Tax & Revenue	647.67
WV Retiree Health Benefit Trust Fund	570.65
WV Public Employees Retirement System	2,632.51
Workingman Store	252.89
Melanie L. Wine	172.80
Security Deposit Refunds	646.20

Total Expenditures: \$115,377.98

Balance in Water Revenue Fund Checking Account,  
WesBanco Bank, August 30, 2013 \$2,175.10

Accounts Payable	Claywood Park PSD	\$32,422.40
	USDA Rural Development	25,332.00
	WesBanco - Repair & Replacement	1,991.81
	HD Supply Waterworks, Ltd	2,675.00
	Total Accounts Payable	\$62,421.21

Total -\$60,246.11

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

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, July 31, 2013 \$ 50,311.35

RECEIPTS:

Sewer Sales	\$82,169.50
Butcher Bend Lagoon Assoc	738.10
Security Deposit Refunds	1,592.97
Reconnect Fees	200.00
Tap Fee	350.00
Sewer Imp Proj - reimbursement	375.00
H. Wilson - paid write off	8.70

Total Receipts: \$85,434.27

Total Cash Available: \$ 135,745.62

Expenditures:

Action Telecomm	\$34.00
ADT Security Services	48.88
Applied Industrial Technologies	488.16
At & T Mobility	178.51
BP Credit Card Company	649.09
Badgett Farm	1,200.00
Butcher Bend Lagoon Assoc	661.38
William H. Byers, Jr.	57.89
CI Thornburg	5,504.60
Caso Usa	524.18
Certified Laboratories	407.08
Cintas	309.64
Citizens Security Life Ins Co	117.54
Commissioner's Salaries	100.00
Cutlip Warner Development	690.00
Dominion Hope	13.69
First Bankcard	40.00
First Insurance Funding Corp	395.84
Frontier	764.72
Gene's Septic Tank Cleaning	1,425.00
HD Supply Waterworks, Ltd	1,142.80
Hank's Sales & Service Inc	67.60
Hardman Supply Company	303.52
Kendall Acquisition, LLC	384.23
Lowe's	254.06
Mineral Wells PSD	2,302.24
Miss Utility of WV Inc	24.96
Mon Power	8,262.96
Municipal Bond Commission	17,135.31
Northrop Grumman System Corp	300.00
Parkersburg Office Supply	4.52
PEIA	1,980.97
Ron's Porta Johns	275.00



Salaries	11,548.79
Slate Creek Outdoor Power Equip	24.24
Taylor's Disposal Inc	23.30
Telepage	7.16
Trombold Equipment Co Inc	4,086.70
US Postal Service	510.20
USDA Rural Development - 91-12	13,800.00
Water Environmental Testing	1,003.00
WesBanco Bank	63.60
WesBanco Bank-Parkersburg-Payroll Taxes	5,364.76
WesBanco - Sewer R&R	2,052.03
Melanie L. Wine	115.20
Retiree Health Benefit Trust Fund	485.35
WV Public Employees Retirement System	3,523.84
WV Dept of Tax & Revenue	884.33
Workingman Store	168.59
Security Deposit Refunds	765.39

Total Expenditures: \$90,474.85

Balance in Sewer Revenue Fund Checking Account,  
WesBanco Bank, August 30, 2013 \$ 45,270.77

Accounts Payable

Total Accounts Payable \$0.00

Total \$45,270.77

## VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 8/16/13 - ENDING DATE: 9/19/13 \*\*  
 \*\* 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					
486	GARY R MYERS	9/11/13	258600	1/31/11	70.39	41,542 VOID
2,313	WESBANCO BANK-PARKERSBURG	8/19/13	256334	8/19/13	804.68	630
2,101	U S POSTAL SERVICE	8/19/13	256081	8/19/13	75.83	44,122
1,302	MINERAL WELLS PSD	8/21/13	256388	8/21/13	51.88	44,123
2,101	U S POSTAL SERVICE	8/22/13	256498	8/23/13	421.67	44,125
2,313	WESBANCO BANK-PARKERSBURG	8/26/13	257037	8/26/13	827.37	638
1,307	MUNICIPAL BOND COMMISSION	8/28/13	257217	8/28/13	8,116.88	640
106	MON POWER	8/28/13	257183	8/28/13	888.95	44,127
153	ACTION TELECOMM	8/28/13	257189	8/28/13	51.00	44,128
314	AT&T MOBILITY	8/28/13	257191	8/28/13	260.48	44,129
486	ANDREW WILLIAMS	8/28/13	257197	8/28/13	12.95	44,135
486	MYLA RANDOLPH	8/28/13	257198	8/28/13	71.64	44,136
486	JENNIFER GILPIN	8/28/13	257200	8/28/13	71.32	44,138
486	7-ELEVEN, INC.	8/28/13	257202	8/28/13	70.69	44,140
486	KARA LONGWELL	8/28/13	257204	8/28/13	70.72	44,142
486	WESTELL LODGING	8/28/13	257206	8/28/13	70.81	44,144
486	DAVID D WHITED	8/28/13	257208	8/28/13	70.71	44,146
486	MIKE GATES	8/28/13	257209	8/28/13	70.78	44,147
486	SHELLY COWART	8/28/13	257210	8/28/13	70.73	44,148
486	GARY R SHEPPARD JR.	8/28/13	257211	8/28/13	52.20	44,149
486	MARY LOU KNOTTS OR	8/28/13	257212	8/28/13	13.65	44,150
1,604	PARKERSBURG OFFICE SUPPLY	8/28/13	257218	8/28/13	6.79	44,155
1,805	USDA RURAL DEVELOPMENT	8/28/13	257219	8/28/13	5,252.00	44,156
1,806	ROY L RADABAUGH	8/28/13	257221	8/28/13	75.00	44,157
1,843	CINTAS CORPORATION J67	8/28/13	257222	8/28/13	464.44	44,158
1,866	REI CONSULTANTS	8/28/13	257226	8/28/13	178.50	44,159
2,005	C I THORNBURG	8/28/13	257228	8/28/13	2,505.22	44,161
2,106	USDA RURAL DEVELOPMENT	8/28/13	257233	8/28/13	16,883.00	44,162
2,205	FRONTIER	8/28/13	257240	8/28/13	128.39	44,163
2,314	WV DEPT OF TAX & REVENUE	8/28/13	257244	8/28/13	647.67	44,165

