

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

March 21, 2014

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 February 20, 2014; the minutes were approved at the Regular Board meeting held on Thursday, March 20, 2014.

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

Yours truly,

Mineral Wells PSD

  
Cathy Dyer  
Office Manager

Enclosures: February 20, 2014, 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, FEBRUARY 20, 2014, 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; Howard Baldwin, Resident; James R. Lett, Secretary, absent.

Mr. Stewart made a motion to approve the Minutes of the January 16, 2014, 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. 22 Sewer System Improvement Project in the amount of \$5,000.00. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Requisition.

Mr. Stewart made a motion to approve Amendment No. 5 to the Owner-Engineer Agreement to the Sewer Improvement Project an increase of \$12,477.00 for additional design service. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed to Amendment.

Mr. Stewart made a motion to approve Amendment No. 6 to the Owner-Engineer Agreement to the Sewer Improvement Project an increase of \$4,000.00 for Resident Project Representative. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Amendment.

Approve/disapprove Change Order No. 13, Orders Construction Co. Inc., Contract 1, Sewer System Improvement Project increase of \$2,100.00. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Change Order No. 13.

Mr. Stewart made a motion to approve Requisition No. 8, Sewer System Improvement Project Phase II in the amount of \$50,840.37. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the requisition.

Mr. Stewart made a motion to approve Amendment No. 7 to the Owner-Engineer Agreement to the Sewer Improvement Project Phase II an increase of \$15,000.00 for Resident Project Representative. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Amendment.

Mr. Stewart made a motion to approve Requisition No. 5, SCADA System Improvement Project in the amount of \$14,814.45. Mr. Radabaugh seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the requisition.

Mr. Stewart made a motion to approve the Financial Statements, (copies attached) for January 31, 2014, 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 #44567 thru #44627 written on the Consolidated Water and Sewer Revenue Checking Account between January 16, 2014 and February 20, 2014, (copies attached) Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks #4379 thru #4418 written on the Consolidated Payroll Account between January 16, 2014 and February 20, 2014, (copies attached). Mr. Radabaugh seconded the motion. The motion passed unanimously.

The following correspondence was discussed.

Item #19 - Letter dated January 22, 2014; Cerrone Associates, Inc. attaching approved Change Order #1 to Contract 1 SCADA Updates Project an additional \$9,149.49.

Items #42 & #43 - FCC license - effective January 29, 2014 thru January 29, 2024.

Item #44 - Title II Tier reporting for WV Emergency Services

Mrs. Dyer had the following to discuss.

The District will be meeting with WesBanco for online banking, ACH payments and Employee payroll direct deposit.

Linda Watson will be submitting to the State of WV for gasoline sales taxes reimbursement.

Mr. Anderson had the following to discuss.

One year of Bacta Pur was ordered for the WWTP \$13,642.60 (39 containers) to be delivered next week.

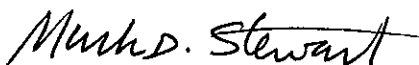
Lemna will be replacing air line on UV system and install heated conduit.

SCADA Project on hold with HSC for online service with BSI.

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 5:35 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**

**January 31, 2014**

**Checking Accounts**

Water Revenue Fund Checking Account	
WesBanco Bank - 1131.2	\$ 1,073.02
Sewer Revenue Fund Checking Account	
WesBanco Bank - 2131.2	<u>98,234.15</u>
<b>Total in Checking Accounts:</b>	<b>\$ 99,307.17</b>

**Water Accounts**

Series 1979 Water Reserve Depreciation	
WesBanco Bank - 1125.401	\$ 13,078.68
Series 1979 Water Reserve	
WesBanco Bank - 1125.200	26,274.21
Series 1997 Sams Creek/Chesterville Reserve	
WesBanco Bank - 1125.300	36,534.49
Series 1999A Rockport Water Reserve Depreciation	
WesBanco Bank - 1125.201	8,401.80
Series 1999A Rockport Water Reserve	
WesBanco Bank - 1125.400	11,672.21
Series 1999B Water Improvement/Office Building Reserve	
WesBanco Bank - 1125.500	24,735.91
Series 1999B Water Imprmt/Office Building Reserve Deprec	
WesBanco Bank - 1125.503	18,635.47
Series 2004A Sycamore, Stephens, Limestone Water Reserve	
WesBanco Bank - 1125.502	14,799.51
Water Security Deposit Account	
WesBanco Bank - 1132.1	43,034.77
Series 2004A Sycmore, Stephens, Limestone Repair and Replacement	
WesBanco Bank - 1125.504	35,616.00
SCADA Project Checking	
WesBanco Bank - 1131.213	<u>30.97</u>
<b>Total In Water Accounts:</b>	<b>\$ 232,814.02</b>

**Sewer Accounts**

Series 2003 Sewer Improvements Repair & Replacement	
WesBanco Bank - 2127.8	\$ 36,654.21
Grinder Pump Maintenance Reserve	
Prime Rate Money Market - WesBanco Bank - 2127.7	2,799.60
Sewer Security Deposit Account	
WesBanco Bank - 2132.1	32,187.39
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>\$ 71,678.84</b>

**Total All Finances - January 31, 2014**

**\$ 403,800.03**

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 WATER REVENUE FUND CHECKING ACCOUNT  
 January 31, 2014

WESBANCO BANK, December 31, 2013 \$5,127.65

RECEIPTS:

Water Sales	\$112,199.31
Water Buffalo Sales	314.50
Reconnection Fees	250.00
Security Deposit Refunds	566.86
NSF Bank Charges	40.00
Acct transfer RUS 91-09	3,518.00
Rent from Sewer	833.34

Total Receipts: \$117,722.01

Total Cash Available: \$122,849.66

Expenditures:

Action Telecom	\$57.00
At & T Mobility	269.33
BP Credit Card Company	701.32
Cintas	521.43
Citizens Security Life Inc. Co.	176.32
Commissioner's Salaries	150.00
Claywood Park PSD	31,184.80
Cutlip Warner Development Co	530.45
Dominion Hope	286.60
Fasteners & Supply Inc	39.24
Ferguson Waterworks	1,575.30
Frontier	132.68
HD Supply Waterworks	2,994.00
Hardman Supply Company	20.94
Mineral Wells PSD	466.97
Miss Utility of WV Inc.	33.54
Mon Power	1,485.72
Municipal Bond Commission	9,397.47
Ohio Valley Muffler & Brake	19.77
Parkersburg Office Supply	70.26
PEIA	2,447.90
R L Roush Excavating	5,151.50
Rural Development - USDA 91-06	20,080.00
Rural Development - USDA 91-07	3,325.00
Rural Development - USDA 91-09	3,518.00
Rural Development - USDA 91-11	2,924.00
Rural Development - USDA 91-02	2,112.00
Rural Development - USDA 91-03	3,140.00
Salaries	10,802.99
Scotts Landscape Nursery	87.80
Suttle & Stalnaker, Inc.	3,000.00
Taylor Disposal Inc.	34.98
Telepage	10.74
Tesa Company	25.36
US Postal Service	510.99

