

LUBECK PUBLIC SERVICE DISTRICT

MARCH 23, 2000

James E. Smith, Chairman
David Steele, Secretary
Lee Johnson, Treasurer

ATTENDING: James Smith, Lee Johnson, David Steele, James Cox,
Phil Postlewait

NO. OF CUSTOMERS:	Section		
	1	Lake Washington Road	491
	2	Lubeck	408
	3	Riverhill - Blenn. Heights	383
	4	DuPont Road	295
	5	Larkmead Road	308
	6	LMH - Homewood Road	241
	7	Washington Bottom	355
	8	New England Ridge	304
	9	Lubeck South	310
	10	Larkmead Area - Marrtown	304
	11	Route 68 South - Hopewell	178
	12	Mitchell's	69
		Total Customers	3,646

TREASURER'S REPORT:

Revenue Fund - United National Bank	\$71.03
Operations & Maintenance Fund - Wesbanco	\$3,396.71
Security Deposits - One Valley Bank	\$0.00
Operation & Maintenance Reserve - One Valley Bank	\$1,904.23
Construction Reserve - One Valley Bank	\$3,941.83
Water Reserve Fund - One Valley Bank	\$38,502.10
Water Project Construction Fund - One Valley Bank	\$2,568.92
Sewer Reserve Certificate of Deposit - United National Bank	\$6,686.49
Sewer Project Construction Fund - United National Bank	\$15,338.08
Sewer Operation & Maintenance Reserve - United National Bank	\$1,199.52
Special Sewer Construction - Larkmead - United National Bank	\$55.76
Revenue Fund - Wesbanco	\$1,371.47
Hopewell Project Construction Account - United National Bank	\$0.00
Hopewell Reserve Fund - United National Bank	\$0.00
Sewer Reserve Fund - United National Bank	\$5,793.84
Hopewell Savings (Tap Fees) - United National Bank	\$21,860.06
Prudential Securities Sewer Fund	\$0.00
Prudential Securities Water Fund	\$54,866.91
Series 1999 Sewerage Bonds Account	\$155,522.62
Hopewell Debt Service Reserve	\$814.05
Hopewell O&M Reserve Account	\$1,367.23

Transfer From Revenue to Operation & Maintenance Checking	\$18,000.00
Transfer From Revenue to Water Reserve Account	\$0.00
Transfer From Revenue to RUS O&M Reserve Account	\$0.00
Transfer From Revenue to RUS Debt Service Reserve Account	\$0.00
Transfer From Water Project Construction Fund to O&M Checking	\$0.00
Transfer From Revenue to Sewer Project Construction Fund	\$0.00
Transfer From Revenue to Sewer Reserve Account	\$0.00

The following transfers were made to cover payroll since the last Board meeting:

Transfer From Revenue to Operation & Maintenance Checking	\$15,000.00
Transfer From Revenue to Operation & Maintenance Checking	\$0.00
Transfer From Revenue to Operation & Maintenance Checking	\$0.00

BUSINESS: Prayer by Jim Smith.

- A) Moved by Dave Steele, seconded by Lee Johnson that the minutes of the Board meeting of March 9 meeting be approved. Passed unanimously.

SEWER PROJECT:

- A) The District needs to ratify the signing of Change Orders No. 10 through 13 for Contract 98-3. Moved by Lee Johnson, seconded by Dave Steele that these be ratified. Passed unanimously.
- B) The District needs to sign the Partial Payment Request No.12. It is for a total of \$420,378.69. See attached Resolution for breakdown. Moved by Dave Steele, seconded by Lee Johnson that the Partial Payment Request No. 12 be approved. Passed unanimously.
- C) The District received a letter from Robin Mayer of Greenland Addition this morning asking two questions under the Freedom of Information Act. I have forwarded this on to Mr. Brown to answer.

SEWER PLANT SAMPLING & PHYSICAL CONDITION:

- A) Ron and Mark continue to work on maintenance of the plants and continue to use the Diamad unit for sludge removal.

DISCUSSION OF DISTRICT HAPPENINGS:

It was reported what the field staff has been doing in the District:

- A) Installed 4 water taps since the last Board meeting. There are 4 water taps to be installed. This gives us 8 water taps for 2000.
- B) Changed out 3/4" tap at Exel warehouse to a 2" tap. They needed this for an eye wash and other services.
- C) Replaced two saddle leaks.
- D) Completed work orders, spotted lines, set meters.

RESOLUTION OF THE PUBLIC SERVICE BOARD OF LUBECK PUBLIC SERVICE DISTRICT APPROVING INVOICES AND EXPENSES RELATING TO CERTAIN ADDITIONS, BETTERMENTS AND IMPROVEMENTS TO THE WASTEWATER COLLECTION AND TREATMENT FACILITIES OF THE DISTRICT AND AUTHORIZING PAYMENT THEREOF.

WHEREAS, Lubeck Public Service District (the "District") has reviewed the list of invoices and project-related expenses attached hereto and incorporated herein by reference relating to the design and construction of certain additions, betterments and improvements to the wastewater collection and treatment facilities of the District to be financed in part by the proceeds of the District's Sewerage System Revenue Bonds, Series 1999 A (the "Series 1999 A Bonds"); the District's Sewerage System Revenue Bonds, Series 1999 B (the "Series 1999 B Bonds"); and the District's Sewerage System Bond Anticipation Notes, Series 1999 (the "Notes"), and finds as follows:

(A) That none of the items for which the payment is proposed to be made has formed the basis for any disbursement theretofore made;

(B) That each item for which the payment is proposed to be made is or was necessary in connection with the Project and constitutes a Cost of the Project;

(C) That each of such costs has been otherwise properly incurred; and

(D) That payment for each of the items proposed is now due and owing.

