

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

June 20, 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 May 15, 2014; the minutes were approved at the Regular Board meeting held on Thursday, June 19, 2014.

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

Yours truly,

Mineral Wells PSD

  
Cathy Dyer  
Office Manager

Enclosures: May 15, 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, MAY 15, 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, Treasurer; Howard Baldwin, Secretary; Todd Anderson, Operations Manager; Cathy Dyer, Office Manager; Chuck Brodie, resident; Margaret A. Davis, resident; Robert M. Davis, resident; Jeffrey Saulten, Parkersburg News; John Bailey, Bill Bailey Insurance Agency.

First order of business, Mr. Stewart made a motion to nominate Mr. Baldwin as Secretary of the Mineral Wells Public Service District. Mr. Radabaugh seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Minutes of the April 17, 2014, Regular Board Meeting. Mr. Baldwin seconded the motion. The motion passed unanimously. Mr. Stewart signed the Minutes.

Mr. Brodie discussed his concern with the Boil Water Advisory put in place on May 9, 2014 and lifted on May 12, 2014. Mr. Brodie was not aware of the advisory until Sunday, May 10, 2014 for he does not have access to local media. Mr. Radabaugh explained that the District made all necessary contacts with social media as required by the WVDHHR/OEHS. The District was not able to use their PhoneTree System as there was not time available to contact all District customers. The District is in the process of setting up a Website that will be able to advise customer on a Facebook page.

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

Mrs. Davis and her son were present to discuss an ongoing drainage problem on her property. The PSC was contacted and both parties agreed to wait for the Commission's ruling on this problem.

Mrs. Davis and her son excused themselves from the rest of the meeting.

Mr. Bailey, of Bill Bailey Insurance Agency presented the Board of Commissioners with the July 1, 2014 thru June 30, 2015 Liability Insurance coverage. There is an increase in premium and deductible.

Mr. Stewart made a motion to approve Requisition No. 24, Sewer System Improvement Project in the amount of \$1,403.85. Mr. Baldwin seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the requisition.

Mr. Baldwin made a motion to approve Requisition No. 11, Sewer System Improvement Project Phase II in the amount of \$102,742.19. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the requisition.

Mr. Stewart made a motion to approve Change Order No. 4 Contract 2 (Tri-State Pipeline) to Sewer System Improvement Project Phase II days extended to June 10, 2014. Mr. Baldwin seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Change Order.

Mr. Baldwin made a motion to approve Requisition No. 7, SCADA System Updates Project in the amount of \$4,853.60. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the requisition.

Mr. Stewart made a motion to approve Letter of Engagement with Suttle & Stalnaker for the 2014 Annual Audit for Water and Sewer not to exceed \$12,500.00. Mr. Baldwin seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Letter of Engagement.

Mr. Baldwin made a motion to approve Letter of Engagement with Suttle & Stalnaker for the 2014 Annual Report to the Public Service Commission for both Water and Sewer not exceed \$5,000.00. Mr. Stewart seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Letter of Engagement.

Mr. Baldwin made a motion to approve 2014 charge offs for Water in the amount of \$3,126.90 and Sewer in the amount of \$3,946.98. Mr. Stewart seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve the Utility Agreement between WVDOH and the Mineral Wells PSD for the Chesterville Road and Butcher Bend Road improvements. Mr. Baldwin seconded the motion. The motion passed unanimously. Mr. Radabaugh signed the Utility Agreement.

Mr. Stewart made a motion to approve the Financial Statements, (copies attached) for April 30, 2014, for All Finances, Water Revenue Fund Checking account, and Sewer Revenue Fund Checking Account as presented. Mr. Baldwin seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve checks #44794 thru #44862 written on the Consolidated Water and Sewer Revenue Checking Account between April 17, 2014 and May 15, 2014, (copies attached) Mr. Baldwin seconded the motion. The motion passed unanimously.

Mr. Stewart made a motion to approve Payroll Checks #4483 thru #4501 written on the Consolidated Payroll Account between April 17, 2014 and May 15, 2014, (copies attached). Mr. Baldwin seconded the motion. The motion passed unanimously.

The following correspondence was discussed.

Item #15 – Letter dated April 24, 2014, to Rural Development attaching the approved 2015 Water and Sewer budgets.

Item #21 – Letter dated April 30, 2014; to WVDEP attaching the approved 2015 Sewer budget.

Item #45 – Letter dated May 9, 2014, to WV Bureau for Public Health attaching certification of mailing the Annual Drinking Water Quality Report 2013. The mailing was on May 7, 2014.

Items #49 - #55 – Correspondence for the Boil Water Advisory.

Mrs. Dyer had the following to discuss.

Mrs. Dyer had a brief discussion about the information received from WesBanco and Crews Association on refinancing Water Bonds.

Mr. Anderson had the following to discuss.

The inspection of the WWTP with the WVDEP went very well.

Sodium Bicarbonate is being added at the WWTP do to the rolling over of the ponds.

The SCADA Updates Project is ninety percent complete, smart phones need setup and the old system needs to be removed.

Conley Mowing Service to mow WWTP every (2) weeks @ \$275.00 and mow office every week @ \$40.00.

Limestone Booster motor repair.

The flushing in the areas of Wirt, Jackson and Rockport is complete. The hub area will be started in May.

All business having been discussed, Mr. Stewart made a motion to adjourn. Mr. Baldwin seconded the motion. The motion passed unanimously. Mr. Radabaugh adjourned the meeting at 6:30 P.M.

#### CERTIFICATION

I, Howard Baldwin, Secretary 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.



Howard Baldwin, Secretary of the Public Service Board  
of the Mineral Wells Public Service District, Mineral  
Wells, West Virginia

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
FINANCIAL STATEMENT**

**April 30, 2014**

**Checking Accounts**

Water Revenue Fund Checking Account WesBanco Bank - 1131.2	\$ 5,410.78
Sewer Revenue Fund Checking Account WesBanco Bank - 2131.2	<u>123,523.56</u>
<b>Total in Checking Accounts:</b>	<b>\$ 128,934.34</b>

**Water Accounts**

Series 1979 Water Reserve Depreciation WesBanco Bank - 1125.401	\$ 13,080.29
Series 1979 Water Reserve WesBanco Bank - 1125.200	26,278.45
Series 1997 Sams Creek/Chesterville Reserve WesBanco Bank - 1125.300	37,480.89
Series 1999A Rockport Water Reserve Depreciation WesBanco Bank - 1125.201	8,903.83
Series 1999A Rockport Water Reserve WesBanco Bank - 1125.400	12,174.65
Series 1999B Water Improvement/Office Building Reserve WesBanco Bank - 1125.500	26,244.96
Series 1999B Water Improvement Office Building Reserve Depreciation WesBanco Bank - 1125.503	13,107.45
Series 2004A Sycamore, Stephens, Limestone Water Reserve WesBanco Bank - 1125.502	15,329.33
Water Security Deposit Account WesBanco Bank - 1132.1	43,574.43
Series 2004A Sycamore, Stephens, Limestone Repair & Replacement WesBanco Bank - 1125.504	35,621.34
SCADA Project Checking WesBanco Bank - 1131.213	<u>30.97</u>
<b>Total in Water Accounts:</b>	<b>\$ 231,826.59</b>