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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	8/28/13	257245	8/28/13	2,632.51	44,166
2,344	WORKINGMAN STORE	8/28/13	257246	8/28/13	180.00	44,167
2,373	WESBANCO BANK-PARKERSBURG	8/28/13	257247	8/28/13	1,938.00	44,168
23,037	SLATE CREEK OUTDOOR POWER EQU	8/28/13	257266	8/28/13	36.35	44,169
23,067	MELANIE L WINE	8/28/13	257267	8/28/13	172.80	44,170
23,079	MARK STEWART	8/28/13	257270	8/28/13	75.00	44,173
438	DOMINION HOPE	8/30/13	257444	8/30/13	14.90	44,179
877	HANK'S SALES & SERVICE INC.	8/30/13	257445	8/30/13	101.40	44,180
2,106	USDA RURAL DEVELOPMENT	8/30/13	257449	8/30/13	6,843.00	44,181
145	ADT SECURITY SERVICES	8/29/13	257342	8/31/13	73.31	44,178
2,313	WESBANCO BANK-PARKERSBURG	9/03/13	257691	9/03/13	896.19	641
2,313	WESBANCO BANK-PARKERSBURG	9/09/13	258123	9/09/13	885.99	642
1,307	MUNICIPAL BOND COMMISSION	9/13/13	258672	9/13/13	1,280.59	643
133	AUTO ZONE	9/13/13	258650	9/13/13	91.53	44,186
153	ACTION TELECOMM	9/13/13	258651	9/13/13	59.40	44,187
309	CLAYWOOD PARK PSD	9/13/13	258654	9/13/13	32,422.40	44,188
486	CARLETTA MOFFITT	9/13/13	258662	9/13/13	42.77	44,195
486	JERRY MOORE	9/13/13	258663	9/13/13	70.00	44,196
486	DAVID & CHARLENE BARTON	9/13/13	258664	9/13/13	27.01	44,197
600	FASTENERS & SUPPLY INC	9/13/13	258666	9/13/13	154.56	44,199
877	HANK'S SALES & SERVICE INC.	9/13/13	258668	9/13/13	291.00	44,201
1,200	LOWE'S	9/13/13	258669	9/13/13	90.23	44,202
1,301	MISS UTILITY OF WV INC	9/13/13	258670	9/13/13	49.92	44,203
1,311	FERGUSON WATERWORKS	9/13/13	258680	9/13/13	1,240.02	44,205
1,500	OHIO VALLEY MUFFLER & BRAKE	9/13/13	258681	9/13/13	24.57	44,206
1,866	REI CONSULTANTS	9/13/13	258685	9/13/13	714.00	44,207
2,002	TAYLOR'S DISPOSAL INC	9/13/13	258688	9/13/13	34.96	44,210
2,005	C I THORNBURG	9/13/13	258689	9/13/13	427.70	44,211
2,039	TELEPAGE	9/13/13	258693	9/13/13	10.74	44,212
2,101	U S POSTAL SERVICE	9/13/13	258694	9/13/13	26.40	44,213
2,106	USDA RURAL DEVELOPMENT	9/13/13	258700	9/13/13	2,924.00	44,214
2,306	WATER ENVIRONMENTAL TESTING	9/13/13	258701	9/13/13	96.00	44,215
2,308	PEIA	9/13/13	258707	9/13/13	2,363.49	44,216
2,342	OFFICE OF THE STATE TREASURER	9/13/13	258709	9/13/13	70.39	44,218

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
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 \*\* 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					
2,344	WORKINGMAN STORE	9/13/13	258710	9/13/13	90.00	44,219
23,024	MONARCH COIN & SECURITY	9/13/13	258731	9/13/13	103.40	44,221
23,047	RETIREE HEALTH BNFT TRST FUND	9/13/13	258733	9/13/13	582.48	44,222
23,093	MINERAL WELLS TIRE CENTER	9/13/13	258735	9/13/13	360.00	44,223
23,101	CITIZENS SECURITY LIFE INS CO	9/13/13	258736	9/13/13	176.32	44,224
2,313	WESBANCO BANK-PARKERSBURG	9/16/13	258954	9/16/13	821.08	645
124	AT&T - STATE CALLING SERVICE	9/16/13	259005	9/16/13	4.27	44,225
224	BILL BAILEY INSURANCE AGENCY	9/16/13	259006	9/16/13	5,907.60	44,226
275	BP	9/16/13	259007	9/16/13	1,075.51	44,227
360	CUTLIP-WARNER DEVELOPMENT CO	9/16/13	259008	9/16/13	2,045.00	44,228
1,512	HD SUPPLY WATERWORKS, LTD	9/16/13	259010	9/16/13	3,125.00	44,229
2,200	FIRST BANKCARD	9/16/13	259018	9/16/13	89.87	44,230
2,205	FRONTIER	9/16/13	259019	9/16/13	134.29	44,231
23,065	PHONETREE ACCOUNTS RECEIVABLE	9/16/13	259042	9/16/13	199.80	44,233
23,081	PITNEY BOWES GLOBAL FINANCIAL	9/16/13	259043	9/16/13	81.00	44,234
2,101	U S POSTAL SERVICE	9/17/13	259062	9/17/13	89.30	44,235
	CONSOLIDATED BANK ACCOUNT				109,461.61	78 *



V E N D O R C H E C K S R E P O R T

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*

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\*\* VENDOR RANGE: ALL VENDORS \*\* \*\* CHECK RANGE: ALL CHECKS \*\*

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BANK ACCOUNT	PAY-TO						
VENDOR#	VENDOR-NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#	
3 101 000 00	CONSOLIDATED BANK ACCOUNT						
486	MEGAN DAWN MOSS	9/11/13	258592	7/13/10	14.44	40,992	VOID
486	BILLIE ROBERTS	9/11/13	258593	7/13/10	41.13	40,994	VOID
486	MICHAEL B DUCKWORTH	9/11/13	258594	7/29/10	23.24	41,011	VOID
486	TONY B HILL	9/11/13	258595	8/31/10	24.77	41,102	VOID
486	JOAN POWELL	9/11/13	258596	10/13/10	65.74	41,248	VOID
486	RICKY DORNON	9/11/13	258597	11/30/10	2.52	41,384	VOID
486	ERICK CLINE	9/11/13	258598	12/15/10	7.59	41,414	VOID
486	MELANIE LACKEY	9/11/13	258599	1/17/11	4.24	41,496	VOID
486	LISA SIMMONS	9/11/13	258601	3/15/11	39.84	41,655	VOID
486	TOM ROBISON	9/11/13	258602	6/16/11	53.39	41,878	VOID
2,313	WESBANCO BANK-PARKERSBURG	8/19/13	256334	8/19/13	1,131.26	630	
2,101	U S POSTAL SERVICE	8/19/13	256081	8/19/13	50.56	44,122	
1,302	MINERAL WELLS PSD	8/21/13	256388	8/21/13	40.36	44,123	
23,027	NORTHROP GRUMMAN SYSTEMS CORP	8/21/13	256417	8/21/13	300.00	44,124	
2,101	U S POSTAL SERVICE	8/22/13	256498	8/23/13	281.11	44,125	
2,313	WESBANCO BANK-PARKERSBURG	8/26/13	257037	8/26/13	911.53	638	
260	WILLIAM H. BYERS, JR.	8/26/13	257067	8/26/13	57.89	44,126	
106	MON POWER	8/28/13	257183	8/28/13	2,318.18	44,127	
153	ACTION TELECOMM	8/28/13	257189	8/28/13	34.00	44,128	
314	AT&T MOBILITY	8/28/13	257191	8/28/13	173.66	44,129	
486	NANCY CASTO	8/28/13	257192	8/28/13	25.76	44,130	
486	TARA SHAFFER	8/28/13	257193	8/28/13	109.70	44,131	
486	TIMMY SWICK	8/28/13	257194	8/28/13	6.79	44,132	
486	GREG PICKRELL	8/28/13	257195	8/28/13	76.48	44,133	
486	ROBIN VAUGHN	8/28/13	257196	8/28/13	23.55	44,134	
486	MYLA RANDOLPH	8/28/13	257199	8/28/13	55.26	44,137	
486	JENNIFER GILPIN	8/28/13	257201	8/28/13	55.02	44,139	
486	7-ELEVEN, INC.	8/28/13	257203	8/28/13	57.56	44,141	
486	KARA LONGWELL	8/28/13	257205	8/28/13	54.55	44,143	

## VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*  
 \*\* BEGINNING DATE: 8/16/13 - ENDING DATE: 9/19/13 \*\*  
 \*\* 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					
486	WESTELL LODGING	8/28/13	257207	8/28/13	57.66	44,145
702	GENE'S SEPTIC TANK CLEANING	8/28/13	257213	8/28/13	500.00	44,151
832	HARDMAN SUPPLY COMPANY	8/28/13	257214	8/28/13	303.52	44,152
1,302	MINERAL WELLS PSD	8/28/13	257215	8/28/13	416.67	44,153
1,302	MINERAL WELLS PSD	8/28/13	257216	8/28/13	218.70	44,154
1,604	PARKERSBURG OFFICE SUPPLY	8/28/13	257218	8/28/13	4.52	44,155
1,806	ROY L RADABAUGH	8/28/13	257221	8/28/13	50.00	44,157
1,843	CINTAS CORPORATION J67	8/28/13	257222	8/28/13	309.64	44,158
2,004	TROMBOLD EQUIPMENT CO INC	8/28/13	257227	8/28/13	4,086.70	44,160
2,005	C I THORNBURG	8/28/13	257228	8/28/13	2,972.60	44,161
2,205	FRONTIER	8/28/13	257240	8/28/13	764.72	44,163
2,306	WATER ENVIRONMENTAL TESTING	8/28/13	257242	8/28/13	640.00	44,164
2,314	WV DEPT OF TAX & REVENUE	8/28/13	257244	8/28/13	884.33	44,165
2,315	PUBLIC EMPLOYEES RETIREMENT SY	8/28/13	257245	8/28/13	3,523.84	44,166
2,344	WORKINGMAN STORE	8/28/13	257246	8/28/13	120.00	44,167
23,037	SLATE CREEK OUTDOOR POWER EQU	8/28/13	257266	8/28/13	24.24	44,169
23,067	MELANIE L WINE	8/28/13	257267	8/28/13	115.20	44,170
23,070	BADGETT FARM	8/28/13	257268	8/28/13	1,200.00	44,171
23,076	CERTIFIED LABORATORIES	8/28/13	257269	8/28/13	407.08	44,172
23,079	MARK STEWART	8/28/13	257270	8/28/13	50.00	44,173
23,110	CASCO USA	8/28/13	257271	8/28/13	524.18	44,174
23,117	KENDALL ACQUISITION, LLC	8/28/13	257272	8/28/13	384.23	44,175
23,046	BUTCHER BEND LAGOON ASSOC	8/28/13	257296	8/28/13	661.38	44,176
438	DOMINION HOPE	8/30/13	257444	8/30/13	9.94	44,179
877	HANK'S SALES & SERVICE INC.	8/30/13	257445	8/30/13	67.60	44,180
106	MON POWER	8/29/13	257341	8/31/13	5,944.78	44,177
145	ADT SECURITY SERVICES	8/29/13	257342	8/31/13	48.88	44,178
2,313	WESBANCO BANK-PARKERSBURG	9/03/13	257691	9/03/13	850.69	641
23,118	DOROTHY DAWSON	9/06/13	257891	9/06/13	422.87	44,182
2,313	WESBANCO BANK-PARKERSBURG	9/09/13	258123	9/09/13	774.89	642
2,101	U S POSTAL SERVICE	9/09/13	258148	9/09/13	33.66	44,183
23,115	USDA RURAL DEVELOPMENT	9/10/13	258245	9/10/13	13,800.00	44,184
2,101	U S POSTAL SERVICE	9/11/13	258575	9/11/13	148.50	44,185

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*  
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 \*\* PRINT ORDER: DATE / CHECK # \*\*

BANK ACCOUNT	PAY-TO					
VENDOR#	VENDOR-NAME	POST-DT	TRAN#	CHK-DT	CHECK AMOUNT	CHECK#
3 101 000 00	CONSOLIDATED BANK ACCOUNT					
1,307	MUNICIPAL BOND COMMISSION	9/13/13	258672	9/13/13	17,135.31	643
133	AUTO ZONE	9/13/13	258650	9/13/13	61.02	44,186
153	ACTION TELECOMM	9/13/13	258651	9/13/13	39.60	44,187
486	HANNAH ERB	9/13/13	258656	9/13/13	79.49	44,189
486	RUTH SIBER	9/13/13	258657	9/13/13	51.70	44,190
486	J W POTTS INSURANCE AGENCY	9/13/13	258658	9/13/13	21.56	44,191
486	EARNEST AND PATRICIA BLOSSER	9/13/13	258659	9/13/13	26.63	44,192
486	JODY CARDER	9/13/13	258660	9/13/13	81.14	44,193
486	JAMIE CHARLTON	9/13/13	258661	9/13/13	76.86	44,194
486	WILLIAM D BURROWS	9/13/13	258665	9/13/13	54.59	44,198
600	FASTENERS & SUPPLY INC	9/13/13	258666	9/13/13	103.04	44,199
733	W. W. GRAINGER, INC.	9/13/13	258667	9/13/13	43.90	44,200
877	HANK'S SALES & SERVICE INC.	9/13/13	258668	9/13/13	194.00	44,201
1,200	LOWE'S	9/13/13	258669	9/13/13	60.15	44,202
1,301	MISS UTILITY OF WV INC	9/13/13	258670	9/13/13	33.28	44,203
1,306	MCHENRY ELECTRIC CO INC	9/13/13	258671	9/13/13	42.82	44,204
1,500	OHIO VALLEY MUFFLER & BRAKE	9/13/13	258681	9/13/13	16.38	44,206
1,908	STATE ELECTRIC SUPPLY CO INC	9/13/13	258686	9/13/13	20.83	44,208
1,961	SOMERVILLE FABRICATORS INC.	9/13/13	258687	9/13/13	84.00	44,209
2,002	TAYLOR'S DISPOSAL INC	9/13/13	258688	9/13/13	23.30	44,210
2,005	C I THORNBURG	9/13/13	258689	9/13/13	2,719.83	44,211
2,039	TELEPAGE	9/13/13	258693	9/13/13	7.16	44,212
2,101	U S POSTAL SERVICE	9/13/13	258694	9/13/13	17.60	44,213
2,306	WATER ENVIRONMENTAL TESTING	9/13/13	258701	9/13/13	1,252.00	44,215
2,308	PEIA	9/13/13	258707	9/13/13	1,934.49	44,216
2,312	WESBANCO BANK-PARKERSBURG	9/13/13	258708	9/13/13	2,562.66	44,217
2,342	OFFICE OF THE STATE TREASURER	9/13/13	258709	9/13/13	276.90	44,218
2,344	WORKINGMAN STORE	9/13/13	258710	9/13/13	60.00	44,219
2,385	W C WEIL COMPANY	9/13/13	258717	9/13/13	158.15	44,220
23,047	RETIREE HEALTH BNFT TRST FUND	9/13/13	258733	9/13/13	473.52	44,222
23,093	MINERAL WELLS TIRE CENTER	9/13/13	258735	9/13/13	240.00	44,223
23,101	CITIZENS SECURITY LIFE INS CO	9/13/13	258736	9/13/13	117.54	44,224
2,313	WESBANCO BANK-PARKERSBURG	9/16/13	258954	9/16/13	896.44	645
124	AT&T - STATE CALLING SERVICE	9/16/13	259005	9/16/13	2.84	44,225
224	BILL BAILEY INSURANCE AGENCY	9/16/13	259006	9/16/13	3,938.40	44,226

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*  
 \*\* BEGINNING DATE: 8/16/13 - ENDING DATE: 9/19/13 \*\*  
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 \*\* 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						
	275	BP	9/16/13	259007	9/16/13	717.01	44,227
	360	CUTLIP-WARNER DEVELOPMENT CO	9/16/13	259008	9/16/13	1,495.00	44,228
	1,512	HD SUPPLY WATERWORKS, LTD	9/16/13	259010	9/16/13	300.00	44,229
	2,200	FIRST BANKCARD	9/16/13	259018	9/16/13	155.30	44,230
	2,205	FRONTIER	9/16/13	259019	9/16/13	768.63	44,231
	23,023	RON'S PORTA JOHNS, INC.	9/16/13	259040	9/16/13	275.00	44,232
	23,065	PHONETREE ACCOUNTS RECEIVABLE	9/16/13	259042	9/16/13	133.20	44,233
	23,081	PITNEY BOWES GLOBAL FINANCIAL	9/16/13	259043	9/16/13	54.00	44,234
	2,101	U S POSTAL SERVICE	9/17/13	259062	9/17/13	59.53	44,235
	CONSOLIDATED BANK ACCOUNT					82,672.14	86 *