Water Environmental Testing	81.00
WesBanco Bank	95.40
WesBanco Bank-Parkersburg- Payroll taxes	4,866.65
WesBanco Bank 1979 Sams Creek	352.00
WesBanco Bank-Parkersburg - Rockport	628.00
WesBanco Bank-Parkersburg - Water Imprv	668.00
WesBanco Bank-Parkersburg - Stephens Fk	2,008.00
Winans Sanitary Supply Company	195.00
WV Dept of Tax & Revenue	802.36
WV Retiree Health Benefit Trust Fund	609.14
WV Public Employees Retirement System	3,296.96
WV Rural Water Association	819.65
Security Deposit Refunds	70.08

Total Expenditures: \$121,776.64

Balance in Water Revenue Fund Checking Account,  
WesBanco Bank, January 31, 2014 \$1,073.02

Accounts Payable	Claywood Park PSD	\$32,816.80
	USDA Rural Development	37,234.00
	WesBanco - Repair & Replacement	28,042.08
	Total Accounts Payable	\$98,092.88

Total -\$97,019.86

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 SEWER REVENUE FUND CHECKING ACCOUNT  
 January 31, 2014

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, December 31, 2013 \$ 80,087.02

RECEIPTS:

Sewer Sales	\$90,094.76
Butcher Bend Lagoon Assoc	634.66
Security Deposit Refunds	712.53
Reconnect Fees	50.00

Total Receipts: \$91,491.95

Total Cash Available: \$ 171,578.97

Expenditures:

Action Telecom	\$38.00
At & T Mobility	179.55
Aulick Chemical Solutions, Inc	3,676.23
BP Credit Card Company	467.54
Butcher Bend Lagoon Assoc.	699.14
Cintas	347.62
Citizens Security Life Ins Co	117.54
Commissioner's Salaries	100.00
Dominion Hope	191.06
Fasteners & Supply Inc	26.16
Ferguson Waterworks	106.40
Frontier	767.27
Hardman's Supply Company	13.96
Lowe's	580.90
Mineral Wells PSD	1,552.64
Miss Utility of WV Inc	22.36
Mon Power	7,366.59
Municipal Bond Commission	17,135.31
Ohio Valley Muffler & Brake	13.18
Parkersburg Office Supply	46.82
PEIA	1,809.08
R L Roush Excavating	922.50
Ron's Porta Johns, Inc.	725.00
Salaries	8,483.05
Suttle & Stalnaker, PLLC	2,000.00
Taylor's Disposal Inc.	23.32
Telepage	7.16
Tesa Company Inc	224.28
US Postal Service	526.78
USDA Rural Development - 91-12	13,800.00
Water Environmental Testing	223.00
WesBanco Bank	63.60
WesBanco Bank-Parkersburg-Payroll Taxes	3,951.23
WesBanco - Sewer R&R	1,920.01
Winans Sanitary Supply Co	130.00
Retiree Health Benefit Trust Fund	446.86
WV Public Employees Retirement System	2,617.64

WV Dept of Tax & Revenue	658.64
WV Rural Water Association	546.44
WV State Emergency Response	35.00
Xylem Water Solutions USA Inc	293.45
Security Deposit Refunds	489.51

Total Expenditures: \$73,344.82

Balance in Sewer Revenue Fund Checking Account,  
WesBanco Bank, January 31, 2014 \$ 98,234.15

Accounts Payable

Total Accounts Payable \$0.00

Total \$98,234.15



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

Check No.	Name	Check Amt.	Check Date
4379	Todd R. Anderson	\$806.52	1/23/2014
4380	Dennis R. Brown	\$427.47	1/23/2014
4381	William H. Byers, Jr.	\$499.51	1/23/2014
4382	Cathy J. Dyer	\$528.88	1/23/2014
4383	Linda K. Watson	\$501.60	1/23/2014
4384	Darin L. Crites	\$384.65	1/23/2014
4385	Nellie B. Radcliff	\$336.17	1/23/2014
4386	Mark A. Dennis	\$372.33	1/23/2014
4387	Todd R. Anderson	\$677.28	1/30/2014
4388	Dennis R. Brown	\$427.48	1/30/2014
4389	William H. Byers, Jr.	\$495.85	1/30/2014
4390	Cathy J. Dyer	\$499.22	1/30/2014
4391	Linda K. Watson	\$417.84	1/30/2014
4392	Darin L. Crites	\$483.05	1/30/2014
4393	Nellie B. Radcliff	\$336.19	1/30/2014
4394	Mark A. Dennis	\$372.31	1/30/2014
4395	Todd R. Anderson	\$773.21	2/6/2014
4396	Dennis R. Brown	\$445.14	2/6/2014
4397	William H. Byers, Jr.	\$794.50	2/6/2014
4398	Cathy J. Dyer	\$499.20	2/6/2014
4399	Linda K. Watson	\$417.85	2/6/2014
4400	Darin L. Crites	\$271.22	2/6/2014
4401	Nellie B. Radcliff	\$336.18	2/6/2014
4402	Mark A. Dennis	\$385.26	2/6/2014
4403	Todd R. Anderson	\$852.21	2/13/2014
4404	Dennis R. Brown	\$427.48	2/13/2014
4405	William H. Byers, Jr.	\$753.63	2/13/2014
4406	Cathy J. Dyer	\$499.20	2/13/2014
4407	Linda K. Watson	\$417.85	2/13/2014
4408	Darin L. Crites	\$419.78	2/13/2014
4409	Nellie B. Radcliff	\$336.18	2/13/2014
4410	Mark A. Dennis	\$575.79	2/13/2014
4411	Todd R. Anderson	\$837.83	2/20/2014
4412	Dennis R. Brown	\$427.48	2/20/2014
4413	William H. Byers, Jr.	\$549.01	2/20/2014
4414	Cathy J. Dyer	\$499.20	2/20/2014
4415	Linda K. Watson	\$417.84	2/20/2014
4416	Darin L. Crites	\$355.54	2/20/2014
4417	Nellie B. Radcliff	\$336.19	2/20/2014
4418	Mark A. Dennis	\$451.93	2/20/2014