**Sewer Accounts**

Series 2003 Sewer Improvements Repair & Replacement WesBanco Bank - 2127.8	\$ 42,671.75
Grinder Pump Maintenance Reserve Prime Rate Money Market - WesBanco Bank - 2127.7	2,800.95
Sewer Security Deposit Account WesBanco Bank - 2132.1	32,534.79
Sewer System Improvement Project WesBanco Bank - 2131.21	6.67
Sewer System Improvement Project Phase II WesBanco Bank - 2131.22	<u>22,655.15</u>
<b>Total in Sewer Accounts:</b>	<b>\$ 100,669.31</b>

**Total All Finances - April 30, 2014** **\$ 461,430.24**

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 WATER REVENUE FUND CHECKING ACCOUNT  
 April 30, 2014

WESBANCO BANK, March 31, 2014 \$4,744.62

RECEIPTS:

Water Sales	\$96,016.99
Water Buffalo Sales	300.75
Reconnection Fees	500.00
Security Deposit Refunds	1,416.79
Tap Fees	1,050.00
NSF Bank charges	10.00
Rent from Sewer	416.67

Total Receipts: \$99,711.20

Total Cash Available: \$104,455.82

Expenditures:

Action Telecom	\$58.92
ADT Security Services	51.77
At & T Mobility	281.18
Auto Zone	7.18
BFMC, Inc	316.73
BP Credit Card Company	1,086.13
Big Mac Printing	552.00
Bowles Rice LLP	84.00
Cintas	518.04
Citizens Security Life Inc. Co.	192.38
Commissioner's Salaries	150.00
Claywood Park PSD	31,660.80
Fasteners & Supply Inc	14.07
Ferguson Waterworks	563.24
Fire Extinguisher Specialists	233.88
First Bankcard	29.24
1st State Bank Premium Finance	695.92
Frontier	187.24
HD Supply Waterworks	2,680.00
Hardman Supply Company	29.95
Mineral Wells PSD	909.10
Miss Utility of WV Inc.	57.72
Mon Power	832.67
Municipal Bond Commission	9,397.47
Parkersburg Office Supply	192.02
PEIA	2,460.23
R L Roush Excavating	5,584.00
Rural Development - USDA 91-07	3,325.00
Rural Development - USDA 91-11	2,924.00
Rural Development - USDA 91-02	2,112.00
Rural Development - USDA 91-06	10,040.00
Rural Development - USDA 91-03	3,140.00
Salaries	8,247.71
Taylor Disposal Inc.	34.98
Tesa Company Inc	132.71
US Postal Service	522.02

Water Environmental Testing	81.00
WesBanco Bank	95.40
WesBanco Bank-Parkersburg- Payroll taxes	3,728.97
WesBanco Bank 1979 Sams Creek	176.00
WesBanco Bank-Parkersburg - Rockport	314.00
WesBanco Bank-Parkersburg - Water Improvement	334.00
WesBanco Bank-Parkersburg - Stephens Fork	1,004.00
Winans Sanitary Supply Company	195.00
WV Dept of Tax & Revenue	622.21
WV Retiree Health Benefit Trust Fund	611.73
WV Public Employees Retirement System	2,562.94
Security Deposit Refunds	15.49

Total Expenditures: \$99,045.04

Balance in Water Revenue Fund Checking Account,  
WesBanco Bank, April 30, 2014 \$5,410.78

Accounts Payable	Claywood Park PSD	\$33,782.40
	USDA Rural Development	50,792.00
	WesBanco - Repair & Replacement	32,791.70
	Total Accounts Payable	\$117,366.10

Total -\$111,955.32

MINERAL WELLS PUBLIC SERVICE DISTRICT  
 FINANCIAL STATEMENT  
 SEWER REVENUE FUND CHECKING ACCOUNT  
 April 30, 2014

BALANCE IN SEWER REVENUE FUND CHECKING ACCOUNT  
 WESBANCO BANK, March 31, 2014 \$ 110,700.54

RECEIPTS:

Sewer Sales	75081.14
Butcher Bend Lagoon Assoc	838.19
Security Deposit Refunds	1041.76
Reconnect Fees	25.00
Tap Fee	350.00
Pepsi oil/grease sampling	65.00

Total Receipts: \$77,401.09

Total Cash Available: \$ 188,101.63

Expenditures:

Action Telecom	\$39.28
ADT Security Services	34.51
At & T Mobility	187.44
Auto Zone	4.79
BFMC Inc	211.15
BP Credit Card Company	724.08
Big Mac Printing	368.00
Bowles Rice LLP	56.00
Butcher Bend Lagoon Assoc.	1,346.00
Cecil I Walker Machinery Co	540.00
Cintas	345.36
Citizens Security Life Ins Co	128.26
Commissioner's Salaries	100.00
Fasteners & Supply Inc	9.38
Ferguson Waterworks	163.10
Fire Extinguisher Specialists	155.92
First Bankcard	19.50
1st State Bank Premium Fin	463.94
Frontier	803.75
Hardman Supply Company	147.73
K Graphics	105.00
Mineral Wells PSD	2,198.74
Miss Utility of WV Inc	38.48
Mon Power	6,772.52
Municipal Bond Commission	17,135.31
Parkersburg Office Supply	128.00
PEIA	1,796.75
R L Roush Excavating	1,000.50
Salaries	5,999.13
Taylor's Disposal Inc.	23.32
Tesa Company Inc	116.00
US Postal Service	527.19
USDA Rural Development - 91-12	13,800.00
Water Environmental Testing	364.00
WesBanco Bank	63.60



WesBanco Bank-Parkersburg-Payroll Taxes	2,754.35
WesBanco - Sewer R&R	1,958.98
Winans Sanitary Supply Co	130.00
Retiree Health Benefit Trust Fund	444.27
WVBPH C&T	250.00
WV Public Employees Retirement System	1,873.32
WV Dept of Tax & Revenue	458.79
Security Deposit Refunds	791.63

Total Expenditures: \$64,578.07

Balance in Sewer Revenue Fund Checking Account,  
WesBanco Bank, April 30, 2014 \$ 123,523.56