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

Check No.	Name	Check Amt.	Check Date
4185	Todd R. Anderson	\$635.19	8/22/2013
4186	Dennis R. Brown	\$433.71	8/22/2013
4187	William H. Byers, Jr.	\$854.98	8/22/2013
4188	Cathy J. Dyer	\$497.82	8/22/2013
4189	Linda K. Watson	\$416.76	8/22/2013
4190	Darin L. Crites	\$276.23	8/22/2013
4191	Nellie B. Radcliff	\$336.01	8/22/2013
4192	Mark A. Dennis	\$614.06	8/22/2013
4193	Todd R. Anderson	\$847.61	8/29/2013
4194	Dennis R. Brown	\$511.70	8/29/2013
4195	William H. Byers, Jr.	\$537.08	8/29/2013
4196	Cathy J. Dyer	\$497.81	8/29/2013
4197	Linda K. Watson	\$416.79	8/29/2013
4198	Darin L. Crites	\$290.27	8/29/2013
4199	Nellie B. Radcliff	\$336.00	8/29/2013
4200	Mark A. Dennis	\$371.33	8/29/2013
4201	Todd R. Anderson	\$635.20	9/5/2013
4202	Dennis R. Brown	\$668.69	9/5/2013
4203	William H. Byers, Jr.	\$502.84	9/5/2013
4204	Cathy J. Dyer	\$497.81	9/5/2013
4205	Linda K. Watson	\$416.76	9/5/2013
4206	Darin L. Crites	\$333.43	9/5/2013
4207	Nellie B. Radcliff	\$336.01	9/5/2013
4208	Mark A. Dennis	\$371.32	9/5/2013
4209	Todd R. Anderson	\$635.19	9/12/2013
4210	Dennis R. Brown	\$458.63	9/12/2013
4211	William H. Byers, Jr.	\$527.07	9/12/2013
4212	Cathy J. Dyer	\$498.21	9/12/2013
4213	Linda K. Watson	\$416.77	9/12/2013
4214	Darin L. Crites	\$391.60	9/12/2013
4215	Nellie B. Radcliff	\$336.09	9/12/2013
4216	Mark A. Dennis	\$371.32	9/12/2013
4217	Todd R. Anderson	\$677.28	9/19/2013
4218	Dennis R. Brown	\$428.85	9/19/2013
4219	William H. Byers, Jr.	\$637.68	9/19/2013
4220	Cathy J. Dyer	\$498.20	9/19/2013
4221	Linda K. Watson	\$416.77	9/19/2013
4222	Darin L. Crites	\$335.41	9/19/2013
4223	Nellie B. Radcliff	\$336.11	9/19/2013
4224	Mark A. Dennis	\$371.31	9/19/2013

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
AUGUST 16, 2013 – SEPTEMBER 19, 2013**

1. Letter dated August 14, 2013, to Mineral Wells PSD, from Chad Miller, Cerrone Associates, writing briefly to update the Board on the Sewer System Improvements project and SCADA Upgrade project.
2. Statement of Compliance dated August 13, 2013, to Mineral Wells PSD, from Orders Construction, regarding payroll for the period of August 4, 2013 thru August 10, 2013.
3. Letter from Johnny Stephens regarding a position to serve as a Board Member of the Mineral Wells Public Service District.
4. E-mail dated August 16, 2013, to Cam Siegrist, Bowles Rice, from Cathy Dyer, regarding Rural Development loans.
5. Copy of letter dated August 16, 2013, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing Requisition No. 16 in the amount of \$154,070.37 for the Sewer System Improvements Project.
6. Copy of letter dated August 16, 2013, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing Addendum No. 4 to the Agreement for Engineering Services for the District's Sewer System Improvement Project Phase II.
7. Copy of letter dated August 16, 2013, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing Requisition No. 2 in the amount of \$2,000.00 for the Sewer System Improvements Project Phase II.
8. Copy of letter dated August 16, 2013, to Andrea Hicks, Cerrone Associates, Inc., from Cathy Dyer, enclosing five (5) copies of Contract 1 - Change Order No. 11 for the Sewer System Improvements Project.
9. Fax dated August 19, 2013, to Mineral Wells PSD, from Union Williams PSD, regarding the monthly PSD meeting to be held August 21, 2013 at Mineral Wells PSD.
10. Electronic Submission dated August 19, 2013 of the July 2013 DMR.
11. E-mail dated August 21, 2013, to Dominick Cerrone, Cerrone Associates, from Linda Watson, attaching the July 2013 DMR.
12. E-mail dated August 20, 2013, to Cathy Dyer, from Laurie Doyle, E-One, attaching the Release letter for signature of the 70 cores for the Sewer System Improvements Project.
13. Fraud Seminar, September 17-18, 2013, Morgantown Utility Board.
14. Safety Seminar, OSHA 10 hour General Industry, PSC.
15. Water Environmental Testing results dated August 7, 2013.



**Mineral Wells PSD  
List of Correspondence  
September 19, 2013  
Page 2**

16. Copy of letter dated August 16, 2013, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing an approved copy of the Minutes of the Regular Board Meeting held July 18, 2013.
17. Fax dated August 20, 2013, to Todd Anderson, from Jim Wright, Water Environmental Testing, attaching sludge sampling results.
18. Memo dated August 19, 2013, to Mineral Wells PSD, from Janie Witt, WV Rural Water Association, enclosing is the Official Notice for the upcoming WV Rural Water Association Annual Business Meeting.
19. Tips and Hints from USDA Rural Development's Ripley Area Office, July 2013.
20. Letter dated August 20, 2013, to Mineral Wells PSD, from Renee Shotwell, Bill Bailey Insurance Agency, regarding the 28<sup>th</sup> Annual WV Rural Water Convention at Snowshoe.
21. E-mail dated August 22, 2013, to Virginia McDonald, Rural Development, from Cathy Dyer, attaching confirmation of deposits to the following accounts: Sewer System Project acct - \$154,070.37 and Sewer System Project Phase II - \$2,000.00
22. The Baltimore Life Companies pamphlet.
23. Letter dated August 21, 2013, to Todd Anderson, from Kathy Lough, REIC, regarding receipt of 2 samples for analysis.
24. E-mail dated August 22, 2013, to Cathy Dyer, from George Blum, Cerrone Associates, revised calculation on the line transferred to Northern Jackson County PSD.
25. Medina – Lockhart Fork Water Extension, Northern Jackson PSD, Transfer of Physical Plant along Windy Ridge Road from Mineral Wells PSD to Northern Jackson County PSD.
26. Sampling results from Water Environmental Testing.
27. Statement of Compliance dated August 21, 2013, to Mineral Wells PSD, from Orders Construction payroll for week August 11, 2013 thru August 17, 2013.
28. Copy of letter dated August 23, 2013, to Mr. & Mrs. Merrill, from Cathy Dyer, enclosing a copy of the agreement and right of way easements.
29. Fax dated August 23, 2013, to Todd Anderson, Mineral Wells PSD, from Jim Wright, Water Environmental Testing, attaching sampling results.
30. **\*\*\*\*Letter dated August 19, 2013, to Mineral Wells PSD, from Virginia McDonald, Rural Development, advising that project funds in the amount of \$2,000.00 were ordered on August 19, 2013.**
31. Copy of letter dated August 27, 2013, to Suttle & Stalnaker, from Cathy Dyer, enclosing Sewer System Improvements Project Phase II check #107 in the amount of \$2,000.00.