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 1/17/14 - ENDING DATE: 2/20/14 \*\*  
 \*\* 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						
2,320	WV RURAL WATER ASSOCIATION	1/17/14	269725	1/17/14	819.65	44,567	
2,101	U S POSTAL SERVICE	1/17/14	269761	1/17/14	88.31	44,568	
360	CUTLIP-WARNER DEVELOPMENT CO	1/17/14	269809	1/17/14	530.45	44,569	
2,313	WESBANCO BANK-PARKERSBURG	1/20/14	270070	1/20/14	863.64	729	
1,302	MINERAL WELLS PSD	1/22/14	270166	1/22/14	57.91	44,570	
2,101	U S POSTAL SERVICE	1/22/14	270211	1/23/14	422.68	44,572	
2,313	WESBANCO BANK-PARKERSBURG	1/27/14	270500	1/27/14	946.41	734	
1,307	MUNICIPAL BOND COMMISSION	1/30/14	270700	1/30/14	8,116.88	736	
314	AT&T MOBILITY	1/30/14	270696	1/30/14	261.06	44,573	
832	HARDMAN SUPPLY COMPANY	1/30/14	270697	1/30/14	20.94	44,574	
1,311	FERGUSON WATERWORKS	1/30/14	270701	1/30/14	1,575.30	44,577	
1,500	OHIO VALLEY MUFFLER & BRAKE	1/30/14	270703	1/30/14	19.77	44,578	
1,604	PARKERSBURG OFFICE SUPPLY	1/30/14	270704	1/30/14	70.26	44,579	
1,804	R L ROUSH EXCAVATING	1/30/14	270710	1/30/14	2,385.50	44,580	
1,806	ROY L RADABAUGH	1/30/14	270716	1/30/14	75.00	44,581	
1,843	CINTAS CORPORATION J67	1/30/14	270717	1/30/14	521.43	44,582	
1,904	SCOTS LANDSCAPE NURSERY	1/30/14	270721	1/30/14	87.80	44,583	
2,001	TESA COMPANY INC	1/30/14	270722	1/30/14	25.36	44,584	
2,106	USDA RURAL DEVELOPMENT	1/30/14	270724	1/30/14	10,040.00	44,585	
2,314	WV DEPT OF TAX & REVENUE	1/30/14	270729	1/30/14	802.36	44,586	
2,315	PUBLIC EMPLOYEES RETIREMENT SY	1/30/14	270730	1/30/14	3,296.96	44,587	
2,373	WESBANCO BANK-PARKERSBURG	1/30/14	270731	1/30/14	1,828.00	44,588	
23,079	MARK STEWART	1/30/14	270756	1/30/14	75.00	44,590	
1,805	USDA RURAL DEVELOPMENT	1/31/14	270845	1/31/14	5,252.00	44,593	
2,313	WESBANCO BANK-PARKERSBURG	2/04/14	271165	2/04/14	1,209.26	737	
2,313	WESBANCO BANK-PARKERSBURG	2/10/14	271478	2/10/14	1,199.78	738	
309	CLAYWOOD PARK PSD	2/13/14	271847	2/13/14	32,816.80	44,596	
1,804	R L ROUSH EXCAVATING	2/13/14	271866	2/13/14	1,465.00	44,597	
2,106	USDA RURAL DEVELOPMENT	2/13/14	271878	2/13/14	3,518.00	44,598	
2,308	PEIA	2/13/14	271884	2/13/14	2,504.63	44,599	
23,047	RETIREE HEALTH BNFT TRST FUND	2/13/14	271912	2/13/14	623.30	44,602	
23,101	CITIZENS SECURITY LIFE INS CO	2/13/14	271914	2/13/14	192.38	44,603	
23,224	FIRST STATE BANK PREMIUM FIN	2/13/14	271918	2/13/14	695.92	44,605	

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 1/17/14 - ENDING DATE: 2/20/14 \*\*  
 \*\* 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	2/18/14	272155	2/18/14	1,163.98	741
1,307	MUNICIPAL BOND COMMISSION	2/18/14	272219	2/18/14	468.90	742
106	MON POWER	2/18/14	272207	2/18/14	1,524.03	44,606
124	AT&T - STATE CALLING SERVICE	2/18/14	272211	2/18/14	13.46	44,607
153	ACTION TELECOMM	2/18/14	272212	2/18/14	53.97	44,608
200	BOSLEY RENTAL & SUPPLY INC	2/18/14	272213	2/18/14	66.50	44,609
275	BP	2/18/14	272214	2/18/14	1,190.07	44,610
438	DOMINION HOPE	2/18/14	272215	2/18/14	388.11	44,611
600	FASTENERS & SUPPLY INC	2/18/14	272216	2/18/14	186.78	44,612
1,200	LOWE'S	2/18/14	272217	2/18/14	227.19	44,613
1,301	MISS UTILITY OF WV INC	2/18/14	272218	2/18/14	21.84	44,614
1,512	HD SUPPLY WATERWORKS, LTD	2/18/14	272223	2/18/14	3,252.00	44,615
1,623	PIFER'S SERVICE CENTER	2/18/14	272225	2/18/14	300.00	44,616
1,805	USDA RURAL DEVELOPMENT	2/18/14	272227	2/18/14	5,252.00	44,617
1,866	REI CONSULTANTS	2/18/14	272229	2/18/14	183.86	44,618
2,002	TAYLOR'S DISPOSAL INC	2/18/14	272230	2/18/14	34.98	44,619
2,039	TELEPAGE	2/18/14	272231	2/18/14	10.74	44,620
2,106	USDA RURAL DEVELOPMENT	2/18/14	272238	2/18/14	2,924.00	44,621
2,200	FIRST BANKCARD	2/18/14	272239	2/18/14	209.49	44,622
2,306	WATER ENVIRONMENTAL TESTING	2/18/14	272240	2/18/14	96.00	44,623
23,094	PRO 1 ELECTRIC LLC	2/18/14	272267	2/18/14	150.00	44,624
23,114	CONLEY LAWN MAINTENANCE	2/18/14	272268	2/18/14	110.00	44,625
23,223	WINANS SANITARY SUPPLY COMPANY	2/18/14	272269	2/18/14	195.00	44,626
2,101	U S POSTAL SERVICE	2/19/14	272291	2/20/14	81.60	44,627
	CONSOLIDATED BANK ACCOUNT				100,512.24	57 *

## 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 \*\*  
 \*\* BEGINNING DATE: 1/17/14 - ENDING DATE: 2/20/14 \*\*  
 \*\* 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						
2,320	WV RURAL WATER ASSOCIATION	1/17/14	269725	1/17/14	546.44	44,567	
2,101	U S POSTAL SERVICE	1/17/14	269761	1/17/14	58.87	44,568	
2,313	WESBANCO BANK-PARKERSBURG	1/20/14	270070	1/20/14	884.04	729	
1,302	MINERAL WELLS PSD	1/22/14	270166	1/22/14	14.50	44,570	
2,318	WV STATE EMERGENCY RESPONSE	1/22/14	270175	1/22/14	35.00	44,571	
2,101	U S POSTAL SERVICE	1/22/14	270211	1/23/14	281.79	44,572	
2,313	WESBANCO BANK-PARKERSBURG	1/27/14	270500	1/27/14	743.37	734	
314	AT&T MOBILITY	1/30/14	270696	1/30/14	174.04	44,573	
832	HARDMAN SUPPLY COMPANY	1/30/14	270697	1/30/14	13.96	44,574	
1,302	MINERAL WELLS PSD	1/30/14	270699	1/30/14	251.14	44,575	
1,302	MINERAL WELLS PSD	1/30/14	270698	1/30/14	416.67	44,576	
1,311	FERGUSON WATERWORKS	1/30/14	270701	1/30/14	106.40	44,577	
1,500	OHIO VALLEY MUFFLER & BRAKE	1/30/14	270703	1/30/14	13.18	44,578	
1,604	PARKERSBURG OFFICE SUPPLY	1/30/14	270704	1/30/14	46.82	44,579	
1,804	R L ROUSH EXCAVATING	1/30/14	270710	1/30/14	922.50	44,580	
1,806	ROY L RADABAUGH	1/30/14	270716	1/30/14	50.00	44,581	
1,843	CINTAS CORPORATION J67	1/30/14	270717	1/30/14	347.62	44,582	
2,001	TESA COMPANY INC	1/30/14	270722	1/30/14	224.28	44,584	
2,314	WV DEPT OF TAX & REVENUE	1/30/14	270729	1/30/14	658.64	44,586	
2,315	PUBLIC EMPLOYEES RETIREMENT SY	1/30/14	270730	1/30/14	2,617.64	44,587	
23,023	RON'S PORTA JOHNS, INC.	1/30/14	270754	1/30/14	475.00	44,589	
23,079	MARK STEWART	1/30/14	270756	1/30/14	50.00	44,590	
23,085	AULICK CHEMICAL SOLUTIONS, INC	1/30/14	270757	1/30/14	3,676.23	44,591	
23,046	BUTCHER BEND LAGOON ASSOC	1/30/14	270814	1/30/14	699.14	44,592	
2,313	WESBANCO BANK-PARKERSBURG	2/04/14	271165	2/04/14	634.92	737	
2,313	WESBANCO BANK-PARKERSBURG	2/10/14	271478	2/10/14	791.88	738	
2,101	U S POSTAL SERVICE	2/10/14	271551	2/10/14	31.96	44,594	
2,101	U S POSTAL SERVICE	2/11/14	271766	2/12/14	151.30	44,595	
733	W. W. GRAINGER, INC.	2/13/14	271850	2/13/14	.00	1	
1,307	MUNICIPAL BOND COMMISSION	2/13/14	271854	2/13/14	17,135.31	739	
1,804	R L ROUSH EXCAVATING	2/13/14	271866	2/13/14	680.00	44,597	
2,308	PEIA	2/13/14	271884	2/13/14	1,752.35	44,599	