Accounts Payable \$ -

Total Accounts Payable \$0.00

Total \$123,523.56

## VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 4/18/14 - ENDING DATE: 5/15/14 \*\*  
 \*\* 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	4/21/14	277948	4/21/14	966.63	804	
2,101	U S POSTAL SERVICE	4/23/14	278167	4/24/14	442.66	44,794	
1,307	MUNICIPAL BOND COMMISSION	4/30/14	278492	4/30/14	8,116.88	811	
124	AT&T - STATE CALLING SERVICE	4/30/14	278476	4/30/14	20.08	44,796	
145	ADT SECURITY SERVICES	4/30/14	278477	4/30/14	51.77	44,797	
153	ACTION TELECOMM	4/30/14	278478	4/30/14	58.92	44,798	
202	BIG MAC PRINTING	4/30/14	278479	4/30/14	552.00	44,799	
314	AT&T MOBILITY	4/30/14	278481	4/30/14	261.10	44,800	
486	BOBBI AFFOLTER	4/30/14	278484	4/30/14	15.49	44,803	
832	HARDMAN SUPPLY COMPANY	4/30/14	278489	4/30/14	29.95	44,808	
1,311	FERGUSON WATERWORKS	4/30/14	278493	4/30/14	563.24	44,811	
1,512	HD SUPPLY WATERWORKS, LTD	4/30/14	278495	4/30/14	2,680.00	44,812	
1,604	PARKERSBURG OFFICE SUPPLY	4/30/14	278496	4/30/14	192.02	44,813	
1,804	R L ROUSH EXCAVATING	4/30/14	278502	4/30/14	1,897.75	44,814	
1,806	ROY L RADABAUGH	4/30/14	278506	4/30/14	75.00	44,815	
1,843	CINTAS CORPORATION J67	4/30/14	278507	4/30/14	518.04	44,816	
2,106	USDA RURAL DEVELOPMENT	4/30/14	278511	4/30/14	10,040.00	44,817	
2,314	WV DEPT OF TAX & REVENUE	4/30/14	278518	4/30/14	622.21	44,818	
2,315	PUBLIC EMPLOYEES RETIREMENT SY	4/30/14	278519	4/30/14	2,562.94	44,819	
23,049	FIRE EXTINGUISHER SPECIALISTS	4/30/14	278541	4/30/14	96.60	44,821	
23,064	BFMC, INC.	4/30/14	278542	4/30/14	316.73	44,822	
23,079	MARK STEWART	4/30/14	278543	4/30/14	75.00	44,823	
23,223	WINANS SANITARY SUPPLY COMPANY	4/30/14	278544	4/30/14	195.00	44,824	
2,313	WESBANCO BANK-PARKERSBURG	5/01/14	278757	5/01/14	1,014.66	812	
2,313	WESBANCO BANK-PARKERSBURG	5/05/14	279046	5/05/14	901.38	813	
2,101	U S POSTAL SERVICE	5/07/14	279362	5/07/14	433.52	44,832	
2,313	WESBANCO BANK-PARKERSBURG	5/12/14	279905	5/12/14	1,008.15	816	
106	MON POWER	5/14/14	280029	5/14/14	749.50	44,834	
124	AT&T - STATE CALLING SERVICE	5/14/14	280033	5/14/14	13.58	44,835	
224	BILL BAILEY INSURANCE AGENCY	5/14/14	280034	5/14/14	75.00	44,836	
275	BP	5/14/14	280035	5/14/14	1,023.73	44,837	
309	CLAYWOOD PARK PSD	5/14/14	280036	5/14/14	33,782.40	44,838	
438	DOMINION HOPE	5/14/14	280037	5/14/14	79.12	44,839	
486	BURT AND SANDRA REED	5/14/14	280042	5/14/14	21.84	44,844	

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: WATER FUND \*\*  
 \*\* BEGINNING DATE: 4/18/14 - ENDING DATE: 5/15/14 \*\*  
 \*\* 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					
600	FASTENERS & SUPPLY INC	5/14/14	280043	5/14/14	72.65	44,845
1,301	MISS UTILITY OF WV INC	5/14/14	280045	5/14/14	53.82	44,847
2,001	TESA COMPANY INC	5/14/14	280057	5/14/14	675.58	44,848
2,002	TAYLOR'S DISPOSAL INC	5/14/14	280059	5/14/14	34.98	44,849
2,005	C I THORNBURG	5/14/14	280060	5/14/14	2,004.20	44,850
2,039	TELEPAGE	5/14/14	280067	5/14/14	10.74	44,851
2,106	USDA RURAL DEVELOPMENT	5/14/14	280077	5/14/14	2,924.00	44,852
2,200	FIRST BANKCARD	5/14/14	280078	5/14/14	64.38	44,853
2,205	FRONTIER	5/14/14	280079	5/14/14	186.63	44,854
2,306	WATER ENVIRONMENTAL TESTING	5/14/14	280081	5/14/14	81.00	44,855
2,308	PEIA	5/14/14	280083	5/14/14	2,507.52	44,856
23,047	RETIREE HEALTH BNFT TRST FUND	5/14/14	280113	5/14/14	623.63	44,859
23,101	CITIZENS SECURITY LIFE INS CO	5/14/14	280115	5/14/14	192.38	44,861
23,224	FIRST STATE BANK PREMIUM FIN	5/14/14	280116	5/14/14	695.92	44,862
	CONSOLIDATED BANK ACCOUNT				79,580.32	48 *

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*  
 \*\* BEGINNING DATE: 4/18/14 - ENDING DATE: 5/15/14 \*\*  
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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						
2,313	WESBANCO BANK-PARKERSBURG	4/21/14	277948	4/21/14	648.91	804	
2,101	U S POSTAL SERVICE	4/23/14	278167	4/24/14	295.11	44,794	
106	MON POWER	4/30/14	278475	4/30/14	531.04	44,795	
124	AT&T - STATE CALLING SERVICE	4/30/14	278476	4/30/14	13.38	44,796	
145	ADT SECURITY SERVICES	4/30/14	278477	4/30/14	34.51	44,797	
153	ACTION TELECOMM	4/30/14	278478	4/30/14	39.28	44,798	
202	BIG MAC PRINTING	4/30/14	278479	4/30/14	368.00	44,799	
314	AT&T MOBILITY	4/30/14	278481	4/30/14	174.06	44,800	
486	ERICA JUSTICE	4/30/14	278482	4/30/14	26.79	44,801	
486	ASHLEY'S CUSTOM SCREEN PRINT	4/30/14	278483	4/30/14	44.10	44,802	
486	MORGAN WALLS	4/30/14	278485	4/30/14	77.90	44,804	
486	IRKA PORTER	4/30/14	278486	4/30/14	32.01	44,805	
486	JOHN D SMITH	4/30/14	278487	4/30/14	34.28	44,806	
486	REBECCA METZNER	4/30/14	278488	4/30/14	96.76	44,807	
832	HARDMAN SUPPLY COMPANY	4/30/14	278489	4/30/14	147.73	44,808	
1,302	MINERAL WELLS PSD	4/30/14	278491	4/30/14	232.62	44,809	
1,302	MINERAL WELLS PSD	4/30/14	278490	4/30/14	416.67	44,810	
1,604	PARKERSBURG OFFICE SUPPLY	4/30/14	278496	4/30/14	128.00	44,813	
1,806	ROY L RADABAUGH	4/30/14	278506	4/30/14	50.00	44,815	
1,843	CINTAS CORPORATION J67	4/30/14	278507	4/30/14	345.36	44,816	
2,314	WV DEPT OF TAX & REVENUE	4/30/14	278518	4/30/14	458.79	44,818	
2,315	PUBLIC EMPLOYEES RETIREMENT SY	4/30/14	278519	4/30/14	1,873.32	44,819	
23,046	BUTCHER BEND LAGOON ASSOC	4/30/14	278540	4/30/14	663.31	44,820	
23,049	FIRE EXTINGUISHER SPECIALISTS	4/30/14	278541	4/30/14	64.40	44,821	
23,064	BFMC, INC.	4/30/14	278542	4/30/14	211.15	44,822	
23,079	MARK STEWART	4/30/14	278543	4/30/14	50.00	44,823	
23,223	WINANS SANITARY SUPPLY COMPANY	4/30/14	278544	4/30/14	130.00	44,824	
23,229	WVBEH C & T	4/30/14	278545	4/30/14	125.00	44,825	
23,230	K GRAPHICS	4/30/14	278546	4/30/14	105.00	44,826	
2,313	WESBANCO BANK-PARKERSBURG	5/01/14	278757	5/01/14	633.12	812	
2,313	WESBANCO BANK-PARKERSBURG	5/05/14	279046	5/05/14	939.82	813	
2,101	U S POSTAL SERVICE	5/07/14	279324	5/07/14	31.28	44,831	
2,101	U S POSTAL SERVICE	5/07/14	279362	5/07/14	289.02	44,832	
2,313	WESBANCO BANK-PARKERSBURG	5/12/14	279905	5/12/14	783.41	816	
1,307	MUNICIPAL BOND COMMISSION	5/14/14	280046	5/14/14	17,135.31	817	
2,101	U S POSTAL SERVICE	5/14/14	279971	5/14/14	131.70	44,833	