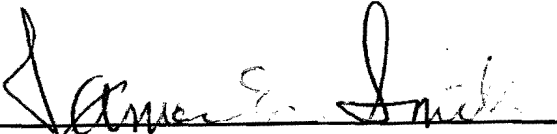
NOW, THEREFORE, BE IT RESOLVED BY THE PUBLIC SERVICE BOARD OF LUBECK PUBLIC SERVICE DISTRICT AS FOLLOWS:

There is hereby authorized and directed the payment of the following invoices and project-related expenses from the proceeds of the Series 1999 A Bonds (designated for State Revolving Fund reimbursement, or "SRF" below) or from the proceeds of the Series 1999 B Bonds or the Notes (designated for reimbursement from Infrastructure Council bond or note proceeds, or "IC" below):

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<u>Vendor</u>	<u>Amount</u>	<u>SRE</u>	<u>IC</u>
Lubeck Public Service District			
- Reimbursement	\$ 3,781.94	\$0.00	\$ 3,781.94
Burgess & Niple, Limited			
- Technical Services	0.00	0.00	0.00
Hayslett Construction Co., Inc.			
- (Contract 98-1)	373,475.10	0.00	373,475.10
Marbo Construction Co., Inc.			
- (Contract 98-3)	126,291.01	0.00	126,291.01
Holley Bro. Const. Co., Inc.			
- (Contracts 98-4, 98-5, & 98-7)	10,421.52	0.00	10,421.52
Valley Development of WV, Inc.			
- (Contracts 98-6 & 98-9)	50,078.58	0.00	50,078.58
Pipe Plus Inc.			
- (Contract 98-8)	5,496.93	0.00	5,496.93
Joseph M. Brown			
- (Attorney Fees)	832.50	0.00	832.50
MCDI Appraisers			
- (Appraisals or Other Related Costs)	310.00	0.00	310.00
Ronning, Palmer, Titus			
- (Easement Cost)	0.00	0.00	0.00
Waterman-Douglass			
- (Easement Cost)	0.00	0.00	0.00
Less Cash on Hand			
- (WVDOT Reimbursement)	-150,308.89	0.00	-150,308.89
Total	\$ 420,378.69	\$0.00	\$ 420,378.69

Adopted by the Public Service Board of the District at a meeting held on the 23th day of March, 2000.



 Chairman

[SEAL]



 Treasurer

GENERAL BUSINESS:

- A) Approved bills and signed checks.

- B) Information from DuPont on contaminant is Ammonium Perfluorooctanate. The District will contact the State Health, both the state and federal Departments of Environmental Protection to see if there are any threshold levels.

- C) Jim has the agreement for the Preliminary Water Report from Burgess & Niple, Limited. It offers the District no interest carrying for 18 months. Then it will be due, whether we have received financing for the project or not. Mr. Brown has no problem with the agreement. Moved by Lee Johnson, seconded by Dave Steele that the District approve the agreement between the District and Burgess & Niple, Limited for the Preliminary Study and send it on the the West Virginia Public Service Commission for their approval. Passed unanimously.

- D) We have put out for quotes for a new copying machine. The results are tabulated here for you. Brian and Jim are recommending a Canon GP-200-E for a 36 month lease with a \$1.00 buyout. This includes everything except staples and paper plus there is a \$1,000 rebate from Canon. Moved by Dave Steele, seconded by Lee Johnson that the District enter into the three year lease with CWS. Passed unanimously.

- E) We need to amend the Sick Leave Policy to reflect the fact that our Long Term Disability program does not go into effect for 60 days instead of 30 days as we first thought. Therefore, the District would need to give the full time employees forty-eight days sick leave at the beginning of each year. Moved by Lee Johnson, seconded by Dave Steele that the District amend the number of sick leave days given the full time employees to forty-eight for beginning a year so as to get them to the beginning of the Long Term Disability and this would be retroactive to January 1, 2000 and therefore include Harold (Jake) Smith. Passed unanimously.

- F) Moved by Dave Steele, seconded by Lee Johnson that the District accept the financial statement for the month of February 2000 as presented by Philip R. Postlewait, Jr., CPA. Passed unanimously.

- G) Meeting adjourned.

 APPROVED  ATTESTED

LUBECK PUBLIC SERVICE DISTRICT
COPIER COMPARISONS
March 17, 2000

<u>SUPPLIER NAME</u>	<u>COPIER BRAND</u>	<u>LEASE RATE</u>	<u>BUYOUT COST</u>	<u>EXTRA COPIES</u>	<u>INCENTIVES</u>
Noe Office Supply	Toshiba DP2570	402.35	\$1.00	0.0150	
CWS	Canon 200 E	293.00	\$1.00	0.0150	\$1,000 Rebate
Poynter's Best Products	Canon 200 E	309.14	\$1.00	0.0135	\$1,000 Rebate
American Office Systems	Lanier 5222	355.70	\$1.00	0.0098	

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