**Mineral Wells Public Service District  
List of Correspondence  
September 19, 2013  
Page 3**

32. **\*\*\*\*Letter dated August 19, 2013, to Mineral Wells PSD, from Virginia McDonald, Rural Development, advising that funds in the amount of \$154,070.37 were ordered on August 19, 2013.**
33. Copy of letter dated August 27, 2013, to John Persun, Jr., Orders Construction, from Cathy Dyer, enclosing District check #5051 in the amount of \$150,798.19 for work performed in the month of July 2013 for the Sewer system Improvements Project.
34. Copy of letter dated August 27, 2013, to Andrea Hicks, Cerrone Associates, from Cathy Dyer, enclosing District check #5052 in the amount of \$3,272.18 for the sewer system improvements project.
35. Fax dated August 28, 2013, to Anita, Parkersburg Utility Board, from Linda, attaching a list of customers that need shut off for non payment.
36. E-mail dated August 27, 2103, to Mineral Wells PSD, from Robert Steptoe, regarding the information on the USDA loans.
37. Carbon copy of letter dated August 27, 2013, to Mineral Wells PSD, from Steven Hardman, Bowles Rice, regarding information concerning the status of pending or threatened litigation and other claims that we are handling. This is made in connection with the year end audit of the PSD for June 2013.
38. Confirmation number from Municipal Bond Commission in the amount of \$8,116.88.
39. Fax dated August 28, 2013, to Action Answering Service, from Linda Watson, attaching customers turned off for non payment.
40. Statement of Compliance dated August 27, 2013, to Mineral Wells PSD, from Orders Construction payroll records for week of August 18, 2013 thru August 24, 2013.
41. **\*\*\*\*Copy of letter dated August 28, 2013, to Virginia McDonald, from Cathy Dyer, regarding Management Reports – Water Loans.**
42. Mineral Wells VFD used 650 gallons for fire fighting and 0 gallons for training purposes for the month of July 2013.
43. E-mail dated September 3, 2013, to Jennifer Wilson, Rural Development, from Cathy Dyer, attaching August 2013 bank statements for the Districts Sewer projects.
44. Fax dated September 3, 2013, to Christy Pitsenbarger, WV Bureau of Public Health, from Todd Anderson, attaching the Monthly Operational Report for the month of August 2013.
45. Sampling results from Water Environmental Testing for the sludge from the lagoons at the WWTP.
46. Fax dated September 4, 2013, to Mineral Wells PSD, from Water Environmental Testing, attaching farm sampling results.



**Mineral Wells PSD  
List of Correspondence  
September 19, 2013  
Page 4**

47. Bacteriological Examination of Water From Public Water System dated September 4, 2013 attaching water sample result for Candace Merrill.
48. Bacteriological Examination of Water from Public Water System dated September 3, 2013, attaching water sampling results.
49. National Pollutant Discharge Elimination System, Discharge Monitoring Report, State of West Virginia, August 2013.
50. State of West Virginia National Pollutant Discharge Elimination System Discharge Monitoring Report, July, August, September 2013.
51. Testing results for land applying sludge.
52. Invoice dated September 9, 2013, to Liberty Truck Stop, from Mineral Wells PSD, regarding oil & grease sampling.
53. Invoice dated September 9, 2013, to Pepsi Cola, from Mineral Wells PSD, regarding oil & grease sampling.
54. Invoice dated September 9, 2013, to Wal-Mart, from Mineral Wells PSD, regarding oil & grease sampling.
55. Carbon copy of letter dated September 5, 2013, to Griffin McCabe, Orders Construction, from Jim Mayles, Cerrone Associates, regarding a problem with the valves on the air headers at the WWTP lagoons.
56. Letter of transmittal dated September 4, 2013, Chad Miller, Cerrone Associates, from Kyle Kelly, Tri State Pipeline, attaching shop drawings.
57. Copy of letter dated September 9, 2013, to WVBPH/OEHS, from Todd Anderson, enclosing test results from REIC of the samples taken August 6, 2013.
58. Copy of letter dated September 9, 2013, to Shawn Walcutt, from Linda Watson, regarding check #1515 in the amount of \$57.33 from the bank marked NSF.
59. Copy of letter dated September 10, 2013, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing District check #44184 in the amount of \$13,800.00 for September 2013 interest payment.
60. Fax dated September 10, 2013, to OEHS-EED, from Denny Brown, attaching renewal application for WD Class I - IV Water Operators.
61. Check dated September 10, 2013 in the amount of \$149.52 for scrap metal sales.
62. West Virginia State Tax Department Tax Account Administration Division Request for Release of Final Settlement. Environment One amount of contract \$125,650.

**Mineral Wells PSD  
List of Correspondence  
September 19, 2013  
Page 5**

63. E-mail dated September 11, 2013, to Dominick Cerrone, Cerrone Associates, from Linda Watson, attaching the DMR for August 2013.
64. Electronic submission of the August 2013 DMR to the DEP.
65. Certificate of Liability Insurance for Orders Construction Co. Inc.
66. Water Environmental testing results dated September 3, 2013.
67. **\*\*\*\*The West Virginia State Treasurer's Office, transaction processed for unclaimed property on September 12, 2013.**
68. General Status Inquiry dated September 11, 2013, to Mineral Wells PSD, from Allstar Financial Group, attaching information needed on Hughes Supply Company regarding the SCADA project.
69. E-mail dated September 9, 2013, to Wirt County Journal, from Cathy Dyer, attaching notice of the Regular Board Meeting to be inserted in the Journal on August 14, 2013.
70. Fax dated September 13, 2013, to Jackson Herald Newspaper, from Cathy Dyer, attaching notice of the Regular Board Meeting to be inserted in the paper on Tuesday, September 17, 2013.
71. Fax dated September 13, 2013, to Parkersburg News/Sentinel, from Cathy Dyer, attaching notice of the Regular Board Meeting to be inserted in the paper on Monday, September 16, 2013.
72. Statement of Compliance dated September 10, 2013, to Mineral Wells PSD, from Orders Construction, Inc., attaching payroll records for the week of August 25, 2013 thru August 31, 2013.
73. E-mail dated August 22, 2013, to Linda Watson, from Robert Bates, DEP, attaching correct information and resubmitted for the Reissue of the NPDES Sewage Permit.
74. Copy of letter dated September 13, 2013, to Robert Bates, DEP, from Linda Watson, enclosing information needed for the Discharge Monitoring Reports.
75. Copy of letter dated September 13, 2013, to Chad Smith, from Linda Watson, regarding a check the District received back in the amount of \$60.00 marked NSF.
76. E-mail dated September 13, 2013, to Mineral Wells PSD, from Jim Mayles, Cerrone Associates, attaching minutes for the September Progress Meeting for Phase II of the Sewer Project with Orders Construction.
77. E-mail dated September 13, 2013, to Mineral Wells PSD, from Jim Mayles, Cerrone Associates, attaching minutes for the September Progress Meeting for Phase II of the Sewer Project with Burch Hydro.