VENDOR CHECKS REPORT

\*\* BANK: 3 101 000 00, FUND: SEWER FUND \*\*  
 \*\* BEGINNING DATE: 4/18/14 - ENDING DATE: 5/15/14 \*\*  
 \*\* 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					
106	MON POWER	5/14/14	280029	5/14/14	7,860.56	44,834
124	AT&T - STATE CALLING SERVICE	5/14/14	280033	5/14/14	9.06	44,835
224	BILL BAILEY INSURANCE AGENCY	5/14/14	280034	5/14/14	50.00	44,836
275	BP	5/14/14	280035	5/14/14	682.49	44,837
438	DOMINION HOPE	5/14/14	280037	5/14/14	52.74	44,839
486	MARILYN CARMICHAEL	5/14/14	280038	5/14/14	10.22	44,840
486	JOSEPH & LATRISHA FORESTA	5/14/14	280039	5/14/14	10.25	44,841
486	TINA GHEE	5/14/14	280040	5/14/14	54.06	44,842
486	DAVID MILAM	5/14/14	280041	5/14/14	6.48	44,843
600	FASTENERS & SUPPLY INC	5/14/14	280043	5/14/14	32.80	44,845
702	GENE'S SEPTIC TANK CLEANING	5/14/14	280044	5/14/14	500.00	44,846
1,301	MISS UTILITY OF WV INC	5/14/14	280045	5/14/14	35.88	44,847
2,001	TESA COMPANY INC	5/14/14	280057	5/14/14	26.41	44,848
2,002	TAYLOR'S DISPOSAL INC	5/14/14	280059	5/14/14	23.32	44,849
2,005	C I THORNBURG	5/14/14	280060	5/14/14	3,830.79	44,850
2,039	TELEPAGE	5/14/14	280067	5/14/14	7.16	44,851
2,200	FIRST BANKCARD	5/14/14	280078	5/14/14	42.92	44,853
2,205	FRONTIER	5/14/14	280079	5/14/14	803.31	44,854
2,306	WATER ENVIRONMENTAL TESTING	5/14/14	280081	5/14/14	283.00	44,855
2,308	PEIA	5/14/14	280083	5/14/14	1,749.46	44,856
2,312	WESBANCO BANK-PARKERSBURG	5/14/14	280084	5/14/14	1,873.62	44,857
23,023	RON'S PORTA JOHNS, INC.	5/14/14	280112	5/14/14	550.00	44,858
23,047	RETIREE HEALTH BNFT TRST FUND	5/14/14	280113	5/14/14	432.37	44,859
23,085	AULICK CHEMICAL SOLUTIONS, INC	5/14/14	280114	5/14/14	3,806.25	44,860
23,101	CITIZENS SECURITY LIFE INS CO	5/14/14	280115	5/14/14	128.26	44,861
23,224	FIRST STATE BANK PREMIUM FIN	5/14/14	280116	5/14/14	463.94	44,862
	CONSOLIDATED BANK ACCOUNT				50,686.49	62 *

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

Check No.	Name	Check Amt.	Check Date
4483	Todd R. Anderson	\$635.20	4/24/2014
4484	Dennis R. Brown	\$427.47	4/24/2014
4485	William H. Byers, Jr.	\$517.44	4/24/2014
4486	Cathy J. Dyer	\$547.35	4/24/2014
4487	Linda K. Watson	\$417.84	4/24/2014
4488	Darin L. Crites	\$271.22	4/24/2014
4489	Nellie B. Radcliff	\$336.19	4/24/2014
4490	Mark A. Dennis	\$372.32	4/24/2014
4491	Todd R. Anderson	\$688.05	5/1/2014
4492	Dennis R. Brown	\$427.49	5/1/2014
4493	William H. Byers, Jr.	\$502.16	5/1/2014
4494	Cathy J. Dyer	\$499.21	5/1/2014
4495	Linda K. Watson	\$417.85	5/1/2014
4496	Darin L. Crites	\$391.68	5/1/2014
4497	Nellie B. Radcliff	\$336.18	5/1/2014
4498	Mark A. Dennis	\$372.32	5/1/2014
DD	Todd R. Anderson	\$635.20	5/7/2014
DD	Dennis R. Brown	\$640.46	5/7/2014
DD	William H. Byers, Jr.	\$702.80	5/7/2014
DD	Cathy J. Dyer	\$499.20	5/7/2014
DD	Linda K. Watson	\$417.86	5/7/2014
4499	Darin L. Crites	\$285.28	5/8/2014
DD	Nellie B. Radcliff	\$336.19	5/7/2014
DD	Mark A. Dennis	\$372.32	5/7/2014
DD	Todd R. Anderson	\$635.19	5/14/2014
DD	Dennis R. Brown	\$427.48	5/14/2014
DD	William H. Byers, Jr.	\$638.03	5/14/2014
DD	Cathy J. Dyer	\$499.20	5/14/2014
DD	Linda K. Watson	\$458.71	5/14/2014
4501	Darin L. Crites	\$464.98	5/15/2014
DD	Nellie B. Radcliff	\$378.70	5/14/2014
DD	Mark A. Dennis	\$372.32	5/14/2014

**MINERAL WELLS PUBLIC SERVICE DISTRICT  
LIST OF CORRESPONDENCE  
APRIL 18, 2014 – MAY 15, 2014**

1. Effluent sampling dated March 31, 2014, from Water Environmental Testing.
2. Letter dated April 17, 2014, to Mineral Wells PSD, from Dominick Cerrone, Cerrone Associates, writing briefly to update the District on the Sewer System Improvements Phase I, Phase II and the SCADA Upgrade project.
3. Carbon copy of letter dated April 21, 2014, to Chad Miller, Cerrone Associates, from William Ruhling, USEMCO, stating they are willing to warranty the foreign made cast iron fittings against defects in materials and workmanship for a period of 10 years for stations serial numbers 7734, 7735, 7736 and 7737.
4. The Pipeline, January-March 2014.
5. Copy of letter dated April 22, 2014, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing Requisition No. 10 in the amount of \$22,624.18 for Sewer Phase II.
6. Copy of letter dated April 22, 2014, to Marty Seufer, Wood County Commission, from Cathy Dyer, enclosing an approved copy of the Minutes of the Regular Board Meeting held on March 20, 2014.
7. Electronic submission dated April 22, 2014, to the DEP, from Linda Watson, attaching March 2014 Discharge Monitoring Report.
8. E-Mail dated April 22, 2014, to Dominick Cerrone & Chad Miller, Cerrone Associates, attaching the DMR for March 2014.
9. Copy of letter dated April 22, 2014, to Renee Shotwell, Bill Bailey Insurance, from Cathy Dyer, enclosing the renewal questionnaire for July 1, 2014.
10. E-mail dated April 23, 2014, to Debbie, HD Supply, from Cathy Dyer, attaching the approved hardware and software maintenance agreement for July 1, 2014 thru June 30, 2015.
11. Letter dated April 17, 2014, to Mineral Wells PSD, from PERS, regarding Informational Retirement Seminars.
12. Certificate of Insurance for Cutlip-Warner Development.
13. E-mail dated April 23, 2014, to Todd Anderson, from Renee Shotwell, Bill Bailey Insurance, attaching for review the loss control survey.
14. Exemption Certificate to Pro 1 Electric.
15. **\*\*\*\*Copy of letter dated April 24, 2014, to Virginia McDonald, Rural Development, from Cathy Dyer, enclosing Form RD 442-2 for the 2015 Water & Sewer Budget.**