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*  
 \*\* BEGINNING DATE: 1/17/14 - ENDING DATE: 2/20/14 \*\*  
 \*\* 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						
2,312	WESBANCO BANK-PARKERSBURG	2/13/14	271885	2/13/14	2,045.03	44,600	
23,023	RON'S PORTA JOHNS, INC.	2/13/14	271910	2/13/14	550.00	44,601	
23,047	RETIREE HEALTH BNFT TRST FUND	2/13/14	271912	2/13/14	432.70	44,602	
23,101	CITIZENS SECURITY LIFE INS CO	2/13/14	271914	2/13/14	128.26	44,603	
23,115	USDA RURAL DEVELOPMENT	2/13/14	271916	2/13/14	13,800.00	44,604	
23,224	FIRST STATE BANK PREMIUM FIN	2/13/14	271918	2/13/14	463.94	44,605	
2,313	WESBANCO BANK-PARKERSBURG	2/18/14	272155	2/18/14	599.40	741	
106	MON POWER	2/18/14	272207	2/18/14	6,550.38	44,606	
124	AT&T - STATE CALLING SERVICE	2/18/14	272211	2/18/14	8.98	44,607	
153	ACTION TELECOMM	2/18/14	272212	2/18/14	35.98	44,608	
275	BP	2/18/14	272214	2/18/14	1,656.24	44,610	
438	DOMINION HOPE	2/18/14	272215	2/18/14	258.74	44,611	
600	FASTENERS & SUPPLY INC	2/18/14	272216	2/18/14	124.52	44,612	
1,200	LOWE'S	2/18/14	272217	2/18/14	52.69	44,613	
1,301	MISS UTILITY OF WV INC	2/18/14	272218	2/18/14	14.56	44,614	
1,623	PIFER'S SERVICE CENTER	2/18/14	272225	2/18/14	200.00	44,616	
2,002	TAYLOR'S DISPOSAL INC	2/18/14	272230	2/18/14	23.32	44,619	
2,039	TELEPAGE	2/18/14	272231	2/18/14	7.16	44,620	
2,200	FIRST BANKCARD	2/18/14	272239	2/18/14	142.99	44,622	
2,306	WATER ENVIRONMENTAL TESTING	2/18/14	272240	2/18/14	363.00	44,623	
23,223	WINANS SANITARY SUPPLY COMPANY	2/18/14	272269	2/18/14	130.00	44,626	
2,101	U S POSTAL SERVICE	2/19/14	272291	2/20/14	54.40	44,627	
	CONSOLIDATED BANK ACCOUNT				62,127.28	54 *	

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

FILE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
OPERATING REVENUE ACCOUNTS								
METERED SALES								
METERED SALES-RESIDENTIAL	1 461 100 00	(1064,000.00)	(620,666.62)	(88,055.75)	99.31	(597,408.35)	56.14	466,591.65
METERED SALES-COMMERCIAL	1 461 200 00	(187,000.00)	(109,083.31)	(13,942.45)	89.47	(109,314.59)	58.45	77,685.41
METERED SALES-INDUSTRIAL	1 461 300 00	(3,400.00)	(1,983.31)	(218.70)	77.18	(1,717.15)	50.50	1,682.85
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	(3,300.00)	(1,925.00)	(27.30)	9.92	(191.10)	5.79	3,108.90
METER RENTAL	1 461 500 00	.00	.00	.00		.00		.00
		-----	-----	-----	-----	-----	-----	-----
TOTAL METERED SALES		(1257,700.00)	(733,658.24)	(102,244.20)	97.55	(708,631.19)	56.34	549,068.81
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(25,000.00)	(14,583.31)	(2,020.90)	97.00	(14,075.05)	56.30	10,924.95
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(3,500.00)	(2,041.62)	(290.00)	99.43	(26,163.05)	747.51	(22,663.05)
METER LEASE - MOBILE HOME PARK	1 472 000 00	(700.00)	(408.31)	.00		.00		700.00
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(2,916.62)	(833.34)	200.00	(2,916.69)	58.33	2,083.31
OTHER WATER REVENUES	1 474 000 00	(5,200.00)	(3,033.31)	(312.00)	72.00	(2,342.50)	45.04	2,857.50
GAIN ON SALE	1 476 000 00	.00	.00	.00		.00		.00
TOTAL OTHER REVENUES		(39,400.00)	(22,983.17)	(3,456.24)	105.26	(45,497.29)	115.47	(6,097.29)
		=====	=====	=====	=====	=====	=====	=====
TOTAL REVENUES		(1297,100.00)	(756,641.41)	(105,700.44)	97.78	(754,128.48)	58.13	542,971.52

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

FILE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
OPERATION/MAINTENANCE EXPENSE								
SOURCE OF SUPPLY								
	1 610 100 00	420,000.00	245,000.00	64,001.60	182.86	229,595.20	54.66	(190,404.80)
	1 610 101 00	7,000.00	4,083.31	.00		.00		(7,000.00)
		=====	=====	=====	=====	=====	=====	=====
	TOTAL SOURCE OF SUPPLY	427,000.00	249,083.31	64,001.60	179.86	229,595.20	53.76	(197,404.80)
WATER SYSTEM EXPENSES								
OPERATION/MAINTENANCE								
	1 601 500 00	7,200.00	4,200.00	489.53	81.58	3,682.95	51.15	(3,517.05)
	1 615 500 00	8,500.00	4,958.31	1,304.87	184.21	4,633.62	54.51	(3,866.38)
	1 618 500 00	400.00	233.31	.00		.00		(400.00)
	1 635 500 00	3,600.00	2,100.00	81.00	27.00	2,341.30	65.03	(1,258.70)
	1 601 601 00	.00	.00	.00		.00		.00
	1 601 602 00	.00	.00	.00		.00		.00
	1 601 603 00	.00	.00	.00		.00		.00
	1 601 604 00	.00	.00	.00		.00		.00
	1 601 605 00	.00	.00	.00		.00		.00
	1 601 606 00	.00	.00	.00		.00		.00
	1 601 607 00	.00	.00	.00		.00		.00
	1 601 608 00	.00	.00	.00		.00		.00
	1 601 609 00	40,000.00	23,333.31	5,024.49	150.73	29,445.62	73.61	(10,554.38)
	1 620 601 00	.00	.00	.00		.00		.00
	1 620 602 00	.00	.00	.00		.00		.00
	1 620 603 00	.00	.00	.00		.00		.00
	1 620 604 00	.00	.00	.00		.00		.00
	1 620 605 00	.00	.00	.00		.00		.00
	1 620 606 00	.00	.00	.00		.00		.00
	1 620 607 00	.00	.00	.00		.00		.00
	1 620 608 00	.00	.00	.00		.00		.00
	1 620 609 00	15,000.00	8,750.00	917.75	73.42	9,031.70	60.21	(5,968.30)
	1 636 600 00	37,000.00	21,583.31	5,185.04	168.16	29,882.92	80.76	(7,117.08)
	1 675 606 00	.00	.00	.00		.00		.00
		=====	=====	=====	=====	=====	=====	=====
	TOTAL OPERATION/MAINTENANCE	111,700.00	65,158.24	13,002.68	139.68	79,018.11	70.74	(32,681.89)