**Mineral Wells PSD  
List of Correspondence  
September 19, 2013  
Page 6**

78. Confirmation numbers on payments in the amount of \$18,415.90 made to WV Municipal Bond Commission.
79. Letter dated September 12, 2013, to Cathy Dyer, from Patricia Burch, Burch Hydro, enclosing prevailing wage documents for the WWTP Lagoon Cleaning.
80. E-mail dated September 17, 2013, to Mineral Wells PSD, from Northern Jackson PSD, regarding information regarding the cutting and tying in the Mineral Wells PSD and Northern Jackson PSD.
81. Copy of letter dated September 17, 2013, to Sandra Squire, Public Service Commission, from Cathy Dyer, requesting a waiver from Water Rule 4.8.a.3 and Sewer Rule 4.8.b.3 in favor of notification via computerized telephone dialing notification system.
82. Fax dated September 19, 2103, to Parkersburg News/Sentinel, from Cathy Dyer, attaching Notice of Flushing to be inserted in the Sunday, September 22, 2013 newspaper.
83. Letter dated September 18, 2013, to Cathy Dyer, from Sandra Squires, PSC, acknowledging receipt of Electronic Mail Agreement and understanding for use.
84. Questionnaire from State of West Virginia Consolidated Public Retirement Board.
85. Completed W-9 form to Pepsi Bottling Group.



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)	(177,333.32)	(85,473.99)	96.39	(170,643.66)	16.03	893,356.34
METERED SALES-COMMERCIAL	1 461 200 00	(187,000.00)	(31,166.66)	(17,044.07)	109.37	(32,680.84)	17.47	154,319.16
METERED SALES-INDUSTRIAL	1 461 300 00	(3,400.00)	(566.66)	(317.35)	112.00	(536.05)	15.76	2,863.95
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	(3,300.00)	(550.00)	(27.30)	9.92	(54.60)	1.65	3,245.40
METER RENTAL	1 461 500 00	.00	.00	.00		.00		.00
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TOTAL METERED SALES		(1257,700.00)	(209,616.64)	(102,862.71)	98.14	(203,915.15)	16.21	1053,784.85
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(25,000.00)	(4,166.66)	(1,916.73)	92.00	(4,315.92)	17.26	20,684.08
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(3,500.00)	(583.32)	(1,435.91)	492.32	(1,745.91)	49.88	1,754.09
METER LEASE - MOBILE HOME PARK	1 472 000 00	(700.00)	(116.66)	.00		.00		700.00
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(833.32)	(833.34)	200.00	(1,249.97)	24.99	3,750.03
OTHER WATER REVENUES	1 474 000 00	(5,200.00)	(866.66)	(366.75)	84.63	(755.50)	14.52	4,444.50
GAIN ON SALE	1 476 000 00	.00	.00	.00		.00		.00
TOTAL OTHER REVENUES		(39,400.00)	(6,566.62)	(4,552.73)	138.66	(8,067.30)	20.47	31,332.70
		=====	=====	=====	=====	=====	=====	=====
TOTAL REVENUES		(1297,100.00)	(216,183.26)	(107,415.44)	99.37	(211,982.45)	16.34	1085,117.55



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	70,000.00	32,422.40	92.63	67,197.60	15.99	(352,802.40)
PURCHASED WATER PARKERBURG	1 610 101 00	7,000.00	1,166.66	.00		.00		(7,000.00)
		=====	=====	=====	=====	=====	=====	=====
TOTAL SOURCE OF SUPPLY		427,000.00	71,166.66	32,422.40	91.11	67,197.60	15.73	(359,802.40)
WATER SYSTEM EXPENSES								
OPERATION/MAINTENANCE								
SALARIES & WAGES PUMPING LABOR	1 601 500 00	7,200.00	1,200.00	452.10	75.35	993.11	13.79	(6,206.89)
POWER PURCHASED PUMPING	1 615 500 00	8,500.00	1,416.66	540.47	76.30	983.81	11.57	(7,516.19)
CHEMICALS	1 618 500 00	400.00	66.66	.00		.00		(400.00)
CONTRACTUAL SERVICES TESTING	1 635 500 00	3,600.00	600.00	259.50	86.50	259.50	7.20	(3,340.50)
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	6,666.66	3,650.15	109.50	6,245.11	15.61	(33,754.89)
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	2,500.00	235.40	18.83	2,202.62	14.68	(12,797.38)
CONTRACTUAL SERVICES OTHER	1 636 600 00	37,000.00	6,166.66	4,302.44	139.53	5,854.94	15.82	(31,145.06)
MISC EXPENSE PUMPING	1 675 606 00	.00	.00	.00		.00		.00
		=====	=====	=====	=====	=====	=====	=====
TOTAL OPERATION/MAINTENANCE		111,700.00	18,616.64	9,440.06	101.41	16,539.09	14.80	(95,160.91)

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	1,916.66	.00		.00		(11,500.00)
SALARIES & WAGES STRUC & IMP	1 601 702 00	2,100.00	350.00	277.00	158.28	442.20	21.05	(1,657.80)
SALARIES & WAGES METER READING	1 601 703 00	7,300.00	1,216.66	599.45	98.54	1,251.32	17.14	(6,048.68)
SALARIES & WAGES BILLING & COL	1 601 704 00	33,000.00	5,500.00	3,246.81	118.06	4,866.79	14.74	(28,133.21)
MATERIALS & SUPPLIES CUSTOMER	1 620 700 00	7,600.00	1,266.66	497.50	78.55	1,009.84	13.28	(6,590.16)
CONTRACTUAL SERVICES OTHER	1 636 700 00	2,200.00	366.66	1,714.20	935.03	1,714.20	77.91	(485.80)
UNCOLLECTIBLE ACCOUNTS	1 670 700 00	3,500.00	583.32	.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	166.66	.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	11,366.62	6,334.96	111.46	9,284.35	13.61	(58,915.65)
OPERATION/MAINTENANCE								
ADMIN & GENERAL SALARIES	1 601 801 00	65,000.00	10,833.32	4,265.27	78.74	7,012.66	10.78	(57,987.34)
SALARIES & WAGES COMMISSIONERS	1 603 800 00	2,700.00	450.00	150.00	66.66	300.00	11.11	(2,400.00)
EMPLOYEES PENSIONS/BENEFITS	1 604 801 00	45,300.00	7,550.00	3,850.65	102.00	6,931.36	15.30	(38,368.64)
EMPLOYEE VACATION PAY	1 604 802 00	11,700.00	1,950.00	821.18	84.22	1,942.70	16.60	(9,757.30)
EMPLOYEES HOLIDAY PAY	1 604 803 00	8,200.00	1,366.66	186.24	27.25	858.48	10.46	(7,341.52)
EMPLOYEES SICK PAY	1 604 804 00	8,200.00	1,366.66	157.88	23.10	258.20	3.14	(7,941.80)
EMPLOYEES' FUNERAL LEAVE PAY	1 604 805 00	.00	.00	.00		197.28		197.28
COMP TIME	1 604 806 00	2,300.00	383.32	190.12	99.19	291.16	12.65	(2,008.84)
OPEB/WV RETIREE HEALTH BENEFIT	1 604 808 00	4,100.00	683.32	338.40	99.04	676.80	16.50	(3,423.20)
EMPLOYEES WELFARE EXPENSE	1 604 809 00	.00	.00	.00		.00		.00
OFFICE SUPPLIES & EXPENSE	1 620 800 00	10,000.00	1,666.66	972.98	116.75	1,857.36	18.57	(8,142.64)
CONTRACTUAL SERV ENGINEERING	1 631 800 00	.00	.00	.00		.00		.00
CONTRACTUAL SERV ACCOUNTING	1 632 800 00	7,500.00	1,250.00	.00		.00		(7,500.00)
CONTRACTUAL SERV LEGAL	1 633 800 00	1,000.00	166.66	.00		.00		(1,000.00)
CONTRACTUAL SERVICES OTHER	1 636 800 00	5,000.00	833.32	172.80	41.47	345.60	6.91	(4,654.40)
TRANSPORTATION EXPENSES	1 650 801 00	28,000.00	4,666.66	1,690.97	72.47	2,530.62	9.03	(25,469.38)
INSURANCE - VEHICLE	1 656 800 00	8,000.00	1,333.32	1,093.11	163.96	2,210.26	27.62	(5,789.74)
PROPERTY INSURANCE	1 657 800 00	4,400.00	733.32	1,763.81	481.04	4,844.79	110.10	444.79
INSURANCE WORKERS COMPENSATION	1 658 800 00	6,400.00	1,066.66	527.99	98.99	1,055.98	16.49	(5,344.02)
INSURANCE OTHER	1 659 800 00	10,800.00	1,800.00	3,050.68	338.96	6,168.46	57.11	(4,631.54)
ADVERTISING EXPENSE	1 660 800 00	3,000.00	500.00	.00		.00		(3,000.00)
REGULATORY COMMISSION EXPENSE	1 667 800 00	3,600.00	600.00	.00		.00		(3,600.00)
MISCELLANEOUS GENERAL EXPENSE	1 675 801 00	5,000.00	833.32	314.01	75.36	533.63	10.67	(4,466.37)
MISC EXPENSE MAINT GENERAL PLT	1 675 802 00	.00	.00	.00		.00		.00
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TOTAL OPERATION/MAINTENANCE		240,200.00	40,033.20	19,546.09	97.64	38,015.34	15.82	(202,184.66)
		=====	=====	=====	=====	=====	=====	=====
TOTAL OPERATION & MAINTENANCE		847,100.00	141,183.12	67,743.51	95.96	131,036.38	15.46	(716,063.62)