**Mineral Wells PSD**  
**List of Correspondence**  
**May 15, 2014**  
**Page 2**

16. E-mail dated April 24, 2014, to Todd Anderson, from Debbie, HD Supply, attaching the RMA number for the return of the handheld.
17. Certificate of Insurance for Larry's Trenching Service.
18. E-mail dated April 28, 2014, to Virginia McDonald, Rural Development, from Cathy Dyer, attaching Form RD 442-4 for sewer operations.
19. Completed Form EW-212 for Request for Water or Wastewater Operator Certification Renewal for Dennis R. Brown.
20. To Cathy Dyer, from Carrie Grimm, DEP, regarding the FY 2015 Budget.
21. **\*\*\*\*Copy of letter dated April 30, 2014, to WVDEP CWSRF Program, the District is enclosing their 2015 Sewer Budget.**
22. Completed form EW-212, for William Byers, Jr. for request for Water or Wastewater Operator Certification Renewal.
23. E-mail dated April 30, 2014, to Chad Miller, Cerrone Associates, regarding HSC certified payroll and an invoice received.
24. Fax dated April 30, 2014, to Action Answering Service, from Linda Watson, attaching a list of customers turned off for Non payment.
25. Fax dated May 2, 2014, to Christy Pitsenbarger, WV Bureau of Public Health, attaching the Monthly Operational Report for the month of April 2014.
26. Letter dated April 22, 2014, to Todd Anderson, from Chad Toney, DOH, enclosing four originals of the proposed utility agreement dated April 22, 2014 between MWPSD and the DOH for the Chesterville Rd and Butcher Bend Road Project.
27. Fax dated May 2, 2014, to Brad Hess, OEHS, from William Byers, Jr., attaching the location information for Stage 2 DBP Sampling Points.
28. E-mail dated May 5, 2014, to Jennifer Wilson, RD, from Cathy Dyer, attaching the April Bank statements for the 2 Sewer Projects.
29. Safety Seminar, June 5, 2014, to Morgantown Utility Board.
30. Bacteriological Examination of Water from Public Water Distribution system for compliance date April 2014.
31. Letter dated May 1, 2014, to Cathy Dyer, from Caroline Brady, State of WV Consolidated Public Retirement Board, enclosing the Statements of Contributions and Interest for the year ended December 31, 2013.



**Mineral Wells PSD  
List of Correspondence  
May 15, 2014  
Page 3**

32. Copy of e-mail dated May 6, 2014, to Howard Baldwin, from Angi Graham, Wood County Commission, attaching the Order appointing Mr. Baldwin to the Mineral Wells Public Service District.
33. Letter dated April 29, 2014, to Mineral Wells PSD, from Virginia McDonald, RD, advising that funds in the amount of \$22,624.18 were ordered on April 28, 2014.
34. Copy of letter dated May 6, 2014, to Tri-State Pipeline, from Cathy Dyer, enclosing Check #127 in the amount of \$13,483.64 for Requisition No. 10.
35. Copy of letter dated May 6, 2014, to Randy Cole, Cerrone Associates, enclosing check #128 in the amount of \$9,140.54 for Requisition No. 10.
36. Completed Tax Exemption form for Gene's Plumbing.
37. Public Service Commission dated May 6, 2014, attaching a Commission Order to rules relating to the provision of stormwater utility services, Rules Governing Stormwater Utilities, Stormwater Rules.
38. National Pollutant Discharge Elimination System, Discharge Monitoring Report, for April 2014.
39. Carbon copy of E-mail dated May 5, 2014, to Brian Meredith, HSC, from Chad Miller, Cerrone Associates, regarding the certified payroll records and the invoice.
40. Information from Crews & Associates, Inc., regarding the District's loans from Rural Development.
41. E-mail dated May 9, 2014, to Wirt County Journal, from Cathy Dyer, attaching a notice of the Regular Scheduled Board Meeting to be held on Thursday, May 15, 2014.
42. Fax dated May 9, 2014, to Jackson Herald Newspaper, from Cathy Dyer, attaching notice of the Regular Board Meeting to be held on Thursday, May 15, 2014.
43. Fax dated May 9, 2014, to Parkersburg News/Sentinel, from Cathy Dyer, attaching notice of the Regular Board Meeting to be held on Thursday, May 15, 2014.
44. Safety Seminar: OSHA 10 Hour Construction Safety Seminar, September 23-24, 2014, Morgantown, WV.3
45. **\*\*\*\*Copy of letter dated May 9, 2014, to WV Bureau for Public Health Environmental Engineering Division, from Cathy Dyer, advising that the District has prepared the required 2013 Consumer Confidence Report and a copy has been mailed to all District Water Customers on May 7, 2014.**

**Mineral Wells PSD  
List of Correspondence  
May 15, 2014  
Page 4**

46. Copy of letter dated May 9, 2013, to Katilyn M. Hall, from Linda Watson, regarding the District received check #2009 in the amount of \$47.86 from the bank, marked NSF.
47. Copy of letter dated May 9, 2014, to Jeremy Fullerton, from Linda Watson, regarding the District received check #3306 in the amount of \$31.87 from the bank, marked NSF.
48. Letter dated May 5, 2014, to Mineral Wells PSD, from Jeffery Harvey, JH Consulting, regarding New Emergency Plan Legislative Requirements for Water Utilities.
49. **\*\*\*\*Fax dated May 9, 2014, to Action Answering Service, from Mineral Wells PSD, regarding the boil water advisory that was placed on May 9, 2014.**
50. **\*\*\*\*E-mail dated May 9, 2014, to Karen L. Barnhart, WV Department of Health, from Linda Watson, attaching form, Utility Issued Boil Water Notice on May 9, 2014.**
51. **\*\*\*\*Fax dated May 9, 2014, to WTAP, from Linda Watson, regarding Boil Water Advisory placed to customers on May 9, 2014.**
52. **\*\*\*\*E-mail dated May 9, 2014, to Parkersburg News & Sentinel, from Linda Watson, attaching notice of Boil Water Advisory to be inserted in the newspaper.**
53. **\*\*\*\*E-mail dated May 12, 2014, to Parkersburg News & Sentinel, from Cathy Dyer, attaching notice that the Boil Water Advisory has been lifted.**
54. **\*\*\*\*E-mail dated May 12, 2014, to Karen Barnhart, WV Department of Health, from Cathy Dyer, attaching the Drinking Water Problem Corrected Form.**
55. **\*\*\*\*E-mail dated May 12, 2014, to Karen Barnhart, WV Department of Health, from Cathy Dyer, attaching the test results from the Boil Water Advisory issued on May 9, 2014, the advisory was lifted at 8:00 a.m.**
56. Signed contract from Conley Lawn Maintenance & Landscaping to mow the District and the WWTP.
57. Letter dated May 13, 2014, to Mineral Wells PSD, from Randall Cole, enclosing for review and approval are six (6) copies of Req. No. 24 for the Sewer Systems Improvement Project.
58. Letter dated May 13, 2014, to Mineral Wells PSD, from Randall Cole, enclosing for review and approval are six (6) copies of Req. No. 11 for the Sewer Systems Improvement Project Phase II.