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

FILE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
CUSTOMER SERVICE EXPENSES								
SALARIES & WAGES METER EXP WO	1 601 701 00	11,500.00	6,708.31	.00		.00		(11,500.00)
SALARIES & WAGES STRUC & IMP	1 601 702 00	2,100.00	1,225.00	318.85	182.20	2,539.75	120.94	439.75
SALARIES & WAGES METER READING	1 601 703 00	7,300.00	4,258.31	775.54	127.48	4,843.34	66.34	(2,456.66)
SALARIES & WAGES BILLING & COL	1 601 704 00	33,000.00	19,250.00	2,814.08	102.33	17,329.98	52.51	(15,670.02)
MATERIALS & SUPPLIES CUSTOMER	1 620 700 00	7,600.00	4,433.31	510.99	80.68	3,765.07	49.54	(3,834.93)
CONTRACTUAL SERVICES OTHER	1 636 700 00	2,200.00	1,283.31	.00		1,714.20	77.91	(485.80)
UNCOLLECTIBLE ACCOUNTS	1 670 700 00	3,500.00	2,041.62	.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	583.31	.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	39,783.17	4,419.46	77.76	30,192.34	44.27	(38,007.66)
OPERATION/MAINTENANCE								
ADMIN & GENERAL SALARIES	1 601 801 00	65,000.00	37,916.62	4,902.78	90.51	29,744.39	45.76	(35,255.61)
SALARIES & WAGES COMMISSIONERS	1 603 800 00	2,700.00	1,575.00	150.00	66.66	1,050.00	38.88	(1,650.00)
EMPLOYEES PENSIONS/BENEFITS	1 604 801 00	45,300.00	26,425.00	4,568.89	121.03	27,622.73	60.97	(17,677.27)
EMPLOYEE VACATION PAY	1 604 802 00	11,700.00	6,825.00	597.36	61.26	5,189.54	44.35	(6,510.46)
EMPLOYEES HOLIDAY PAY	1 604 803 00	8,200.00	4,783.31	2,082.48	304.75	6,040.20	73.66	(2,159.80)
EMPLOYEES SICK PAY	1 604 804 00	8,200.00	4,783.31	397.04	58.10	1,340.20	16.34	(6,859.80)
EMPLOYEES' FUNERAL LEAVE PAY	1 604 805 00	.00	.00	.00		197.28		197.28
COMP TIME	1 604 806 00	2,300.00	1,341.62	92.16	48.08	1,188.16	51.65	(1,111.84)
OPEB/WV RETIREE HEALTH BENEFIT	1 604 808 00	4,100.00	2,391.62	338.40	99.04	2,368.80	57.77	(1,731.20)
EMPLOYEES WELFARE EXPENSE	1 604 809 00	.00	.00	.00		.00		.00
OFFICE SUPPLIES & EXPENSE	1 620 800 00	10,000.00	5,833.31	979.99	117.59	10,433.90	104.33	433.90
CONTRACTUAL SERV ENGINEERING	1 631 800 00	.00	.00	.00		.00		.00
CONTRACTUAL SERV ACCOUNTING	1 632 800 00	7,500.00	4,375.00	.00		7,800.00	104.00	300.00
CONTRACTUAL SERV LEGAL	1 633 800 00	1,000.00	583.31	.00		117.15	11.71	(882.85)
CONTRACTUAL SERVICES OTHER	1 636 800 00	5,000.00	2,916.62	195.00	46.80	1,254.00	25.08	(3,746.00)
TRANSPORTATION EXPENSES	1 650 801 00	28,000.00	16,333.31	1,242.52	53.25	12,285.45	43.87	(15,714.55)
INSURANCE - VEHICLE	1 656 800 00	8,000.00	4,666.62	.00		3,303.37	41.29	(4,696.63)
PROPERTY INSURANCE	1 657 800 00	4,400.00	2,566.62	.00		6,608.60	150.19	2,208.60
INSURANCE WORKERS COMPENSATION	1 658 800 00	6,400.00	3,733.31	528.00	99.00	4,573.75	71.46	(1,826.25)
INSURANCE OTHER	1 659 800 00	10,800.00	6,300.00	.00		9,219.14	85.36	(1,580.86)
ADVERTISING EXPENSE	1 660 800 00	3,000.00	1,750.00	.00		.00		(3,000.00)
REGULATORY COMMISSION EXPENSE	1 667 800 00	3,600.00	2,100.00	.00		.00		(3,600.00)
MISCELLANEOUS GENERAL EXPENSE	1 675 801 00	5,000.00	2,916.62	1,623.54	389.65	4,297.98	85.95	(702.02)
MISC EXPENSE MAINT GENERAL PLT	1 675 802 00	.00	.00	.00		.00		.00
TOTAL OPERATION/MAINTENANCE		240,200.00	140,116.20	17,698.16	88.41	134,634.64	56.05	(105,565.36)
TOTAL OPERATION & MAINTENANCE		847,100.00	494,140.92	99,121.90	140.41	473,440.29	55.88	(373,659.71)



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

DEBIT	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
DEPRECIATION EXPENSE	1 403 000 00	306,000.00	178,500.00	25,630.00	100.50	179,410.00	58.63	(126,590.00)
FICA EXPENSE	1 408 120 00	14,000.00	8,166.62	1,340.10	114.86	7,889.14	56.35	(6,110.86)
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)	(350.00)	(25.62)	51.24	(98.07)	16.34	501.93
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	116,083.31	7,692.86	46.38	107,395.64	53.96	(91,604.36)
OTHER INT EXP CUSTOMER DEP RFN	1 427 400 00	200.00	116.62	8.78	52.70	148.01	74.00	(51.99)
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	115,849.93	7,676.02	46.38	107,445.58	54.10	(91,154.42)
=====								
NET INCOME		68,600.00	40,016.06	28,067.58	490.97	14,056.53	20.49	(54,543.47)