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	51,000.00	25,630.00	100.50	51,260.00	16.75	(254,740.00)
FICA EXPENSE	1 408 120 00	14,000.00	2,333.32	1,059.95	90.85	1,892.11	13.51	(12,107.89)
GAIN-LOSSES DISPOSITION OF PRO	1 414 000 00	.00	.00	.00		.00		.00
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OTHER INCOME & DEDUCTIONS								
INTEREST & DIVIDEND INCOME	1 419 000 00	(600.00)	(100.00)	(6.62)	13.24	(29.72)	4.95	570.28
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	33,166.66	16,668.52	100.51	33,371.00	16.76	(165,629.00)
OTHER INT EXP CUSTOMER DEP RFN	1 427 400 00	200.00	33.32	26.56	159.42	52.45	26.22	(147.55)
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
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TOTAL OTHER INCOME & DEDUCTIO		198,600.00	33,099.98	16,688.46	100.83	33,393.73	16.81	(165,206.27)
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NET INCOME		68,600.00	11,433.16	3,706.48	64.83	5,599.77	8.16	(63,000.23)



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

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
<b>OPERATING REVENUE ACCOUNTS</b>								
DOMESTIC SERVICE-RESIDENTIAL	2 522 100 00	(660,000.00)	(110,000.00)	(61,073.31)	111.04	(120,752.36)	18.29	539,247.64
DOMESTIC SERVICE-COMMERCIAL	2 522 200 00	(190,000.00)	(31,666.66)	(23,817.16)	150.42	(45,135.16)	23.75	144,864.84
DOMESTIC SERVICE-PUBLIC AUTHOR	2 522 300 00	(800.00)	(133.32)	(62.08)	93.12	(130.26)	16.28	669.74
DOMESTIC SALES-INDUSTRIAL	2 522 400 00	(4,000.00)	(666.66)	(360.94)	108.28	(549.01)	13.72	3,450.99
BUTCHER BEND SEWER	2 536 000 00	(250.00)	(41.66)	(12.04)	57.80	(.71)	.28	249.29
TOTAL SALES OF SEWER SERVICE		(855,050.00)	(142,508.30)	(85,325.53)	119.74	(166,567.50)	19.48	688,482.50
<b>OTHER SEWER REVENUES</b>								
FORFEITED DISCOUNTS & PENALTY	2 532 000 00	(14,200.00)	(2,366.66)	(1,530.25)	129.31	(3,409.13)	24.00	10,790.87
MISC SEWERAGE REVENUES	2 536 100 00	(600.00)	(100.00)	1,363.53	999.99-	(350.00)	58.33	250.00
TOTAL OTHER SEWER REVENUES		(14,800.00)	(2,466.66)	(166.72)	13.51	(3,759.13)	25.39	11,040.87
TOTAL REVENUES		(869,850.00)	(144,974.96)	(85,492.25)	117.94	(170,326.63)	19.58	699,523.37
<b>OPERATION/MAINTENANCE EXPENSE</b>								
<b>COLLECTING EXPENSES</b>								
SALARIES & WAGES T&D	2 701 100 00	1,500.00	250.00	182.90	146.32	204.10	13.60	(1,295.90)
SALARIES & WAGES MAINS T&DS	2 701 201 00	6,000.00	1,000.00	325.54	65.10	618.10	10.30	(5,381.90)
MATERIALS & SUPPLIES T&D LINES	2 720 201 00	3,500.00	583.32	25.48	8.73	25.48	.72	(3,474.52)
CONTRACTUAL SERV OTHER T&D	2 736 201 00	5,000.00	833.32	714.96	171.59	1,864.96	37.29	(3,135.04)
TOTAL COLLECTING EXPENSES		16,000.00	2,666.64	1,248.88	93.66	2,712.64	16.95	(13,287.36)
<b>PUMPING EXPENSES</b>								
OPERATION LABOR-PUMPING	2 701 301 00	7,500.00	1,250.00	1,379.88	220.78	2,127.18	28.36	(5,372.82)
POWER LIFT STATIONS	2 715 301 00	19,000.00	3,166.66	1,645.60	103.93	3,566.36	18.77	(15,433.64)
POWER GRINDER PUMPS	2 715 302 00	6,500.00	1,083.32	440.26	81.27	836.57	12.87	(5,663.43)
SALARIES & WAGES MAINT LIFT ST	2 701 401 00	11,000.00	1,833.32	4,099.31	447.20	4,557.46	41.43	(6,442.54)
SALARIES & WAGES GRINDER PUMP	2 701 402 00	12,500.00	2,083.32	2,223.15	213.42	3,122.73	24.98	(9,377.27)
MATERIALS & SUPPLIES LIFT STAT	2 720 401 00	15,000.00	2,500.00	465.46	37.23	4,374.72	29.16	(10,625.28)
MATERIALS & SUPPLIES GRINDERS	2 720 402 00	20,000.00	3,333.32	6,454.42	387.26	6,713.10	33.56	(13,286.90)
CONTRACTUAL SERV OTHER LFT STA	2 736 401 00	12,000.00	2,000.00	5,050.00	505.00	11,508.00	95.90	(492.00)
CONTRACTUAL SERV GRINDER PUMPS	2 736 402 00	19,000.00	3,166.66	1,275.00	80.52	1,875.00	9.86	(17,125.00)
TOTAL PUMPING EXPENSES		122,500.00	20,416.60	23,033.08	225.63	38,681.12	31.57	(83,818.88)