**Mineral Wells PSD  
List of Correspondence  
May 15, 2014  
Page 5**

59. Letter dated May 13, 2014, to Mineral Wells PSD, from Chad Miller, enclosing for review and approval are six (6) copies of Change Order No. 4 to Contract 2 of Sewer Phase II.
60. Letter dated May 13, 2014, to Mineral Wells PSD, from Randall Cole, enclosing for review and approval are six (6) copies of Req. No. 7 for the Water System Telemetry Project.
61. Letter dated May 13, 2014, to Mineral Wells PSD, from Chad Miller, Cerrone Associates, briefly updating the Commissioners on the status of the Sewer Systems Improvements Projects, Phase I and Phase II as well as the SCADA system Improvements Project.

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)	(886,666.60)	(78,535.45)	88.57	(841,354.53)	79.07	222,645.47
METERED SALES-COMMERCIAL	1 461 200 00	(187,000.00)	(155,833.30)	(14,042.09)	90.10	(151,198.73)	80.85	35,801.27
METERED SALES-INDUSTRIAL	1 461 300 00	(3,400.00)	(2,833.30)	(218.70)	77.18	(2,453.87)	72.17	946.13
METERED SALES-PUBLIC AUTHORITY	1 461 400 00	(3,300.00)	(2,750.00)	(27.30)	9.92	(281.34)	8.52	3,018.66
METER RENTAL	1 461 500 00	.00	.00	.00		.00		.00
TOTAL METERED SALES		(1257,700.00)	(1048,083.20)	(92,823.54)	88.56	(995,288.47)	79.13	262,411.53
OTHER REVENUES								
FORFEITED DISCOUNTS	1 470 000 00	(25,000.00)	(20,833.30)	(1,774.68)	85.18	(19,374.87)	77.49	5,625.13
MISCELLANEOUS SERVICE REVENUE	1 471 000 00	(3,500.00)	(2,916.60)	(520.00)	178.28	(2,469.05)	70.54	1,030.95
METER LEASE - MOBILE HOME PARK	1 472 000 00	(700.00)	(583.30)	.00		.00		700.00
INTERDEPARTMENT RENTS	1 473 000 00	(5,000.00)	(4,166.60)	(416.67)	100.00	(3,750.03)	75.00	1,249.97
OTHER WATER REVENUES	1 474 000 00	(5,200.00)	(4,333.30)	(300.75)	69.40	(3,220.50)	61.93	1,979.50
GAIN ON SALE	1 476 000 00	.00	.00	.00		.00		.00
TOTAL OTHER REVENUES		(39,400.00)	(32,833.10)	(3,012.10)	91.73	(28,814.45)	73.13	10,585.55
TOTAL REVENUES		(1297,100.00)	(1080,916.30)	(95,835.64)	88.66	(1024,102.92)	78.95	272,997.08

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	350,000.00	33,782.40	96.52	329,745.60	78.51	(90,254.40)
PURCHASED WATER PARKERBURG	1 610 101 00	7,000.00	5,833.30	.00		.00		(7,000.00)
TOTAL SOURCE OF SUPPLY		427,000.00	355,833.30	33,782.40	94.93	329,745.60	77.22	(97,254.40)
WATER SYSTEM EXPENSES								
OPERATION/MAINTENANCE								
SALARIES & WAGES PUMPING LABOR	1 601 500 00	7,200.00	6,000.00	62.70	10.45	4,261.99	59.19	(2,938.01)
POWER PURCHASED PUMPING	1 615 500 00	8,500.00	7,083.30	682.81	96.39	7,152.03	84.14	(1,347.97)
CHEMICALS	1 618 500 00	400.00	333.30	.00		.00		(400.00)
CONTRACTUAL SERVICES TESTING	1 635 500 00	3,600.00	3,000.00	81.00	27.00	3,518.60	97.73	(81.40)
SALARIES MAINT TRANS & DISTR	1 601 609 00	40,000.00	33,333.30	3,053.20	91.59	41,564.64	103.91	1,564.64
MATERIALS & SUPPLIES T&D LINES	1 620 609 00	15,000.00	12,500.00	765.04	61.20	15,980.98	106.53	980.98
CONTRACTUAL SERVICES OTHER	1 636 600 00	37,000.00	30,833.30	3,007.22	97.53	34,534.77	93.33	(2,465.23)
MISC EXPENSE PUMPING	1 675 606 00	.00	.00	.00		.00		.00
TOTAL OPERATION/MAINTENANCE		111,700.00	93,083.20	7,651.97	82.20	107,013.01	95.80	(4,686.99)
CUSTOMER SERVICE EXPENSES								
SALARIES & WAGES METER EXP WO	1 601 701 00	11,500.00	9,583.30	.00		.00		(11,500.00)
SALARIES & WAGES STRUC & IMP	1 601 702 00	2,100.00	1,750.00	31.80	18.17	3,798.73	180.89	1,698.73
SALARIES & WAGES METER READING	1 601 703 00	7,300.00	6,083.30	757.24	124.47	6,638.27	90.93	(661.73)
SALARIES & WAGES BILLING & COL	1 601 704 00	33,000.00	27,500.00	2,860.81	104.02	25,216.49	76.41	(7,783.51)
MATERIALS & SUPPLIES CUSTOMER	1 620 700 00	7,600.00	6,333.30	522.02	82.42	5,318.33	69.97	(2,281.67)
CONTRACTUAL SERVICES OTHER	1 636 700 00	2,200.00	1,833.30	.00		1,714.20	77.91	(485.80)
UNCOLLECTIBLE ACCOUNTS	1 670 700 00	3,500.00	2,916.60	.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	833.30	.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	56,833.10	4,171.87	73.40	42,686.02	62.58	(25,513.98)