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

FILE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
OPERATING REVENUE ACCOUNTS								
DOMESTIC SERVICE-RESIDENTIAL	2 522 100 00	(660,000.00)	(385,000.00)	(61,434.84)	111.69	(419,807.42)	63.60	240,192.58
DOMESTIC SERVICE-COMMERCIAL	2 522 200 00	(190,000.00)	(110,833.31)	(20,112.04)	127.02	(151,897.10)	79.94	38,102.90
DOMESTIC SERVICE-PUBLIC AUTHOR	2 522 300 00	(800.00)	(466.62)	(79.50)	119.26	(501.93)	62.74	298.07
DOMESTIC SALES-INDUSTRIAL	2 522 400 00	(4,000.00)	(2,333.31)	(175.20)	52.56	(1,750.52)	43.76	2,249.48
BUTCHER BEND SEWER	2 536 000 00	(250.00)	(145.81)	(18.82)	90.35	(146.17)	58.46	103.83
TOTAL SALES OF SEWER SERVICE		(855,050.00)	(498,779.05)	(81,820.40)	114.82	(574,103.14)	67.14	280,946.86
OTHER SEWER REVENUES								
FORFEITED DISCOUNTS & PENALTY	2 532 000 00	(14,200.00)	(8,283.31)	(1,914.90)	161.82	(11,716.76)	82.51	2,483.24
MISC SEWERAGE REVENUES	2 536 100 00	(600.00)	(350.00)	38.00	76.00	(737.00)	122.83	(137.00)
TOTAL OTHER SEWER REVENUES		(14,800.00)	(8,633.31)	(1,876.90)	152.18	(12,453.76)	84.14	2,346.24
TOTAL REVENUES		(869,850.00)	(507,412.36)	(83,697.30)	115.46	(586,556.90)	67.43	283,293.10
OPERATION/MAINTENANCE EXPENSE								
COLLECTING EXPENSES								
SALARIES & WAGES T&D	2 701 100 00	1,500.00	875.00	188.76	151.00	1,076.94	71.79	(423.06)
SALARIES & WAGES MAINS T&DS	2 701 201 00	6,000.00	3,500.00	313.98	62.79	2,010.75	33.51	(3,989.25)
MATERIALS & SUPPLIES T&D LINES	2 720 201 00	3,500.00	2,041.62	282.74	96.94	1,086.42	31.04	(2,413.58)
CONTRACTUAL SERV OTHER T&D	2 736 201 00	5,000.00	2,916.62	944.86	226.77	4,343.28	86.86	(656.72)
TOTAL COLLECTING EXPENSES		16,000.00	9,333.24	1,730.34	129.77	8,517.39	53.23	(7,482.61)
PUMPING EXPENSES								
OPERATION LABOR-PUMPING	2 701 301 00	7,500.00	4,375.00	1,028.20	164.51	5,836.33	77.81	(1,663.67)
POWER LIFT STATIONS	2 715 301 00	19,000.00	11,083.31	1,970.44	124.44	10,555.94	55.55	(8,444.06)
POWER GRINDER PUMPS	2 715 302 00	6,500.00	3,791.62	559.37	103.26	3,092.49	47.57	(3,407.51)
SALARIES & WAGES MAINT LIFT ST	2 701 401 00	11,000.00	6,416.62	1,513.75	165.13	7,081.22	64.37	(3,918.78)
SALARIES & WAGES GRINDER PUMP	2 701 402 00	12,500.00	7,291.62	1,155.86	110.96	6,707.23	53.65	(5,792.77)
MATERIALS & SUPPLIES LIFT STAT	2 720 401 00	15,000.00	8,750.00	478.44	38.27	7,066.98	47.11	(7,933.02)
MATERIALS & SUPPLIES GRINDERS	2 720 402 00	20,000.00	11,666.62	2,331.56	139.89	10,006.86	50.03	(9,993.14)
CONTRACTUAL SERV OTHER LFT STA	2 736 401 00	12,000.00	7,000.00	.00	.00	11,550.82	96.25	(449.18)
CONTRACTUAL SERV GRINDER PUMPS	2 736 402 00	19,000.00	11,083.31	725.00	45.78	4,745.86	24.97	(14,254.14)
TOTAL PUMPING EXPENSES		122,500.00	71,458.10	9,762.62	95.63	66,643.73	54.40	(55,856.27)

Mineral Wells PSD  
 GENERAL LEDGER  
 SEWER INCOME STATEMENT

FILE	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	5,833.31	854.70	102.56	5,426.10	54.26	(4,573.90)
PURCHASED POWER WWTP	2 715 500 00	56,000.00	32,666.62	4,716.22	101.06	33,566.94	59.94	(22,433.06)
CHEMICALS WWTP	2 718 500 00	30,000.00	17,500.00	.00		7,994.88	26.64	(22,005.12)
MATERIALS & SUPPLIES WWTP	2 720 500 00	22,000.00	12,833.31	4,409.44	240.51	32,574.17	148.06	10,574.17
CONTRACTUAL SERVICE TESTING	2 735 500 00	4,500.00	2,625.00	223.00	59.46	3,704.00	82.31	(796.00)
CONTRACTUAL SERV OTHER WWTP	2 736 500 00	6,500.00	3,791.62	.00		1,869.15	28.75	(4,630.85)
SALARIES & WAGES WWTP BUILD/GR	2 701 601 00	5,900.00	3,441.62	240.80	48.97	3,761.80	63.75	(2,138.20)
SALARIES & WAGES WWTP EQUIP RR	2 701 602 00	9,500.00	5,541.62	720.90	91.06	4,837.00	50.91	(4,663.00)
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>84,233.10</b>	<b>11,165.06</b>	<b>92.78</b>	<b>93,734.04</b>	<b>64.91</b>	<b>(50,665.96)</b>
<b>BILLING &amp; COLLECTING EXPENSES</b>								
SALARIES & WAGES METER READING	2 701 701 00	6,000.00	3,500.00	547.66	109.53	4,186.17	69.76	(1,813.83)
SALARIES & WAGES BILLING & COL	2 701 702 00	26,000.00	15,166.62	2,298.11	106.06	13,615.42	52.36	(12,384.58)
MATERIALS & SUPPLIES BILL&COLL	2 720 700 00	6,500.00	3,791.62	526.78	97.25	4,079.87	62.76	(2,420.13)
CONTRACTUAL SERVICE OTHER	2 736 700 00	2,700.00	1,575.00	130.00	57.77	1,978.80	73.28	(721.20)
UNCOLLECTIBLE ACCOUNTS	2 770 700 00	3,200.00	1,866.62	.00		.00		(3,200.00)
<b>TOTAL BILLING &amp; COLLECTING</b>		<b>44,400.00</b>	<b>25,899.86</b>	<b>3,502.55</b>	<b>94.66</b>	<b>23,860.26</b>	<b>53.73</b>	<b>(20,539.74)</b>
<b>ADMINISTRATIVE/GENERAL EXPENSE</b>								
SALARIES & WAGES ADMIN	2 701 800 00	40,000.00	23,333.31	2,900.47	87.01	24,132.95	60.33	(15,867.05)
BOARD OF DIRECTORS	2 703 800 00	2,000.00	1,166.62	100.00	60.00	850.00	42.50	(1,150.00)
EMPLOYEE PENSION & BENEFITS	2 704 800 00	42,000.00	24,500.00	3,600.58	102.87	22,031.82	52.45	(19,968.18)
EMPLOYEES VACATION PAY	2 704 801 00	6,500.00	3,791.62	398.24	73.52	3,526.57	54.25	(2,973.43)
EMPLOYEES HOLIDAY PAY	2 704 802 00	6,700.00	3,908.31	1,494.24	267.62	4,118.80	61.47	(2,581.20)
EMPLOYEES SICK PAY	2 704 803 00	3,000.00	1,750.00	165.74	66.29	794.51	26.48	(2,205.49)
EMPLOYEES' FUNERAL LEAVE PAY	2 704 804 00	.00	.00	.00		131.52		131.52
COMP TIME	2 704 805 00	1,500.00	875.00	61.44	49.15	806.04	53.73	(693.96)
OPEB/WV RETIREE HEALTH BENEFIT	2 704 806 00	3,000.00	1,750.00	225.60	90.24	1,579.20	52.64	(1,420.80)
MATERIALS & SUPPLIES OFFICE	2 720 800 00	12,000.00	7,000.00	653.28	65.32	6,655.91	55.46	(5,344.09)
SPECIAL SERVICE ENGINEER	2 731 800 00	5,000.00	2,916.62	.00		.00		(5,000.00)
SPECIAL SERVICES	2 732 800 00	5,000.00	2,916.62	.00		5,200.00	104.00	200.00
CONTRACTUAL SERV ACCOUNT-ARTBR	2 732 801 00	1,125.00	656.25	.00		1,125.00	100.00	.00
SPECIAL LEGAL SERVICES	2 733 800 00	1,000.00	583.31	.00		(834.73)	83.47	(1,834.73)
TRANSPORTATION EXPENSE	2 750 800 00	20,000.00	11,666.62	828.34	49.70	8,190.34	40.95	(11,809.66)
INSURANCE VEHICLE	2 756 800 00	3,000.00	1,750.00	.00		2,202.25	73.40	(797.75)
INSURANCE PROPERTY	2 757 800 00	5,500.00	3,208.31	.00		4,405.73	80.10	(1,094.27)
INSURANCE WORKERS COMPENSATION	2 758 800 00	4,400.00	2,566.62	352.01	96.00	3,049.17	69.29	(1,350.83)
INSURANCE OTHER	2 759 800 00	7,300.00	4,258.31	.00		6,146.10	84.19	(1,153.90)
ADVERTISING EXPENSES	2 760 800 00	2,000.00	1,166.62	.00		129.40	6.47	(1,870.60)
REGULATORY COMMISSION	2 767 800 00	2,500.00	1,458.31	.00		.00		(2,500.00)
MISC GENERAL EXPENSE	2 775 800 00	6,000.00	3,500.00	727.54	145.50	2,914.93	48.58	(3,085.07)
RENTS	2 775 801 00	5,000.00	2,916.62	.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>107,639.07</b>	<b>11,507.48</b>	<b>74.83</b>	<b>102,155.51</b>	<b>55.36</b>	<b>(82,369.49)</b>
<b>TOTAL OPERATION &amp; MAINTENANCE</b>		<b>511,825.00</b>	<b>298,563.37</b>	<b>37,668.05</b>	<b>88.31</b>	<b>294,910.93</b>	<b>57.61</b>	<b>(216,914.07)</b>