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

TITLE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
<b>TREATMENT &amp; DISPOSAL EXPENSES</b>								
SALARIES & WAGES WWTP CK/SAMPL	2 701 500 00	10,000.00	1,666.66	959.30	115.11	1,394.70	13.94	(8,605.30)
PURCHASED POWER WWTP	2 715 500 00	56,000.00	9,333.32	5,944.78	127.38	13,435.46	23.99	(42,564.54)
CHEMICALS WWTP	2 718 500 00	30,000.00	5,000.00	.00		3,987.42	13.29	(26,012.58)
MATERIALS & SUPPLIES WWTP	2 720 500 00	22,000.00	3,666.66	2,917.39	159.13	3,394.70	15.43	(18,605.30)
CONTRACTUAL SERVICE TESTING	2 735 500 00	4,500.00	750.00	1,003.00	267.46	931.50	20.70	(3,568.50)
CONTRACTUAL SERV OTHER WWTP	2 736 500 00	6,500.00	1,083.32	879.60	162.38	879.60	13.53	(5,620.40)
SALARIES & WAGES WWTP BUILD/GR	2 701 601 00	5,900.00	983.32	280.30	57.01	542.00	9.18	(5,358.00)
SALARIES & WAGES WWTP EQUIP RR	2 701 602 00	9,500.00	1,583.32	692.30	87.44	1,105.10	11.63	(8,394.90)
MATERIALS & SUPPLIES WWTP OUTA	2 720 601 00	.00	.00	.00		.00		.00
<b>TOTAL TREATMENT &amp; DISPOSAL</b>		<b>144,400.00</b>	<b>24,066.60</b>	<b>12,676.67</b>	<b>105.34</b>	<b>25,670.48</b>	<b>17.77</b>	<b>(118,729.52)</b>
<b>BILLING &amp; COLLECTING EXPENSES</b>								
SALARIES & WAGES METER READING	2 701 701 00	6,000.00	1,000.00	578.25	115.65	1,119.49	18.65	(4,880.51)
SALARIES & WAGES BILLING & COL	2 701 702 00	26,000.00	4,333.32	2,460.90	113.58	3,770.90	14.50	(22,229.10)
MATERIALS & SUPPLIES BILL&COLL	2 720 700 00	6,500.00	1,083.32	810.20	149.57	1,331.61	20.48	(5,168.39)
CONTRACTUAL SERVICE OTHER	2 736 700 00	2,700.00	450.00	1,258.00	559.11	1,373.20	50.85	(1,326.80)
UNCOLLECTIBLE ACCOUNTS	2 770 700 00	3,200.00	533.32	.00		.00		(3,200.00)
<b>TOTAL BILLING &amp; COLLECTING</b>		<b>44,400.00</b>	<b>7,399.96</b>	<b>5,107.35</b>	<b>138.03</b>	<b>7,595.20</b>	<b>17.10</b>	<b>(36,804.80)</b>
<b>ADMINISTRATIVE/GENERAL EXPENSE</b>								
SALARIES & WAGES ADMIN	2 701 800 00	40,000.00	6,666.66	4,442.75	133.28	6,066.93	15.16	(33,933.07)
BOARD OF DIRECTORS	2 703 800 00	2,000.00	333.32	100.00	60.00	350.00	17.50	(1,650.00)
EMPLOYEE PENSION & BENEFITS	2 704 800 00	42,000.00	7,000.00	4,459.08	127.40	6,750.47	16.07	(35,249.53)
EMPLOYEES VACATION PAY	2 704 801 00	6,500.00	1,083.32	547.45	101.06	1,295.13	19.92	(5,204.87)
EMPLOYEES HOLIDAY PAY	2 704 802 00	6,700.00	1,116.66	124.16	22.23	572.32	8.54	(6,127.68)
EMPLOYEES SICK PAY	2 704 803 00	3,000.00	500.00	105.25	42.10	172.13	5.73	(2,827.87)
EMPLOYEES' FUNERAL LEAVE PAY	2 704 804 00	.00	.00	.00		131.52		131.52
COMP TIME	2 704 805 00	1,500.00	250.00	140.68	112.54	208.04	13.86	(1,291.96)
OPEB/WV RETIREE HEALTH BENEFIT	2 704 806 00	3,000.00	500.00	225.60	90.24	451.20	15.04	(2,548.80)
MATERIALS & SUPPLIES OFFICE	2 720 800 00	12,000.00	2,000.00	648.66	64.86	1,238.22	10.31	(10,761.78)
SPECIAL SERVICE ENGINEER	2 731 800 00	5,000.00	833.32	.00		.00		(5,000.00)
SPECIAL SERVICES	2 732 800 00	5,000.00	833.32	.00		.00		(5,000.00)
CONTRACTUAL SERV ACCOUNT-ARTBR	2 732 801 00	1,125.00	187.50	.00		.00		(1,125.00)
SPECIAL LEGAL SERVICES	2 733 800 00	1,000.00	166.66	(912.83)	999.99-	(912.83)	91.28-	(1,912.83)
TRANSPORTATION EXPENSE	2 750 800 00	20,000.00	3,333.32	1,127.32	67.63	1,687.10	8.43	(18,312.90)
INSURANCE VEHICLE	2 756 800 00	3,000.00	500.00	728.74	291.49	1,473.51	49.11	(1,526.49)
INSURANCE PROPERTY	2 757 800 00	5,500.00	916.66	1,175.87	256.55	3,229.86	58.72	(2,270.14)
INSURANCE WORKERS COMPENSATION	2 758 800 00	4,400.00	733.32	351.99	95.99	703.98	15.99	(3,696.02)
INSURANCE OTHER	2 759 800 00	7,300.00	1,216.66	2,033.79	334.32	4,112.31	56.33	(3,187.69)
ADVERTISING EXPENSES	2 760 800 00	2,000.00	333.32	.00		.00		(2,000.00)
REGULATORY COMMISSION	2 767 800 00	2,500.00	416.66	.00		.00		(2,500.00)
MISC GENERAL EXPENSE	2 775 800 00	6,000.00	1,000.00	(534.35)	106.87-	(366.70)	6.11-	(6,366.70)
RENTS	2 775 801 00	5,000.00	833.32	.00		5,000.00	100.00	.00
EMPLOYEE WELFARE/GENERAL	2 775 802 00	.00	.00	.00		.00		.00
<b>TOTAL ADMINISTRATIVE &amp; GEN EX</b>		<b>184,525.00</b>	<b>30,754.02</b>	<b>14,764.16</b>	<b>96.01</b>	<b>32,163.19</b>	<b>17.43</b>	<b>(152,361.81)</b>
<b>TOTAL OPERATION &amp; MAINTENANCE</b>		<b>511,825.00</b>	<b>85,303.82</b>	<b>56,830.14</b>	<b>133.24</b>	<b>106,822.63</b>	<b>20.87</b>	<b>(405,002.37)</b>

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	50,000.00	17,210.00	68.84	34,420.00	11.47	(265,580.00)
FICA EXPENSE	2 408 200 00	13,000.00	2,166.66	1,418.81	130.96	2,066.63	15.89	(10,933.37)
INTEREST/DIVIDEND EARNED	2 419 000 00	(600.00)	(100.00)	(9.14)	18.28	(17.20)	2.86	582.80
INTEREST ON LONG TERM DEBT	2 427 300 00	80,000.00	13,333.32	4,317.50	64.76	8,652.27	10.81	(71,347.73)
AMORT OF DEBT DISC & EXP	2 428 000 00	.00	.00	.00		.00		.00
OTHER INTEREST EXPENSE	2 427 400 00	200.00	33.32	19.64	117.88	34.31	17.15	(165.69)
		=====	=====	=====	=====	=====	=====	=====
TOTAL EXPENSES & OTHER INCOME		392,600.00	65,433.30	22,956.81	70.16	45,156.01	11.50	(347,443.99)
		=====	=====	=====	=====	=====	=====	=====
BALANCE TO SURPLUS		34,575.00	5,762.16	(5,705.30)	198.01-	(18,347.99)	53.06-	(52,922.99)