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
<b>OPERATION/MAINTENANCE</b>								
ADMIN & GENERAL SALARIES	1 601 801 00	65,000.00	54,166.60	4,269.84	78.82	42,692.97	65.68	(22,307.03)
SALARIES & WAGES COMMISSIONERS	1 603 800 00	2,700.00	2,250.00	150.00	66.66	1,500.00	55.55	(1,200.00)
EMPLOYEES PENSIONS/BENEFITS	1 604 801 00	45,300.00	37,750.00	3,647.89	96.63	38,887.67	85.84	(6,412.33)
EMPLOYEE VACATION PAY	1 604 802 00	11,700.00	9,750.00	1,181.52	121.18	8,050.70	68.80	(3,649.30)
EMPLOYEES HOLIDAY PAY	1 604 803 00	8,200.00	6,833.30	672.24	98.37	7,464.12	91.02	(735.88)
EMPLOYEES SICK PAY	1 604 804 00	8,200.00	6,833.30	206.40	30.20	2,010.26	24.51	(6,189.74)
EMPLOYEES' FUNERAL LEAVE PAY	1 604 805 00	.00	.00	38.52		318.36		318.36
COMP TIME	1 604 806 00	2,300.00	1,916.60	177.60	92.66	1,654.84	71.94	(645.16)
OPEB/WV RETIREE HEALTH BENEFIT	1 604 808 00	4,100.00	3,416.60	338.40	99.04	3,384.00	82.53	(716.00)
EMPLOYEES WELFARE EXPENSE	1 604 809 00	.00	.00	.00		.00		.00
OFFICE SUPPLIES & EXPENSE	1 620 800 00	10,000.00	8,333.30	1,730.80	207.69	15,919.79	159.19	5,919.79
CONTRACTUAL SERV ENGINEERING	1 631 800 00	.00	.00	.00		.00		.00
CONTRACTUAL SERV ACCOUNTING	1 632 800 00	7,500.00	6,250.00	.00		7,800.00	104.00	300.00
CONTRACTUAL SERV LEGAL	1 633 800 00	1,000.00	833.30	84.00	100.80	201.15	20.11	(798.85)
CONTRACTUAL SERVICES OTHER	1 636 800 00	5,000.00	4,166.60	195.00	46.80	3,004.80	60.09	(1,995.20)
TRANSPORTATION EXPENSES	1 650 801 00	28,000.00	23,333.30	1,611.35	69.05	17,507.38	62.52	(10,492.62)
INSURANCE - VEHICLE	1 656 800 00	8,000.00	6,666.60	.00		4,396.48	54.95	(3,603.52)
PROPERTY INSURANCE	1 657 800 00	4,400.00	3,666.60	.00		8,372.41	190.28	3,972.41
INSURANCE WORKERS COMPENSATION	1 658 800 00	6,400.00	5,333.30	706.25	132.42	6,692.50	104.57	292.50
INSURANCE OTHER	1 659 800 00	10,800.00	9,000.00	.00		12,265.82	113.57	1,465.82
ADVERTISING EXPENSE	1 660 800 00	3,000.00	2,500.00	.00		.00		(3,000.00)
REGULATORY COMMISSION EXPENSE	1 667 800 00	3,600.00	3,000.00	.00		.00		(3,600.00)
MISCELLANEOUS GENERAL EXPENSE	1 675 801 00	5,000.00	4,166.60	495.77	118.98	6,798.38	135.96	1,798.38
MISC EXPENSE MAINT GENERAL PLT	1 675 802 00	.00	.00	.00		.00		.00
TOTAL OPERATION/MAINTENANCE		240,200.00	200,166.00	15,505.58	77.46	188,921.63	78.65	(51,278.37)
TOTAL OPERATION & MAINTENANCE		847,100.00	705,915.60	61,111.82	86.57	668,366.26	78.90	(178,733.74)
<b>MISC. EXPENSE</b>								
DEPRECIATION EXPENSE	1 403 000 00	306,000.00	255,000.00	50,320.00	197.33	251,600.00	82.22	(54,400.00)
FICA EXPENSE	1 408 120 00	14,000.00	11,666.60	1,031.89	88.44	11,138.96	79.56	(2,861.04)
GAIN-LOSSES DISPOSITION OF PRO	1 414 000 00	.00	.00	.00		.00		.00
TOTAL MISC. EXPENSE		320,000.00	266,666.60	51,351.89	192.56	262,738.96	82.10	(57,261.04)
<b>OTHER INCOME &amp; DEDUCTIONS</b>								
INTEREST & DIVIDEND INCOME	1 419 000 00	(600.00)	(500.00)	(24.45)	48.90	(131.45)	21.90	468.55
INTEREST ON LONGTERM DEBT	1 427 300 00	199,000.00	165,833.30	16,391.87	98.84	156,676.34	78.73	(42,323.66)
OTHER INT EXP CUSTOMER DEP RFN	1 427 400 00	200.00	166.60	17.18	103.12	204.93	102.46	4.93
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	165,499.90	16,384.60	99.00	156,749.82	78.92	(41,850.18)
NET INCOME		68,600.00	57,165.80	33,012.67	577.48	63,752.12	92.93	(4,847.88)

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
OPERATING REVENUE ACCOUNTS								
DOMESTIC SERVICE-RESIDENTIAL	2 522 100 00	(660,000.00)	(550,000.00)	(54,407.72)	98.92	(590,889.41)	89.52	69,110.59
DOMESTIC SERVICE-COMMERCIAL	2 522 200 00	(190,000.00)	(158,333.30)	(20,234.46)	127.79	(213,459.38)	112.34	(23,459.38)
DOMESTIC SERVICE-PUBLIC AUTHOR	2 522 300 00	(800.00)	(666.60)	(92.80)	139.21	(733.16)	91.64	66.84
DOMESTIC SALES-INDUSTRIAL	2 522 400 00	(4,000.00)	(3,333.30)	(174.59)	52.37	(2,492.51)	62.31	1,507.49
BUTCHER BEND SEWER	2 536 000 00	(250.00)	(208.30)	(33.32)	159.96	(199.84)	79.93	50.16
TOTAL SALES OF SEWER SERVICE		(855,050.00)	(712,541.50)	(74,942.89)	105.17	(807,774.30)	94.47	47,275.70
OTHER SEWER REVENUES								
FORFEITED DISCOUNTS & PENALTY	2 532 000 00	(14,200.00)	(11,833.30)	(1,438.85)	121.59	(16,008.68)	112.73	(1,808.68)
MISC SEWERAGE REVENUES	2 536 100 00	(600.00)	(500.00)	(25.00)	50.00	(1,125.00)	187.50	(525.00)
TOTAL OTHER SEWER REVENUES		(14,800.00)	(12,333.30)	(1,463.85)	118.69	(17,133.68)	115.76	(2,333.68)
TOTAL REVENUES		(869,850.00)	(724,874.80)	(76,406.74)	105.40	(824,907.98)	94.83	44,942.02
OPERATION/MAINTENANCE EXPENSE								
COLLECTING EXPENSES								
SALARIES & WAGES T&D	2 701 100 00	1,500.00	1,250.00	25.44	20.35	1,242.01	82.80	(257.99)
SALARIES & WAGES MAINS T&DS	2 701 201 00	6,000.00	5,000.00	309.93	61.98	3,273.38	54.55	(2,726.62)
MATERIALS & SUPPLIES T&D LINES	2 720 201 00	3,500.00	2,916.60	116.00	39.77	1,328.13	37.94	(2,171.87)
CONTRACTUAL SERV OTHER T&D	2 736 201 00	5,000.00	4,166.60	158.98	38.15	5,139.18	102.78	139.18
TOTAL COLLECTING EXPENSES		16,000.00	13,333.20	610.35	45.77	10,982.70	68.64	(5,017.30)
PUMPING EXPENSES								
OPERATION LABOR-PUMPING	2 701 301 00	7,500.00	6,250.00	533.85	85.41	8,405.81	112.07	905.81
POWER LIFT STATIONS	2 715 301 00	19,000.00	15,833.30	1,698.34	107.26	16,303.42	85.80	(2,696.58)
POWER GRINDER PUMPS	2 715 302 00	6,500.00	5,416.60	973.70	179.76	4,946.53	76.10	(1,553.47)
SALARIES & WAGES MAINT LIFT ST	2 701 401 00	11,000.00	9,166.60	322.25	35.15	9,458.06	85.98	(1,541.94)
SALARIES & WAGES GRINDER PUMP	2 701 402 00	12,500.00	10,416.60	120.40	11.55	8,108.03	64.86	(4,391.97)
MATERIALS & SUPPLIES LIFT STAT	2 720 401 00	15,000.00	12,500.00	284.75	22.78	8,938.42	59.58	(6,061.58)
MATERIALS & SUPPLIES GRINDERS	2 720 402 00	20,000.00	16,666.60	299.04	17.94	10,877.94	54.38	(9,122.06)
CONTRACTUAL SERV OTHER LFT STA	2 736 401 00	12,000.00	10,000.00	.00		13,561.32	113.01	1,561.32
CONTRACTUAL SERV GRINDER PUMPS	2 736 402 00	19,000.00	15,833.30	.00		4,745.86	24.97	(14,254.14)
TOTAL PUMPING EXPENSES		122,500.00	102,083.00	4,232.33	41.45	85,345.39	69.66	(37,154.61)