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

.FILE	ACCOUNT #	ANNUAL BUDGET	PRORATED BUDGET	MONTH BALANCE	%	Y-T-D BALANCE	%	EXCESS BUDGET
DEPRECIATION	2 403 000 00	300,000.00	175,000.00	17,210.00	68.84	120,470.00	40.15	{179,530.00}
FICA EXPENSE	2 408 200 00	13,000.00	7,583.31	1,062.34	98.06	6,764.36	52.03	{6,235.64}
INTEREST/DIVIDEND EARNED	2 419 000 00	{600.00}	{350.00}	{6.84}	13.68	{57.00}	9.50	543.00
INTEREST ON LONG TERM DEBT	2 427 300 00	80,000.00	46,666.62	98,019.80	999.99	123,625.03	154.53	43,625.03
AMORT OF DEBT DISC & EXP	2 428 000 00	.00	.00	.00		.00		.00
OTHER INTEREST EXPENSE	2 427 400 00	200.00	116.62	25.09	150.60	134.02	67.01	{65.98}
TOTAL EXPENSES & OTHER INCOME		392,600.00	229,016.55	116,310.39	355.50	250,936.41	63.91	{141,663.59}
BALANCE TO SURPLUS		34,575.00	20,167.56	70,281.14	999.99	{40,709.56}	117.74-	{75,284.56}

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
JANUARY 17, 2014 – FEBRUARY 20, 2014**

1. Copy of letter dated January 17, 2014, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing a copy of the Minutes of the Regular Board Meeting held on December 19, 2013.
2. Statement of Compliance dated January 15, 2014, attaching payroll for week of January 5, 2014 thru January 11, 2014 for Orders Construction.
3. Trust & Investments statements from WesBanco.
4. Copy of letter dated January 17, 2014, to John Person, Jr., Orders Construction, from Cathy Dyer, attaching check in the amount of \$35.01 for work performed in the month of October 2013.
5. Copy of letter dated January 17, 2014, to Virginia McDonald, Rural Development, from Linda Watson, enclosing Req. 4 in the amount of \$9,585.52 for the SCADA System Updates Project.
6. Copy of letter dated January 15, 2014, to Virginia McDonald, Rural Development, from Roy Radabaugh, stating the District is in acceptance of the work performed by Burch Hydro, Contract 5, Sewer Phase II.
7. Copy of letter dated January 17, 2014, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing Req. 7, in the amount of \$289,699.51 for the Sewer Phase II project.
8. Copy of letter dated January 17, 2014, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing Req. 21 in the amount of \$97,312.02 for the Sewer Project.
9. Fax dated January 17, 2014, to WV State Tax Dept., from Cathy Dyer, attaching a request for Release of Final Settlement.
10. E-mail dated January 17, 2014, to Cathy Dyer, from Gail Bennett, Rural Development, attaching the FY 2013 Annual Progress Report for WV Rural Development.
11. E-mail dated January 17, 2014, to Andrea Hicks, Cerrone Associates, and Virginia McDonald, Rural Development, from Cathy Dyer, attaching the Certificate of Release of Final payment for Burch Hydro, Inc.
12. Service Report, from Walker CAT, dated January 3, 2014 and January 8, 2014.
13. Detail Inquiry for Roger Jones, II.
14. Payroll reports from Tri-State Pipeline.
15. Form 1099-INT from WesBanco.

**Mineral Wells PSD  
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16. Statement of Compliance dated January 22, 2014, to Mineral Wells PSD, from Orders Construction, Co., Inc., attaching payroll records.
17. Letter dated January 22, 2014, to Cathy Dyer, from Janie Witt, Rural Development, regarding renewing the District's Voting Membership.
18. Invitation to the Mid Ohio Valley Regional Council Appreciation Luncheon/Board Meeting.
- 19. \*\*\*\*Letter dated January 22, 2014, to Mineral Wells PSD, from Andrea Hicks, Cerrone Associates, enclosing a signed copy of Change Order No. 1 to Contract 1 for the SCADA project.**
20. Annual Statement of Loan Accounts from Rural Development.
21. Precision Pump, Warranty Policy Pumps, New and Repair.
22. Letter from Bailey & Glasser, regarding a new senate bill.
23. Check refund in the amount of \$88.00 from Municipal Bond Commission.
24. Letter dated January 23, 2014, to Mineral Wells PSD, from Virginia McDonald, Rural Development, advising that project funds in the amount of \$9,585.52 were ordered on January 23, 2014.
25. Copy of letter dated January 30, 2014, to Hughes Supply, Inc., from Linda Watson, enclosing check #512 in the amount of \$7,531.00 for Req. 4, Contract 1.
26. Copy of letter dated January 30, 2014, to Cerrone Associates, from Linda Watson, enclosing check #513 in the amount of \$2,054.52 for Req. 4, Engineering Services.
27. Fax dated January 28, 2014, to Trinity Homes, from Cathy Dyer, attaching an application for service.
28. Results from Water Environmental Testing regarding a possible leak.
29. Copy of letter dated January 30, 2014, to John Persun, Jr. Orders Construction, from Cathy Dyer, enclosing District check #5063 in the amount of \$94,321.39 for Req. No. 21 Sewer System Improvements project.
30. Copy of letter dated January 30, 2014, to Andrea Hicks, Cerrone Associates, from Cathy Dyer, enclosing a check in the amount of #2,990.63 for Req. 21.
31. Letter dated January 23, 2014, to Mineral Wells PSD, from Virginia McDonald, Rural Development, advising that project funds in the amount of \$97,312.02 were ordered on January 23, 2014 for the Sewer Upgrade Project.
32. Detail screen from WesBanco to show direct deposit of \$97,312.02 on 1/30/14.

**Mineral Wells PSD  
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33. Copy of letter dated January 30, 2014, to Burch Hydro, Inc., from Cathy Dyer, enclosing District check #122 in the amount of \$63,531.31 for Req. No. 7, Contract 5, Phase II.
34. Copy of letter dated January 30, 2014, to Andrea Hicks, Cerrone Associates, from Cathy Dyer, enclosing District check #123 in the amount of \$3,461.21 for Req. No. 7, Phase II.
35. Copy of letter dated January 30, 2014, to Tri-State Pipeline, Inc., from Cathy Dyer, enclosing District check #124 in the amount of \$222,706.99 for Req. 7, Contract 3, Phase II.
36. Statement of Compliance dated January 29, 2014, from Orders Construction, attaching payroll for January 19, 2014 thru January 25, 2014.
37. Letter dated January 23, 2014, to Mineral Wells PSD, from Alan Harris, Rural Development, advising project funds in the amount of \$289,699.51 were ordered for Phase II.
38. Contract Status Inquiry from Great American Insurance Group regarding Tri-State Pipeline, Inc.
39. Water Environmental Testing Effluent results.
40. Letter dated January 27, 2014, to Cathy Dyer, from Potesta Engineers, regarding the recent water spill in the Elk River.
41. West Virginia Workers' compensation insurance policy documents from Berkley Assigned Risk services.
42. \*\*\*\*Federal Communications Commission License # WQTG581.
43. \*\*\*\*Federal Communications Commission License # WQTG574.
44. \*\*\*\*Copy of letter dated January 29, 2014, to WV Office of Emergency Services, from Cathy Dyer, enclosing a completed Tier-Two Filing Fee Worksheet, Tier Two Emergency & Hazardous Chemical Inventory Sheet, a detailed drawing of the WWTP site, a drawing of the Booster Stations and a check for \$35.00 for the annual filing fee.
45. Fax dated January 31, 2014, to Christy Pitsenbarger, WV Bureau of Public Health, from Todd Anderson, attaching the Monthly Operational Report the month of January 2013.
46. Fax dated January 30, 2014, to Action Answering Service, from Mineral Wells PSD, attaching the customers turned off for non payment.
47. Letter dated January 30, 2014, to Mineral Wells PSD, from Wood County Schools, referencing late charges in the amount of \$78.16 for a past due bill.
48. Bacteriological Examination of Water from Public Water Distribution System, reported February 3, 2014.

**Mineral Wells PSD  
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49. Workers' Compensation Insured's Payroll Report.
50. Memo dated February 23, 2014, to Mineral Wells PSD, from Daniel Parker, Dept. of Health & Human Resources, regarding the Submitting Acceptable 2013 Consumer Confidence Reports (CCRs).
51. Statement of Compliance from Orders Construction regarding payroll for January 26, 2014 thru February 1, 2014.
52. Copy of letter dated January 7, 2014, to Wendy L. Fleming, from Linda Watson, regarding a check the district received back marked NSF in the amount of \$70.00.
53. Revised Utility Office Works, April 15-16, 2014, Morgantown Utility Board.
54. Letter from Action Telecomm, regarding budget packages.
55. National Pollutant Discharge Elimination System Discharge Monitoring Report, January 2014.
56. Letter dated February 7, 2014, to Mineral Wells PSD, from Jim Downey, Terradon, regarding Senate bill 417.
57. Copy of letter dated February 7, 2014, to Griffin McGabe, Orders Construction, from Jim Mayles, Cerrone Associates, regarding the UV System at the WWTP.
58. Letter dated February 10, 2014, to Mineral Wells PSD, from Kathy Lough, REIC, regarding samples at the Saulsbury Booster.
59. Statement of Compliance from Orders Construction, regarding payroll for February 2, 2014 thru February 8, 2014.
60. Copy of letter dated February 13, 2014, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing District check in the amount of \$13,800.00 for interest only payment.
61. Electronic submission of the Discharge Monitoring Report for January 2014 to the DEP.
62. E-mail dated February 13, 2014, to Dominick Cerrone, from Linda Watson, attaching the DMR for January 2014.
63. Letter dated February 10, 2014, to Cathy Dyer, from Patricia Burch, Burch Hydro, enclosing payroll records.
64. Letter from Berkley Assigned Risk Services regarding Workers' Compensation Audit.
65. Copy of letter dated February 14, 2014, to Berkley Assigned Risk Services, from Cathy Dyer, enclosing 2013 941 Quarterly reports for the Mineral Wells PSD.



**Mineral Wells PSD  
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66. E-mail to Wirt County Journal, from Cathy Dyer, attaching the notice of the Regular Board Meeting to be inserted in the Journal.
67. Fax dated February 14, 2014, to Jackson Herald Newspaper, from MWPSD, attaching notice of Regular Board Meeting to be inserted in the newspaper.
68. Fax dated February 14, 2014, to Parkersburg News/Sentinel, from MWPSD, attaching notice of the Regular Board Meeting to be inserted in the newspaper.
69. Payroll records for Tri-State Pipeline.
70. Letter dated February 13, 2014, to Mineral Wells PSD, from Andrea Hicks, Cerrone Associates, enclosing one (1) signed copy of Change Order No. 2 to Contract 5 of Phase II.
71. Fax dated February 18, 2014, to Fernando Fuentes, Galco Industrial, from Todd Anderson, attaching a completed credit application and tax exempt form.
72. Letter dated February 18, 2014, to Mineral Wells PSD, from Andrea Hicks, Cerrone Associates, enclosing five (5) copies of proposed Amendment No. 5 to the Owner-Engineer Agreement for the Board's review and consideration.
73. Letter dated February 18, 2014, to Mineral Wells PSD, from Andrea Hicks, Cerrone Associates, enclosing for review and approval are six (6) copies of Req. No. 5 for the SCADA System Project.
74. Letter dated February 18, 2014, to Mineral Wells PSD, from Andrea Hicks, Cerrone Associates, enclosing for review and approval are six (6) copies of Req. No. 8, for Phase II.
75. Letter dated February 18, 2014, to Mineral Wells PSD, from Andrea Hicks, Cerrone Associates, enclosing for review and approval are six (6) copies of Req. No. 22, for the Sewer System Improvements Project.