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	8,333.30	661.00	79.32	7,367.10	73.67	(2,632.90)
PURCHASED POWER WWTP	2 715 500 00	56,000.00	46,666.60	4,000.57	85.72	46,353.48	82.77	(9,646.52)
CHEMICALS WWTP	2 718 500 00	30,000.00	25,000.00	.00		32,555.18	108.51	2,555.18
MATERIALS & SUPPLIES WWTP	2 720 500 00	22,000.00	18,333.30	1,159.00	63.21	29,405.76	133.66	7,405.76
CONTRACTUAL SERVICE TESTING	2 735 500 00	4,500.00	3,750.00	299.00	79.73	5,018.00	111.51	518.00
CONTRACTUAL SERV OTHER WWTP	2 736 500 00	6,500.00	5,416.60	.00		1,869.15	28.75	(4,630.85)
SALARIES & WAGES WWTP BUILD/GR	2 701 601 00	5,900.00	4,916.60	232.20	47.22	4,381.20	74.25	(1,518.80)
SALARIES & WAGES WWTP EQUIP RR	2 701 602 00	9,500.00	7,916.60	464.40	58.66	6,363.50	66.98	(3,136.50)
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>120,333.00</b>	<b>6,816.17</b>	<b>56.64</b>	<b>133,313.37</b>	<b>92.32</b>	<b>(11,086.63)</b>
<b>BILLING &amp; COLLECTING EXPENSES</b>								
SALARIES & WAGES METER READING	2 701 701 00	6,000.00	5,000.00	727.56	145.51	5,755.19	95.91	(244.81)
SALARIES & WAGES BILLING & COL	2 701 702 00	26,000.00	21,666.60	2,228.27	102.84	19,820.94	76.23	(6,179.06)
MATERIALS & SUPPLIES BILL&COLL	2 720 700 00	6,500.00	5,416.60	527.19	97.32	5,661.40	87.09	(838.60)
CONTRACTUAL SERVICE OTHER	2 736 700 00	2,700.00	2,250.00	.00		2,108.80	78.10	(591.20)
UNCOLLECTIBLE ACCOUNTS	2 770 700 00	3,200.00	2,666.60	.00		.00		(3,200.00)
<b>TOTAL BILLING &amp; COLLECTING</b>		<b>44,400.00</b>	<b>36,999.80</b>	<b>3,483.02</b>	<b>94.13</b>	<b>33,346.33</b>	<b>75.10</b>	<b>(11,053.67)</b>
<b>ADMINISTRATIVE/GENERAL EXPENSE</b>								
SALARIES & WAGES ADMIN	2 701 800 00	40,000.00	33,333.30	2,580.93	77.42	31,964.11	79.91	(8,035.89)
BOARD OF DIRECTORS	2 703 800 00	2,000.00	1,666.60	100.00	60.00	1,150.00	57.50	(850.00)
EMPLOYEE PENSION & BENEFITS	2 704 800 00	42,000.00	35,000.00	2,662.23	76.06	30,235.19	71.98	(11,764.81)
EMPLOYEES VACATION PAY	2 704 801 00	6,500.00	5,416.60	787.68	145.41	5,434.01	83.60	(1,065.99)
EMPLOYEES HOLIDAY PAY	2 704 802 00	6,700.00	5,583.30	448.16	80.26	5,068.08	75.64	(1,631.92)
EMPLOYEES SICK PAY	2 704 803 00	3,000.00	2,500.00	137.60	55.04	1,213.35	40.44	(1,786.65)
EMPLOYEES' FUNERAL LEAVE PAY	2 704 804 00	.00	.00	25.68		212.24		212.24
COMP TIME	2 704 805 00	1,500.00	1,250.00	118.40	94.72	1,117.16	74.47	(382.84)
OPEB/WV RETIREE HEALTH BENEFIT	2 704 806 00	3,000.00	2,500.00	225.60	90.24	2,256.00	75.20	(744.00)
MATERIALS & SUPPLIES OFFICE	2 720 800 00	12,000.00	10,000.00	1,153.84	115.38	10,316.48	85.97	(1,683.52)
SPECIAL SERVICE ENGINEER	2 731 800 00	5,000.00	4,166.60	.00		.00		(5,000.00)
SPECIAL SERVICES	2 732 800 00	5,000.00	4,166.60	.00		5,200.00	104.00	200.00
CONTRACTUAL SERV ACCOUNT-ARTBR	2 732 801 00	1,125.00	937.50	.00		1,125.00	100.00	.00
SPECIAL LEGAL SERVICES	2 733 800 00	1,000.00	833.30	56.00	67.20	(778.73)	77.87	(1,778.73)
TRANSPORTATION EXPENSE	2 750 800 00	20,000.00	16,666.60	1,074.23	64.45	11,671.62	58.35	(8,328.38)
CONTRACTUAL SERVICE OTHER	2 736 800 00	.00	.00	130.00		1,037.20		1,037.20
INSURANCE VEHICLE	2 756 800 00	3,000.00	2,500.00	.00		2,930.99	97.69	(69.01)
INSURANCE PROPERTY	2 757 800 00	5,500.00	4,583.30	.00		5,581.60	101.48	81.60
INSURANCE WORKERS COMPENSATION	2 758 800 00	4,400.00	3,666.60	470.83	128.41	4,461.66	101.40	61.66
INSURANCE OTHER	2 759 800 00	7,300.00	6,083.30	.00		8,175.89	111.99	875.89
ADVERTISING EXPENSES	2 760 800 00	2,000.00	1,666.60	.00		129.40	6.47	(1,870.60)
REGULATORY COMMISSION	2 767 800 00	2,500.00	2,083.30	.00		.00		(2,500.00)
MISC GENERAL EXPENSE	2 775 800 00	6,000.00	5,000.00	600.58	120.11	4,827.17	80.45	(1,172.83)
RENTS	2 775 801 00	5,000.00	4,166.60	.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>153,770.10</b>	<b>10,571.76</b>	<b>68.75</b>	<b>138,328.42</b>	<b>74.96</b>	<b>(46,196.58)</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
TOTAL OPERATION & MAINTENANCE		511,825.00	426,519.10	25,713.63	60.28	401,316.21	78.40	(110,508.79)
DEPRECIATION	2 403 000 00	300,000.00	250,000.00	34,164.00	136.65	170,820.00	56.94	(129,180.00)
FICA EXPENSE	2 408 200 00	13,000.00	10,833.30	754.27	69.62	9,156.88	70.43	(3,843.12)
INTEREST/DIVIDEND EARNED	2 419 000 00	(600.00)	(500.00)	(8.15)	16.30	(75.88)	12.64	524.12
INTEREST ON LONG TERM DEBT	2 427 300 00	80,000.00	66,666.60	17,832.89	267.49	177,273.75	221.59	97,273.75
AMORT OF DEBT DISC & EXP	2 428 000 00	.00	.00	.00		.00		.00
OTHER INTEREST EXPENSE	2 427 400 00	200.00	166.60	13.06	78.39	176.27	88.13	(23.73)
TOTAL EXPENSES & OTHER INCOME		392,600.00	327,166.50	52,756.07	161.25	357,351.02	91.02	(35,248.98)
BALANCE TO SURPLUS		34,575.00	28,810.80	2,062.96	71.59	(66,240.75)	191.58	(100,815.75)